

Board of Trustees

Purpose:

The OYC Board of Trustees is the governing unit of the Olympia Yacht Club. The BOT is responsible for all business decisions and for upholding and enforcing the Club Rules and Bylaws. The current Rules and Bylaws are published each year in the Member Directory which is provided for each member of the Club.

The BOT is comprised of eight members. Six of the BOT members are elected to serve three year terms and are joined by the Club Commodore and Secretary. Two new members are elected each year to replace the two longest serving members. At the first BOT meeting following elections, a vote is held to elect a Chairperson from among the six three year members.

The BOT Chairperson convenes and presides over one general BOT meeting per month usually held on the second Wednesday of the month. The monthly BOT meeting may be attended by any active member of the club. The Chair may also convene Executive Meetings or other meetings as needed which may be open or closed to the general membership.

Chairperson Responsibilities:

The first responsibility of the BOT Chairperson (Chair) is to convene and preside over the monthly BOT meetings and any executive sessions that are needed. The monthly BOT meeting is traditionally held on the second Wednesday of each month. The Chair establishes and distributes the meeting agenda, invites any guests or members who are needed at the meeting, and presides over the meeting.

Secretary Responsibilities:

The Secretary is responsible for taking the minutes at each BOT meeting. Once the minutes have been put into a printable format, the Secretary distributes them to all members of the BOT and requests any changes/corrections as well as approval from a quorum of the BOT. Once approved, the Secretary prints a copy of the minutes and posts it in a visible place in the OYC Clubhouse and also files the minutes [probably need a bit more detail here].

Bootstrap:

The bootstrap section is meant to provide guidance when a committee needs to be rebuilt in the absence of the former committee chair. It is nearly impossible to imagine a scenario where the entire BOT needs to be reconstituted in this fashion. Generally speaking, whoever leads such a recovery expedition would rely heavily on the Bylaws and Rules document along with guidance from any available past BOT members.