

Balboa Yacht Club
By-Laws

Revised February 18, 2017

ARTICLE ONE: NAME

The name of this organization shall be known as "Balboa Yacht Club", hereafter referred to as the Club. Lake Balboa in Hot Springs Village will be designated as the home lake of the Club. It is incorporated as a 501 (c) (7) corporation in the State of Arkansas.

ARTICLE TWO: MISSION

The Balboa Yacht Club provides social, education and service opportunities that benefit Lake Balboa and its boat owners.

ARTICLE THREE: MEMBERSHIP

Membership in the Club shall be open to boat owners who own a boat that is docked on Lake Balboa when initiated into the club. The requirements for membership are:

A. Membership

Any person 21 years or older will be accepted for membership upon meeting the membership requirements, submitting an application and paying dues. A member in good standing is entitled to serve on the Board of Directors, and participate in all functions of the Club.

B. Membership Requirements

1. A member agrees to have knowledge of basic boating rules and safety regulations.
2. A member must be willing to assist other boaters while on the lake and on the docks.
3. A member must be willing to help at club functions.
4. A member must abide by all boating laws that apply to Lake Balboa.
5. A member must respect all members of the Club.

C. Membership Dues

1. Membership annual dues shall be set by the Board of Directors.
2. Dues are renewable one year after joining and will be considered delinquent 31 days after the renewal date. If a member's dues are not paid by 31 days after the renewal date, that member must re-apply to the Board of Directors for reinstatement of membership and pay dues for the entire year.
3. After a membership is paid in full, a welcoming letter signed by the Commodore will be sent, advising the applicant that he/she has been accepted for membership. All new members will be introduced by the Commodore or a member of the Board of Directors during activities/events and at the next regular meeting.

D. Suspension or Termination of Membership

1. Members may be suspended or terminated by unanimous action of the Board of Directors for any of the following:
 - a. Conduct deemed harmful by the Board of Directors to the mission of the Club.
 - b. Intentional disregard of the Club's By-laws.
 - c. Refusal without cause to assist in carrying out the objectives of the Club.

2. Before a member can be suspended or terminated he/she will be notified in writing at least two weeks in advance of the time and place the Board of Directors will consider the suspension or termination and he/she shall be given the opportunity to be heard in answer to the charges.
3. Request for reinstatement shall be considered as a new membership application and must be accompanied by remittance of full annual dues.

ARTICLE FOUR: OFFICERS AND TERMS

Any member in good standing at the time of their election may hold office in the Club. The Board may remove a Board member by a two-thirds vote of the Board.

Vacancies shall be filled by appointment of the Commodore and ratified by a majority vote by the Board of Directors. Only a member in good standing can be appointed and voted in by the Board of Directors. A vacant position should be filled in a timely manner of 30 days or less. The responsibility for each position shall be as follows:

A. COMMODORE

It shall be the duty of the commodore to set the agenda and preside at all meetings, to abide by the By-laws of the Club, to appoint such committees as he/she deems necessary to conduct the business of the Club, to serve as an Ex-Official member of all committees and to perform such duties as may be delegated to him or her by the Board of Directors. The Commodore shall be the authorized signatory on all payable receipts along with the Treasurer. All communications on Club activities and meeting notes must be reviewed by the Commodore before sending out.

B. VICE COMMODORE

It shall be the duty of the Vice Commodore to develop good public relations and to encourage new membership and in the absence of the Commodore to preside at Club meetings.

C. EVENTS COORDINATOR

It shall be the duty of the Events Coordinator to develop good public relations and be responsible for scheduling and staffing of all Club events. He or she should maintain good practices in purchasing food and other supplies for all Club activities.

D. SECRETARY

It shall be the duty of the Secretary to keep a record of the proceedings at all meetings of the Club and the Board of Directors, to keep an accurate roll of all members, conduct the correspondence of the Club and perform other such duties as usually pertain to the position of Secretary. The Secretary should also assure that members have access to Board meeting minutes.

E. TREASURER

The Treasurer shall create an annual budget for approval and shall collect all dues and fees owed the Club and disburse funds only in accordance with that authorized budget. Expenditures not in compliance with the budget require prior Board of Directors approval. He or she shall maintain an accurate account of all Club funds collected and disbursed with supporting files of bills and invoices. He or she shall report to the Board of Directors at each of its meetings on the present and projected financial condition of the Club. At the end of his/her term, he/she is to prepare an annual financial report listing the Club's income statement, assets, liabilities and shall give a complete record of receipts and disbursements for the year. The Treasurer and the Commodore will be the authorized signatories on all payables. A duplicate copy of the monthly bank statement shall be included in the minutes.

F. COMMUNICATIONS AND PUBLICITY

The Communications and Publicity Board member shall be responsible for publication of information about club activities. The Communications and Publicity member must assure that photos are taken at events and articles are written about those events.

ARTICLE FIVE: BOARD OF DIRECTORS

- A. There shall be a Board of Directors consisting of all officers, and a predetermined number of members at large elected for one year terms. The Board shall consist of no less than five and no more than nine members.
- B. The Board of Directors shall have general control and management of the affairs and funds of the Club. It shall have the full power to carry out the purposes of the Club as provided in these By-Laws.
- C. There shall be no less than four Board meetings per year.

ARTICLE SIX: VOTING

Voting privileges are reserved for members in good standing. Each member is entitled to one vote.

ARTICLE SEVEN: ELECTIONS

- A. Elections of all Board members will be held each year at the annual membership meeting.
- B. A report of the Nominating Committee shall be presented at the annual membership meeting. Additional nominations for Board positions will be accepted from the general membership at that time.
- C. All Board Members shall be elected by a majority vote of members in good standing who are present at the annual meeting. Board members elect the Board officers.

ARTICLE EIGHT: MEMBERSHIP MEETINGS

- A. The annual membership meeting shall be held in January.
- B. A special meeting may be called by the Commodore with 10 days notice to all members stating the purpose of said meeting

ARTICLE NINE: COMMITTEES

- A. Committee Chairpersons shall be appointed and their duties delineated by the Commodore.
- B. In the absence of the Commodore, chairpersons may be appointed by the Vice Commodore.
- C. All committees shall be subject to the direction and control of the Commodore but each committee shall be authorized to prescribe rules and procedures for the direction of the activities assigned to it.
- D. The Nominating Committee shall consist of the Board of Directors and shall convene no later than 30 days prior to the date of the election.

ARTICLE TEN: AMENDMENTS

- A. An amendment(s) to the By-Laws may be initiated by a majority vote of the Board of Directors upon request of any member.
- B. After approval by the Board of Directors the proposed amendment(s) shall be incorporated into the By-Laws and shall be published for review by the membership on the Club website.