

Bereavement (death of a member)

Our bylaws and rules do not address the appropriate response when one of our members passes away. The club typically contacts the Sunshine Person to send a card or flowers. Someone may call our club and reach either our caretaker or treasure, who then contacts the Board of Trustees. If the person is well known in the club, usually the Bridge is contacted and encouraged to attend the funeral. These actions are dependent on someone taking the initiative to make any of these contacts.

The one area where there definitely isn't a prescribed response is addressing what to do about membership, the boat and boathouse (if the member owned one). OYC needs to ensure that the surviving spouse or extended family members who have been assigned responsibility for assets, know how to navigate through the OYC systems.

To that end, we are proposing the following practices be adopted by the Board of Trustees and be inserted into our yearly handbook. Please note: We are recommending that two people, a woman and a man, be assigned the role of Bereavement Coordinators. The duties of the Sunshine person would be included in their duties.

Proposed Practice

- Each member receives a copy of the plan for what to do when one of our members pass away.
- Each member provides OYC with at least 2 emergency contacts – their spouse/partner, family member, or Power of Attorney. This information can be gathered by updating our membership application form and by contacting members directly. This information will be maintained in the OYC office.
- When a member hears of a person passing, they notify one of the Bereavement Coordinators (BC). The BC will do the following, as appropriate.
 - a. Send flowers or a card.
 - b. Contact the treasurer to ensure assessment and membership dues are waived for 90 days, allowing the family or responsible party time to make decisions about the boat, and if applicable, the boat house. Moorage requirements will remain an obligation during this period. All outstanding CSP requirement for the membership will be waived for the year (CSP assessments being charged from the prior year, as well as CSP obligations in the current year.
 - c. Contact the surviving partner or life partner:

- i. Extend condolences and to discuss next steps, including moorage and boat plans and continuation as a member.
- ii. Get contact information for family members or friends who will be working on moorage and the boat and pass it on to the Moorage Master and the Caretaker.
- iii. *If there is not a surviving OYC member*, secure necessary documentation regarding legal and appropriate access to the boat and/or boathouse such as a death certificate or certification of power of attorney.
- iv. Ensure notification of funeral or memorial to club members if one has been arranged.
- v. Ensure that members are informed through a member wide email and a notice in the Beachcomber.

2. The Mainstation Chair and Caretaker ensure:

- a. access to the docks for those listed on the contact list provided by the family
- b. the Bereavement Flag is hoisted.
- c. the death announcement is posted on the OYC board.

3. The OYC Bridge Flag Officers, in uniform, attend the memorial or funeral on behalf of OYC.