

Carsington Sailing Club Duty Levy Scheme (Issue 9)

1. A duty levy will be placed on all new members and renewals of membership for full, family Student & Crew members and will be set at each Annual General Meeting of the Club as part of the club subscriptions for the following year. All other classes of Membership will not qualify for the scheme any therefore may not claim any duty vouchers.
2. This shall be credited towards the following year's membership at the rate of 25% of the annual levy per duty unit.
3. A duty unit will be half a day or an evening.
4. The allocation of duty vouchers will be reviewed annually by the Management Committee and allocated in accordance with Duty Voucher funds that have been budgeted for the relevant year. These figures will be published in the duty voucher book or chart. (See Appendix 1)
The allocation of vouchers may be adjusted at any time by the Management Committee should there be a significant divergence from the budgeted income from the levy scheme.
5. The credit shall be given provided that the official duty log is correctly completed and signed.
6. Members who do not renew their membership the following year may claim any monies already earned up to the agreed value of the annual duty levy. This must be claimed before March 31 of the year of resignation. No retrospective payments will be made after this date.
7. Completed Standard Club duties that will automatically qualify for a duty credit are defined as follows.
 - a. Safety Boat Driver
 - b. Safety Boat Crew
 - c. Race Officer
 - d. Race Officer Assistant
 - e. Officer of the Day
8. Duty Vouchers may be allocated for Extraordinary Duties, as reviewed, defined and agreed annually by the Management Committee. Any such vouchers must be countersigned by a Flag Officer of the Club.
9. Open Meetings: The Management Committee will allocate vouchers to the Sailing Committee as part of the annual review. The Sailing Committee may allocate these for the running of Open Meetings as it deems appropriate. No vouchers may be carried over from one sailing year to the next.
10. No member may claim duty credits before their membership renewal is paid.
11. A book or chart to enable members to sign up for duties of their choice will be available in the office from the 1st November.
12. Until March 31st Members may only sign up for a maximum of 4 duties for the year. After that date members may sign up for as many duties as they wish for the year.
13. The maximum credits any member may earn in one year shall not exceed their subscription for that year (excluding any boat berth or mooring fees) including the cost of the next year's Duty Levy.

14. Any member of a family membership unit may earn credits provided that:-
 - a. They are 16 years old or over
 - b. They have the relevant experience or qualifications
 - c. They complete a full duty
15. Credits will be issued to a member who has opted for duties on a day when there is no sailing due circumstances beyond the club's control (weather etc.) provided the member attends the Club for the period of the duty and undertakes any alternative club tasks as allocated to them by the club.
16. Any members who feel they should be exempt from the scheme for whatever reason may make representation to the Management Committee whose decision will be final.
17. Any monies residual at the end of the year may at the discretion of the Management Committee be absorbed into Club funds.

APPENDIX 1

2009 STANDARD DUTY VOUCHER ALLOCATION DATED 09.07.2009

Duty Voucher period	Wednesday Evenings		
	Duty Officer	R/O & Assts	S/Boat & Crew
Duty Vouchers required/Wednesday	0	3	4
Duty Voucher period	Saturdays		
	Duty Officer	R/O & Assts	S/Boat & Crew
Duty Vouchers required/Saturday	2	4	8
Duty Voucher period	Sundays		
	Duty Officer	R/O & Assts	S/Boat & Crew
Duty Vouchers required/Sunday	2	6	12
Duty Voucher period	Bank Holiday Mondays		
	Duty Officer	R/O & Assts	S/Boat & Crew
Duty Vouchers required/Day	0	0	8
Duty Voucher period	Bank Holiday Tuesdays plus Dec 27, 28, 29, 30, 31		
	Duty Officer	R/O & Assts	S/Boat & Crew
Duty Vouchers required/Day	0	0	4
Duty Voucher period	Boxing Day		
	Duty Officer	R/O & Assts	S/Boat & Crew
Duties Vouchers required/Day	0	0	0

2009 EXTRAORDINARY DUTY VOUCHER ALLOCATION DATED 09.07.2009

Projected figures for 2009	"Extraordinary" Duties for 2009				
	Club Officers	Payments for Maintenance	Professional	Emergency	Admin (Vouchers)
Duty Vouchers issued per annum	12	50	4	10	14

2009 OPEN MEETING DUTY VOUCHER ALLOCATION DATED 09.07.2009

TOTAL DUTY VOUCHERS ALLOCATED FOR OPEN MEETINGS FOR 2009	224
---	------------