

Rocky Mountain Rowing Club

Policies and Rules

2007

I. Boat Usage

1. Active club membership is required to have independent access to club equipment.
2. All individuals using club equipment must sign a statement that they can swim. This statement must be on file for a person to use club equipment
3. All individuals must be certified to use each level of sculling boat (ie, beginning, intermediate and advanced sculling) prior to using this equipment. Certification may be done by a sculling teacher, a Board member, a coach, or another club member designated by the Board. In the case of multi-person boats, all boats are considered to be advanced. At least one person rowing in any multi-person boat must be certified to row advanced boats, OR the boat must be accompanied by a coach recognized by the Board in a launch
4. In the case of sweep boats, all boats are considered advanced. At least half the persons rowing in a sweep boat must be certified to row advanced sweep boats, OR the boat must be coxed by a coxswain whose advanced skills are recognized by the Board, OR the boat must be accompanied by a coach recognized by the Board in a launch.
5. A member must be certified to row a given type of boat by meeting the criteria set by the Board for certification for each level of boat.
6. Members may sign out boats in advance. On any given day, a member may only sign up for two reservations in advance, and only one of those days may be on a weekend. The reservation must include the time the boat will be taken out. If the persons reserving a boat have not arrived within 10 minutes after the stated time, the boat is available to anyone who wishes to use it and is present. In the case of multi-person boats, the reservation applies to all members of the crew. .

II. Juniors

1. Juniors are defined as any rower less than 18 years of age.
2. Juniors may not row without supervision.
3. The following constitute adequate supervision of junior rowers:
 - a) A parent certified for the same class of boat, either on the water in another boat (eg for singles) or in the same boat (for multi-person boats)
 - b) Accompanied by an advanced coxswain whose skills are recognized by the Board
 - c) Accompanied by a coach recognized by the Board in a launch.
 - d) A parent or other adult on-shore does NOT constitute adequate supervision.

III. Boats

1. Because boat storage space is at a premium, priority for boat storage shall be as follows:
 - a) First priority shall be given to active members placing boats in active storage
 - b) Second priority shall be given to active members placing boats in passive storage
 - c) If space remains available, members in other classes may be eligible to place boats in passive storage
2. Active storage is defined as any boat which is stored rigged, and easily available for rowing.
3. Passive storage is defined as any boat that is stored unrigged, and without the intent of being easily available for rowing. The location of storage is determined by the Board member in charge of boats, but may be in a location in the boathouse not easily accessible on a daily basis. Boats that are stored only during the winter time, when the water is not accessible, are considered to be in passive storage, regardless of whether they are rigged or not. The Board member in charge of boats may require that they be de-rigged, if needed for storage.
4. Fees for active and passive storage shall be set each year by the Board of Directors.

IV. Dues and Financial Status

1. The capital and operating budgets for a given fiscal year will be set by the Board prior to any determination of the dues for the fiscal year, and the dues shall be set by the Board as needed to ensure meeting the annual budget.
2. The club's financial status shall be reported to the membership on a regular basis, including the budget, but not less than once a year.

V. Family Memberships

1. For membership purposes, a family consists of up to 2 adult members living at the same address, and any children who are less than 21 years of age, AND live at home or are enrolled in college.

VI. Damage to Equipment

1. Any damage to equipment must be reported to the Board member in charge of boats.
2. Repair to damaged equipment should NOT be attempted without the supervision of the Board member in charge of boats.
3. If there is a financial cost for repair of damage, the responsible individual(s) are liable for half the incurred cost. Since most damage is covered by boat insurance, in most cases this means the individuals are liable for half the cost of the deductible.

VII. Safety

1. Cherry Creek Park regulations require that every person in a boat have a personal flotation device (PFD) available in the boat. The Park does not recognize oars as a PFD.
2. For safety, it is also recommended that each boat have a whistle to signal for help.

VIII. Lessons Policy

1. Juniors.
 - A. Lessons are not offered to individuals less than 16 years of age.
 - B. For individuals between at 16 and 18, lessons require direct supervision as noted in section II.
2. Lottery.
 - A. Any individual, whether a club member or not, may sign up for the "Learn to Row" program during the enrollment period each spring (dates to be set each year). Payment for the lessons is due with the application.
 - B. First priority for lessons will be given to individuals who are club members
 - C. If the number of club members desiring lessons exceeds the number of available slots, the slots for lessons will be distributed by lottery among the club members
 - D. Once club members have been placed in lessons slots, if additional slots are available, the remaining slots will be distributed to non-club members by lottery

IX. Guests

1. Members may allow guests to row with them.
2. A guest may not row more than one week (7 days) in a calendar year without joining the club
3. To row, guests must complete a liability waiver and a statement of their ability to swim.
4. Reciprocal privileges may be granted to members of other rowing clubs while those individuals are visiting Denver. These individuals must meet the same criteria for certification as any member to be permitted to row more advanced classes of boats, and must also complete the liability waiver and statement of swimming ability prior to rowing. These individuals are not given independent access while using RMRC facilities, and must be accompanied by an active RMRC member when rowing. If a member of another club wishes to row for more than two weeks with the Rocky Mountain Rowing Club, they will be required to join the club.

X. Prioritization of Boats for Daily Use

1. If a formal coaching program is taking place, first priority for boat usage is given to any boats required by that program while it is on the water. If a reservation is made by other members for a boat required by the coaching program, that reservation is considered void.
2. Priority is given to boats are required to be in transit for a regatta. A reservation made for a boat which needs to be out of the boathouse to travel to or for use during a regatta is considered to be void.

XI. Prioritization for Entries to Regattas with limited access (e.g. the Head of the Charles Regatta)

1. If a regatta has a restricted number of entries, the Board of Directors shall appoint a committee to determine the prioritization for entries to that regatta. Criteria shall include, but are not limited to, whether the boat has been successful in obtaining previous entries, whether the boat has been working toward the goal of entering the regatta, dedication of the crew, likelihood of success of the crew, and the number of club members in the boat.
2. If there are several requests for entries to a limited-access regatta, first priority shall be given to boats with the largest number of active club members. Lower priority is given to boats with higher number of members in other classes. Lowest priority is given to composite boats, in which not all the crews are club members.

XII. Prioritization for Use of Club Boats During Regattas

1. During a regatta, if there is a conflict, first priority for club equipment is given to crews consisting of active members.
2. Second priority is given to crews with members of other classes.
3. Last priority is given to composite crews, with the higher priority to crews with a greater proportion of RMRC members.
4. Where crews consist of a mix of these groups, the priority shall be given to those crews with the higher proportion of members with higher priority. It is understood that a good faith attempt will be made to meet the needs of all club members participating.

XIII. Use of Club Motorboats.

1. Club motorboats may only be used by club members who have been certified by the Board to do so.
2. Club motorboats will be available only for use during learn to row or coaching functions, or for certain club maintenance operations, such as the semiannual towing of docks. They are not available for private recreational use. Boats being coached should include at least one active club member. An adequate number of individuals (a minimum of four) must be present to move the launch from the boathouse to the water and back.

XIV. Use of Club Trailer.

1. The club trailer is available for use only by those individuals who have been certified to drive it by the Travel Director and the Board of Directors
2. Use of the club trailer is governed by additional rules that are attached.

**BYLAWS
OF
ROCKY MOUNTAIN ROWING CLUB**

ARTICLE I
Offices

1.1 Offices. The corporation may have one or more offices at such place or places within or without the State of Colorado as the Board of Directors may from time to time determine or as the business of the corporation may require.

1.2 Registered Office. The registered office of the corporation shall be as set forth in the Articles of Incorporation, unless changed as provided by the Colorado Non-profit Corporation Act.

ARTICLE II
Memberships

2.1 Classes. There shall be three classes of members designated as Active Members, Sustaining Members, Limited Competing Members, and Supporting Members.

2.2 Active Members. Active Members shall be qualified by a special interest in rowing competition and by their willingness to contribute voluntarily their time and services to the purposes of the corporation, all as determined by a majority vote of the whole board of directors of the corporation. All voting power of the corporation shall be held by Active Members, each of whom shall have one vote on all matters coming before the members of the corporation.

2.3 Sustaining Members. Sustaining Members shall have a special interest in the purposes of the corporation as evidenced by contributions to the corporation, in cash or in kind, equal to \$1,000 or more, shall request membership as a sustaining Member and shall be entitled to meet with directors of the corporation at reasonable times and places at their expense to review the affairs and activities of the corporation. Sustaining Members shall have no voting power.

2.4 Limited Competing Members. Limited Competing Members shall be qualified by a special interest in rowing competition, but are not Active Members, or Sustaining Members. They shall be entitled to row as members of the Rocky Mountain Rowing Club. Limited Competing Members shall have no voting power.

2.5 Supporting Members. Supporting Members are those persons or entities who make any contribution to the corporation, who request membership in the corporation and who are not Active Members, Limited Competing Members, or Sustaining Members. Supporting Members shall have no voting power.

2.6 Certificates. The corporation may issue certificates evidencing membership therein.

2.7 Resignation. Any member may resign by submitting their written resignation to the corporation and such resignation shall be effective upon delivery to any officer of the corporation.

2.8 Termination. The Board of Directors is authorized to terminate any member who no longer qualifies as a member in the corporation.

ARTICLE III
Meeting of Members

3.1 Annual Meeting. The annual meeting of members for the election of directors to succeed those whose terms expire and for the transaction of such other business as may come before the meeting shall be held each year in November. If the day so fixed for such annual meeting shall be a legal holiday at the place of the meeting, then such meeting shall be held on the next succeeding business day at the same hour. Failure to hold the annual meeting at the designated time shall not work a forfeiture or dissolution of the corporation.

3.2 Special Meetings. Special meetings of members for any purpose or purposes, unless otherwise prescribed by statute or by the Articles of Incorporation., may be called at any time by the President or by the Board of Directors and shall be called by the President or Secretary upon the written request (which shall state the purpose or purposes

therefore) of members holding at least 5% of the voting power of the corporation. Business transacted at any special meeting of members shall be limited to the purpose or purposes stated in the notice.

3.3 Place of Meeting. Meetings of members shall be held at such place or places, within or without the State of Colorado, as may be designated from time to time by the Board of Directors.

3.4 Notice of Meeting. Except as otherwise provided by statute, notice of each meeting of members, whether annual or special, shall be given not less than ten (10) nor more than fifty (50) days prior thereto to each member entitled to vote thereat by delivering written notice thereof to such member personally or by depositing the same in the United States mail, postage prepaid, directed to the member at the member's address as it appears on the records of the corporation. The notice of all meetings shall state the place, day and hour thereof. The notice of a special meeting shall, in addition, state the purposes thereof.

3.5 Organization. The President or Vice-President shall call meetings of members to order and, unless the members otherwise direct, act as chairman of such meetings. In the absence of said officers, any member entitled to vote thereat, or any proxy of any such member, may call the meeting to order and a chairman shall be elected by a majority of the members entitled to vote. In the absence of the Secretary and Assistant Secretary of the corporation, any person appointed by the chairman shall act as secretary of such meetings.

3.6 Agenda and Procedure. The Board of Directors shall have the responsibility of establishing an agenda for each meeting of members, subject to the rights of members to raise matters for consideration which may otherwise properly be brought before the meeting although not included within the agenda. The chairman shall be charged with the orderly conduct of all meetings of members; provided, however, that in the event of any difference in opinion with respect to the proper course of action which cannot be resolved by reference to statute, the Articles of Incorporation or these Bylaws, Robert's Rules of Order (as last revised) shall govern the disposition of the matter.

3.7 Quorum. The holders of one-third votes entitled to vote at any meeting of members shall, when present in person or represented by proxy, constitute a quorum at all meetings of members for the transaction of business.

3.8 Adjournment. When a meeting is for any reason adjourned to another time or place, notice need not be given of the adjourned meeting if the time and place thereof are announced at the meeting at which the adjournment is taken. At the adjourned meeting any business may be transacted which might have been transacted at the original meeting.

3.9 Voting. Each member having voting power is, at every meeting of members, entitled to one vote.

ARTICLE IV Board of Directors

4.1 Election and Tenure. The business and affairs of the corporation shall be managed by a Board of Directors. The directors shall be elected at the annual meetings of members. Each director shall be elected to serve and to hold office until the next succeeding annual meeting and until a successor shall be elected and shall qualify, or until their earlier death, resignation or removal.

4.2 Number and Qualification. The Board of Directors shall consist of not less than three (3) nor more than twenty-five (25) natural persons who are at least eighteen (18) years of age with the specific number to be fixed from time to time by resolution adopted by the Board of Directors. Directors must be Active Members.

4.3 Organizational Meetings. As soon as practicable after each annual election of directors, the Board of Directors shall meet for the purpose of organization, selection of a Chairman of the Board, election of officers and the transaction of any other business.

4.4 Regular Meetings. Regular meetings of the Board of Directors shall be held at such time or times as may be determined by the Board of Directors and specified in the notice of such meeting.

4.5 Special Meetings. Special meetings of the Board of Directors may be called by the Chairman of the Board or the President and shall be called by the President or Secretary on the written request of any two (2) directors.

4.6 Place of Meetings. Any meeting of the Board of Directors may be held at such place or places either within or without the State of Colorado as shall from time to time be determined by the Board of Directors or fixed by the Chairman of the Board and as shall be designated in the notice of the meeting.

4.7 Notice of Meetings. Notice of each meeting of directors, whether organizational, regular or special, shall be given to each director. If such notice is given either (a) by delivering written notice to a director personally, or (b) by telephone personally to such director, it shall be so given at least two (2) days prior to the meeting. If such notice is given either (a) by depositing a written notice in the United States mail, postage prepaid, or (b) by transmitting a cable or telegram, in all cases directed to such director at the director's residence or place of business, it shall be so given at least four (4) days prior to the meeting. The notice of all meetings shall state the place, date, and hour thereof, but need not, unless otherwise required by statute, state the purpose or purposes thereof.

4.8 Quorum. One third of the number of directors fixed by paragraph 4.2 shall constitute a quorum at all meetings of the Board of Directors, and the vote of a majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors unless the act of a greater number is required by statute, the Articles of Incorporation or these Bylaws. In the absence of a quorum at any such meeting, a majority of the directors present may adjourn the meeting from time to time without further notice, other than announcement at the meeting, until a quorum shall be present.

4.9 Organization, Agenda and Procedure. The Chairman of the Board, or in the Chairman's absence any director chosen by a majority of the directors present, shall act as chairman of the meetings of the Board of Directors. In the absence of the Secretary and Assistant Secretary, any person appointed by the chairman shall act as secretary of such meetings. The agenda of and procedure for such meetings shall be as determined by the Board of Directors. Members of the Board of Directors or any committee designated by such Board may participate in a meeting of the Board or committee by means of conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other at the same time. Such participation shall constitute presence in person at the meeting.

4.10 Resignation. Any director of the corporation may resign at any time by giving written notice of their resignation to the Board of Directors, to the Chairman of the Board the President, any Vice President or the Secretary of the corporation. Such resignation shall take effect at the date of receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

4.11 Removal. Any director may be removed, either with or without cause, at any time, by the affirmative vote of two thirds of the directors or by holders of a majority of the corporation's voting power. The vacancy in the Board of Directors caused by any such removal may be filled by the Board of Directors as provided in paragraph 4.12.

4.12 Vacancies. Any vacancy occurring for any reason in the Board of Directors may be filled by the affirmative vote of a majority of the directors then in office, though less than a quorum of the Board of Directors. Any directorship to be filled by reason of an increase in the number of directors shall be filled by the affirmative vote of a majority of the directors then in office or by an election at an annual meeting or at a special meeting of members called for that purpose. A director elected to fill a vacancy shall be elected for the unexpired term of the predecessor in office and shall hold office until expiration of such term and until their successor shall be elected and shall qualify or until their earlier death, resignation or removal. A director chosen to fill a position resulting from an increase in the number of directors shall hold office until the next annual meeting of members and until their successor shall be elected and shall qualify, or until their earlier death, resignation or removal.

4.13 Executive Committee. The Board of Directors, by resolution adopted by a majority of the number of directors fixed by paragraph 3.2, may designate from among its members an executive committee and one or more other committees, which committees, to the extent provided in such resolution and by statute, shall have and may exercise all of the authority of the Board of Directors in the management of the corporation. Persons who are not directors may sit on any committee, provided there shall always be at least two directors on each committee.

ARTICLE V Waiver of Notice and Action by Consent

5.1 Waiver of Notice. Whenever any notice is required to be given under the provisions of a statute, the Articles of Incorporation, or these Bylaws, a waiver thereof either in writing signed by the person entitled to said notice (or such person's agent or attorney in fact thereunto authorized) or by telegraph, cable, or any other available method of communication, whether before, at, or after the time stated therein, or the appearance of such person or persons at such meeting in person or by proxy (except for the sole purpose of challenging the propriety of the meeting), shall be deemed equivalent to such notice.

5.2 Action Without a Meeting. Any action required or which may be taken at a meeting of the directors, or members, or executive committee, or other committee of the directors, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the directors, or members, or executive or other committee members, as the case may be, entitled to vote with respect to the subject matter thereof.

ARTICLE VI Officers

6.1 Election and Tenure. The Board of Directors annually shall elect a President, a Secretary, and a Treasurer. The Board of Directors may also elect or appoint such Vice-Presidents, other officers and assistant officers as may be determined by the Board of Directors. Any two or more offices may be held by the same person, except the offices of President and Secretary. Each officer so elected or appointed shall continue in office until their successor shall be elected or appointed and shall qualify, or until their earlier death, resignation or removal.

6.2 Resignation, Removal and Vacancies. Any officer may resign at any time by giving written notice thereof to the Board of Directors or to the President. Such resignation shall take effect on the date specified therein and no acceptance of the same shall be necessary to render the same effective. Any officer may at any time be removed by the affirmative vote of a majority of the number of directors specified in paragraph 3.2, or by an executive committee duly authorized. If any office becomes vacant for any reason, the vacancy may be filled by the Board of Directors. An office appointed to fill a vacancy shall be appointed for the unexpired term of the predecessor in office and shall continue in office until a successor shall be elected or appointed and shall qualify, or until their earlier death, resignation or removal.

6.3 President. The President shall be the chief executive officer of the corporation. The President shall preside at all meetings of the members and shall have general and active management of the business of the corporation. The President shall see that all orders and resolutions of the Board of Directors are carried into effect and in general shall perform all duties as may from time to time be assigned to the President by the Board of Directors.

6.4 Vice-Presidents. The Vice-Presidents shall perform such duties and possess such powers as from time to time may be assigned to them by the Board of Directors or by the President. In the absence of the President, or in the event of the President's inability or refusal to act, the Vice-President (or in the event there be more than one Vice-President, the Vice-Presidents, in the order designated, or in the absence of any designation, then in the order of their election) shall perform the duties of the President, and when so performing, shall have all the powers of and be subject to all the restrictions upon the President.

6.5 Secretary. The Secretary shall perform such duties and shall have such powers as from time to time may be assigned to the Secretary by the Board of Directors or the President. In addition, the Secretary shall perform such duties and have such powers as are incident to the Office of Secretary, including, without limitation, the duty and power: to give notice of all meetings of members and the Board of Directors; to attend such meetings and keep a record of the proceedings; and, to be custodian of the corporate records, the corporate seal and to affix and attest to the same on documents, the execution of which on behalf of the corporation is authorized by these Bylaws or by the action of the Board of Directors.

6.6 Treasurer. The Treasurer shall perform such duties and shall have such powers as may from time to time be assigned to the Treasurer by the Board of Directors or the President. In addition, the Treasurer shall perform such duties and have such powers as are incident to the Office of Treasurer, including, without limitation, the duty and power: to keep and be responsible for all funds and securities of the corporation; to deposit funds of the corporation in depositories selected in accordance with these Bylaws; disburse such funds as ordered by the Board of Directors, making proper accounts thereof; and to render as required by the Board of Directors, statements of all such transactions as Treasurer and of the financial condition of the corporation.

6.7 Assistant Secretaries. The Assistant Secretaries shall perform such duties and possess such powers as from time to time shall be assigned to them by the Board of Directors, the President, or the Secretary. In the absence, inability, or refusal of the Secretary to act, the Assistant Secretaries, in the order determined by the Board of Directors, shall perform the duties and exercise the powers of the Secretary.

6.8 Assistant Treasurers. The Assistant Treasurers shall perform such duties and possess such powers as from time to time shall be assigned to them by the Board of Directors, the President, or the Treasurer. In the absence, inability,

or refusal of the Treasurer to act, the Assistant Treasurers, in the order determined by the Board of Directors, shall perform the duties and exercise the powers of the Treasurer.

6.9 Bond of Officers. The Board of Directors may require any officer to give the corporation a bond in such sum and with surety or sureties as shall be satisfactory to the Board of Directors for such terms and conditions as the Board of Directors may specify, including, without limitation, for the faithful performance of the officer's duties and for the restoration to the corporation of all property in the officer's possession or under their control belonging to the corporation.

6.10 Salaries. Officers of the corporation shall be entitled to such salaries, emoluments, compensation or reimbursement as shall be fixed or allowed from time to time by the Board of Directors.

ARTICLE VII

Execution of Instruments; Loans; Checks and Endorsements; Deposits; Proxies

7.1 Execution of Instruments. The President or any Vice-President shall have power to execute and deliver on behalf and in the name of the corporation any instrument requiring the signature of an officer of the corporation, except as otherwise provided in these Bylaws or where the execution and delivery thereof shall be expressly delegated by the Board of Directors to some other officer or agent of the corporation. Unless authorized to do so by these Bylaws or by the Board of Directors, no officer, agent or employee shall have any power or authority to bind the corporation in any way, to pledge its credit or to render it liable peculiarly for any purpose or in any amount.

7.2 Loans. No loan shall be contracted on behalf of the corporation, and no evidence of indebtedness shall be issued, endorsed or accepted in its name, unless authorized by the Board of Directors.

7.3 Checks and Endorsements. All checks, drafts or other orders for the payment of money, obligations, notes or other evidences of indebtedness, bills of lading, warehouse receipts, trade acceptances, and other such instruments shall be signed or endorsed by such officers or agents of the corporation as shall from time to time be determined by resolution of the Board of Directors, which resolution may provide for the use of facsimile signatures.

7.4 Deposits. All funds of the corporation not otherwise employed shall be deposited from time to time to the corporation's credit in such banks or other depositories as shall from time to time be determined by resolution of the Board of Directors, which resolution may specify the officers or agents of the corporation who shall have the power, and the manner in which such power shall be exercised, to make such deposits and to endorse, assign and deliver for collection, and deposit checks, drafts and other orders for the payment of money payable to the corporation or its order.

ARTICLE VIII

Corporate Seal

8.1 Corporate Seal. The corporate seal shall be in such form, as shall be approved by resolution of the Board of Directors. Said seal may be used by causing it or a facsimile thereof to be impressed or affixed or in any other manner reproduced. The impression of the seal may be made and attested by either the Secretary or Assistant Secretary for the authentication of contracts or other papers requiring the seal.

ARTICLE IX

Fiscal Year

9.1 Fiscal Year. The fiscal year of the corporation shall be such year as shall be established by the Board of Directors.

ARTICLE X

Corporate Books and Records

10.1 Corporate Books and Records. The books and records of the corporation may be kept within or without the State of Colorado at such place or places as may be from time to time designated by the Board of Directors.

10.2 Audits of Books and Accounts. The corporation's books and accounts shall be audited at such times and by such auditors as shall be specified and designated by resolution of the Board of Directors.

ARTICLE XI
Emergency Bylaws

11.1 Emergency Bylaws. The Board of Directors may adopt emergency Bylaws in accordance with and pursuant to the provisions therefore from time to time set forth in the Colorado Corporation Code.

ARTICLE XII
Amendments

12.1 Amendments. All Bylaws of the corporation shall be subject to alteration, amendment or repeal, and new Bylaws, may be added, by the Board of Directors. The members shall have the same powers and the further power to restrict such powers in the Board of Directors.

APPROVED effective as of March __, 1985.
Secretary

AMENDED effective as of November, 1997.

AMENDED effective as of April 2002.