



**INTERNATIONAL YACHTING FELLOWSHIP OF ROTARIANS  
SAN FRANCISCO FLEET**

## **GENERAL RULES AND REGULATIONS**

## HISTORY OF IYFR

The International Yachting Fellowship of Rotarians, formed in 1947 in Great Britain, is recognized as the oldest of the Rotary Fellowships. It was to become the first of many recreational fellowships formed with the World Fellowship Activities of Rotary International.

In 1947, Rotarian John G. Barrett of the Brixton Rotary Club of London, England, conceived the idea of flying a burgee bearing the Rotary emblem on the masthead of his vessel. He enlisted the help of fellow Rotarians from his own and neighboring clubs and proposed a new yachting association of Rotarians. Rotary International approved this new Rotary recreational fellowship under the name "The Yachting Fellowship of Rotarians."

This fellowship quickly spread all over Great Britain and then throughout the world.

In 1956 at the Rotary International Convention-4 the first International Commodore from outside Great Britain was elected. Bob Stuart of Chicago, Illinois, USA, took over the helm. It was also about this time that the fellowship name was changed to "The International Yachting Fellowship of Rotarians."

The first international rendezvous of IYFR was held in 1964 in conjunction with the Rotary International Convention of Toronto, Canada. Since that time, the fellowship has expanded greatly with new fleets being added under the enthusiastic leadership of the many Past International Commodores who have been elected from a diversity of countries within the world of Rotary.

The Golden Anniversary of IYFR was celebrated in 1997 at the RI Convention in Glasgow, Scotland. Past International Commodore Andrew Mitchell authored, produced and distributed copies of the Golden Jubilee 1947-1997, a book commemorating the fifty years of IYFR history.

An IYFR trophy, which is presented to each incoming International Commodore, "The John Barrett Bell," was made by one of the founding fellowship members, Denis Dalby who presented it to the fellowship in honor of our founder, Commodore John G. Barrett.

Today, we are not only the oldest but probably the largest of the Rotary fellowships, according to Rotary International. Over time, we have lost some of our earlier established local Rotary yachting fleets, however we constantly continue to charter new ones.

The San Francisco Fleet is one of about 100 active Rotary yachting fleets in 19 countries throughout the world: Austria, Belgium, British Virgin Islands, Canada, Finland, France, Germany, Great Britain, Ireland, Italy, Japan, The Netherlands, New Zealand, Philippines, South Africa, Spain, Sweden, Turkey, and the USA. Our worldwide membership is in the region of 3,000 members, including about 250 'members at large' who are not affiliated with any of the fleets.

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The International Yachting Fellowship of Rotarians is dedicated to promoting yachting as an opportunity for fellowship and service. This fellowship operates in accordance with Rotary International policy, but is not an agency of, or controlled by, Rotary International.

# THE INTERNATIONAL YACHTING FELLOWSHIP OF ROTARIANS SAN FRANCISCO FLEET

## I NAME

- A The name of the organization shall be “The International Yachting Fellowship of Rotarians San Francisco Fleet” (IYFRSF).
- B The San Francisco Fleet is a member of the “International Yachting Fellowship of Rotarians” and as such the members shall be known as “Rotary Mariners”

## II OBJECT AND PURPOSE

- A To represent those Rotarians residing in or near the San Francisco, California, Bay Area who desire to belong to the IYFR and participate in that aspect of Rotary Fellowship.
- B The Fleet represents, but is not limited to, Rotary members from the following districts.
  - i 5150
  - ii 5160
  - iii 5170
- C To develop a particular acquaintance between those who combine an acceptance of the principles of Rotary with a love of boats and the sea, rivers and inland waters, and to use the common interest of yachting and seamanship as an opportunity to encourage and foster the objects of Rotary, in particular: “The advancement of International understanding, goodwill and peace through a world fellowship of business and professional persons united in the ideals of service.”
- D To promote the sport of cruising, yachting, racing, and sailing in general.
- E To promote high standards of seamanship, subscribing to and abiding by recognized yachting customs and etiquette of the water, both nationally and internationally.
- F To further social events and offer community services which are of interest to those participating in the sport of yachting, cruising, fishing, canoeing, water skiing and any other water sport that involves ships and boats.

## III RECORDS AND COMMUNICATIONS

- A In conformity with the policy of Rotary International all communications, records, and accounts must be maintained in the English language.
- B Any checking account(s) maintained shall require the signature of the Commodore and one other Bridge officer for the issuance of checks.

## IV MEMBERSHIP

Membership in the Fellowship shall be open to all Rotarians, former Rotarians, honorary members of Rotary and members of affiliated Rotary organizations providing they have an active interest in matters pertaining to the conduct and management of vessels upon the water. Ownership of a vessel is not a requirement of membership.

## V MEETINGS

- A The Fleet is required to have at least one annual general meeting. The date, location and time of such meeting to be set by the Commodore and communicated to the general membership a minimum of 30 calendar days in advance.
- B Additional meetingS, referred to as “Sail Ins” may be held at any time and location as set by the Commodore.

## VI DUES AND MEMBERSHIP

- A The Commodore in consultation with the Bridge Officers may establish a joining or initiation fee separate from annual dues to be paid by any person applying for membership.
- B The Commodore in consultation with the Bridge Officers shall set annual Fleet dues.
  - i Annual Fleet dues shall include the membership fee charged by the International Fleet.
  - ii Annual Fleet dues shall include the membership fee charged by the Pacific Inter Club Yachting Association (PICYA).
  - iii The Fleet is responsible for forwarding the dues collected for the fore mentioned organizations to those organizations in accordance with their rules and requirements.
- C Any member failing to pay his dues within 70 days of receiving notice of their being due shall be struck from the roster.

## VII ORGANIZATION

- A Fleet
  - i In accordance with International Fleet requirements the San Francisco Fleet is required to maintain ten (10) or more members to remain active.
- B Officers
  - i The Bridge Officers of the San Francisco Fleet shall be:
    - 1 Commodore
    - 2 Vice Commodore
    - 3 Rear Commodore for district 5150
    - 4 Rear Commodore for district 5160
    - 5 Rear Commodore for district 5170
    - 6 Other officers appointed by the Commodore
  - ii The Commodore's term of office shall be for a period of not more than two years unless re-nominated and elected by the membership in which case he may serve one additional year.
  - iii Upon the end of the Commodore's term of office the Vice Commodore shall succeed the Commodore and the membership shall elect a new Vice Commodore in accordance with the section on elections.
- C Duties of the Officers
  - i Commodore
    - a The Commodore shall be the Chief Executive Officer of the fellowship and ex-officio member of all committees, and shall make the executive decisions.
    - b The Commodore shall be the Chief Financial Officer and personally responsible for the fiscal soundness of the fellowship. The Commodore will bear responsibility for the collection of dues, income from regalia sales and other sources, and for expenditures. The Commodore may delegate authority in this area to other officer or competent individual.
    - c The Commodore is responsible for his travel expenses when visiting fleets and shall not be reimbursed for such expenses by the Fleet. The Commodore is encouraged to attend all RI Conventions to represent the fleet.
    - d The Commodore shall appoint the other Bridge Officers except the Vice Commodore who shall be elected as specified in section B(iii). Changes of job descriptions and duties of appointed officers may be made as necessary to assure a successful administration. For convenience and expediency, these officers should preferably reside in the three primary districts that the fleet serves.
  - ii Vice Commodore
    - a It shall be the duty of the Vice Commodore to assist the Commodore in the discharge of official duties, and, in the absence of the Commodore or in case of a vacancy in the office of Commodore, act as Commodore.
    - b In addition the Vice Commodore, along with the Commodore, is responsible for the planning, organization and conduct of the IYFRSF activities.
    - c The Vice Commodore shall be the main contact to those Fleet members who register from outside the districts primarily represented in the Fleet.
  - iii Rear Commodores
    - a It shall be the duty of the Rear Commodores to support the Commodore and Vice Commodore in their duties, and shall act in their stead in their absence.

- b The Rear Commodores are responsible for representing the Fleet to their districts and, as such, are the officers most responsible for the expansion of Fleet and the promotion of Fleet activities within those districts.
- D The College of Past Commodores
 

The College of Past International Commodores is composed of all Past Commodores. The three most recent shall form the Nominating Committee to recommend the next Vice Commodore to the Fleet. The most current past commodore shall be the Chairman of the Nominating Committee. The College shall act in an advisory capacity and shall, whenever possible, make themselves available upon request to all Fleet Officers.
- E Election of Officers
  - i The Commodore shall call a meeting of the College of Past Commodores 1 year and 11 months following the installation of the current Commodore to either nominate the current commodore for an additional term of one year or to nominate an individual to stand for the position of Vice Commodore.
    - a If the current Commodore is nominated for an additional 1-year term that proposal must be submitted to the membership for approval. If not approved, the College must reconvene and nominate an individual to stand for Vice Commodore.
    - b If the current Commodore is not nominated for an extension of his term the position of Vice Commodore shall be the only officer standing for election. Once elected he assumes the office of Vice Commodore for the term (two years) of the new Commodore (elected at the last election as the Vice Commodore) and, at the end of that term, will become the new Commodore when an election is held to elect his Vice Commodore.
  - ii In the event the Commodore does not or cannot fulfill his term in office, the Vice Commodore shall immediately move up to assume that position and shall:
    - a Notify the College of Past Commodores of the need to nominate his replacement.
    - b Set the time and place for a general meeting at which an election shall be held to select a new Vice Commodore from those nominated.
    - c Upon approval by a majority of the members present at the meeting where the vote takes place the replacement Vice Commodore shall immediately assume his office.
    - d The Vice Commodore who replaces a Commodore in this fashion shall serve a full two year term commencing from the date he replaces the Commodore at which point he shall either be nominated for an additional year term or be replaced by the Vice Commodore who replaced him.
  - iii In the event the Vice Commodore does not or cannot fulfill his term in office, the Commodore shall arrange for the election of a replacement in accordance with paragraph ii above.
  - iv Once a new Vice Commodore has been elected a change of command shall take place at a meeting mutually agreeable between the outgoing Commodore and the incoming Vice Commodore.
  - v Members shall not campaign, canvass or electioneer for elective position in the IYFRSF Fleet nor allow any such activity on their behalf; nor shall any brochures, literature, letters, or other materials be distributed or circulated by members or on their behalf to any members except as may be authorized by the Bridge. Should candidates become aware of any prohibited activities having been taken on their behalf, they shall immediately express their disapproval to those so engaged and shall instruct them to terminate such activity.
  - vi In the event of a tie vote, the Commodore shall break the tie by deciding between the two top candidates.
  - vii In the absence of any nominations for Vice Commodore the Commodore may make nominations and/or appointments to fill a vacancy.
  - viii The Commodore may remove officer(s) he has appointed.
- F Members
  - i Membership requirements are as set forth in section IV.
  - ii Those applying for membership in the Fleet will be required to supply the following information to identify them selves.
    - a Family name
    - b First name
    - c Nickname, if any
    - d Partner's name
    - e Home address including street numbers, city, state, zip code
    - f Home telephone number including country and area code.

- g Business telephone number
  - h Fax number
  - i E mail address
  - j Rotary District
  - k Rotary Club
  - l Yacht Club
  - m Any Yacht Club office held
  - n Boat name
  - o Boat type [motor, sail, other] and length
  - iii The Fleet shall maintain a roster containing the information supplied in sub paragraph ii which shall be available to all members of the Fleet and which shall be forward to the International Bridge in the manner they establish for membership reporting. By applying for membership the applicant agrees to the release of this information in any manner approved by the Commodore.
- G Burgees and Identification
- i Fleet members are encouraged to fly the IYFR burgee at appropriate Rotary, IYFR, Fleet and yachting events.
  - ii Officers may fly distinguishing burgees as established by the International Fleet to recognize their position.
  - iii Fleet burgees, pennants and other identification shall be regarded as evidence of membership. Burgees and pennants are personal to that member and may be flown on any ship by courtesy of the ship owner but only when that IYFR member is on board. At a Rotary or IYFR function the burgee should be flown as per the “flag etiquette” of the country concerned. The composition shall be the gold Rotary Emblem on a “Rotary Blue” field.
  - iv Officer pennants are in a swallowtail design, 55cm [22”] long and 30cm [12”] wide including the gold Rotary emblem. Three gold balls on hoist, each having a diameter of 5cm [2”] shall be evenly spaced for the Commodore, two gold balls for the Vice Commodore and one for the Rear Commodore unless otherwise dictated by country customs. A gold edge of approximately 2.5cm [1”] wide may be attached to all sides of the perimeter. Upon completion of office, gold balls and edging shall be replaced with silver.
    - a The Fleet shall provide the burgee for all Bridge officers for them to fly during their term of office.
    - b At the end of their term the Fleet provided burgee shall be passed to the replacement incoming officer.
    - c A retiring officer has the option of purchasing, at their own expense, a “past” position (with silver balls) burgee for their personal use except for the Commodore.
    - d The Fleet shall present each outgoing Commodore with a “past Commodore” burgee and past commodore epaulettes as a token of thanks for their service to the Fleet.
      - 1 The incoming Commodore (current Vice Commodore) is responsible for insuring that these items are purchased for and are available at the change of command ceremony.
      - 2 The expense of these items shall be applied to the incoming Commodores annual budget.
  - v All officers shall be entitled to wear epaulettes or insignia as customary to Yachting Clubs in this area. It is recommended that any balls, bars or stars etc. used should be gold for current officers and silver for retired officers.
  - vi Officers of the Fleet are encouraged to purchase and wear the IYFR dress shirt at IYFR, Yachting Club and appropriate Rotary activities and functions.

## VIII ACCOUNTING PROCEDURES

- A The Fleet shall maintain its accounts in accordance to the laws of the state of California.
- B Any checking account maintained by the Fellowship shall require the signature of the Commodore and one other Bridge officer for the issuance of checks.
- C The accounting year will be the same as the Rotary year, 1 July to 30 June.
  - i A budget shall be prepared annually and used as a continuing guideline.
  - ii Cash flow caution must be exercised. It is critical that timing of expenditures be balanced by receipt of dues and other income.

- iii Funds are not to be used to purchase or rent any item of a capital nature, i.e., computers, fax machines, etc.
- iv The Commodore shall appoint an accredited accountant to conduct an official audit of the IYFR accounts and financial statements. The audited financial statements shall be published in the Fleet Newsletter at least once per year.

**IX COMPUTER SYSTEM**

- A The Fellowship has purchased and owns the rights to the domain name IYFRSF.ORG through the year 2010 and maintains this web site as its official presence on the World Wide Web.
  - i In accordance with Rotary International policy this web site will display the message *“The International Yachting Fellowship of Rotarians is a group of Rotarians dedicated to promoting all aspects of boating as an opportunity for fellowship and service. This fellowship operates in accordance with Rotary International policy, but is not an agency of, or controlled by, Rotary International.”* on its opening page.
  - ii The web site shall display a link to the International web site as well as a link to send messages to the Commodore.
  - iii The domain shall maintain e-mail forwarding addresses for all bridge officers so that they may be addressed generically (such as commodore@iyfrsf.org) and the e-mail so sent will always be directed to the person currently holding that position.
  - iv The web site shall maintain a copy of these rules in Adobe PDF<sup>®</sup> format, in such a manner that they are downloadable by any member.
  - v The web site may contain any other information pertinent to the Fellowship as the Commodore directs.
- B Three months prior to change of administration, the outgoing Commodore will provide the incoming Commodore (Vice Commodore) with the up-to-date computer library of the membership roster, financial statements and other relevant important documents to facilitate the transition of the administration.
  - i The transfer of such documents may, by mutual consent, be by electronic means.
  - ii The outgoing Commodore must hold a copy of these documents, either hard copy or electronic for two years, the term of his administration.

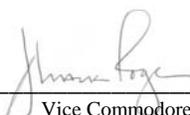
**X AMENDMENT OF THE GENERAL RULES**

- A Within 30 days following the election of a replacement Vice Commodore and the setting of the date for the change of command when the current Vice Commodore will replace the Commodore, the Commodore shall appoint the Vice Commodore elect as a Rules Committee chairman. The Rules Committee chairman shall then select, with the approval of the Vice Commodore a minimum of two additional Fleet members to serve on the Rules Committee. The committee shall review the General Rules and Regulations and may propose any revisions for general updating or specific changes. Proposed changes shall be circulated to the membership and must be presented for approval at a future meeting.
- B Fleet members wishing to propose alterations, additions, or deletions from the Rules may do so by gaining the support of 10% or more of the membership and presenting the request to the Commodore.
  - i Once presented with such a request the Commodore must:
    - a Circulate the request to the general membership within 60 days of the request.
    - b Schedule a general Fleet meeting within 120 days at which meeting the changes shall be voted upon by the members present. If approved by a majority of those present, the changes shall be adopted and these rules shall be revised accordingly.
    - c Publish the revised rules (either by mail or by publishing them on the web site).
- C Following any change to these rules, a copy shall be forwarded to the International Fleet Commodore.

**XI CERTIFICATION**

These rules and regulations were approved and adopted by the IYFR San Francisco Fleet Bridge on 13 November 2004.

By   
Commodore

By   
Vice Commodore

