

Cape Boat and Ski-Boat Club Bye-laws

Amended 11th February 2009

These By-laws below may be amended having been given at least 14 days notice as 7a1 in the constitution and included on the agenda of the next club monthly meeting with a clearly worded proposal and amendment. This amendment must be carried by at least a two-thirds majority of votes, then referred to the next committee meeting for their ratification or rejection without having to go before an AGM or SGM.

1.Boat launching.

1.1 All boats intending to enter the launching area are required to **purchase a launching ticket or produce a launching permit** to the gate keeper before entering. **Note:** Please insist on a receipt as these may be checked on exiting the area and those boats not in possession of that current day's receipt will be liable to prosecution or having to pay again.

1.2 All persons and their property entering the premises controlled by CBSC and using the facilities do so at their own risk.

1.3 The responsible person/owner in control of the boat must complete the required forms and paperwork demanded by the management plan imposed by the City of Cape Town (CoCT)/Table Mountain National Parks (TMNP)/Department of the Environment and Tourism (DEAT)/ Marine and Coastal Management (MCM).

1.4 No crew vehicles, private vehicles or vehicles without a boat trailer attached are allowed into the boat park or launching area except in an emergency or as authorized by the CBSC official in charge. Crew vehicles must park in a separate area that will be set aside by CoCT. The public and especially children are banned from entering the launching area as this area has inherent dangers.

1.5 It is in your own interest to have at hand at all times the appropriate fishing licences, skipper's ticket, current safety certificate and commercial registration certificates available for scrutiny. CBSC is informed that these documents will be checked regularly by the authorities along with vehicle and driver's licences. Should any of these documents be missing or found not to be in order CBSC has the right to refuse entry and launching.

1.6 The boat must be prepared for launching in the top parking area in a spot that does not hinder traffic flow. Only after it is 100% ready to launch, except for final tie-downs, may it proceed onto the road to the slipway. No vehicles or trailers may park along the length of this road.

1.7 All boats must stop at the demarcated stop line and may not cross this line until there is space to wait on the turning area.

1.8 At all times the launching and retrieving procedure must be done in accordance with the instructions given by the club official on site. The club official has the authority to direct all boats and trailer as to where on site they must be prepared, handled, launched, retrieved and parked.

1.9 Launching must be done speedily without any delay and the boat must be removed out of the slipway area to wait for the tow vehicle driver to return. Under no circumstances may the boat be tied up to the jetty. When there is space the boat will be allowed re-enter the launch area to pick up the vehicle driver from the jetty and must put to sea again immediately he is on board.

1.10 Cape Boat and Ski-Boat Club reserve the right of admission to the Rumbly Bay area and their decision is final.

2. Boat Retrieving.

2.1 Boats returning to the slipway after being at sea take precedence over those waiting to launch.

2.2 When there is space available in the slipway area the waiting boat is allowed to enter to drop off the vehicle driver after which the boat must not tie up but move out again immediately until the trailer is on the slip.

2.2 While waiting in the bay for the trailer to be brought down there will be no cleaning of fish allowed and no bait or other matter may be discarded into the sea.

2.3 When there is space, the boat can enter the slipway area and must be loaded onto the trailer expeditiously, towed to the top car park, prepared for the road at a spot that does not hamper traffic flow and then leave the Rumbly Bay public precinct. All fish, bait and garbage must be removed with the boat without being unpacked or discarded at Rumbly Bay.

3. Selling and cleaning fish.

3.1 In terms of the management plan imposed by the government and local Municipal authorities mentioned above there shall be no cleaning, trading, nor selling of fish permitted in the public areas of Rumbly Bay except with an official waiver in force at that time, applied for and granted by legal authority to the individual or organization. This permit must be shown to CBSC on each day of use and noted on the pre-launching detail documentation.

3.2 Commercial fish buyers and their vehicles will not be permitted to enter the Rumbly Bay area unless with a specific legal exemption document which must be produced on each entry.

4. Suggested duties of Committee incumbents.

The committee has the power to co-opt members to assist where required. Committee members are required to help other portfolios to the benefit of the club. The purpose of the committee is to administer the club, its funds and rules, in the best manner that will benefit the club its members and our amateur sport. Any committee member who is absent from 2 consecutive committee meetings without an advance apology or acceptable excuse, may be removed from the committee.

4.1 **Chairman.** (a) Preside at all club and committee meetings when present. (b) Represent the club at provincial, national and international meetings and events unless otherwise decided and delegated. (c) He shall have both a deliberative and a casting vote in all decisions and club affairs.

4.2 Vice Chairman. Automatically assume the duties and responsibilities of the chairman in his absence unless otherwise delegated to the contrary by the chairman and/or committee members present.

4.3 Honorary Secretary. (a) Shall be responsible for taking minutes of all meetings and present them for ratification at the next meeting. (b) Be responsible for the correct notices of meetings being transmitted to members in terms of this constitution. (c) Keep the membership and mailing lists up to date. (d) Ensure that all correspondence is acted upon at the appropriate time. (e) Table correspondence at the correct meeting and inform the committee of important correspondence in good time. (f) Publish an up-to-date membership list each month in conjunction with the treasurer that will be posted on the notice board at the clubhouse.

4.4 Honorary Treasurer. (a) Be responsible for the collection, administration, control and investment where required, of all monies, funds, and movable assets of the club. (b) Present a full up to date statement of the club finances at each committee meeting and have at hand all supporting documents that may be called upon. (c) Present an audited balance sheet at the AGM or a SGM when called upon to do so. (d) Inform the committee of the state of paid up membership and supply a list of delinquents for the secretary to suspend and base the membership list on.

4.5 Competitions officers both in-shore and off-shore. (a) Represent the club at provincial and national level when required. (b) Pass on to members changes to competition rules, dates, times and venue of competitions. (c) Encourage members to enter competitions in the spirit of friendly amateur sporting principles. (d) Organize club participation in competitions. (e) Maintain a set of books pertaining to the success of individual club members in competitions and general proficiency at sea to assist in selecting teams. (f) Keep up to date in fishing techniques and educate club members in this regard. (g) The competitions officers may be required to act as the club conservation officers.

4.6 Public Relations and Publicity. (a) Liaise with the press in consultation with the committee to gain favourable publicity for the club and angling in general. (b) Obtain sponsorships and trophies for competitions and events. (c) Obtain favourable press coverage to promote the club and sport of amateur boat angling and diving.

4.7 Radio and Safety. (a) Be aware of all current relevant safety legislation and all impending changes, and inform all members of the latest and impending regulations in good time. (b) Maintain a section on the club notice board containing the latest full and relevant legislation regarding safety requirements applicable. (c) Keep an up to date record of all club boats, boat names, owner contact details, radio call signs and brief description of the boat on the club notice board. (d) Hold safety inspections and issue safety certificates as and when required. (e) Make members aware of all changes to safety rules in good time

4.8 Amenities and Property Officer. Report to the committee and members regarding maintenance required and work progress and completed at the club facility at Rumbly Bay. This includes slipway and property in the sea.

4.9 Entertainments Officer. Organize social and fund raising functions when required.

4.10 Additional Members. The persons elected or co-opted into this position will assist the committee and club in any capacity required.

Note: Should any elected committee member neglect his duty and fail to perform in terms of his commitment on his nomination form - see 7b viii in the constitution, he shall receive a final warning by the chairman based on a vote of no confidence by the committee and informed that he is prejudicing the club and be given a deadline to conform. Should he fail to rectify the problem in the allotted time he shall be asked to resign and make way for an alternative person nominated by the committee, and failing to do so, he shall be removed forthwith from his position on the committee.

5 Professional Club Staff.

These professional positions have no executive powers and are normal paid employees.

5.1 Club Manager.

5.2 Other Professional Staff.

Job descriptions are available at the club.

6. Members.

6.1 Members and their guests may access clubhouse during normal working hours when staff are on duty. Guests must be signed in on each visit. Refer to clause 4f in the constitution. The member introducing the guests is responsible for the guest's behaviour.

6.2 Members must have their membership card in their possession and must present it when requested by a club official.

6.3 The members name must appear on paid up membership list on notice board before he is granted admission.

6.4 The bar is only open at specified times depending on season. It is suggested that members phone first to establish the status at the time.

6.5 Member requiring use of club utensils for use outside the clubhouse can be requested to pay a deposit which will be refunded upon safe return of all the items.

6.6 A levy of R5.00 per member and guest may be collected up front to facilitate staff cleaning club items used.

6.7 No vehicles or boats may be parked on the tarred roadway that surrounds the clubhouse to the west, south and east.

6.8 Members must not block the club official boat cleaning area or south slipway.

6.9 Members and guests are informed that CBSC is not responsible for injury to persons or for loss of, or damaged to property while on the club controlled premises. Entry to Rumbly bay is strictly at individuals own risk.

6.10 In terms of the management plan laid down by CoCT the selling, and cleaning fish and disposing of bait is forbidden at Rumbly Bay. Please do not contravene the regulations displayed on the club notice board.

6.11 Cleaning of boats is permitted only in terms of the current CoCT legislation and in terms of any blanket waiver the club might be able to organize.

6.12 Members and their families are welcome to apply to the club manager for permission to sleep over at the club house. They will be required to sign the register with full details of their party upon arrival. There will be a fee of R35.00 per person per night payable in advance to cover the costs of use of the club facilities and staff. In terms of clause 6.5 above, a deposit will be required for the use of club utensils removed from the clubhouse.

6.13 Committee members and volunteers on club authorized business will not be required to pay the overnight fee.

6.14 The TV set is under the control of the club manager or barman on duty. Only those persons will be in charge of and be authorized to operate the remotes. Operating noise levels shall not be intrusive.