

MOUNT VERNON YACHT CLUB RULES AND PROCEDURES

Modified July 21, 2008

The following Rules and Procedures for the operation and use of the Mount Vernon Yacht Club (MVYC) were modified by the Board of Trustees on July 21, 2008. These Rules and Procedures shall remain in effect from publication until amended, modified or rescinded.

The purpose of these rules is to set a standard that will enable all members to be comfortable in our new facility. The MVYC eschews any liability that may be incurred by Club members or guests failing to comply with these rules. Those Club members, guests, and other individuals not complying with these rules and procedures will be requested to do so. If a repeat request is necessary, the person not complying with the rules and procedures may be requested by any Club official to leave MVYC premises. Refusal to comply with the rules or failure to comply with the requests of an official acting on behalf of the Club, could result in loss of Club privileges. Club official is defined as the highest-ranking member of the Board of Trustees, or in the absence of a member of the Board of Trustees, the most recent past Commodore present.

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Section 1: GENERAL

- 1.1 The Mount Vernon Yacht Club (MVYC) Clubhouse, pool and associated facilities, marina and grounds are private property and are for the exclusive use of the members, their escorted guests, and other persons approved by the Board of Trustees (Trash, Grounds Maintenance, etc). Members may use "The Point" picnic and recreation area, except when the area is being used for a Club-sponsored function.
- 1.2 For the purposes of these rules, a Club member is defined as the family head of household and/or spouse. Dependents are defined as children of Club Members regardless of age, or other family members who reside permanently with the Club Member, as set out in Article III Section 2(ii) of the MVYC Bylaws. A guest is defined any person who is invited by a member onto Club premises, but who is not a member or dependent.
- 1.3 All members are responsible for and liable to MVYC for their conduct, and that of their families and guests. Members are responsible for ensuring family and guests comply with the rules and procedures of MVYC at all times while on MVYC property. Any member, child or guest acting in an unruly manner, using foul language, and/or public drunkenness,

behaving inappropriately, or exhibiting other unseemly conduct anywhere on MVYC property may be required to leave the Club premises and could lose MVYC privileges.

- 1.4 Parents are responsible for explaining to their children the rules relating to MVYC grounds, docks, swimming areas, Clubhouse and other facilities. A parent or 'Authorized Caregiver' shall supervise all children under the age of 12, when on Club property. An Authorized Caregiver is defined as an individual designated by a member parent to be responsible for minding a child or children in the absence of the parents. The caregiver must be 18 years of age or older, and carry the written permission of the parent, which shall include the telephone number of the parent and medical emergency authorization. In special cases and upon application, the Board of Trustees may grant an exception to the minimum age requirement. Prior to the use of the pool, this designation must be filed with the pool manager or senior lifeguard on duty. (See also Section 4.16.)
- 1.5 Pets shall be leashed at all times. Owners shall clean up after pets. With the exception of service animals such as guide dogs, no pets are allowed in the Clubhouse.
- 1.6 Maximum vehicle speed is 5 mph. Unlicensed motorized vehicles such as electric wheelchairs or golf carts may be driven on Club property only if operated by an adult member or by a handicapped family member or handicapped guest. Other motorized vehicles not licensed to operate on public roads are prohibited from operating on MVYC property.
- 1.7 Picnickers are responsible for their charcoal fires, which are permitted only on the grills and shall extinguish them before departing. Open fires are not permitted except in the fire pit provided and require prior approval of the Board of Trustees. Such approval notwithstanding, open fires are prohibited under conditions of high wind or unusually dry weather. By order of the Fire Marshall, open fires are not permitted in any other Club location. Before departure, all trash from fires and picnics or other activity must be cleaned up and placed in trash containers or removed from the area. Fire Marshall regulations prohibit the burning of trash of any nature either on the grills or on the fire pit.
- 1.8 Diving and swimming from the docks or bulkheads is not permitted at any time. Horseplay on the docks is not permitted at any time.
- 1.9 Ice-skating and other ice activities are prohibited on MVYC property (including the lagoon).
- 1.10 The chairperson or activity sponsor is responsible for cleaning up after an activity. Trash is to be placed in the trash bins or dumpsters provided, and the Clubhouse and outside grounds are to be left in a clean and tidy condition.

- 1.11 Club members should report fire, theft, vandalism, trespassing or other harmful or dangerous activity immediately to any of the following: Security, any member of the Board of Trustees, and, in an emergency, the Police, Fire/Rescue at 911. Club members shall report violations of safety and MVYC rules to any Club official.
- 1.12 MVYC, together with local law enforcement agencies if necessary, will investigate cases of theft, vandalism or trespassing. Prosecution may be sought at the discretion of the Board of Trustees.
- 1.13 Fireworks or explosive devices of any kind shall not be brought onto MVYC property nor activated there. MVYC Power Fleet/USCG Auxiliary flare gun instruction, Commissioning Day cannon firing and similar events may be granted exception when approved by the Board of Trustees.
- 1.14 Members shall not transport or dispense on MVYC property any gasoline or diesel fuel for boating operations in excess of two (2) appropriately approved containers of a capacity not to exceed six (6) gallons each and shall bear all liability for, and responsibility to properly report and remediate, any overflow, leakage or spills. All other boat fueling shall be undertaken only at the Fuel Dock in accordance with the Fuel Dock Operations provisions of the Marina Rules.

Section 2: GUESTS

- 2.1 Members may invite guests to any MVYC function except membership meetings, Board meetings, functions where space does not permit, and activities expressly restricted to members only. The Board of Trustees in its sole discretion may restrict the guest privileges of any member who is deemed to have abused guest privileges.
- 2.2 The introducing member is responsible for the conduct and safety of his/her guests, including children of the guests, at all times while they are on MVYC property. Guests are required to comply with the Rules and Procedures of MVYC.
- 2.3 The member is liable for any charge or fee required to support the membership function that the guest attends.
- 2.4 Guests shall not serve on any MVYC committee in any capacity or be responsible in any way for a Club function.
- 2.5 Members who are under suspension and former members who have been expelled shall not be eligible to visit MVYC or use any of the MVYC facilities (including house, pool, docks, and grounds), as guests or as a participant in any activity. This prohibition shall extend to the family of the member, or former member.
- 2.6 Preformed groups of non-members in excess of twelve invited by any Club member, or group of

members, to the Club, including use of the Point, shall require the advance approval of a minimum of five members of the Board of Trustees.

Section 3: ALCOHOLIC BEVERAGE CONTROL

MVYC is a licensee of the Virginia Alcoholic Beverage Control Commission under License Number 025619. This license is for retail sale of beer and wine only. Although members and guests may bring their own spirits onto Club premises, spirits may not be dispensed by the Club at any Club function.

- 3.1 All users of MVYC facilities shall comply with the Virginia Alcoholic Beverage Control (ABC) rules, a copy of which shall be kept posted in the Clubhouse.
- 3.2 A manager shall be designated and present at all times when alcoholic beverages are served. The ranking Board member present, or member so designated for a function, shall be the manager for purposes of complying with Virginia ABC rules. Any member may serve as a designated manager.
- 3.3 No person under the age of 21 years shall be allowed to bring, purchase, consume or handle any alcoholic beverage on any part of MVYC property at any time.
- 3.4 Adult members who bring their own alcoholic beverages to the Clubhouse shall have their name clearly printed on each container and shall remove unconsumed portions from MVYC when departing the function.
- 3.5 Any member who fails or refuses to comply with these provisions may be asked to immediately depart MVYC property, and may be subject to suspension or expulsion from membership, in accordance with the MVYC Bylaws.

Section 4: CLUBHOUSE RULES

The Clubhouse is for the use and enjoyment of the membership. Except during Club-sponsored functions, it is to be open for the enjoyment of members and their guests only. The Clubhouse is not open to dependents in the absence of a sponsoring Club Member. The following rules and procedures govern the use of the Clubhouse by members and their guests. With the exception of service animals such as guide dogs, no pets are allowed in the Clubhouse.

Smoking Policy

- 4.1 The MVYC Clubhouse is designated by the Fairfax County Fire Department and for insurance purposes as a NON-SMOKING facility. Absolutely no smoking is allowed within any part of the building at any time. The pool area and the fire escape decks are also designated as non-smoking areas. Those members and guests who wish to smoke may do so outside the Clubhouse, in the designated section of the second floor deck, or on the grounds. Smokers should be mindful of the non-smokers present, and

must dispose of ash and cigarette butts in the appropriate receptacles provided.

Use of the Clubhouse

- 4.2 When the Clubhouse is not otherwise in use for a MVYC-sponsored event or a private party approved by the Board of Trustees, the Clubhouse will be open for use by Club Members (head of household/spousal members). Unless attending an official Club function taking place in the Clubhouse, no dependents, regardless of age, or their authorized caregivers or lifeguards may use the Clubhouse unless accompanied by a sponsoring Club Member. Parents or the sponsoring Club Member are responsible for their children's behavior. (See Sections 1.3 and 1.4.) During scheduled private parties sponsored by individual members that have been approved by the Board of Trustees, use of the Clubhouse by MVYC members will be limited to the third floor "Crow's Nest", which is always available to Club Members. A calendar noting these events will be posted, and such parties will be included in the calendar published in the Beacon. From time to time events may not be noted in the calendars due to late changes, etc., and in such case will be posted at the Clubhouse notice board. The pool and changing facilities, marina and grounds will be open to the family membership at times approved by the Board of Trustees.
- 4.3 Notices, flyers and announcements shall be posted only on the notice boards provided. Posting is specifically prohibited on the doors or walls of the Clubhouse, on the entry gate, or on other Club property.
- 4.4 Membership activity shall prevail over any other function. Membership activity is defined as any function sponsored wholly or in part by MVYC, including Club meetings. With the approval of the Board of Trustees it shall also include meetings sponsored by MVYC-oriented groups such as the Yacht Haven Garden Club and the MVYC-based United States Coast Guard Auxiliary Flotilla and all such groups may have access to the Clubhouse at the discretion of the Board of Trustees.
- 4.5 The Clubhouse will not be made available to outside groups except as set out in the conditions of Section 4.18 below. The Club will not be made available for commercial purposes and no admission or attendance fees may be collected, prior to, during or after any event being held on MVYC premises. This restriction does not apply to officially Club sponsored activities that are open to all members.
- 4.6 During Club sponsored events open to all MVYC members e.g. Club sponsored parties, membership meetings, etc., only those registered or taking part, may participate. During such parties, unregistered members may visit the "Crow's Nest" or pool

changing rooms, but are excluded from using other parts of the Clubhouse where the party is being held. To the extent possible, members using the third floor "Crow's Nest" should use the elevator to avoid interfering with the party.

- 4.7 The capacity of the Clubhouse, shall be limited to that authorized by the Fire Marshall.
- 4.8 Any formal Club party or private party must be coordinated with the Social Committee (which is responsible for coordinating scheduling of the Clubhouse) and be approved in advance by the Board of Trustees.
- 4.9 Members should be considerate of other members and work together to share the facilities when several groups are using the Clubhouse at the same time (e.g. moderating the volume of the television when others are using the adjoining room).
- 4.10 No illegal activities are permitted at any time on MVYC property. All Virginia ABC rules must be observed. (See also Section 3 above.) Members are responsible for ensuring that all facilities are used responsibly and safely.
- 4.11 Members who use the Clubhouse must clean up after use. This includes washing any dishes and countertops, and removing all trash, sweeping as necessary, and restoring any moved items to their original positions. (See also Section 1.10 above.) While the kitchen and bar area are available for use by members, all appliances should be used safely and turned off after use. "Close Down" rules, which are posted in the Clubhouse, must be observed.
- 4.12 Members using the fireplace must comply with posted instructions regarding fireplace safety.
- 4.13 Sitting on the handrails or sliding down the banisters is not permitted.

Noise Control

- 4.14 Users of the Clubhouse must be considerate of our neighbors. Loud music or other noise must be controlled, particularly after 9:00 PM. Use of the deck and pool areas after 9:00 PM is limited to events approved in advance by the Board of Trustees. Except for "New Years Eve" (unless specifically approved by the Board of Trustees), parties should end before midnight. In all cases, outside noise should end by 11:00 PM.

Dress Code

- 4.15 Since members from different families may be using the Clubhouse at the same time, dress should be appropriate to the occasion. While casual attire is acceptable, shirts and shoes must be worn at all times on the second and third floors of the Clubhouse. On those floors, attire that is not permitted at any time includes wet bathing suits, and soiled or slovenly dress.

Children and Minors

- 4.16 Children are not permitted in the Clubhouse, unless accompanied by a Club Member or participating in a Club-sponsored activity taking place in the Clubhouse where an adult Club Member or their authorized caregiver is present and responsible for their supervision. (See Sections 1.3 and 1.4.) Rules relating to use of the Clubhouse by dependents regardless of age are set out in Section 4.2. Unsupervised children, age 12 years and under, shall not use the elevator.
- 4.17 No one under 21 years of age will be permitted access to the beer locker or bars and alcohol may not be served to, or dispensed by, or consumed by anyone under the age of 21. (See also Section 3.3 above). In the absence of an adult Club member present who is serving as manager as described under the Virginia ABC rules as set out in Section 3.2 above, the senior member present or parent Club member or adult caregiver (over age 21) of any minor present is responsible for enforcing the Virginia ABC Laws. (See also Section 3.5 above).

Clubhouse Rental

- 4.18 The Clubhouse shall be rented only to members of MVYC in good standing, who must be present during such rentals. All facilities must be treated with respect and left clean and in proper working order. A charge will be made for any damage or clean up required. Rental of the Club is for the benefit of members and their families. Rental of the Club by a member on behalf of a third party non-member for any purposes is not permitted. Rental by a non-member is not permitted.
- 4.19 Rental requests shall be considered on the basis of priority. Each rental request shall be in writing and forwarded along with the rental fee to the Social Committee rental person. Rental requests will not be considered unless accompanied by the current rental fee. Rental requests shall be subject to approval by the Board of Trustees.
- 4.20 Members' access to the Clubhouse "Crow's Nest" during periods when the Clubhouse has been rented for a member private party shall be, to the extent possible, via the elevator. Club members not invited to the private party are to avoid mixing with those attending. Non-members attending the private party are prohibited from going to the "Crow's Nest".
- 4.21 A deposit fee, as determined by the Board of Trustees, shall be paid prior to the rental date.
- 4.22 A full refund shall be made only if a Notice of Cancellation is made to the Clubhouse rental person at least one month prior to the date of the event. Exceptions to this policy should include death or illness of the sponsoring member or a member of his/her family, dissolution of an engagement prior to the wedding, or other serious circumstance at the discretion of the Board of Trustees.
- 4.23 MVYC members whose rental is approved shall at all times comply with all rules and procedures of MVYC. They will be present at all times during the function for which the Clubhouse has been rented, and will be personally responsible for compliance with MVYC's Virginia ABC license.
- 4.24 Rental of the Clubhouse does not include access to the third floor "Crow's Nest", pool, pool decks, or marina. If the rental is to include the use of the pool, specific approval of the Board of Trustees is required and an additional fee may be assessed.
- 4.25 Following an inspection by the Social Committee's person responsible for rentals to confirm satisfactory clean up of the premises and lack of damage, the deposit fee will be returned. Any damages that have occurred must be paid for as determined by the Board of Trustees.
- 4.26 Rental and deposit fees are determined by the Board of Trustees and may be changed at its discretion from time to time.
- 4.27 The Board of Trustees reserves the right to restrict or deny Clubhouse use to anyone. Clubhouse privileges may be limited or revoked if the Board of Trustees determines that the Clubhouse is not being used in a safe, responsible and secure manner, or if Club property is being abused.

Section 5: SECURITY

- 5.1 Each member family will be issued two security system entry cards. The security card will operate the elevator, the front and side doors of the Clubhouse, and the driveway gate. The Club's security system records each entry (noting the identity of the cardholder). Club Member cardholders are responsible for all usage of their cards. Club Members may not lend their entry cards to dependents or anyone else for the purpose of gaining access to any part of the Clubhouse.
- 5.2 Except on special occasions authorized by the Board of Trustees, such as Commissioning Day and Swim Meets, all guests on MVYC property shall be accompanied at all times by their introducing member. (See also Section 2.)
- 5.3 Except on special occasions designated by the Board of Trustees, only member-owned vehicles using MVYC-issued gate entry cards and guest vehicles accompanied by a Club member shall be allowed on MVYC property. Violators' vehicles may be towed from MVYC property at the owner's expense.
- 5.4 Member-owned vehicles parked on MVYC property must display a Club decal on the rear bumper or rear window. A note should be placed inside the driver's side windshield to identify guest's vehicles and the MVYC host member responsible.

- 5.5 Two entry cards will be issued to members at a charge to be determined by the Board of Trustees. A lost card must be reported and the remaining card turned in. Both will be replaced for the then current replacement fee. (The old card-number will be deleted and a new number issued). Additional cards may be purchased if the member desires, at an additional cost to be determined by the Board of Trustees. Upon resignation or termination from the Club, all cards shall be returned back to the Club. No refund will be paid for replacement or additional cards.
- 5.6 Admittance of boat or other maintenance personnel to work for individual Club members' boats is the responsibility of the individual member, and such personnel are subject to all rules of the Club.
- 5.7 Only contract maintenance personnel (grass cutters, trash haulers, etc.), may have cards permitting entrance to the MVYC grounds. These entry cards will be programmed to allow entry only to the marina area.

Section 6: THE BEACON

The BEACON is a publication of the Club. It serves the purpose of disseminating information about Club proceedings, business and activities and other items of interest to the membership. Pertinent articles, letters, and notices may be submitted by all members for editorial review and publication (provided that the BEACON is not required to publish all articles that may be submitted). The Editorial staff is encouraged to use reasonable efforts to ensure that all materials published are factual and unbiased, except in appropriate editorial or opinion columns with the appropriate disclaimers.

Members may elect to receive The Beacon electronically instead of on paper, and may resume paper delivery upon request. Opt-out requests must be submitted in writing, and must include a valid email address. The Club will use email to inform opt-out participants when The Beacon has been published. The schedule for publishing The Beacon online is the same as for the paper version. Back issues must remain available online for a minimum of two months. For information that the Club does not wish to publish on the Internet, such as financial information, the Club reserves the right to contact opt-out participants using paper mailings.