

# Memorandum of Agreement

## Regional Sailing Associations of Area D

Dixie Inland Sailing Association (DIYRA)

Florida Sailing Association (FSA)

Gulf Yachting Association (GYA)

South Atlantic Yacht Racing Association (SAYRA)

October 14 2006

Amended May, 2007; Feb. 2008; Jan. 2010; Mar.2011; May 2013; *January 2015*

### PART 1 ORGANIZATION

#### A. AREA D COORDINATOR TO THE US SAILING REGIONAL SAILING ASSOCIATIONS COMMITTEE (RSAC)

- 1) The recommendation to the US SAILING RSAC will be based on an alphabetical rotation schedule. Area D will follow this rotation schedule. If a Coordinator cannot be named from the RSA on its given rotation, then rotation will move to the next RSA in alphabetical rotation and the rotation order will not be adjusted.
  - a) 2015 DIYRA Coordinator
  - b) 2016 GYA Coordinator (Due to agreement to pass back to DIYRA in 2011)
  - c) 2017 SAYRA Coordinator
  - d) 2018 DIYRA Coordinator followed by FSA, GYA and SAYRA
- 2) An individual may serve a maximum of two consecutive two-year terms as the Area D Coordinator.
- 3) By September 15<sup>th</sup> of the second year of his/her term, the incumbent Coordinator will obtain from the RSAs the name of their nominee to present to the RSAs for a vote either by mail, email, or at a special meeting. This election shall occur prior to October 1<sup>st</sup>.
- 4) The Area D RSA's will make a single recommendation to US SAILING as to its Area Coordinator.
- 5) The duties of the Area D Coordinator include the following (but not limited to):
  - a) Represent Area D on the US Sailing RSAC
  - b) Support and assist with the coordination of all US SAILING Championship qualifier events held in Area D for Area D qualification only (Area D Championships). Currently (Oct. 2014) those events are as follows:
    - i) **US Adult Sailing Championship**
    - ii) **Chubb US Junior Championships**
  - c) Custodian of all monies belonging to the Area D Regatta Fund & Coordinators Fees (Operational Fund) with reporting at a minimum of 2 times per year.
  - d) Custodian of the AREA D Trophies.
  - e) Expected, to the best of their ability to attend the meetings in person or electronically of the US SAILING Board of Directors, the US Sailing AGM including meetings of the RSAC
  - f) Expected, to the best of their ability to attend the annual meetings of the Area D RSAs; at minimum 1 RSA annual meeting per 2 year term for each RSA.
  - g) Communicate with the RSAs monthly of any BOD updates, qualifiers, and other relevant information.
- 6) Area D Coordinator Fees (Operational Fund):
  - a) Each Area D RSA shall contribute annually during the month of January the sum to not exceed \$1000.00. The Area D Coordinator may open and maintain a checking account for all Area D Monies.
    - i) The Area D Coordinator shall use these funds to assist in defraying out of pocket expenses incurred in the discharge of the duties enumerated in paragraph 5 above.
    - ii) The Area D Coordinator shall use these funds to assist in the purchase and maintenance of any trophies involved.
    - iii) Any expenses should be shared electronically with the RSAs and any expenses over \$50.00 should have receipts as documentation.
    - iv) The Area Coordinator is to use their best judgment with expenses and any expenses that are outside the 'normal' and should consult with the RSAs as appropriate.

- b) Additionally, the funds may be used to defray costs if necessary with Local Sailing Organizations in Area D holding US Sailing Race Official training seminars. Prior to October 31st of each year the Area D Coordinator will submit any requests for supplemental funding of Race Official seminars to the RSA representatives with his/her recommendation for funding. He/she shall account with an itemized report to the RSA's no later than December 1 of each year for all Area D money, which is, or has been in his possession during the prior 12-month period ending October 31st.
- 7) Pursuant to US Sailing Regulations 6.03 (Appointment of Area Representatives to Committees). For selection of individuals to represent US Sailing Areas on committees or otherwise perform Area functions including, but not limited to, Regional Administrative Judge, Area Race Officer, and Regional Training Coordinator, and Area Representatives to the individual U.S. Championship Committees, the following shall apply:
  - a) The committee chair shall nominate Area committee members.
  - b) The Area Coordinator may name a candidate for consideration by a committee chair.
  - c) The Area Coordinator shall be notified of the prospective selection in advance of notifying the candidate and with sufficient time for the Area Coordinator to have an opportunity to comment on the appointment.

**B. VOTING**

- 1) At meetings of the Area D RSA's, each RSA shall have one vote, which shall be cast by that RSA's properly designated person or proxy. Meetings shall be chaired by the Area D Coordinator, who shall not vote, except in the case of a tie.
- 2) Only RSAs in good standing and signatories to this agreement are entitled to vote.
- 3) The Area D Coordinator or the majority of the RSAs may request a convening of RSA representatives to address any issues that arise in Area D, place and time, to be agreed upon or by conference call, or by email and incorporated in the minutes of the next meeting.

**C. AMENDMENTS**

Amendments to this Agreement may be proposed by an Area D RSA, and shall be submitted to the AREA D Coordinator who will pass the proposal to the respective RSAs. Amendments shall become effective upon receiving a majority vote of those RSA's entitled to vote. Amendments may be adopted either at a meeting or by mail or by email and incorporated into the minutes of the next meeting. As updated, the Area D Coordinator should provide each RSA an updated copy of this agreement.

**The following signatures reflect acceptance of this memorandum of agreement (5 pages) by the RSAs in Area D. Please include Name, Title, Date and contact email for the record.**

**Dixie Inland Yacht Racing Association** **Date**

**Florida Sailing Association** **Date**

**Gulf Yachting Association** **Date**

**South Atlantic Yacht Racing Association** **Date**

Once all signatures have been given, please forward a PDF copy to each RSA Representative, the RSA Commodore and post on Area D Web site (<http://ussailing-aread.org/>)

## Part II CONDITIONS US SAILING CHAMPIONSHIPS – AREA D LEVEL

The following is a summary of the conditions applicable to the conduct of Area level US SAILING championship events as adopted by the Area D RSA Representatives. By agreement reached between relevant RSA's and adopted by the RSA Representatives at any Area D meeting, the rotation shown below may be temporarily altered so that any Championship event may be conducted at any RSA venue that can provide boats similar to the class that can be provided at the national championship.

### A. AREA D CHAMPIONSHIP ROTATION

Championship Name	2015	2016	2017	2018
US Adult Sailing Championship	GYA	SAYRA	DIYRA	FSA
Chubb US Junior Championship	DIYRA	FSA	GYA	SAYRA

#### Notes

- 1) *By previous agreement, GYA will not hold any events west of New Orleans. FSA has its own restriction against holding events south of Miami.*
- 2) *Host clubs of Area D Championships must be current members of U.S. Sailing and an Area D RSA.*

### B. DATES AREA D CHAMPIONSHIPS (US SAILING SEMI-FINALS)

- 1) The **US Adult Sailing Championship** and the **Chubb US Junior Championship** events shall be held no less than 3 weeks prior to the final(s) for each US Sailing Championship.
  - a) Conflicts with other US Sailing Championships are discouraged and every attempt to avoid conflicts is encouraged.
  - b) Every effort shall be made by the Area Coordinator to post the elimination dates online and via email at least 3 months prior to the event.

### C. NUMBER OF ENTRIES (US SAILING SEMI-FINALS)

There shall be no limit to the number of entries to any of the Area D Championships. The Area D Championships shall be open regattas unless the NOR states otherwise. In the case where a regatta hosts wishes to limit the number of entries they shall consult with the Area D US Sailing Representative or Championship Chair to that championship who shall agree to a limiting number.

- 1) If the Deed of gift(s) for the any of the US Sailing Championships conflict with any of these directions the deed of gift(s) directives shall apply.
- 2) If the Championship Conditions conflict with any of these directions the Conditions of the Championship shall apply.
- 3) Borrowed Boats: In the event an Area D Championship regatta is being run with borrowed boats, the Organizing Authority shall allow each RSA in Area D the opportunity to send two teams. If any RSA fails to name two teams at the entry deadline date for registration the Area D event representative to that event will fill out the entry list with entries from any RSA in Area D. In any case the entry list will be complete 72 hours prior to the start of the regatta..
  - a) The Area D Jr Championship coordinator shall be notified no later than 2 weeks prior to the regatta and vacant slots will be allocated in alphabetical order starting with the next RSA after the RSA hosting the regatta.
  - b) If the 8 slots cannot be filled the regatta will sail with the registered competitors.
  - c) Resume applications are not allowed to fill vacant regatta slots.
- 4) Area D will forfeit its entries to Junior Finals if there are not at least three entries for each discipline at the Area D Championships as per Chubb US Junior Championship Conditions.
- 5) Registration for any semi-final event indicates the commitment of the entrant to participate in the final event.

## D. AREA D TROPHIES

- 1) The Area D Trophies shall be perpetual with the Area D Coordinator responsible for providing them as required. The cost of providing, shipping or maintaining such trophies shall come from the Area D Coordinator's fund.
- 2) The Area D event Representative for each championship shall be responsible for the event, and for having its trophy available for awarding the Area D Championship (US SAILING Semi-Finals) Trophy. If there is not an Area D event representative for a championship then it is the responsibility of the Area Coordinator.
- 3) Keeper awards shall be standard US SAILING medals (or suitable substitute) purchased by the Area D Coordinator's fund and presented as follows:
  - a) First, Second and Third place skippers (and all crew if applicable) of these events:
    - i) **US Adult Sailing Championship**
    - ii) **Chubb US Junior Championship**

## E. ENTRY FEES- AREA D CHAMPIONSHIPS

- 1) Area D Championship (US Sailing Semi-finals) Regatta Fees:
  - a) The Area Championship host may charge the competitors a regatta fee to cover the cost of the regatta; i.e., food, entertainment, fuel, insurance fee etc. The damage deposit shall be at the expense of the competitor.
- 2) US Sailing Championship Finals Regatta Fees:
  - a) Regatta Fees shall be the total of all final entry fees and US Sailing participation fees for the **Chubb US Junior Championship and US Adult Sailing Championship**.
    - i) Each RSA shall pay an assessment, regardless of the number of entries and even if there is no entry from that RSA.
    - ii) These entry fees shall be combined and divided by four and that amount shall be sent to the Area D Coordinator by each RSA, who shall deposit these funds into his/her, account to reimburse the competitors as entry fees are now required to paid to US Sailing online. .
    - iii) The Area D Coordinator shall notify the RSAs of their share of the total fee by April 1<sup>st</sup> or when the total entry fees are published by US Sailing. US Sailing Championship Chair provides the break out of entry fees directly to the Area Coordinator.
    - iv) Depending on funds available to the Area D coordinator in the area account the regatta fee may not be collected to cover entry fees to US Sailing finals of Area D competitors.
  - b) Distribution to the Area D Competitors:
    - i) The Area D Coordinator will reimburse the entry fee for those sailors/teams advancing to the finals of their respective discipline from the Area D Championship Elimination or from a US SAILING Championships Committee designated qualifying event in Area D. The maximum number of reimbursable entries from Area D is limited to 2 with a priority being given to the Area D Championship Elimination qualifier unless additional entries are specifically approved by the RSAs.
    - ii) Charter fees, damaged deposit, meals, travel, etc. shall be the responsibility of the advancing sailors/teams.
    - iii) Any other entries, for example entries selected by resume, selected for the finals by the Championship Committee shall be responsible for their own entry fee, charter and damage deposit.
    - iv) Request for Finals Entry Fee reimbursement from ladder competitors shall be made to the Area D Coordinator within 90 days of completion of the event. Requests with complete documentation of paid entry must be submitted.

## F. DAMAGE DEPOSITS AND INSURANCE

- 1) For events using borrowed boats, each team will provide a refundable damage deposit; equal in amount to the deductible of the borrowed boat insurance policy the regatta host carries.
  - a) The above deposit shall be paid prior to participation in the regatta to the regatta host.
  - b) Refunds due from damage deposits shall be made after the regatta ASAP but no later than 30 days after the conclusion of the regatta.
- 2) Damage shall be assessed against the party adjudged to have been at fault. If this cannot be determined to the satisfaction of the Organizing Authority, damage shall be assessed pro-rata and refunds made accordingly.
- 3) The US SAILING Borrowed Boat Insurance covers Semi-Final events; the premiums being set annually. It shall be the responsibility of the host club to collect the premium from each skipper. In the event the Semi Final host has insurance other than US Sailing's borrowed boat insurance, the cost to the skipper shall be what that policy requires.

## **G. BOAT SELECTION**

- 1) In most of the events the following guidelines shall apply to the selection of boats in so far as is possible or practicable:
  - a) The boats should be the same as those to be used in the finals or, if that is not possible, of a similar class or design.
  - b) In most of the Area D Championship Regattas the sailors will bring and sail their own boats (BYOB). If borrowed boats are being used they shall be provided and insured by the Organizing Authority. See section F for Damage Deposits and Insurance.
  - c) If the above conditions cannot be met, the host club representative should consult with the Area D Event Committee US SAILING Representative as to alternative selections.

## **H. APPOINTMENT OF JUDGES AND PRINCIPAL RACE OFFICERS**

The appointment of race officials for US Sailing Championship events and qualifiers shall be done in accordance with current US Sailing regulations. Reference the requirements for each Championship directly at this website -

<http://www.ussailing.org/racing/championships/championship-conditions/>