



Benicia Yacht Club House Rules and Regulations

CONTENT

- Purpose
- House Rules
- Regulations
 - A. General Regulations
 - B. Actions under the authority of the Board
 - C. Lounge Functions
 - D. Actions under the authority of the House Committee
 - E. Club Managers' responsibilities

PURPOSE

The Benicia Yacht Club prides itself as a responsible yachting and social organization and as such has promulgated these rules and regulations to promote fair and equitable standards for all its Club members, enhance safety and allow all members to enjoy the full benefits of the Club to the maximum extent possible.

The purpose of these rules and regulations is to ensure that all members are able to enjoy the full benefits of the Club and its facilities in an atmosphere consistent with its philosophy.

The Club is required to meet certain federal, state and local mandates which are also reflected in the rules and regulations.

For the mutual consideration of all members and guests, each member is encouraged to read and become familiar with these rules and regulations. Enforcement will be a Club policy. Failure to abide by these rules and regulations subjects the member to suspension or expulsion as provided in the by-laws, Article II, Section 2.4.1, Article V, Section 5.11.1, and Article XIII, Section I.



Benicia Yacht Club House Rules and Regulations

HOUSE RULES

1. Members are responsible for their own conduct and for the conduct of their family members and guests. Any member whose conduct or whose family's or guest's conduct shall be deemed by the Club to likely endanger the good reputation of the Club or its members or is otherwise improper may be reprimanded, fined, suspended or expelled from the Club.
2. Improper conduct shall include: making disparaging remarks about the Club on any social media platform including, but not limited to, Facebook, Next Door, Twitter, Instagram, or acting in a manner incompatible with the standard of conduct of the existing membership or which would likely injure the reputation of the Club.
3. Outside Food is not permitted in the Club while food is available to Club Members.
4. No beverages may be brought into the Club without prior approval of the Club Manager. Bottles of unopen wine not on the Club's wine list may be brought into the club and opened by the bartender on duty and served by staff for a predetermined corkage fee.
5. No littering on premises.
6. Routine storage of personal articles is not allowed in the Club.
7. Articles left in the Club over thirty days will be disposed of without notice.
8. Nothing shall be removed from the Club or premises without the Club Manager's approval.
9. Club Members or guests may not stay on the premises overnight.
10. Club Members are to ensure all their guests are signed in and wearing name tags.
11. No service will be offered without name tags.
12. The sponsoring member is responsible for guests' conduct and any damages that might incur.
13. Club members are responsible for their own damages in accordance with the by-laws.
14. If necessary, the local police will be called to escort any individual off the premises for inappropriate behavior.
15. Proper attire for the occasion is required. Swimsuits and bare feet are not allowed. Shirts are required at all times.



Benicia Yacht Club House Rules and Regulations

16. Family members under eighteen must be accompanied by a responsible adult member.
17. All members and guests shall conduct themselves so as to bring credit to the Benicia Yacht Club and themselves.
18. Minors are not allowed at or near bar. If minors use the playroom. Members are responsible for leaving the room in an orderly fashion.
19. The only animals allowed are service animals.
20. Smoking is allowed only in designated areas.
21. Checks written to the Club that are returned 'Not Sufficient Funds' (NSF) will be charged \$25. For each returned check and two (2) NSF checks written within the year will result in the member being required to use cash only for a period of one year. All Bar and Restaurant members' charges not paid in 30 days will incur a 10% service fee and their privileges will be withheld until all charges are paid.
22. Any member who is delinquent in payments will not be allowed to book the Club for private events.
23. BYC is not a political club. Members' political views vary and should be respected.



Benicia Yacht Club House Rules and Regulations

REGULATIONS

A. GENERAL REGULATIONS

1. Club Privileges are only for members in good standing.
2. The membership card must be shown on request. All members and guests must wear name tags to receive service. Members are encouraged to not bring the same guests repeatedly but for the good of the club, to try to encourage those guests to become members.
3. No person under the age of 18 will be served alcohol.
4. Complaints regarding the Club Operation or its employees should be directed to the Club Manager, Commodore, or the Personnel Committee.
5. Direct reprimands of employees are not permitted for legal reasons.
6. Complaints not resolved expeditiously by the Club Manager within seven days are directed next to the Commodore or Personal Committee.
7. Members are encouraged to use the suggestion box located outside the Board Room.
8. Employees cannot have guests on the premises unless sponsored by a member.



Benicia Yacht Club House Rules and Regulations

B. ACTIONS UNDER THE AUTHORITY OF THE BOARD

1. Purchases for the Club must be on the basis of prior approval of the Board: either by budget or project.
2. Individual Club members shall not commit the Club to any activity without prior approval of the Board.
3. Budgets for Club Events should be submitted prior to the Event. Preferably two weeks prior.
4. When there are Club functions requiring entire use of the building, the building will be reserved for ticket holders only.
5. All ticket sales for Special Club Functions are available only for Club Members and guests until two weeks prior to the event, at which time sales may be open to reciprocal yacht clubs.
6. The use of the Club by non-member organizations shall be the Club Manager's responsibility, subject to approval by the Board.
7. Members with reservations for Club events must pay even if they miss the event,
8. Rosters are available to club members upon request.
9. The Club Roster and E-Mail list are available only to club members for their personal use and not for commercial use. Abuse of this privilege can be the basis for termination of membership.
10. The Club identification of logo may not be used without prior approval of the Board.
11. The Rear Commodore is responsible for insuring an officer of the day is present when visiting Yacht Clubs are in attendance or for agreed upon special events.
12. Club Publicity releases shall be under the supervision of the Publicity Chairperson and subject to the approval of the Commodore.
13. Petition, letters or advertisements may only be circulated within the Club with approved policies.
14. The Board determines the extent of privileges granted to reciprocating yacht club's members.



Benicia Yacht Club House Rules and Regulations

Guests:

Bona fide guests of members are welcome without restriction within the following parameters:

- (a) Each member is limited to eight (8) guests at any one time. If member guests exceed the approved limit, the approval of the Club Manager or Commodore is needed.
- (b) The sponsoring member is responsible for physically signing in their guest and assuring the guest(s) is provided with and wearing a name tag. Name tags must identify the guest's name and name of sponsoring guest.
- (c) The sponsoring member must be physically present on Club property at the time his/her guest(s) is present.

Reciprocal:

- (a) Members of yacht clubs granting reciprocal privileges to Benicia Yacht Club members will be granted access to Club Facilities on same bases criteria.
 - (b) Members of clubs extending unusually limiting reciprocal privileges to BYC Members will be extended privileges based on any limited inter-club agreements that can be developed.
 - (c) Members of clubs not extending reciprocal privileges to BYC Members will not be allowed reciprocal privileges at BYC. A list of those clubs will be posted each year.
 - (d) A bona fide guest is one of the following:
 - A person invited and accompanied by a member
 - A member of a particular type of club, such as a yacht club, who is visiting another club reciprocal yacht clubs serve in lieu of membership card statements of the same type and whose membership cards states thereon that such a member is entitled to guest privileges at other designated clubs which have negotiated a written reciprocal agreement for this purpose (It has been determined that the annual reciprocal agreement cards exchanged by).
15. The Board shall have one member on the House Committee to act as liaison between the Board and the House Committee and this member shall attend the House Committee Meetings.



Benicia Yacht Club House Rules and Regulations

16. Violations of these Rules and Regulations observed by Club Officers, Board Members, Committee Chairpersons or the Club Manager must be brought to the attention of the offending person.
17. The Rules and Regulations shall be reviewed once a year prior to the Change of Watch.

C. LOUNGE FUNCTIONS

1. The use of the Benicia Yacht Club bar and lounge areas for personal functions such as birthday parties, anniversary parties etc. is permitted subject to the Club Manager's approval to assure no conflict of use and proper staffing.
2. Each membership is limited to eight (8) guests. The member is responsible to ensure all guests are registered in the guest book. If guests exceed the approved limit, approval of the Club Manager or Commodore is required.
3. The no outside food and beverage requirements are to be adhered to for celebrations, cakes are permitted and standard BYC prices for food and beverage purchases will apply.
4. Any entertainment secured by a member for said function is at the member's expense and liability and shall be considered for the enjoyment for all present.

D. ACTIONS UNDER AUTHORITY OF THE HOUSE COMMITTEE

1. The House Committee controls the physical operations of the Club, building, grounds and utilization of Club space with Board approval.
2. All proposals to change, additions or corrections to the building or grounds shall be referred to the House Committee.
3. The Club bulletin boards will be the responsibility of the House Committee, who reserve sections for Flag Officers, Board Members and Club Functions.
4. The House Committee is responsible for Club furnishings and accessories.
5. The House Committee shall provide specific regulations and instructions governing the attachment of anything to the interior or exterior walls or the Club House.
6. The House Committee is responsible for property inventory management.



Benicia Yacht Club House Rules and Regulations

E. CLUB MANAGERS RESPONSIBILITIES

1. The use of the second floor will not be scheduled for use by outside organization without the special approval of the Board.
2. Members and outside organizations using the building shall be advised of specific regulations governing the attachment of anything to the interior or exterior of the building or littering the grounds. Littering materials, e.g.: birdseed and confetti are not permitted. Nails, tacks, push pins, tape and any material that could mar the surfaces of the building are prohibited. Decoration need to be coordinated with the Club Manager or the house Committee. The objective is to allow decorations without harming the building or grounds and not create an inordinate clean up. The Club Manager and all Chairpersons shall enforce this regulation.
3. Club Events have president over outside events at all times.
4. No member may use the office computers without the Club Manager's approval
5. The Club Manager shall be authorized to sign guests in the guest book and issue guest cards.
6. It is recommended that Members make an appointment if they wish to discuss an Event or Club Business.