



BHYC Work Party Policy

Expectation of Work Party

BHYC is a self-help club. The culture BHYC is partially defined by Members sharing in the Club's work and contributes to the financial sustainability of the club. This policy formalizes the minimum expectation of member work party assessment.

1. Applicability:

- 1.1. All Members are encouraged to participate in the sharing of the club's work.
- 1.2. This policy applies to the following membership categories as defined the club By-law:
 - 1.2.1. Senior Members
 - 1.2.2. Life Members
 - 1.2.3. Associate Members
 - 1.2.4. Intermediate Members
 - 1.2.5. Dinghy Members
- 1.3. The expectation applies to membership account or number, and not to individuals.
- 1.4. Members wishing to be exempted from this policy in a given year may apply to the Board of Directors, in writing to the attention of the Treasurer, before December 31 of that same year. The Board may grant an exemption at their sole discretion.

2. Expectation:

- 2.1. Defined as a minimum of work hours to be contributed in a calendar year, as approved by the Board of Directors as per bylaw 20.
- 2.2. Members who elect not to contribute the specified number of work hours expected in a calendar year, either wholly or in part, will be assessed a fee in lieu of work hours contributed. The fee as approved by the Board of Directors as per bylaw 20, to be defined as dollars per work hour.
- 2.3. The work party assessment of Members may be fulfilled by member of record, and/or spouse, and/or immediate family members only.
- 2.4. Members may not transfer hours, or contribute hours to another member, except as noted in (2.3).

3. Work Hours:

- 3.1. To fulfill this expectation all work hours contributed must be:
 - 3.1.1. Made toward a club sanctioned activity, committee, program, project or similar.
 - 3.1.2. Authorized by a person of authority/responsibility for the activity and may include a Board member, Committee Chair, or Project Leader.
- 3.2. Members are individually responsible for securing work assignments which meet the eligibility requirement.
- 3.3. Work hours contributed in excess of the defined expectation may not be carried forward to subsequent years.

4. Administration & General:

- 4.1. In all cases, the time reference is the calendar year.
- 4.2. The fee assessed in lieu of work hours contributed as described in 2.2 will be invoiced in the first month of the calendar year following. This fee is considered a financial obligation to the club and is subject to bylaw 31.
- 4.3. Members are individually responsible for reporting work hours contributed under this policy and for keeping personal records as they see fit.
- 4.4. The process for reporting work hours may change from time to time.
- 4.5. Willful disregard of this policy will be subject to the club's disciplinary procedures as outlined in the club By-law.