

# 2023 POLICIES AND PROCEDURES FOR USING CLUB FACILITIES

## PERSONAL CONDUCT

Tuscaloosa Sailing Club is member supported and maintained. These Policies and Procedures are intended to provide a framework for the safe and enjoyable use of the club and its facilities by all members of the club

All members and guests must behave respectfully to one another when on Club property, and refrain from behaviors detrimental to the fun family atmosphere that is expected at the Club. Our entire campus, the clubhouse, pavilions, beach area, docks, fire pit, boat yard, lawn, outdoor cooking areas, and storage buildings, are for the use and enjoyment of all members. Don't play your music too loud, don't drink too much, don't make a mess. Do not smoke, vape, or use tobacco products anywhere on campus at any time.

Be kind. Be respectful. Leave things better than you found them.

## TRASH AND GARBAGE

There will be no garbage cans left in the pavilions except during official events. You are responsible for your own garbage. Every time you leave, either put it all in the dumpster or take it home with you.

## PETS

No pets are allowed in the clubhouse **at any time** or in any other area where food is actively being served or consumed in an official club event. At all times you must be aware of your pet's actions and keep it from bothering other people.

## CLUBHOUSE

When you use the clubhouse please make sure that you:

- Clean up after using the clubhouse:
  - remove all garbage; either put it in the dumpster or take it with you
  - vacuum and sweep the floors
  - wash, dry, and put away the dishes
- Take care when using the fireplace
  - always use the screen
  - never let children play with the fire
  - always put the fire out when you leave
- Take all of your personal belongings with you when you leave the building. The only place in the clubhouse for personal belongings is inside a designated locker downstairs.

- Do not leave your personal food anywhere in the clubhouse, including in cabinets or refrigerator. Any food left **will be thrown away**.
- Never, ever, pour grease down the sink drain.
- TURN OFF THE STOVE! Before you leave make sure that the stove top and oven are OFF!
- Either do not adjust the thermostat settings or, before leaving, assure that the thermostat is set to 78° for cooling or 60° for heating.
- If you are the last person at the club, make sure the clubhouse is locked when you leave.

## **CAMPGROUND**

- Annually, the Board may assign reserved camper sites on the Club's grounds at the then-current per annum charge, payable in advance with annual membership dues.
- Assignees of a reserved camper site shall keep the grounds surrounding their camper clean and neat and maintain the camper in good order and condition. Maintaining the grounds includes but is not limited to keeping vegetation mowed/trimmed, keeping limbs and leaves cleared from walkways and the roof of campers, and avoiding clutter by storing all personal items (folding chairs, water toys, coolers, etc.) inside the camper or otherwise out of sight when not actively being used. Time spent maintaining assignees' camper spots is NOT eligible for work party credit.
- Electric and water hook-ups are provided at reserved camper sites. The Board monitors the cost of electricity in the campground to assure that costs to the Club do not exceed fees collected. In the event that costs do exceed fees the Board will collect that excess from camper site assignees either by assessment or by increased fees.
- Camper sites are assigned annually and are intended for active use. Camper sites are not to be used for low-cost camper storage. There is often a waiting list of members seeking a camper spot. A member who is assigned a camp site must place camper in said location within 60 days or the camp site will be forfeited and any fee paid will be returned. The Board reserves the right to not renew a camp site that is not actively used if there are people on the waiting list for camper sites. In this case, the camper in the spot that is non-renewed will be moved out of the campground and the owner will be notified to remove it from the premises.
- Under no circumstances may a member use a camp site or other Club grounds as the member's primary or legal residence.
- Failure to observe the Club's policies and bylaws may result in the Board's revocation and cancellation of the permit for a reserved site whereupon the member shall promptly remove his/her/their camper and other belongings and equipment from the Club's grounds in accordance with the procedure set out in the member's Permissive Use Agreement.

### **Campers are expected to follow the following rules:**

- Camp only in permissible sites.
- All fires in grills, pits or fire bowls must be attended and must be completely extinguished

- when leaving.
- Catch all waste water from campers and trailers and empty in a suitable place away from the Club's premises. Discharging a camper's holding tanks onto Club grounds is prohibited and will result in mandatory removal of that camper from the Club and a prohibition of future assignment of a camping spot.
- Leave the campground cleaner than you found it. Do not leave sailing gear or personal items lying around. Items left in the camp area after you leave will be moved to Lost and Found.
- If other campers are present, observe quiet time for 10:00 p.m. until 8:00 a.m.
- Take your garbage with you or dispose in the Club provided dumpster. Campers are responsible for their own garbage disposal.
- Please report any infraction to the Board.
- ***When you leave, disconnect all water and electrical hook-ups.*** If you have reason to keep appliances connected, notify the Harbormaster for permission.
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## **BOATS**

### **Member-owned boats**

- Without informing the Harbormaster or other board member, no boat, sailboat or otherwise, shall be docked at any club dock overnight unless its skipper is spending the night on club property.
- Any power boat or personal watercraft on club premises shall maintain a no-wake zone extending 100 yards away from club docks and beach areas. Power boats may be secured to the main dock only and are not permitted in the beach area or shoreline.
- Powerboats and personal watercraft are not permitted to be stored on club grounds, including wet slips, with one currently grand-fathered exception.

### **Storage of member-owned boats in the boat yard**

- Dry storage is located in the boat yard east of the clubhouse.
- Dry storage spaces are assigned by the Harbormaster on an annual basis. No boat shall be placed in the boat yard without prior approval by the Harbormaster. Each boat approved for storage in the boat yard will be assigned a specific space and may not be moved to another space without approval of the Harbormaster.
- All member-owned boats stored in the boat yard must be registered in the member's name and must display current registration stickers.
- Boats located in the field are subject to being moved for lawn keeping purposes.
- All boats stored in the boat yard shall be maintained in sail-worthy condition and shall be kept reasonably clean.
- All trailers must have their owner's name clearly displayed, must be maintained with good, inflated tires and must always be able to be moved.
- No boat shall be allowed to retain water, so every boat must either be covered with a well-maintained cover or lifted to an angle that guarantees water will drain. If a boat is

not covered, it is the owner's responsibility to keep leaves and debris from blocking the boat's drainage.

### **Storage of member-owned boats in wet slips**

- Wet slips are provided for an annual fee and are available for sailboats only. Slips are assigned by the Harbor Master on an annual basis. No boat shall be placed in a wet slip without prior approval by the Harbor Master. Each boat approved for storage in a wet slip will be assigned a specific slip and may not be moved to another slip without prior approval of the Harbor Master.
- If applicable, a waiting list is maintained by the Treasurer.
- Members are responsible for the security of their boats.
- All boats stored in wet slips must be registered in the member's name and must display current registration stickers.
- All boats stored in wet slips shall be maintained in sail-worthy condition and shall be kept reasonably clean.
- Owners of boats stored in wet slips may be assigned a space for the boat's trailer in the boat yard at no additional cost. All trailers must have their owner's name clearly displayed, must be maintained with good, inflated tires and must be able to be moved.
- No boat in a wet slip shall be allowed to retain water, so every boat must either be covered with a well-maintained cover or must be equipped with a working pump to remove water. If a boat is not covered, it is the owner's responsibility to keep the pump working at all times.
- Boats in wet slips shall be pulled out of the water in times of low lake conditions to avoid stranding and possible damage to finger docks.

### **Storage of member-owned boats that are being repaired**

In order to maintain our boatyard as a storage facility for actively-used sailboats, it is necessary to limit the amount of time a boat may remain in the yard while under repair. Members shall inform the Harbormaster if their boat is actively being repaired in the boatyard. Member shall also provide the Harbormaster of the expected date of completion, which shall not exceed six (6) months. The Harbormaster will then post a sign at the member's boatyard spot stating "UNDER REPAIR" and the shorter of the expected date of completion or six months from the start of repairs. Owner agrees to complete repairs to the vessel within the agreed time. If repairs are not achieved within said time frame, owner may ask the Board for an extension with the understanding that the Board is under no obligation to approve said request. Otherwise, the boat shall be removed from the Club premises. Once the boat is sail-worthy and meets all other requirements for storage in the boat yard it may be returned.

### **Violation of boat storage regulations**

If any boat or trailer stored at the Club is found to be in violation of these regulations or to in any other way pose a health or safety hazard the following steps will be followed:

1. The owner of the boat will be notified in writing by letter mailed to their most current address on record with the Board of what regulation is being violated. The owner will then have a period of 30 days to bring the boat into compliance, unless the Board determines that circumstances require a shorter time in which the boat must be brought into compliance.
2. If the boat is stored in the boat yard, including those “under repair,” and is not brought into compliance within 30 days from the mailing of notice, the boat will be moved to the “Bone Yard” section of the boat yard. The owner of the boat will be notified in writing by letter mailed to their most current address on record with the Board that it has been moved to the Bone Yard. A fee of twenty dollars (\$20.00) will be assessed for each day the boat remains in the Bone Yard. The owner of the boat will then have a maximum of 30 days to either bring it back into compliance and seek approval to move back to assigned space in boat yard or remove it from the Club premises. All Bone Yard fees must be paid prior to moving back to boat yard.
3. If the owner does not bring the boat into compliance within the 30 days of it being placed in the Bone Yard, the Club will dispose of the boat - remove it from the premises - at the owner’s expense.

#### **Club-owned boats**

- Outside of race support, the Race Committee boats may not be used for any purpose, except emergency rescue, or other official club use, without the express permission of the board.
- All users of club-owned motor boats must be appropriately licensed.
- Use of club boats is strictly limited to club members and their guests.
- Current check-out procedures must be followed when using club-owned sailboats.

#### **CLUB EQUIPMENT**

- No one may operate any of the clubs power mowers, chainsaws or power equipment unless they are 14 years old or older. Anyone under 18 must be under the supervision of a parent.
- Club equipment should be used only by those members who understand the proper operation and safety requirements. Members operating chainsaws and mowers should wear the appropriate clothing and safety glasses.
- Members are responsible for insuring that the mower's crankcase is filled with oil and that fresh gasoline is used. Two cycle engines require a special oil and gas mixture which should be carefully measured.
- Chains on saws should be kept sharp and out of the dirt when operated.
- Club equipment shall not be removed from club premises except for maintenance or repair.
- Any comments or questions concerning club equipment should be directed to the Grounds Chairman.

## PERSONAL GUESTS

- TUSCALOOSA SAILING CLUB IS A PRIVATE CLUB AND, WITHOUT EXCEPTION, ALL GUESTS **MUST** BE ACCOMPANIED BY THEIR MEMBER HOST.
- Remember that pursuant to your Permissive Use Agreement you are legally responsible for your guests including indemnifying the club against any claim your guest may bring against it.
- If your child is more than 23-years old he/she is no longer part of your membership and is a guest if he/she has not joined as a separate member.
- Member-hosts are responsible for conduct of their guest(s) who are expected to abide by Club rules and policies.
- Members are responsible for cleaning up after themselves and their guests or guest groups.
- Members are encouraged to continue bringing personal guests to the club, and other members are urged to greet those guests and make them feel welcome - they may be encouraged to join the club!

## GUEST GROUPS

- Member Guests
- Outside of the context of Guest Groups (see below) members may host a maximum of six guests to the Club on any one occasion. If you want to host more than six guests, you must proceed under the requirements pertaining to Guest Groups below. Keep in mind that a family unit is ONE member, so this limitation is six guests total, not six guests per family member.
- In order to maintain the true nature of membership and guest, members must limit each of their guests to visiting no more than six days per calendar year.
- Members who invite guests to the Club are not accorded any special Club privileges and are expected to use the Club facilities in conjunction with other members and Club activities.
- Guest Groups
- More than six guests is a Guest Group. If you want to host a Guest Group you must seek the prior approval of the Board of Governors.
- When hosting a Guest Group the Tuscaloosa Sailing Club member-host must be present during the entire visit.
- Club facilities will not be reserved for the exclusive use by a Guest Group.
- The Board of Governors has the exclusive right to approve or disapprove the use of club facilities for Guest Groups. To avoid denial, members should check the club calendar and request Guest Group permission on dates when there are no other large functions scheduled.
- Club supplies shall not be used by Guest Groups unless approved by the Board of

Governors. Members-hosts using the Club facilities for a Guest Group are responsible for supplying all cups, plates, forks, and other similar items.

- Approval Procedure
- The member requesting to host the Guest Group shall notify the Club's Social Chairperson at least five (5) days in advance providing the date and time of the requested use, the name of the organization if applicable, the number of expected guests, and the Club facilities to be used. Prior to considering the request the member may be asked to furnish additional information to the Board.
- The Social Chairperson shall forward the member's request to the other Board members for consideration. Following the Board's consideration of the request, the member will be notified of the Board's decision. The Board may deny a requested use of the Club for any reason in the exercise of its discretion. If the request is approved, the member's activity will be placed on the Club's activity calendar.