

CONSTITUTION
FOR THE
ROCHESTER YACHT CLUB WOMEN'S ASSOCIATION
REVISED JUNE 2024

ARTICLE I
NAME

This organization shall be known as the Rochester Yacht Club Women's Association (RYCWA).

ARTICLE II
PURPOSE

The purpose of this organization shall be to stimulate interest and coordinate the participation of the women members in the activities of the Rochester Yacht Club and to assist the Board of Directors of the Rochester Yacht Club. Any major project undertaken by the Women's Association shall have the approval of the Rochester Yacht Club Board of Directors.

ARTICLE III
MEMBERSHIP

The membership of the Women's Association shall consist of all women members of the Rochester Yacht Club.

ARTICLE IV
THE ELECTED OFFICERS

1. The elected officers shall consist of President, 1st Vice-President, 2nd Vice-President, Secretary, Publicity Chair, and Treasurer. They shall be elected at the Annual Meeting at the November Event. All elected officers shall serve a term of at least one year.
2. Annual Progression of Officers, following the Annual Meeting, shall be as follows:
 - a. 1st Vice-President moves to President
 - b. 2nd Vice-President moves to 1st Vice-President
 - c. President moves to Immediate Past President and Advisor to the Executive Board
3. In the event the President cannot complete her term of office, the 1st Vice-President shall succeed as President for the balance of the term and her full term of office shall begin on December 1 and a special election shall be held to fill the vacancy of the 2nd Vice-President.

ARTICLE V
FINANCES

1. There shall be no dues for this organization.
2. All funds obtained from events undertaken by the Women's Association are for the benefit of the Rochester Yacht Club, to be used to support the RYCWA events.
3. All funds shall be handled through Business Office of the Rochester Yacht Club, in coordination with the RYCWA Treasurer.

ARTICLE VI
ANNUAL MEETING

The Annual Meeting of the Women's Association shall be held at the November Event, where the election of officers shall be held.

ARTICLE VII
AMENDMENTS

This Constitution may be amended at any regular meeting of the Women's Association. A notice that proposed amendments are being made will be noted in the official monthly newsletter of the Rochester Yacht Club. The proposed amendments shall be posted on the RYCWA section of the RYC website for the membership 30 days prior to the meeting and posted on the Club Bulletin Board

BY-LAWS
To the Constitution
Revised June 2024

ARTICLE I
THE ROCHESTER YACHT CLUB WOMEN'S ASSOCIATION (RYCWA)

1. The RYCWA shall sponsor events regularly in conjunction with the RYC calendar. There shall be a minimum of 3 children's events, 3 Women's events, and 1 Past President's event -
2. Notices of the monthly events will appear in the Rochester Yacht Club official monthly newsletter and on the website.

ARTICLE II
THE ELECTED OFFICERS

1. The Elected Officers shall meet monthly except July and August. Special meetings may be called by the President or any three members of the committee.
2. All Elected officers are required to attend as many events and meetings as possible.

ARTICLE III
NOMINATIONS

1. The RYCWA will select the slate of officers for the upcoming year
2. The RYCWA shall submit the slate of officers to the membership in October via the official monthly newsletter of the Rochester Yacht Club, the Rochester Yacht Club website, and other appropriate forms of communication.

JOB DESCRIPTIONS AND POLICIES
Revised June 2024

PRESIDENT:

- Shall preside at all meetings.
- Shall call Board Meetings monthly except July and August and special meetings as necessary.
- The President reports directly to the Commodore of the Rochester Yacht Club.
- Shall send a year end report to the Commodore in November.

1st VICE-PRESIDENT:

- Shall assist the President.
- Shall preside in the absence of the President.
- Shall set meeting schedule and discuss with the Elected Officers the possible programs including Special Children's events.
- Shall inform the Publicity Chair of all meetings for publicity each month.

2nd VICE-PRESIDENT:

- Shall assist the President and 1st Vice-President in all the above.

SECRETARY:

- Shall record minutes at each meeting and email them to board members within 1 week
- Shall appoint someone to record minutes if she is unable to attend.
- Shall write and receive correspondence as needed

PUBLICITY CHAIR:

- Collect and prepare information for the official monthly newsletter of the Rochester Yacht Club and provide the information to the Rochester Yacht Club Newsletter Editor prior to the newsletter deadline.
- Communicate with the appropriate RYC staff regarding all events and provide information that should be posted on the website.
- Be responsible for dissemination of all necessary publicity.
- Order nametags for the Women's Association Board.

TREASURER:

- Keep accurate financial records.
- Pay all bills.
- Present a financial report at each monthly meeting.

PAST PRESIDENT:

- Serve as advisor to the Elected Officers and is encouraged to attend the meetings.

POLICIES

1. Any Elected Officer who is absent from three consecutive scheduled meetings and/or events could be asked to consider her resignation from her held office.
2. There shall be an Annual Meeting
3. Financial records shall be audited annually.
4. The Constitution shall be reviewed every January.

COMMITTEE TO REVISE THE CONSTITUTION JUNE 2024:

Mindy Aymerich

Laura Bruno

Donna DePeters

Lisa Dorsey

Megan Griffith

Veronica Lyons

Linda Webb