

BY-LAWS OF THE **OUTBOARD BOATING CLUB**

Update: July 2006

(Please read these instructions and keep for reference)

A CLUB OFFICIAL is defined as:-

- a. a MEMBER OF THE CURRENT EXECUTIVE
- b. the CLUB MANAGER
- c. a DULY AUTHORISED EXECUTIVE APPOINTEE

The facilities of our Club are for the full use and convenience of our large and growing membership and in order to ensure that the fullest and fairest use is made of them your Committee must insist upon the co-operation of all members in carrying out the following instructions. Do not be the one to put Club Officials in the embarrassing position of having to speak to you for non-observance of any of the following rules.

All rules and by-laws etc. shall apply to all Club members and any others legally using the grounds and facilities, such as berth owners not club members, visitors from other clubs and public using ramps.

APPLICATIONS FOR MEMBERSHIP

1. MEMBERSHIP:

A completed Application Form with the required fees must be lodged with the Secretary. A New Members Night lecture must be attended at the Club. If the applicant's boat, trailer and equipment has not been offered to the Technical Committee, or the Technical Committee's Appointee for inspection within sixty (60) days from the date of lodging the application, the applicant shall be given notice in writing to complete the inspection within twenty-one (21) days, failing which the Executive Committee may reject the application and the fees may be forfeited to the Club.

The prospective member, as well as being required to have the boat and trailer passed by the Technical Committee, will be required to pass a written and/or oral test of knowledge of the elementary rules of the sea. All questions in this test will be taken from the publication "Safety in Small Craft".

Membership shall commence from the date of approval by the Executive Committee and the first year's subscription shall be applied to the Subscription year current at that date. The applicant cannot use the Launching Facilities until after having attended a New Members Night lecture at the Club and having his or her boat and equipment inspected and approved, and affixing the Official stickers as instructed.

(1a) Recreational Boats:

The use of all the Club facilities shall be limited at all times to recreational boating and ancillary activities, and all commercial or industrial uses or activities are prohibited.

2. **COMPULSORY ITEMS OF EQUIPMENT (Must comply at ALL TIMES)**

Note: From time to time the OBC Committee updates the OBC Boat Safety Check List (yellow form). The items shown below are taken from the latest revision of that checklist available at time of printing. Members should refer to the latest version of the OBC Boat Safety Checklist.

a. **Fire Extinguisher(s)**

Trailer Boats:- 1 of an approved type **currently certified** and/or serviced within the last 12 months (minimum of 0.9kg stored pressure multi-purpose dry chemical, 2kg CO₂ powder or similar).

Launches:- 2 of an approved type **currently certified** and/or serviced within the last 12 months (each to be minimum 2.0kg stored pressure multi-purpose dry chemical and/or 2.0kg CO₂ powder or similar). (The larger the extinguisher the better).

All Boats:- over 6m **or with** cooking facilities must have two extinguishers. One suitable for and located by the engine area and the other by the galley area.

Fire extinguishers must be readily accessible, preferably mounted.

b. **First Aid Kit**

Must contain items as per list below as a minimum compiled from Safety in Small Craft refer %Safety in Small Craft+.

Antacid tablets	Anti-bacterial solution	Antihistamine tablets
Band aids	Burn dressings	Codeine, Aspirin or Paracetamol
CPR face Shield	Crepe bandages	Elastoplast strip dressings
Eye irritation solution	Latex gloves	Medical tape
Paraffin gauze	Scissors	Seasick tablets
Splinter forceps	Sterile gauze squares	Steri-strips™* or similar
Telfa pads*	Triangular bandage	Wound pads

c. **Distress Flares**

Trailer Boats:- 2 currently dated hand held distress flares and 1 daytime orange smoke flare (minimum).

Launches:- 2 currently dated red parachute flares, 2 red distress flares and 2 daytime orange smoke flares (minimum).

d. **Life Jackets**

All life jackets must be marked with NZ Standards approval or you must provide proof of MSA approval. They must have a flotation collar, an attached pea-less whistle and must be in good condition. **Buoyancy vests are NOT acceptable.**

- e. **Navigation Charts and Literature:** The following literature must be carried on board the vessel:-

The latest edition of %Safety in Small Craft+

A current edition of NZ 201 %Symbols Terms and Abbreviations+ or %Rules of the Road at Sea+ or %Mariners Handbook+ or %Symbols & Abbreviations used on British Admiralty Charts International Edition+

Charts NZ532 or NZ5321 or NZ5322 or NZ5324 or %Navy+charts (Chart to be less than 6 months old or corrected to Notices to Mariners at the time of inspection and be in good condition).

- f. **Safety Square**

This must be a minimum of 900 mm x 900 mm (3ft x 3ft) air-sea rescue orange material with corner ties or clips to secure it over the deck, or cabin or hoist on a boat hook or paddle.

- g. **Bucket**

Trailer Boats: One robust bucket (minimum)

Launches: As above and in addition an effective bilge pump.

- h. **Robust Knife/ Hacksaw**

Trailer Boats: A robust knife

Launches: As above and in addition a hacksaw (including spare blade(s)).

- i. **Powerful Torch**

A powerful torch powered independently of boats batteries

Spare torch batteries and spare bulb or spare torch

- j. **Compass**

Compulsory for all vessels

Launches must have a FIXED compass

- k. **VHF Radio, VHF Call Sign & Horn**

All Boats: A VHF marine radio is compulsory

All Boats: A VHF marine radio CALL SIGN is compulsory and

CALLSIGN to be displayed close to or on the VHF radio

Launches: A suitable loud horn is compulsory. Electric, aerosol or mouth horns are recommended

An auxiliary outboard, oars or strong paddles are also strongly recommended.

l. **Mooring Line & Boat Hook**

A dedicated mooring line at least 1.5 times the length of boat (min **12** mm diameter) with loop (preferably spliced) at each end which fits firmly over both bow and stern cleats.

Launches:- Must carry two mooring lines as above of practical length for the vessel.

Cleats must be present and suitable for this purpose.

Launches: A suitable boat hook

m. **Anchors and Chains**

Anchors must be of a suitable size for boat.

Suitably sized chain* (see below) at least 1.5 x vessel length (pref. longer) and in good condition.

The anchor warp must be a minimum of 50 metres in length.

Launches must also carry a spare anchor chain and warp.

*Chain size.

Vessel length up to and including 8 metres overall = 6mm minimum diameter chain.

Vessel length between 8 and 14 metres overall = 9mm minimum diameter chain,

Vessel length over 14 metres overall = 12mm minimum diameter chain

n. **Navigation Lights**

Navigation Lights are compulsory and must conform to MSA regulations

o. **Boat Name and Identification** All Boats must be named (**Not trade name or type**).

The name must be on each side of the boat and be **LEGIBLE FROM A MINIMUM OF 30 metres**.

The boat name must be clearly shown on the left hand side of the trailer draw bar

NOTE: Owners are warned - NAMES WILL NOT BE ACCEPTED if not CLEARLY legible from 30 metres.

Make sure the name transfer supplier knows of this requirement.

p. **Club Pennant**

A satisfactory means of flying the club pennant so it is clearly visible preferably from 360° whilst at sea.

Pennant must be in good condition.

Replacement pennants can be obtained from the OBC office for a modest cost.

*All club boats must fly the club pennant at **ALL TIMES** when at sea. Be proud of your club.*

q. **Boat Trailers**

Trailers must have a current W.O.F.

Winch and cables must be in good working condition, the cable must not be frayed or rusty.

Safety chains must be free of rust.

Suspension springs / Duratorques kept in good condition.

If fitted guide bars must be secure and of suitable size.

If fitted jockey wheels must be at least 50 mm wide and 150 mm in diameter.

If fitted skids must be at least 100 mm wide and 200 mm long.

r. **Float on Trailers**

Tow ropes must be of one piece, in good condition, free of knots, made of non-stretch material and be no longer than 7m.

s. **Trailer Boat Launch Test** Ability to Manoeuvre Car and Trailer (suggest practise in ground in quite time)

Rollers must not flatten and the boat must come off the trailer easily.

3. RECOMMENDED ITEMS OF EQUIPMENT (for ALL classes of Vessels)

- a. An accessible fire blanket.
- b. Many spare bandages and sterile pads (Use common sense)
- c. Two parachute flares for all boats travelling outside the pilotage limits.
- d. Launches and larger trailer boats should carry a current EPIRB.
- e. %Hypothermia First Aid+(available from Water Safety NZ).
- f. %The Rules of the Road at Sea+by NZ Coast Guard.
- g. Navigation cards or a cockpit flip page book.
- h. Large safety square with silver lining as these are useful for treating hypothermia.
- i. A hand-held compass in launches for use in a dinghy should it be needed as a liferaft.
- j. A marine radio is strongly recommended for all types of boats.
- k. A mooring line diameter minimum of 12 mm.
- l. Spare rope for use in emergencies.
- m. A stern anchor of the Danforth Type that will lie flat on the ground and not be a danger on the beach.
- n. A toolkit, spare fuses, spark plugs, impellor etc. Your type of boat will dictate your tool kit.
- o. A horn that will enable proper fog signals to be sounded.

4. NAME OF MEMBER:

Members shall state their name and address when called upon to do so by any Club Official or Club Manager who will identify themselves as such.

5. LARGE BOATS:

No boat 7.9m (26ft) or longer at its longest length or with a beam in excess of 2.5m (8ft 2¹/₂) shall use the Club Pier, ramps or jetties without the written authority of the Club, such written authority to state any conditions or restrictions imposed. The Committee reserves the right to prohibit any boat or trailer of a size or axle weight that may be a source of interference to other members or that may place undue strain on the jetties and/or ramps. The decision of the Committee in this matter shall be final. If at any time a member is considering acquiring a larger boat it would be advisable to check with the Club first.

All Non-Trailer Boat Owners are required to apply to the Executive Committee for approval to use the Marina Area and Jetties.

6. INSPECTION CHECKS:

Officers appointed by the Club's Technical Committee shall:

- (a) Check that all boats, trailers and equipment owned and/or operated by the member or proposed member of the Club are of a standard satisfactory to the Committee to prevent unsafe operation by members during the launching and retrieving of craft at the Marina and whilst afloat.
- (b) Check all launches using the Marina and members of the Public using the facilities.

Compliance with these inspection checks will be obligatory upon members of the Public and other Marina Occupiers who are using the facilities or Marina complex. The costs of checking non-member boats will be fixed by the Executive Committee.

- (c) If in the opinion of the Officer any item of equipment is not up to the standard required then the member shall be required to improve, repair or replace the defective item(s) before again using the Marina.
- (d) Inspect all safety equipment required to be carried in accordance with the Club's By-Laws and suggest expert advice be sought on items in a doubtful condition.
- (e) Reinspection is required whenever a member changes boat and/or trailer. The onus is on the member concerned to contact the Technical Officer and arrange for this reinspection. If the Technical Committee and/or Executive have grounds for believing that any member should have had a reinspection but has not done so within a reasonable time, then the Executive may suspend membership privileges to that member until such time as the member has complied with the Executive's and/or Technical Committee's directions to present boat and/or trailer for this reinspection.
- (f) The Club Safety Officer or other officials of the club have full authority to take whatever action is considered necessary, including the ordering from the Marina of any member whose equipment is in such a condition that the Club Official considers it could endanger the safety of the member or other members and friends. Should the member refuse to do so on the grounds

that the Officer's ruling is unjustified, then the member may apply in writing within 14 days to the Executive Committee for further consideration. Subject to the Rules of the Club, the decision of the Executive Committee shall be final.

- (g) Launches - to enable the inspecting Officer to carry out this function the onus shall be on the Launch Owner to provide safe transport to and from the vessel at a time and place acceptable to that Officer.
- (h) Conduct random checks at any time throughout the year.

7. IDENTIFICATION:

No boat or trailer may enter upon, or use the Marina, Ramps or Jetties unless they have the current identification stickers affixed as follows:

- (a) BOATS: On the LEFT-HAND (Port) inside of the front windscreen.
- (b) TRAILERS: As near the tow-bar as practicable and in such position as to be clearly to view on the LEFT-HAND side.
- (c) New stickers for the current season must be affixed on or before 31st October each year.
- (d) The car sticker is to be on either the windscreen or rear window where it can best be seen.
- (e) Stickers **MUST** be removed from BOATS, TRAILERS and CARS when ownership changes.
- (f) Marina Berth holders must display their carpark cards.

8. GATE:

After entering or leaving the Clubgrounds during the hours of darkness, unless the Club Manager is on duty, all users must SHUT the gate to keep unauthorised persons out.

9. DINGHIES:

Ordinary members who are using the facilities for the launching of dinghies for the purpose of transporting personnel and stores to their launch are permitted to delegate this task to crew members for the above stated purpose.

10. SPOUSES:

Wives or husbands of Ordinary members have full usage rights of the Clubhouse.

11. VISITORS PASS:

All Ordinary members will have the right to apply in writing to the Executive Committee for a visitor's pass to allow usage of a member's boat where the member is not present up to a maximum of four times per year. The Member requesting the pass will be responsible for the conduct of the visitor to ensure the Rules and ByLaws of the Club are adhered to as a condition of the

Visitor's Pass. Please note that this policy is under review at time of printing. Please refer to the office for the current status of the Visitors Pass conditions.

12. KEY CARDS:

Key cards are an integral part of the Club's security.

Key cards remain the property of the OBC. Key cards must be returned to OBC office if a member leaves the Club or a berth holder sells his or her marina berth.

Refer to the Club policy on the use of the Key card.

13. PREPARATION OF TRAILER BOATS:

Immediately upon entering the grounds, a member is to move to a position on the general preparation area where boat, car or trailer will not obstruct the free use of any of the launching ramps or as directed by a Club Official, Club Manager or any other person who may be engaged by the Club to carry out these duties. In this position the member is to FULLY prepare the boat for launching by transferring all gear from the car to boat; make SURE drain plugs are in; check motor, petrol, controls, undo all unnecessary clamps and holding down attachments to trailer, have mooring ropes attached both to bow and stern ready to hand to someone on the jetty, and do any other jobs which will prevent wasting time when the boat is actually on the ramp. Safety chains must not be unfastened until the boat is at the water's edge and refastened to the boat before trailer and boat leave the water's edge.

14. LAUNCHING OF TRAILER BOATS:

In turn or when directed by the Club Official, Club Manager or other persons who may be engaged by the Club to carry out these duties, the member must back to and down the ramp to the launching position, ensuring that the crew are not near the reversing trailer, immediately launch and have the crew move the boat as far as possible out along the jetty allowing others to launch while the member removes the car and trailer to their parking position. The TURNING around of the boat between the jetties is PROHIBITED. Consideration for others wishing to use the ramps is essential.

15. PARKING:

Members are to park their cars (with trailer attached) at right angles to the perimeter fence line nose first as instructed by the Club Manager, other Club Official or persons who may be engaged by the Club to carry out these duties. Members are to park as close as possible to each other as space is often at a premium, and are asked not to damage the trees or fences surrounding the Clubgrounds when parking.

No car and trailer may be left on the Clubgrounds for more than 4 days without the written authority of a Club Official or Club Manager unless the boat is out cruising. The intent of this requirement is to prevent permanent parking on the Clubgrounds.

Current financial members with car stickers should arrange with the Club Manager or other authorised Officer where to park.

Only cars displaying berth holders cards may park in the Berth Holders Restricted Parking Area. N.B. One park per berth only.

All care will be taken with CARS, TRAILERS and BOATS but no responsibility can be accepted by the O.B.C.

16. VEHICLE SPEED:

For safety reasons the maximum vehicle speed in the Clubgrounds is 10 kph.

17. MOORING:

Mooring at jetties is to be for the minimum time required to get going out to sea or to get your boat out of the water. If for any reason a member is required to remain at the jetties, the member must moor as directed by the Club Manager.

ANY PERIOD IN EXCESS OF 1 HOUR MUST HAVE THE AUTHORITY OF A CLUB OFFICIAL.

On Saturdays, Sundays and Public Holidays, this authority can only be given for exceptional circumstances.

No boat may be left on the holding jetty for a period of more than four days (4) without the further authority of the Property Chairman or Club Manager. On Saturdays, Sundays and Public Holidays this authority can only be given for exceptional circumstances.

18. BOAT SPEED & CHANNEL NAVIGATION:

Boats must NOT exceed 5 knots or be at such a speed to create a wake inside the Wave-Break. 5 knots maximum speed from the Marina Jetties to the central entrance in the Wave-Break means the travelling time is not less than 9 minutes. This is a Maritime Regulation. See page 128 Safety in Small Craft+. In the interests of the maintenance of the channel banks, it is essential that this By-Law be observed. When approaching another vessel, members are to keep to the starboard or right-hand side, passing port to port. For their safety members are strongly advised to keep to the channel for its full length; and not to cut across banks and mud flats.

19. CLUB PENNANT:

The Club Pennant MUST be flown at all times when a member's boat is at sea under the control of the Club Member during daylight hours.

20. RETRIEVING:

Members are to have mooring rope attached to both bow and stern BEFORE arriving at the jetty. Then have the crew keep the boat moving in along the jetty to allow space for others coming in to tie up. While the member as

quickly as possible backs the trailer down the ramp to the loading on position, loads boat on and immediately it is reasonably secure, drives car and trailer up and away from ramp area before doing all those little but necessary jobs which can be done just as easily when clear of the ramp.

No boat may be powered onto the trailer with the engine. All trailer boats must be floated or winched onto the trailer.

21. WHEEL CHOCKS:

If a member wishes to use wheel chocks, they must be made of wood and with a suitable length of rope so that the rope may be looped over the tow ball. Then the chocks will not be left on the ramp. Rocks, bricks etc. definitely **MUST NOT** be used because when left on the ramp they do considerable damage to other members' boats and trailers.

22. WASH BAYS:

Please observe directional arrows and the bays must not be occupied for more than 5 minutes if others are waiting to use them. Fire hoses installed at the top end of jetties must not be used for hosing down boats. Motors must not be run between 2200 and 0600 hours.

23. RE-FUELLING:

The decanting of fuel for any purpose, whether refuelling or for any other reason, **IS STRICTLY PROHIBITED** in the following areas:-

- (a) the OBC Jetties and on all OBC Marinas.
- (b) the basin area and channel adjacent to the Clubhouse.
- (c) anywhere in the Club grounds.

24. STORAGE:

Dinghies and boats and trailers owned by Club members and stored on the OBC property or Club moorings or marina, will be stored at the owner's risk for an annual rental, charge to be fixed by the Executive Committee from time to time.

Unless a dinghy space has been allocated members may not leave their dinghies on the Clubgrounds.

A member shall not permit or allow any property under the control of the member or the guests of the member to be stored on the Club complex without the prior written consent of the Club Manager.

25. DOGS:

All dogs, owned or in the charge of a member or the guests of a member shall while on the Clubgrounds or marina be led by a chain, strap or similar efficient restraint.

A member or guest of a member, in charge of any dog on the Clubgrounds, Marina or environs shall immediately clean up any excrement of that dog.

26. CHILDREN:

For safety reasons parents must supervise children.

27. SWIMMING & FISHING:

A member and the guests of a member shall not swim or fish or dive or engage in any other underwater activities within the Club complex.

The provisions of this Clause shall not prohibit the underwater inspection or minor repairs of or to any boat in accordance with such reasonable directions as are stipulated by a member from time to time but the member shall not be entitled within the Club complex to clean the hull of any boat underwater.

28. CONTROL OF BOATS:

A member shall not within the Club complex moor, sail or manoeuvre any boat so as to create a danger, obstacle or inconvenience to other Marina users.

29. NOISE NUISANCE:

A member shall ensure that all halyards, lines, rope, rigging and sheets on any boat using the Club complex and under control of the member are secured so that they do not create any noise.

A member shall ensure that any amplifiers do not create a nuisance to other members or neighbouring residential areas.

30. MAINTENANCE:

Major maintenance, scraping of boat hulls and anti-fouling is not permitted on the Club grounds or marina.

31. ALCOHOL:

Neither a member nor the guests of the member shall consume alcoholic beverages within the Club complex except on private vessels or in the Clubhouse.

32. SMOKING:

There is to be no smoking in the Clubhouse.

33. USE OF CLUB MACHINERY:

No person shall operate any Club machinery such as tractors and water blaster unless they have received instruction on safe use from the Club Manager and signed the Club indemnity.

34. QUESTIONS:

Members are invited to phone any member of the Executive who will be only too pleased to answer or redirect any query. If a member is not too conversant with backing the trailer or launching and retrieving the boat, it is suggested that it would help the member and others if the member would go to the Clubgrounds at a slack time and do a little practice.

THESE FACILITIES BELONG EQUALLY TO ALL MEMBERS - PLEASE CO-OPERATE.

UNDER NO CIRCUMSTANCES CAN ANY PROSPECTIVE MEMBER USE THE CLUB'S LAUNCHING FACILITIES UNTIL AFTER ATTENDING A NEW MEMBERS NIGHT LECTURE AT THE CLUB AND THE INSPECTION HAS BEEN FULLY COMPLETED AND PASSED AS PER THE ABOVE SCHEDULE.