

# **PORTLAND YACHT CLUB**

## **CLUB RULES**

(Revised August 2007)

### **GENERAL EXPECTATIONS OF MEMBERS AND VISITORS**

1. Members, their guests, and visitors will treat other members and staff employees with courtesy and respect at all times. Any violation of courtesy may subject the offender to the discipline procedures defined in the By-Laws.
2. Skippers and sailors on visiting yachts are expected to understand and abide by all Club Rules, which will be posted in the Clubhouse. Skippers of yachts, which apply for overnight privileges, will be required to comply with the Club Rules while at the Club; they may be asked to affirm in writing their agreement to abide by them.
3. The Portland Yacht Club, its members and employees, are not responsible for any personal property brought to the Club or left on the premises of the Club.
4. The Portland Yacht Club may suspend or terminate any privileges granted to non-members, guests or visiting yachtsmen for violations of these rules or for actions that could create a risk to the safety and soundness of the Club, Club property, members or their property.
5. This Club shall NOT be used for commercial purposes. This rule shall not be interpreted to forbid Club members to host meetings of their business associates, business conferences or seminars, even if there is a charge for attendance to offset expenses. This rule shall not be interpreted to prohibit display of artwork by members with individual permission from the Commodore or his or her designee, provided no direct selling or pricing of artwork shall be allowed. This rule shall not in any way prevent members from utilizing services of technicians who come to the Club to work on a Member's boat. Such service providers should contact the Club Manager in advance to obtain permission to use the parking lot and the launch service.
6. All persons on Club premises above the floats must wear shirts and shoes.
7. Positive comments may be given to employees at any time; they are strongly encouraged when earned.
8. Negative comments and complaints are properly directed to Flag Officers, the officer responsible for the area in question, or the Club Manager – NOT TO CLUB EMPLOYEES.

### **HOUSE AND GROUNDS**

1. The Club House is for the exclusive use of members, their families, and their guests. Members shall be responsible to see that guests behave properly while on Club property.
2. Club House hours of operation when the Club is in commission:
  - a. The House opens at 0800 or the opening of Launch Service, whichever comes later.
  - b. The House closes
    - (1) On evenings when the Dining Room is open, 30 minutes after the Dining Room closes or 10:00 PM, whichever is later.
    - (2) On evenings when the Dining Room is closed, 15 minutes after the end of Launch service.Closing time may be extended during Club events.

**CLUB HOUSE CLOSING HOURS SHALL BE RIGIDLY ENFORCED.**

3. When the Club is not in commission, the House is officially closed other than for Club or member events. The Office is generally open from 9:00 AM to 5:00 PM Tuesdays and Wednesdays.
4. A Flag Officer present at the Club is in full charge of the premises. In the absence of a Flag Officer, any member of the Board shall rank as the officer in charge. In the absence of any officer, the Club Manager shall be in charge.
5. For the health of members, guests, and staff, and for safety, Portland Yacht Club is a TOTAL NON-SMOKING FACILITY. Smoking is prohibited anywhere on Club property and on all PYC-owned boats. (The Board retains the authority to specify smoking areas for special events.)
6. The member causing damage to the Club or its facilities or whose guest(s) caused it shall pay for any damage.
7. No Club property shall be taken from the premises except by permission of a Board member, the Club Manager, or his/her designee.
8. Parking is permitted only on the paved areas. Parking will be allowed on the grass only at the direction of a Club Officer, the Club Manager, or a parking attendant. No overnight parking will be permitted on the grass.
9. Each member in good standing will be provided as many parking passes as they request with their corresponding member number. Only one vehicle per membership is allowed in the parking area and said vehicle must display its parking pass in the front windshield area. Any vehicle found not displaying a valid parking pass or two vehicles displaying the same member number might be towed from the parking lot at the expense of the vehicle's registered owner. Members are encouraged to meet their guests outside the Club premises and ride share. The Club Manager can issue temporary parking permits if space is forecast to be available.
10. The driveway area directly to the right of the Club House (the area between the Club House and the Shed) is reserved for loading and unloading gear. Use should be limited to five minutes.
11. Small boats and dry-sailed boats shall be stored in designated areas only. No storage of boats by non-members is permitted except for employees by individual permission and temporary storage during junior program events and race events by individual permission. All dinghies must be properly stored on the racks as provided and storage of dinghies on the bank alongside the boat ramp is discouraged. Dinghies stored on the bank will be charged the same fee as the rack storage. Improperly stored dinghies will be removed at the owner's expense.
12. No motors, other than those owned by PYC, will be stored on House grounds. Gasoline will not be stored in any of the Club's buildings.
13. Except as provided in these rules, no overnight storage of boats (including dinghies) or equipment trailers (excluding PYC owned) is permitted on the property. No dinghies may be stored on Club property from November 1<sup>st</sup> to April 15<sup>th</sup>. There is a three-day grace period for storage of dinghies and equipment trailers in the case of Club sponsored races continuing for more than one day. Club management will attempt to notify violators of this rule, warning them to remove their property. A registered letter will be sent to the last known address or a notice will be posted on the craft of the violator. Any boats or equipment still on Club property 35 days following notice will become Club property, to be sold or otherwise disposed of.

## **FOOD AND BEVERAGE**

1. The Dining Room is for the exclusive use of Club members and their guests, and visiting yachtsmen.
2. The Dining Room will be open as posted at the entrance.

3. Members and guests must turn off mobile phones or set the ring to “vibrate only” in all dining areas. They may not use mobile phones to make or continue received calls in the Dining Areas. If circumstances require a call, they must move to another area of the Club. (This does not apply to texting.)
4. Members and guests using the Dining Room should leave the Dining Room within a reasonable time after the end of serving hours. “Reasonable time” means sufficient time to finish a meal in a relaxed manner; it does not include lingering over beverages that could be consumed elsewhere in the Clubhouse.
5. Members are not allowed in the Kitchen except when they are working on food service for a Club event.
6. The Club and its employees will strictly observe all applicable State and Federal laws and Falmouth ordinances regarding the serving and consumption of alcoholic beverages.
7. Specific Rules for the use of the Bar, including (but not limited to) restrictions on minors being present in the Bar area, will be posted prominently in the Bar.
8. No one under age 21 is allowed in the Bar area as a patron unless accompanied by a responsible adult.
9. Staff members will not pour beverages or mix drinks for anyone who appears to be intoxicated. When a person who appears to be intoxicated requests an alcoholic beverage which belongs to him or her, staff members will return the beverage to the individual but will not provide set-ups.
10. Ice and setups available at the Bar are for bar service only. See the Waterfront Manager or his designee for boat service.
11. No one is allowed behind the bar while employees staff it.

## **WATERFRONT**

1. The Waterfront Manager or his designee at the floats will be in complete charge at all times.
2. NO OVERNIGHT BERTHING IS ALLOWED AT THE FLOATS.
3. NO BOAT is to be secured at the float and left unattended at any time without permission of an Officer, the Waterfront Manager or his designee. Permission may be denied on account of weather conditions or the demand for float space by other members.
4. NO BOATS OR DINGHIES other than PYC craft will be allowed on the floats.
5. Owners if so requested by the Dockmaster or the officer in charge of the Club shall take boats away from the floats.
6. Tie-up time at the floats may be limited to 30 minutes when several yachts wish to use the floats. The decision to impose limits will be made by the Officer in charge or the Waterfront Manager.
7. No fishing or swimming is allowed from the floats, except in connection with the instruction of students in the Junior Sailing Program.
8. All children 12 and under must wear a life jacket on the dock and floats.
9. A dinghy is available for times when the launch is not in service.
10. Non-members shall not use the launch or floats except under the following circumstances:
  - a. A registered visiting yachtsman has complete use of launch and floats, subject to these Club Rules.
  - b. A yachtsman participating in a scored weekend race or race series sponsored or hosted by PYC shall have use of the launch and floats to the extent necessary for participating in the race or series.

- c. Any vessel experiencing an emergency may tie up at the floats or call the launch for short-term assistance.
  - d. A non-member who is a guest of a member who is himself/herself present on his/her vessel or Club grounds may use the launch to reach the member.
11. The Portland Yacht Club may suspend or terminate the privilege of any visiting yachtsman, non-member or guest to use the launch, floats or any other PYC property if the yachtsman, non-member or guest has demonstrated a disregard for any Club rules or has acted in a manner that creates a risk to the safety or security of the Club, its members or Club or member property.
  12. The docks and floats shall not be used for commercial purposes.
  13. All vessels and their moorings must adhere strictly to all Federal and State environmental laws regulations, as well as all Falmouth ordinances.
  14. All moorings must meet the requirements of the Falmouth Harbormaster for construction, placement, and maintenance.

## **PORTLAND JUNIOR YACHT CLUB AND JUNIOR SAILING PROGRAM**

All Junior Yacht Club members shall abide by Portland Junior Yacht Club By-Laws as well as the following rules:

- a. Members of the Junior Yacht Club and participants in the Junior Sailing Program are NOT ALLOWED in the area designated as the Bar except as guests of a member parent when the parent is present.
- b. Members of the Junior Yacht Club and members of the Junior Sailing Program ARE NOT ALLOWED in the Senior Club House unless accompanied by a responsible adult member, except for those areas specifically designated for use by the Juniors.
- c. Members of the Junior Yacht Club shall leave the Club House and premises by 1630 daily, or 2000 during evening races, unless accompanied by a responsible Adult member.

## **JUNIOR CLUB HOUSE**

1. The Junior Club House, defined as the room on the northwest side of the second floor of the Club House, the adjacent deck and the stairway leading directly to that room, is for the use and enjoyment of the members of the Portland Junior Yacht Club.
2. The Junior Club House will be open from 0845 to 1630 each day except on Junior race nights when it will be open until 2000. Members of the Junior Yacht Club must leave the premises upon closing.

## **JUNIOR PROGRAM RULES**

1. Junior Program participants are subject to the authority of the sailing instructors, sailing director and Club Manager. In the absence of the above, any member of the Board shall rank as the officer in charge.
2. Junior Program participants will not be allowed in the Main Club House without permission of the staff.
3. No person 12 or under will be allowed on the dock or floats without wearing a USCG approved personal floatation device at all times. No junior program participant will be allowed in a junior program boat unless wearing a USCG approved personal floatation device.
4. The Club assumes no responsibility for participants in the Junior Program who are on the premises other than during class periods.