

BY-LAWS
OF
THE TILLER CLUB OF COMMUNITY BOATING

Last Amended October 2024

- I. Purpose. The Tiller Club of Community Boating is the adult racing association of Community Boating, Inc. (CBI) at Boston, Massachusetts. Its purpose is to promote interest in racing to the sailing membership of CBI, to provide instruction and initiation into racing, to encourage good sportsmanship, to provide enjoyable competition and further promote CBI's overall mission of "Sailing for All". These By-laws are governed and created under the authority of the "Community Boating Inc, Volunteer Interest Groups" document approved by the Board of Directors on August 1st 2023.

- II. Membership. Eligibility for membership shall be determined by a written examination on the racing rules. The membership of the Club shall consist of the following persons: (1) those members of CBI's adult program who have passed this examination and who are not CBI employees; and (2) those CBI employees who have passed this examination and who have also participated in an event administered by the Club in the current season of the adult program or, when determining membership during the off-season, in the previous season. There shall be no dues.

- III. Officers. The officers of the Club, to be elected at the annual meeting, shall be the Commodore, Vice Commodore, and Steward. All officers must be a CBI certified volunteer at time of the appointment or, if appointed at the end of a season, by April 1st of the next season.
 - A. The Commodore shall be executive head of the Club. The Commodore shall ordinarily preside at meetings and shall be an ex-officio member of all committees. The Commodore shall serve as liaison to the management and Board of Directors of CBI. The Commodore may appoint special committees. The Commodore shall fill vacancies among the officers and committees by appointment. The Commodore shall oversee the participation of members competing in outside events and shall be responsible for hosting guest competitors at events administered by the Club.
 - B. The Vice Commodore shall assume the duties of the Commodore in the latter's absence, plus the responsibilities delegated by the Commodore and any racing matter for which these by-laws make no provision.
 - C. The Steward shall ordinarily keep the minutes of meetings. The Steward shall take charge of all money received, keep proper accounts, and pay bills. The Steward shall report revenues and expenses at the annual meeting and shall make this report available to members in writing. The Steward shall keep a roll of those who have passed the membership eligibility examination.

- IV. Executive Committee
 - A. Composition. The Executive Committee shall consist of the officers of the Club and four at-large members elected at the annual meeting. All Executive Committee members must be a CBI certified volunteer at time of the appointment or, if appointed at the end of a season, by April 1st of the next season.

- B. Duties and Powers. The Committee shall administer the membership eligibility examination. The Committee shall be responsible for managing racing events, including actions such as scheduling, promoting, and setting fees, and shall issue documents to govern them. In part, such documents shall specify, either directly or

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by incorporating other documents, how protests shall be heard, how hearings may be reopened and how decisions may be appealed. The Committee shall designate one of its members from time to time to appoint race officials. The Committee may organize other Club events. The Committee shall meet as needed to fulfill its duties. An officer of the Club or an at-large member of the Committee may be removed for cause and with advance notice by a majority vote at a meeting of the Committee.

V. Meetings of the Club.

- A. Annual Meeting. There shall be an annual meeting. Notice of this meeting shall be posted two weeks in advance, at the boathouse, and sent to members, except that it shall be optional to send to members who, according to the records of CBI management, hold a lifetime CBI membership but have not been issued a currently valid sailing membership.
- B. Special Meetings. Special meetings of the Club may be called by the Commodore, and shall be called by the Commodore if so requested in writing by 10 members of the Club. Action shall be confined to the business specified in the notice.
- C. A quorum for meetings shall be 15 people or one-third of the membership of the Club, whichever is smaller.

- VI. Amendments to the By-Laws. These by-laws may be amended by a two-thirds vote of the members present and voting at a meeting of the Club, provided that the proposed amendment has been given in writing to the CBI Executive Director, the Commodore and the Steward at least three weeks before the meeting and also has been given with the notice of the meeting. The proposed changes must be approved by the CBI Executive Director prior to a vote by the members.

- VII. Elections. Nominations shall be from the floor at the annual meeting. Voting shall be by secret ballot, except that nominees for uncontested positions may be elected by unanimous consent. Voting shall take place first for Commodore, second for Vice Commodore, and third for Steward; for each of these positions, the candidate receiving a plurality of all the valid ballots shall be elected. The fourth round of voting shall be for the at-large members of the Executive Committee; the candidates equal in number to the Committee positions being voted and receiving the highest number of votes on valid ballots shall be elected. To be valid, a ballot shall name at least one candidate but not more candidates than the number of positions being voted at the time. A candidate named more than once on a particular ballot shall be counted once. If candidates are tied for a single position or for the last position of a committee, additional votes shall be held to choose among them until one receives a plurality of the valid ballots and is thereby elected. Elected candidates shall begin holding their positions immediately

after the close of the meeting in which they are elected. Each person elected shall hold only one position at a time.

VIII. Parliamentary Authority. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the Club may adopt.