



## Boat Committee Charter

### Composition of the Boat Sub-Committee

- One (1) member of the Management Committee (Chairperson)
- One (1) member representative from each section (5 persons)

In attendance:

- General Manager
- Aquatics Coordinator
- Members who volunteer from the general membership (up to 3 persons)

### Charter

The Boat sub-committee is tasked by the Management Committee to:

- Optimise the usage of all club's boat assets in conjunction with the General Manager and Aquatics Coordinator
- Ensure the Club boat fleets are sufficient in quantity, presentable and in working order to meet Club Sections and Training School activities and requirements
- Ensure maintenance schedules are in place for the Club boat fleets
- Ensure replacement schedules are in place for the Club boat fleets
- Ensure Club boat fleet storage facilities (excluding HMLS) are sufficient and meet modern standards and expectations
- Provide a conduit for Club Boat information to flow to and from the club Sections and general membership
- Consider potential changes to the fleet to suit growing and changing member needs and make recommendations to management

### Meeting Requirements

- To meet bi-monthly
- A quorum of a Committee or Sub-Committee shall consist of not less than two thirds of the members of that Committee or Sub-Committee at any particular time
- Minutes of the meeting will be the responsibility of the Chairperson (or delegate) and will be provided to the Management Committee on a bi-monthly basis
- Minutes to include recommendations for items of consideration, feedback, approval etc to the Management Committee
- Be a conduit of information to Section Members and Members, once approval from Management has been received

### Operational Authority and Objectives:

- Conduct all activities of the committee in compliance with the HYC Constitution, By-Laws, Policy Document, financial guidelines, Strategic plans approved by the Management Committee