

Columbia River All Catalina Association Charter

ARTICLE I — NAME

We shall be known as Columbia River All Catalina Association (subsequently referred to as The Association).

ARTICLE II — OBJECTIVES

The Association is a non-profit organization dedicated to promoting the enjoyment of owning, sailing, and cruising:

- Coordinate cruising and social activities.
- Promote safe-boating education.
- Promote harmonious relationships and good fellowship among Catalina owners.
- Exchange technical information relating to Catalina yachts.
- Cooperate with other yachting organizations.
- Maintain communication with other Catalina owners through meetings, mailings, website and newsletters.
- Promote the care and maintenance of Catalina yachts.

ARTICLE III — MEMBERSHIP

Each paid regular membership in attendance is entitled to one vote in all matters calling for a vote of the general membership.

- **Regular Member** - A Regular Member shall be an owner or a part owner of a Catalina Yacht. He/she may hold office and vote.
- **Associate Member** - An Associate Member is a person who subscribes to the objectives in Article II and does not own a Catalina yacht. This person is not permitted to hold office or vote.
- **Honorary Member** - An Honorary Member is a person who has an active interest in the welfare of The Association. Honorary Members are not permitted to hold office or vote. The Executive Committee grants and/or revokes Honorary Membership.

ARTICLE IV — DUES

- The Executive Committee, on an annual basis, will recommend dues. The dues assessment must be validated by vote of the membership. A quorum of members will vote to validate the dues assessment.
- Payment of annual dues grants membership privileges to all partners and their spouses of any one Catalina yacht, except that only one vote per paid membership is allotted.
- Dues are for the calendar year and are payable by January 1. Only first time members joining during the year will have their dues prorated as determined by the Executive Committee.
- Recommendations for special assessments to be enacted have to be approved by a vote of the Regular Members present at any general or special meeting.

ARTICLE V — OFFICERS

The officers of The Association shall be regular members in good standing. Officers may serve in more than one position providing that the Executive Committee consists of at least four members.

Commodore shall:

- Schedule and preside at all regular and special business meetings, determine date, time and location of the business meeting, and prepare meeting agenda.
- Chair the Executive Committee.
- Call extra business meetings, appoint committees not otherwise provided for, and fill committee and protem vacancies.
- Present an annual budget for the coming year to Executive Committee for approval in December of each year.

- Rule on procedure and jurisdiction, authorize expenditures within the budget, and perform other functions as may be warranted for the proper management.
- Prepare an article for each newsletter before the 26th of each month.
- Oversee and coordinate the efforts of all-major committees and appointments.
- Represent The Association in relationships with other boating organizations.
- Approve and file the annual report to International All Catalina Alliance.
- Perform the duties of the Vice Commodore in his/her absence.
- Succeed the Rear Commodore

Vice Commodore shall:

- Schedule programs/speakers for business meetings.
- Perform the duties of the Commodore in the absence of that officer.
- Prepare an article for each newsletter before the 26th of each month that details time, place and other information pertaining to upcoming program/speaker/event; and in the following month, reporting details of completed activity.
- Writes thank you notes to speakers/presenters throughout the year.
- Chair the Entertainment/Activities Committee and communicate activities.
- Be responsible for marketing the virtues and benefits of The Association to new and existing members.
- Be responsible for the preparation and delivery of reader-boards, brochures, etc. for any boat shows and/or other events decided upon by the Executive Committee.
- Succeed the Commodore.

Secretary/Treasurer shall:

- Record and retain minutes of all business meetings and Executive Committee meetings, and other records. He/she shall also distribute ballots, notices of meetings, and prepare other communications as required.
- Maintain the membership directory and notify the Communications Officer of any changes in membership information before the 26th of each month.
- Receive funds and deposit them in the depository approved by the Executive Committee, disburse funds by check only as authorized by the Commodore. Prepare the annual financial statements and budget, and conduct other financial affairs of The Association as assigned. Submit financial records to the Executive Committee on a quarterly basis.
- He/she will insure that any member may inspect all books and records for any proper purpose at any reasonable time.
- Be responsible for all funds of the organization, receive and disburse all money subject to the budget and the will of the Executive Committee.
- Set up a checking account in the name of Columbia River All Catalina Association. All checks written will require the signature of an Association officer. Authorized signatures will be on file with the bank.
- Maintain and reconcile The Association's accounts, filing whatever reports and/or returns that may be required by the International All Catalina Alliance and governmental agencies.
- Collect membership dues.
- Order burgees, Sweatshirts, T-shirts, etc., keep inventory and make available to the members.
- Responsible to maintain list of members receiving Mainsheet. Submit list quarterly to Mainsheet.

Communications Officer shall:

- Be responsible for a newsletter and website.
- Publish a newsletter once a month unless otherwise directed by the Executive Committee.
- Prepare and mail press releases, as necessary.
- Submit articles to Catalina Owner Magazine, Mainsheet, and other publications.
- Receive and edit all items for newsletter, to include articles about upcoming meeting(s), cruise(s), and other activities; reports of past meeting(s), cruise(s) and other activities; and items of general interest to Association members.
- Provide for the distribution of the newsletter to The Association's members, other clubs or Associations, national/international Associations and local yachting magazines at least one week before monthly meeting.
- Organize a telephone tree for Association communications.

Cruise Officer shall:

- Create The Association's annual cruising schedule, and after having it approved by the Executive Committee, submit it to the Columbia River Yachting Association by their due date.
- Find hosts for each of The Association's scheduled cruises.
- Assure that members are notified of cruise arrangements, including last-minute changes.
- Assure that new cruisers are made to feel welcome and, when desirable, are connected with a buddy boat.
- Before the 26th of each month, submit articles to Communications Officer detailing cruise plans, host boat(s), etc. for the next month's cruise(s) and reporting highlights and names of boats and/or members who attended the cruise(s) the previous month.
- Record and maintain information regarding participants for cruising awards.

Rear Commodore shall:

- Act as host/hostess at meetings and other activities, making introductions, welcoming guests and new members, and providing name tags as desirable.
- Before the 26th of each month, submit biographies of guests, new and selected existing members.
- Serve on the Entertainment Committee.
- The immediate past Commodore shall serve as the Rear Commodore. Any regular member may fill this position should the immediate past Commodore be unable to serve.

The following positions are open to regular and associate members of good standing:

Safety Focal shall:

- Promote safe boating education by submitting articles to the Communications Officer before the 26th of each month outlining safe practices.
- Provide for Vessel Safety Check of member's boats.
- Give safety presentations at general meetings.

Historian shall:

- Maintain The Association's scrapbook with photographs and other memorabilia.

ARTICLE VI — NOMINATIONS AND ELECTIONS

Nominating Committee

- A three person Nominating Committee shall be appointed by the Commodore.
- The Nominating Committee shall develop a slate of eligible consenting candidates selected from a roster of active regular members and present it to Executive Committee.
- The recommendations of the Nominating Committee/Executive Committee and the notice of the election shall appear in the newsletter prior to annual meeting.
- Nominations may also be received from the floor at the annual meeting.
- No nominations shall be presented without the consent of the nominee.

Elections

- The nominee for each office with the greatest number of votes of the Regular Members in good standing shall be elected at the October annual meeting.
- Unless the Vice-Commodore cannot succeed the Commodore and/or Commodore cannot succeed the Rear Commodore, these officer positions will not be on the ballot.
- Officers will serve for one year and will assume their duties effective December 1st.

Vacancies

- In case of resignation or removal of any officer, the Commodore shall appoint a replacement, whose term shall expire on November 30.
- Should the Commodore's position become vacant, the Vice-Commodore shall assume this position for the duration of the term.

ARTICLE VII — COMMITTEES

Executive Committee

The Executive Committee shall consist of a Commodore, Vice Commodore, Secretary/Treasurer, Cruise Officer, Rear Commodore and Communications Officer. A quorum (see Article VIII, Meetings) of which shall act as the governing body. Executive Committee shall:

- Interpret the Charter. It will determine policy. Serve as the last court of appeals in disputes over constitutional rights, sanction activities, and is the only committee that may obligate The Association financially.
- Decide on promotion of activities, methods of elections, appointment of committees, and the general government of the organization.
- Annually appoint an audit committee to conduct an audit of The Association's financial records.
- Set the annual calendar after elections in October with both the current and upcoming year Executive Committee members.
- Meet throughout the year as deemed necessary by Executive Committee members. The Executive Committee may be polled by telephone or email.
- Determine annual awards.
- With a three-fourths majority, may suspend any officer for conduct or actions deemed prejudicial or injurious to The Association. It may suspend members guilty of gross violation of rules in unsportsmanlike conduct in any activity conducted or sponsored by The Association.

Entertainment Committee

The Vice Commodore, Rear Commodore and three members at large shall constitute this Committee. The Entertainment Committee shall:

- Poll members for activities and events and generate a plan of activities in which members of The Association can participate.
- Plan and arrange for activities and events approved by the Executive Committee.
- Arrange for The Association's Annual Awards Banquet.
- Arrange for The Association's Annual Catalina Rendezvous.
- Arrange for an annual discount night at a local marine store.
- Plans will be submitted to the Executive Committee two weeks before setting the Annual Calendar.
- Encourage the formation of event organizing committees and provide coaching and guidance.

Special Committees

- The Commodore as required may appoint other special committees.

ARTICLE VIII — MEETINGS

Special meetings may be called at any time by the Executive Committee. Robert's Rules of Orders shall govern procedural matters at the business portion of meetings.

General Meetings

Meetings of The Association's membership shall be held at least four times a year at a time and location scheduled by the Executive Committee. Notice through publication in The Association newsletter, website, email, or through a telephone tree before the meeting shall be deemed sufficient notification.

Executive Committee Meetings

The Commodore, as necessary, shall call meetings of the Executive Committee.

Quorum

A quorum for any Executive Committee meeting shall consist of four (4) Committee members. A quorum for any general membership meeting shall consist of members present.

ARTICLE IX — VOTING

Executive Committee

Based on a quorum of officers present, a simple majority vote shall be required to pass a motion.

General Membership

A simple majority of votes of the regular members present in good standing shall be required to elect officers or pass a motion except as noted in Article XI-Suspension, below. There shall be one vote for each regular membership and in case of a tie vote, the Commodore shall cast the deciding vote.

ARTICLE X — SAFETY

Safety

Skippers, Members and Guests attending Association activities shall agree to operate their sailboats in a safe manner at all times. The decision of whether or not to participate in an event or not to start or continue in an activity is the sole responsibility of the member and not that of any person sponsoring or undertaking such activity.

Members/Skippers should inform all crewmembers and guests of their responsibility to safety.

Annual Inspection

All members agree to have a Vessel Safety Check (VSC) performed annually on their yacht by the U.S. Coast Guard Auxiliary or U.S. Power Squadron to insure that they meet or exceed the United States Coast Guard safety standards.

ARTICLE XI — SUSPENSION

With a three-fourths majority, the Executive Committee may recommend suspending any officer for conduct or actions deemed prejudicial or injurious to The Association. It may recommend to suspend or expel members guilty of gross violation of rules in unsportsmanlike conduct in any activities conducted or sponsored by The Association. Any officer or member recommended for suspension or expulsion for conduct or action deemed prejudicial or injurious to The Association will be consummated by a two-third vote of the membership present at the next general or special meeting.

ARTICLE XII — AMENDMENTS

Any regular member may amend the Charter by submission, in writing, of a proposed amendment at any regular or special meeting of The Association. If approved by the Executive Committee, the Secretary/Treasurer shall send a copy of the proposal to all members at least twenty (20) days in advance of it being put to a final vote at the next general meeting. To be adopted, the amendment must be approved by two-thirds of the votes cast by regular members in attendance.

ARTICLE XIII — NATIONAL/INTERNATIONAL AFFILIATION

Affiliation with national/international Catalina one-design organizations shall be retained or initiated as desired by owners of each model yacht.

ARTICLE XIV — AUTHORITY

The Charter shall be the governing rules of The Association, which is chartered by the International All Catalina Alliance (IACA). The Association Charter shall be consistent with that of IACA.