

MOUNT VERNON YACHT CLUB

RULES AND PROCEDURES

The following Rules and Procedures for the operation and use of the Mount Vernon Yacht Club (MVYC) were approved by the Board of Trustees on January 16, 2018. These Rules and Procedures shall remain in effect from publication until amended, modified or rescinded.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 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 any member of the Board of Trustees, the Security Chair, the Rules & Bylaws Chair, or in their absence, 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 Club members, dependents, escorted guests, and other persons approved by the Board of Trustees.

1.2 For the purposes of these rules:

A "Club Member" is defined as the family head of household and/or spouse.

A "dependent" is defined as a child of a Club Member regardless of age, or other family member who resides permanently with the Club Member, as set out in Article III Section 2(ii) of the MVYC Bylaws.

A "guest" is defined as any person who is invited by a Club Member onto Club property, but who is not a Club Member or dependent.

An "authorized caregiver" is defined as an individual designated by a Club Member to be responsible for supervising dependent(s) in the absence of said Club Member. The authorized caregiver must be 18 years of age or older and must carry the written permission of the Club Member, which shall include the telephone number of the Club Member and medical emergency authorization.

“Membership activity” is defined as any function sponsored wholly or in part by MVYC, including Club meetings.

1.3 All Club Members are responsible for and liable to MVYC for their conduct, and that of their dependents, authorized caregivers, and guests. Members are responsible for ensuring dependents, authorized caregivers, and guests comply with the rules and procedures of MVYC at all times while on MVYC property. Any Club Member, dependent, authorized caregiver, 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/or could lose MVYC privileges.

1.4 Club Members are responsible for explaining to their dependents, authorized caregivers, and guests the rules relating to MVYC grounds, docks, swimming areas, clubhouse, and other facilities. A Club Member or authorized caregiver shall supervise all dependents under the age of 12, when on Club property. Guests of any age must be accompanied by a Club Member.

1.5 Pets shall be leashed at all times. Owners shall clean up after pets. With the exception of duly authorized service animals, 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 a Club Member or by a disabled dependent or 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 the Club Member shall ensure the fire is extinguished prior to departure. 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 appropriate 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 appropriate 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 Chair, 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 Club Members, their dependents, or guests, 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.

1.15 MVYC trash bins and dumpsters are for the service of Club-related activities, and are not to be used for the disposal of any Club Member's, dependent's, or guest's household trash, debris, furniture, etc. Hazardous materials (lead-acid batteries, paints, marine flares, etc.) are not to be placed in the MVYC trash bins/dumpsters; Club Members shall dispose of any hazardous materials in accordance with applicable county regulations.

Section 2: GUESTS

2.1 Club 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 Club Member who is deemed to have abused guest privileges.

2.2 The inviting Club Member is responsible for the conduct and safety of his/her guests and shall escort them at all times while they are on MVYC property. Guests are required to comply with the Rules and Procedures of MVYC.

2.3 The Club 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.

Club Members and their dependents who are under suspension and former Club Members and their dependents 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 participants in any activity

2.5 Groups that total 12 or more non-members invited by any Club Member (or group of Club 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.

Any such requests should be submitted 15 days in advance through the Social Committee Rental Coordinator, and may require the payment of fees and/or damage deposits as determined by the Board.

LONG-TERM GUESTS

2.6 Long-term guests, as described in Article XI, Section 2 of the MVYC Bylaws, shall apply these rules as Club Members and/or dependents, as defined in these rules during the term of lease (up to two years). The family head of household and/or spouse shall be issued two (2) master access devices. Limited access devices may be issued upon request, pursuant to these rules.

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. Members and guests may bring their own spirits onto Club premises for personal consumption only (see Section 3.4 below).

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 Club 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 Club Members who bring their own alcoholic beverages to the Clubhouse shall have their names clearly printed on each container and shall remove unconsumed portions from MVYC when departing the function.

3.5 Any Club 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 Club Members. Except during Club-sponsored functions, it is to be open for the enjoyment of Club Members and authorized guests (see Section 2.6) only. The Clubhouse is not open to dependents in the absence of a Club Member. The following rules and procedures govern the use of the Clubhouse by Club Members, dependents, and guests. With the exception of service animals, 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 an MVYC-sponsored event or a private party approved by the Board of Trustees, the Clubhouse will be open for use by Club Members. Unless attending an official Club function taking place in the Club house, no dependents, regardless of age, nor their authorized caregivers, nor lifeguards may use the Clubhouse unless accompanied by a Club Member. The Club Member is responsible for the behavior of dependents, authorized caregivers, and guests'. (See Sections 1.3 and 1.4.)

During scheduled private parties sponsored by Club Member(s) and 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 and the Club Member host will be posted, and such parties will be included in the calendar published in the BEACON, and on the Club website. From time to time events may not be noted in the calendars due to late changes, etc., and in such cases will be posted at the Clubhouse notice board and through Club-wide email announcements.

4.3 Non-official notices, flyers, and announcements shall be posted only on the notice boards provided. For other than official events, 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 will prevail over any other function unless the Board decides an exception is in the best interests of the Club.

4.5 The Clubhouse will not be made available to outside groups except as set out in the conditions of Section 4.4 above. 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 club-sponsored events, unregistered members may visit the "Crow's Nest" or pool changing rooms, but are excluded from using other parts of the Clubhouse where the club-sponsored event is being held. To the extent possible, members using the third floor "Crow's Nest" should use the ground floor elevator to avoid interfering with the club-sponsored event.

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 defining the Clubhouse schedule) and be approved in advance by the Board of Trustees.

4.9 Club Members should be considerate of other Club 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.) Club Members are responsible for ensuring that all facilities are used responsibly and safely.

4.11 Club 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 Club 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 Club 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 Year's 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.

DEPENDENTS, GUESTS, AUTHORIZED CAREGIVERS, MINORS

4.16 Dependents, guests and authorized caregivers 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 the Club Member is present and responsible for 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, under age 12 years, 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 a 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 Club Member 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 Club 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 Clubhouse is for the benefit of Club Members and their families. Rental of the Club by a Club 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 in the order received by the Rental Coordinator. Each rental request shall be in writing and forwarded along with the rental fee and damage deposit to the Social Committee Rental Coordinator. Rental requests will not be considered unless accompanied by checks for the current rental fee and damage deposit. Rental requests shall be subject to approval by the Board of Trustees. To facilitate Board review, coordination, and approval, rental requests should be submitted to the Rental Coordinator at least 15 days prior to the event.

4.20 Members' access to the Clubhouse "Crow's Nest" during periods when the Clubhouse has been rented for a 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," unless accompanied by a Club Member.

4.21 A rental fee refund shall be made only if a Notice of Cancellation is made to the

Clubhouse Rental Coordinator prior to the date of the event. Exceptions to this policy in the event of illness of the sponsoring member or a member of his/her family or other extenuating circumstances, may be considered at the discretion of the Board of Trustees.

4.22 MVYC Club Members whose rental is approved shall at all times comply with all rules and procedures of MVYC. The renting Club Member or Club Member-designee will be present at all times during the function for which the Clubhouse has been rented, and will be personally responsible for compliance with all applicable Virginia ABC rules and regulations.

4.23 Rental of the Clubhouse does not include access to the third floor "Crow's Nest," pool, pool decks, the "Point," or the marina. If the rental is to include the use of the pool or the Point, specific approval of the Board of Trustees is required and additional fees may be assessed.

Use of tents or other party fixtures on the Point must be reviewed and approved by the Board of Trustees. Use of the Point for any private function shall in no way prevent or curtail its use by MVYC members.

4.24 Following an inspection by the Social Committee Rental Coordinator to confirm satisfactory clean-up of the premises and lack of damage, the damage deposit fee will be returned. Any damages that have occurred must be paid for as determined by the Board of Trustees.

4.25 Rental and damage deposit fees are determined by the Board of Trustees and may be changed at its discretion from time to time.

4.26 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

ACCESS

5.1 Each member family will be issued two access devices. The master access devices will operate all Club Member-authorized entry points. The Club's security system records each entry (noting the identity of the cardholder). Club Member device holders are responsible for all usage of their devices. Club Members may not lend their access devices to dependents, authorized caregivers or anyone else for the purpose of gaining access to any part of the Club property.

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 the inviting Club Member. (See also Section 2.)

5.3 Except on special occasions designated by the Board of Trustees, only member-owned vehicles using MVYC-issued access devices 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 Club Member responsible.

5.5 A lost device must be reported and the device number will be deleted from the security access system. A new device will be issued for the designated fee. Additional devices may be

requested for the designated fee determined by the Board of Trustees. Upon resignation or termination from the Club, all devices shall be returned back to the Club.

LIMITED ACCESS

5.6 Limited access devices may be requested by Club Members (fees determined by the Board of Trustees) for use by designated dependents and authorized caregivers for access to the pool and grounds only. Dependents and authorized caregivers shall not loan access devices to other dependents, guests, or non-members. Limited access devices shall not be used to admit guests or non-members or non-member vehicles to Club property.

5.7 For purposes of designated dependents' use of marina, limited access devices may be used to admit non-member(s), but not non-member vehicles, for direct access to water-borne vessels and return only. The limited access device does not convey to the holder any privilege or access to Club property otherwise addressed in these rules. Club Members must be present with guests at all times on Club property—except in direct ingress to and egress from water-borne vessels. All other rules apply at all times.

5.8 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.

5.9 Only contract maintenance personnel (grass cutters, trash haulers, etc.), and designated marine contractors may have access devices permitting entrance to the MVYC grounds. These access devices will be programmed to allow entry only to the marina area. (Fees determined by the Board of Trustees.)

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.

Club-wide emails will be used to supplement The BEACON to provide late-breaking information and Club activity schedule changes. 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 will remain available on the Club website. 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.