

Quassapaug Sailing Center
Rules for Buildings and Grounds

Amended February 2020

I. Buildings and Grounds Committee

1. The Buildings and Grounds Rules shall be enacted and enforced by the Board of Directors.
2. The Chairman of the Buildings and Grounds Committee shall be a voting member of the Board of Directors.
3. The Chairman of the Buildings and Grounds Committee shall have the authority to appoint other sponsors in good standing to help enforce the Buildings and Grounds Rules.
4. The Chairman of the Buildings and Grounds Committee shall be authorized to appropriate QSC funds to the extent of \$200 dollars.
5. The Chairman of the Buildings and Grounds Committee shall present all proposals or Sailing Center improvements costing more than \$200 to the Board of Directors for approval.

II. Quassapaug Sailing Center Pavilion

1. Upon arrival at the pavilion, sponsors and guests shall park their vehicles in a manner as to maximize parking capabilities for all vehicles.
2. Overnight stays at the pavilion and the grounds are not permitted except during events sanctioned by the Board of Directors.
3. Use of the pavilion shall be prohibited before the Spring Cleanup and after the Annual Meeting during each calendar year except as the Board of Directors shall decide.
4. Sponsors and guests shall conduct themselves in a respectful manner at all times while at the sailing center.
5. Sailing Center property shall not be damaged or removed from the Sailing Center's premises unless approved by the Board of Directors.
6. Smoking is not permitted within 10 feet of the Quassapaug Sailing Center pavilion or deck or during sailing school hours.
7. Pets shall not be permitted in the pavilion or on the grounds with the exception of service dogs.
8. Wet clothing shall not be permitted inside the pavilion but may be worn on the surrounding porch area.
9. Sponsors shall be responsible for maintaining, cleaning and closing the pavilion upon each visit to the Sailing Center.
10. Sponsors shall empty the trash, turn off the lights and lock the first and second floor doors upon departing the Sailing Center.

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11. Due to non-profit status and in order to maintain non-profit status, a Sponsor cannot use QSC equipment or the facility for financial gain. If a Sponsor is known to have not followed the above, a letter from the QSC Board will be sent and in the event it occurs again a sponsor termination letter will be sent by the QSC Board with no refund of sponsorship contributions.
12. The Board of Directors shall have the power and authority to enact further rules for the good of the Sailing Center as future situations arise.

III. Quassapaug Sailing Center Vehicle Parking

1. Vehicles operated and parked on QSC grounds at the owner's liability and risk.
2. Vehicle parking shall be permitted only in the designated areas in the Main parking lot and in the North parking lot.
3. Vehicle parking is not permitted in the sailboat storage area.
4. Short term parking is permitted in the sailboat storage area for the time needed to load or unload a boat.
5. Vehicles found to be blocking the natural flow of traffic in the designated vehicle parking areas shall be moved by their owner/driver immediately upon request in order to be in compliance with all vehicle parking rules.

IV. Guests

1. A guest is defined as any non-sponsor who comes on to QSC property by any means.
2. Our educational program requires the recruitment of sponsors. This recruitment is facilitated by encouraging sponsors to bring guests and demonstrate the community contribution of QSC to those guests.
3. Sponsors of QSC shall bear the full responsibility for all conduct of their guests including, but not limited to, all damage to property of QSC.
4. After two (2) visits in the same month, guests are strongly encouraged to become sponsors. **Guests are never to be present at QSC without their sponsor host.** Guest privileges may be withdrawn at any time for good cause by the Board of Directors.
5. Visiting sailors and members of accredited sailing clubs shall be allowed guest status during all QSC sanctioned sailing events.

V. Sponsor Guest Gathering/Party Guidelines:

1. If a Sponsor plans to bring 8 or less non-sponsor guests:
 - a. Sponsors do not need to get Board approval.

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- b. Sponsors **must stay** with their guests at all times.
 - c. The guests are asked to sign into the guest book.
 - d. Guests are asked to sign liability waivers and make a \$5 donation by check and deposit them into the white lock box.
 - e. Sponsors should not bring the same guest more than 2 times in one month.
2. If a Sponsor plans to bring between 9 and 20 non-sponsor guests:
 - a. Sponsors must make an advanced request to the Board for approval.
 - b. These events are known as Non Sailing Fundraising Events.
 - c. These events are prohibited on Friday, Saturday or Sunday between Memorial Day and Labor Day.
 - d. Upon approval, Sponsors will receive a written confirmation letter with details regarding donations, etc.
 - e. Upon approval, Sponsors must sign a liability waiver taking responsibility for all their guests (individual waivers are not needed).
 - f. Non Sailing Fundraising Events do not give its attendees exclusive use of the facility.
 - g. Hosting Sponsor must adhere to all rules and ensure guests do the same.
 - h. Hosting Sponsor is responsible for cleaning the facility (including bathrooms and kitchen) after use.
 3. If a Sponsor plans to bring more than 20 non-sponsor guests:
 - a. Same procedure as the 9 to 20 non-sponsor guidelines except for the availability of the facility – Non Sailing Fundraising Event of 20 or more non-sponsors is prohibited on any day of the week from Memorial Day to Labor Day.

VI. Boating

1. QSC endorses sailboat racing and all instructional activity in the pursuit of sailboat racing. QSC endorses different sailboat classes including, but not limited to, the Snipe Class, 420 Class, Sunfish Class and Opti Class.
2. Powerboats, other than those used to carry out sailing activities, shall not be moored at or otherwise operated from QSC premises unless approved by the Board of Directors.
3. All boating at QSC (sailing, paddling...) is done at the participants own risk and liability.
4. Privately owned watercraft are stored and operated on QSC property at the owner's risk and liability.

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5. Boats shall not be moored overnight at QSC except during sanctioned racing events or upon approval of the Board of Directors.
6. Privately owned snipes and QSC owned sailboats are the only boats to be stored in the sailboat storage areas. Exceptions may be made by the Board of Directors.
7. Any person under the age of seventeen must wear a Coast Guard approved personal floatation device for all boating activities. All participants must wear a Coast Guard approved personal floatation device during all instructional sailing programs at QSC.
8. Use of the crane hoist in the sailboat storage area is restricted to Snipes and QSC owned boats except by permission of the Board of Directors.
9. Annually Sponsors shall indentify and inform the Buildings and Grounds Chairperson of the type of water vessel(s) stored at the Center along with the rack number where the vessel(s) is stored. Every vessel is to have the Sponsor's name clearly visible on it.
10. Sponsors may use the upstairs of the Pavilion for winter storage of smaller water vessels provided there is consent from the Buildings and Grounds Chairperson and storage space is available. The vessels are to be removed from the upstairs of the Pavilion no later than the spring clean up to designated outdoor storage space.

VII. Minors

1. Sponsor's children under sixteen years of age shall not be at the Sailing Center without adult supervision.
2. Parents shall be fully responsible for their minor children while at QSC.
3. Minors under twenty-one years of age shall not ever consume alcoholic beverages while at the Sailing Center.

VIII. Alcoholic Beverages

1. No alcoholic beverages shall be consumed at any time that sailing lessons are in session at the Sailing Center.
2. No alcoholic beverages are to be sold at anytime on QSC property.

IX. Swimming

1. All swimming activity at the Sailing Center is at your own risk. There is never a lifeguard on duty except during certain open water swim events.
2. Diving head first into the water is prohibited except from the floating raft.

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3. Children under sixteen years of age may not swim at the Sailing Center without direct adult supervision. Direct adult supervision is defined as an adult facing the water while supervising at all times.
4. Adults are responsible for their minor children's swimming activities while at the Sailing Center.

X. Bulletin Boards

1. The Rules of the Buildings and Grounds shall be permanently posted on the exterior bulletin board.
2. The Board of Directors shall have discretion regarding the content of all postings on all bulletin boards at the Sailing Center.

XI. Violation of Sailing Center Rules

1. When there is a violation of QSC rules by a sponsor, sponsor's family member, sponsor's guest or sailing center guest, the Board of Directors may conduct an investigation.
2. If it becomes necessary, a hearing will be held to determine the penalty for a violation. Penalties may include fines, temporary suspension of Sailing Center privileges or revocation of Sailing Center privileges.
3. The Board of Directors shall appoint three sponsors in good standing to preside over the hearing. The three chosen sponsors shall render a majority decision regarding the violation in question.

XII. Rules Changes

1. The Board of Directors shall review the Rules of the Buildings and Grounds every two years or sooner if circumstances arise which require immediate review.
2. The Board of Directors shall have the power to change the Rules at any time and for any reason for the good of the Sailing Center.

XIII. Fund Raising

1. A non-sailing event shall be considered a fundraiser for QSC if eight (8) or more non sponsors will be in attendance. Children three years of age and older will be included in this count.
2. Any event which a sponsor hosts requires prior approval of the Director and Secretary and is subject to the following conditions.

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3. The request must be made in writing by the sponsor and must include the date, the day of the week, the time, the number of people expected and the name of the responsible sponsor.
4. The conditions which apply to these events are:
 - a. A sponsor must be present at all times.
 - b. The event must not conflict with any sailing instructional activities.
 - c. The sponsor is responsible for any cleaning needed prior to the event and for complete cleaning after the event.
 - d. An appropriate donation as noted in the event approval letter should be made to QSC.
 - e. When appropriate, proof of insurance must be approved by the Board of Directors prior to the event.
 - f. Any damage to the sailing center as a result of the event will be the expense of the sponsor and will be billed directly to that sponsor for immediate payment.
5. The secretary shall inform the treasurer of all approved events.
6. The Board of Directors shall have the power and authority to determine the cost to be charged to any entity that wishes to use the Sailing Center for any large group function.

XIV. Purchases and Reimbursement of Purchases

1. No purchases may be made by a Sponsor on behalf of the Sailing Center without the consent of the Board of Directors except as noted in I, 4 & 5.
2. When a Sponsor or a non-sponsor with QSC Board approval purchases an item or items for QSC, a dated receipt must be turned in to the Director, Treasurer or Secretary within 45 days of the posted date on the receipt for reimbursement. No reimbursement will be given after the 45th day.

XV. Fishing

1. No fishing is allowed when the Sailing School is in session, mid-June to mid-August.
2. No fishing is allowed from the swim dock, or near the swim area.