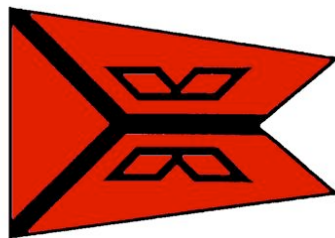


BBYRA



Black Bear Yacht Racing Association

Handbook

2014

Revision: 5/23/14

Table of Contents

1	Purpose of the BBYRA Handbook	1-1
2	BBYRA	2-1
2.1	Purpose	2-1
2.2	History	2-1
2.3	Memberships	2-2
2.4	Communications	2-3
2.5	BBYRA Calendar	2-3
3	Social	2-3
3.1	Intro	2-3
3.2	Spring Ice Breaker Banquet	2-3
3.3	Fall Awards Banquet and Annual Meeting	2-4
3.4	Social Schedule	2-4
4	Education	4-5
4.1	Intro	4-5
4.2	Education Schedule	4-5
4.3	USCG Recommended Safety Equipment for boats 16 to 26 feet in length	4-5
5	Racing	5-8
5.1	Intro	5-8
5.2	Fleets	5-8
5.3	Awards	5-10
5.4	Racing Schedule	5-14
6	BBYRA Sailing Instructions	6-15
7	BBYRA PHRF Fleet Rules	7-28
8	BBYRA One Design Fleet Rules	8-31
9	BBYRA Portsmouth Open Class Fleet Rules	9-32
10	BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION	10-2

1 Purpose of the BBYRA Handbook

The purpose of the BBYRA Handbook is to provide members with the BBYRA-specific information that they need in order to utilize the services offered by BBYRA.

The BBYRA Handbook is organized into the following sections:

- BBYRA – general information about BBYRA
- Social – information about BBYRA social events
- Education – information about BBYRA education events
- Racing – information about BBYRA races
- The BBYRA specific rules that govern races and fleets

2 BBYRA

2.1 Purpose

BBYRA was formed in 1984 for social, recreational and educational purposes, including but not limited to:

1. Providing education for members in the art and sport of sailboat racing.
2. Conducting sailboat races for and on behalf of its members and other members of the public.
3. Providing a forum for exchange of information and ideas regarding sailing and sailboat racing.

2.2 History

In the early 1980's, our founders started out as a group of people who loved to sail and were loosely organized as the Brigadoon Yacht Club. But just loving to sail wasn't enough to keep them satisfied. So, under the sponsorship of the Brigadoon Yacht Club, the first Bent Nail Regatta was held on White Bear Lake on August 27, 1983. And that regatta got the juices flowing.

So over the winter of 1983/1984 the Brigadoon Yacht Club changed its' name to the Black Bear Yacht Racing Association and put out an invitation to White Bear sailors that said, "The Black Bear Yacht Racing Association is a non-profit Minnesota corporation formed in the early Spring of 1984 for the purpose of offering the keel boater the opportunity to compete in organized regattas." In early 1984, the White Bear Press ran an article under the headline "New Racing Association To Begin." In that article our first Commodore, Bill Ecklund, was quoted as saying, "The time is right. Though pleasure sailing is what we're mostly interested in, the excitement of testing one boat against another is something that has caught everyone's attention."

The first meeting of the BBYRA was held at the North Oaks Oak Room on Sunday, April 15, 1984. Forty-one (41) people were present. Officers were elected and the first slate of 3 races was presented to the group. At that meeting, Doris and Don Furlong indicated that they would be interested in joining as Social members. It was also suggested that perhaps other persons not interested in racing might like social memberships. The minutes of that meeting indicated, "This is to be taken under consideration, and realistic dues will be determined." In 1984, 37 boats joined the association.

The emphasis from the very beginning was on having fun. A festive atmosphere was apparent after every race as members exchanged stories of daring and bravado while waiting for race results on the porch of Tally's. On one occasion, Rich Pogue's band played, and everyone danced.

Since then the race schedule has been expanded, and a formal educational component has been added, but the emphasis on having fun hasn't changed.

2.3 Memberships

Memberships are on a per boat or household per season basis					
Benefit	Guest	Social	Basic	Weekend	Racing
					**
Attend Ice Breaker and Fall Awards Banquet	X	X	X	X	X
*Skipper “own” boat in 1 race/year with BBYRA Racing member on board	X	X	X	X	
Crew in maximum of 4 races	X	X			
Attend BBYRA Education Events	X	X	X	X	X
Attend Club Sponsored Social Events		X	X	X	X
Receive BBYRA Communications		X	X	X	X
Crew in all races			X	X	X
Hold BBYRA Board or Chairperson positions			X	X	X
Vote At Annual Meeting (1 vote/person, max 2 votes/membership)			X	X	X
*Skipper a “Regatta or Racing Registered” Boat during Races			X	X	X
Skipper own boat in Regattas, and Frozen Fingers and Iceberg Series				X	X
Skipper own boat in all BBYRA Series and Regattas					X

* Skipper having Social or Basic membership status must sign the waiver on Page 2 of the membership application. Skipper is the person in charge of the boat, either the owner or the owner’s designee.

** New racing members are eligible for an introductory rate for their first year of racing level membership. Rates are listed on the Membership Application.

Clarification of BBYRA Membership Fee Structure

Annual membership runs from May 1st of each year through April 30th of the following year. Each BBYRA membership is a family membership. For BBYRA purposes a family is one or more people living in the same household. There is also a per boat aspect to membership that a single family that wants to race two boats needs to purchase one racing membership for each boat.

Here are some examples of how the membership fee structure works in practice:

1. One couple pays for a single Basic membership which enables them both to crew on the same boat simultaneously and skipper the boat with the owner's permission.
2. One couple pays for a single Basic membership which enables them both to crew on separate boats simultaneously.
3. One family pays for a single Racing membership which enables the parent to race their boat while the child crews on another boat simultaneously.
4. One extended family (2 families) pays for 1 Racing membership and 1 Basic membership which enables them all to race on their boat simultaneously.

2.4 Communications

Postal Address: BBYRA, P.O. Box 10802, White Bear Lake, MN 55110

Email: bbyra.mn@gmail.com

Web Site: <http://www.bbyra.com>

BBYRA Newsletter: "The Favored End" available at <http://www.bbyra.com>

2.5 BBYRA Calendar

See website, <http://www.bbyra.com> for BBYRA calendar.

- ▶ Skippers meetings precede all daytime races an hour and a half before start.
- ▶ No skippers meetings before evening races. Check back of Committee Boat for course and start order.
- ▶ Raft-up or Iron Jib may occur in lieu of cancelled race, weather permitting. Off-Season Get-Togethers are typically on the first Tuesday of the month. In-Season socials will be listed on the calendar.

3. Social

3.1 Intro

BBYRA will host three club sponsored socials throughout the season that are open to all registered members. As well, there will be several social gatherings including the Spring Ice Breaker and Annual Fall Banquet which are available to members and non-members alike.

3.2 Spring Ice Breaker Banquet

This will be held in April.

3.3 Fall Awards Banquet and Annual Meeting

This is generally held in November.

Photo Contest – Please bring BBYRA related photos.

3.4 Social Schedule

All Social, Basic, Weekend and Racing members and family are invited to the BBYRA club sponsored socials. Club sponsored socials will have a main course and beverages provided by the club. Attendees may be asked to provide a side dish or dessert to share. Details for each social, such as location and food/refreshment plans, will be available one to two weeks ahead of time and will be posted on the web site and included in email communication and/or in the Favored End.

After races when no formal social is scheduled skippers and crew will often gather at a local watering hole for informal discussion and post-race socializing. Watch the newsletter or website for any changes.

Any Moonlight Sails & Raft-Ups are weather permitting. Dates/times will be mentioned in the Favored End and added to the calendar.

Alternative events may be planned for days when races must be cancelled due to poor weather or unforeseen circumstances. These events may include: bowling, bocce ball, golf or mini-golf, “iron jib” races or raft-ups (in the case of windless conditions), etc. Your creative ideas for these alternative events are encouraged.

See website for calendar. <http://www.bbyra.com>

4 Education

4.1 Intro

The BBYRA Education program is geared toward improving the skills and safety of our racers.

4.2 Education Schedule

See website, <http://www.bbyra.com/> for BBYRA calendar.

4.3 USCG Recommended Safety Equipment for boats 16 to 26 feet in length

(R) means Required Equipment

1. (R) One type I, II, III, or V personal flotation device for each person on board. **IT IS VERY STRONGLY RECOMMENDED THAT EACH PERSON ON THE BOAT WEAR A PERSONAL FLOTATION DEVICE. IT MAY SAVE YOUR LIFE OR HELP YOU SAVE SOME ONE ELSE'S LIFE!!**
2. (R) One throwable type IV PFD
3. (R) One type B1 approved hand held fire extinguisher (others desirable for Galley or other hazardous areas)
4. (R) Whistle or other sound signaling device (air horn, bell)
5. (R) Visual distress signals (6 flares, 3 of which are rocket type and mirror, Orange Flag with Black Square)
6. Bailing device (manual pump, bucket, bailer or gusher pump)
7. Boat hook
8. Boarding ladder
9. Compass
10. Anchor with chain, and sufficient rode. (7 times depth)
11. Drinking water (both emergency & enough for each member to prevent dehydration)
12. Fenders
13. Foul weather clothing
14. First aid kit with manual
15. Flashlight with spare batteries (spotlight also if sailing at night)
16. Heaving line (floating line 100' long , 250 lb breaking strength)
17. Local chart (hand book can mark known rock hazards and sand bars)

18. Mooring lines
19. Oars or paddles (when practical use is possible)
20. VHF Radio (monitor emergency channels, weather and race committee)
21. Ring buoy (with line ready for rescue)
22. Rigging knife
23. Shear pins (if used)
24. Soft Wood Plugs
25. Sunscreen
26. Spare parts
27. Tools
28. Tow rope
29. Navigation Lights for night-time operation
30. Enough fuel plus reserve to return safely
31. Cell phones offer an alternative to VHF radios (Know your location when calling)
32. Sail repair kit

Skipper is responsible for insuring his/her boat is appropriately equipped and maintained to participate in any event.

5 Racing

5.1 Intro

The BBYRA racing program currently includes Performance Handicap Racing Fleet(s) (PHRF), Capri 22 One Design Fleet, and Portsmouth Open Class Fleet. Other fleets and types of sailboats can be considered for inclusion in BBYRA racing events.

The BBYRA Sailing Instructions can be found in Section 6.

5.2 Fleets

5.2.1 PHRF

Understanding PHRF*

Before the mid 70s, if you wanted to race your cruising yacht, you had to pay to have your boat measured professionally and, sometimes, even pulled out of the water to have it weighed – a costly and complicated proposition. With the explosive growth of sailboats of different sizes and shapes in the late 60s and during the 70s, it became rapidly apparent to a group of yachtsmen in Southern California that what was needed was an inexpensive handicapping system which would quickly get the boats out on the water and race.

In developing a new approach, they organized the Pacific Handicap Racing Fleet. The British were already using the Portsmouth Yardstick system to allow different classes of Day Sailors to race together. The Portsmouth handicap numbers were assigned on the basis of observed performance. Picking up on that system, the Pacific Handicap Racing Fleet established a similar system which assigned handicaps to classes of cruising boats based on observations of actual performance to replace the old measurement system. Measurement systems e.g. IOR, IMS, and MORC are still in use today and require accurate measurement of individual yachts.

The newly derived rating system became a hit practically overnight and quickly spread to other parts of the country which forced a change from “Pacific” to “Performance” to become the Performance Handicap Racing Fleet which we now know as PHRF. The system is simple in that each boat is assigned a performance factor which, when multiplied by the boat’s actual finish time, provides a modified finish time for the boat. The system is under the guidance of the US PHRF Committee under US Sailing. Today, more sailors race under PHRF than all of the other handicap systems combined.

US Sailing publishes a rating guide (used by BBYRA to assist in our handicapping) which lists locally assigned handicaps from all member clubs across the country for nearly every boat being raced (or recently

rated) today. However, when it comes to PHRF, US Sailing is only an advisor. What makes the whole system work is the application of local handicapping based on observed performance. What it boils down to is that there are no national numbers for boats. The same class of boat often rates very differently in different parts of the country.

Performance Handicap Racing Fleet (PHRF) ratings are based on the speed potential of the boat, determined as far as possible, on observations of previous racing experience. It is the fundamental concept and intent of PHRF handicapping that any well equipped, well maintained, and well sailed boat has a good chance of being a winner. PHRF ratings are not intended to reflect skipper and crew capability. Ratings are not adjusted to encourage a poor or careless skipper and, conversely, no rating adjustments are made to penalize proficiency. PHRF also assumes that a boat is equipped to race. It does not attempt to rate a partially equipped boat, or a boat which differs from others, in that it is unusually heavy or is out of balance, or has old blown out sails, or a scummy bottom. However, if the basic hull and rig differ from others in its class, it will, of course, be rated uniquely.

*(Credits: PHRF of the Chesapeake, Inc; US Sailing Race Management Handbook; PHRF by Robby Robinson, SAIL Magazine; PHRF by Paul Ansfield, Retired Chairman PHRF Committee; John Collins, American Sailor Magazine).

The PHRF fleet races in all races.

[The PHRF fleet may be divided into two or three fleets based on PHRF rating and total number of boats.]

5.2.2 Capri 22 One Design

The Capri 22 One Design fleet is composed of wing keel, standard rig Catalina Capri 22s.

The Capri 22 One Design fleet races in all races. During some series and regattas, the Capri 22s may be scored as PHRF. See the Sailing Instructions for specific information regarding scoring. Individual Capri 22s may choose to race as PHRF for an entire series.

5.2.3 Portsmouth Open Class

The Portsmouth Open Class fleet is currently composed of single hull sailing dinghies and multi-hulls, although other boats, such as scows, are welcomed to be part of this fleet.

The Portsmouth Open Class fleet races in all races. During some series and regattas, the Portsmouth fleet may be scored as PHRF. See the Sailing Instructions for specific information regarding scoring.

5.3 Awards

BBYRA presents the following awards during the Annual Fall Awards Banquet.

5.3.1 The Brisson Cup for “Most Improved Sailor”

5.3.1.1 Description

At some milestone in his life, Don Brisson's family presented him with a large cup that has become known as "The Brisson Cup." The cup was presented to the BBYRA to use as a traveling trophy for a purpose as determined by the BBYRA Board. The year following that gift, the Board decided to use it as a "Most Improved Sailor" award.

5.3.1.2 Criteria

The winner of the Brisson Cup is the sailor that improves the most relative to their previous year's performance. A weighted score is assigned to all of one boat's finishes, (just as in The Capri 22 and PHRF Championships). A boat's average weighted score (AWS) for the current year is compared to its AWS from the previous year. The boat with the greatest drop in AWS is awarded the Cup. A boat must sail in 60% of all completed races in consecutive years to be eligible.

5.3.2 “You Can Take It with You” Trophy

5.3.2.1 Description

When one of our racers snagged one of the mark anchor lines, the Board decided to make a big deal about it so the "You Can Take It With You Trophy" was born.

5.3.2.2 Criteria

Hitting a mark during a race with such vigor that the mark and the boat become one for what seems like an eternity (particularly for the skipper of the boat). Extra points can be scored if the boat actually moves the mark. The winner is chosen by word of mouth vote shortly before the Fall Awards Banquet.

5.3.3 “Adventures In Trailering” Trophy

5.3.3.1 Description

When one of our sailors “dumped” their 6000# sailboat and trailer at the ramp it required an industrial crane to right the situation. So the “Adventures In Trailering Trophy” was born. The trophy was created by Doug Kruse & Don Wilcek.

5.3.3.2 Criteria

Any “out of water” boating accident that causes property damage to the boat and/or its surrounding qualifies for nomination. Extra points can be scored if your boat actually bounces. The winner is chosen by word of mouth vote shortly before the Fall Awards Banquet.

5.3.4 “Iron Jib” Trophy

5.3.4.1 Description

One season we had one too many windless races. So we decided to race our sailboats under power during a race and the “Iron Jib Trophy” was born.

5.3.4.2 Criteria

The winner of this award is determined by a handicapping formula that is light-years ahead of its time and too complex to document here. The trophy was created by Doug Kruse.

5.3.5 “Bubba Gump Shrimping” Award

5.3.5.1 Description

When one of our racers dumped their spinnaker in the water during a downwind leg it looked more like a shrimp boat than a sail boat. So the "Bubba Gump Shrimping" award was born.

5.3.5.2 Criteria

Dumping a sail in the water with such vigor and duration that people begin to question the design criteria for you boat. Extra points can be scored if your boat actually moves “against” the wind during the shrimping exercise. The winner is chosen by word of mouth vote shortly before the Fall Awards Banquet. The award was donated by Bubba Gump Shrimp Co.

5.3.6 “The Bergquist Steadfast Sailor” Trophy

5.3.6.1 Description

This award was renamed in 2014 in honor of Muriel and Lloyd Bergquist, longtime BBYRA Members. The “Bergquist Steadfast Sailor” is a traveling trophy that is given to the sailor who exhibits unwavering determination to compete in the face of adversity. They are dedicated and passionate about sailing.

5.3.6.2 Criteria

The winner of the “Steadfast Sailor Trophy” is chosen by their peer sailors via secret ballot during the Fall Awards Banquet.

5.3.7 “Sportsmanship” Trophy

5.3.7.1 Description

The “Sportsmanship Trophy” is a traveling trophy that is given to the sailor who exhibits grace in victory and defeat.

5.3.7.2 Criteria

The winner of the “Sportsmanship Trophy” is chosen by their peer sailors via secret ballot during the Fall Awards Banquet.

5.3.8 Commodore’s Cup

5.3.8.1 Description

The “Commodore’s Cup” is given to the person who makes a significant contribution to the club, above and beyond the call of duty.

5.3.8.2 Criteria

The winner of the “Commodore’s Cup” is chosen by the Commodore.

5.3.9 Capri 22 Fleet Championship Trophy

5.3.9.1 Description

WBBW donated this trophy to BBYRA when the Capri 22's became a one-design fleet. At the time, they were only sailing one-design on Tuesday nights, and we only had a single Tuesday series, so the series winner was the fleet champion.

5.3.9.2 Criteria

The Capri 22 Fleet Championship and the overall ranking for all of the boats in the fleet will be based upon the results of the Tuesday Night and Saturday Series. To qualify for the Championship, a boat must have an official finish in 70% or more of the total number of races completed.

The results for a boat in a race will be determined by dividing the place a boat achieved in a race by the number of boats racing.
Examples: 1st Place out of 10 boats = 0.1000 or 10th Place out of 10 boats = 1.0000

The Championship will be determined by adding up the race results for a boat and dividing that number by the total number of regular Tuesday and Saturday races completed by the boat during the season

Example:

Boat A raced in 25 races out of 28 races with a combined finishing total of 3.0000 divided by 25 = 0.1200

Boat B raced in 24 races out of 28 races with a combined finishing total of 4.5000 divided by 24 = 0.1875

Because Boat A has the lower average finish, it is the Champion

5.3.10 PHRF Fleet Championship Trophy

5.3.10.1 Description

This trophy was instituted when it was noted that the Capri 22's had a fleet championship trophy, but the PHRFs did not.

5.3.10.2 Criteria

The PHRF Fleet Championship and the overall ranking for all of the boats in the combined PHRF fleet will be based upon a formula similar to the one used to determine the Capri 22 Fleet Championship (see 5.3.9.2 Criteria above), adapted for PHRF.

5.3.11 WINCHES Trophy

5.3.11.1 Description

The WINCHES (Women in Nautical Circles Helping Each other Sail) Trophy originated in the early years of the BBYRA when the skippers (usually males) and their crew (usually their wives) switched roles and raced. The WINCHES Race (later Series) has been suspended for lack of interest, but the trophy is still awarded.

5.3.12.2 Criteria

The WINCHES Trophy is awarded by consensus of women members to a woman sailor who best exemplifies the ideals of the WINCHES, which include, but are not limited to, sharing skills and introducing sailing, with all its joys, challenges, and benefits to other women. The trophy was created by Mark Hittner.

5.3.12 The Nelson Cup

5.3.12.1 Description

This trophy was created in 2013 to honor the sailing legacy of longtime BBYRA sailor Ron Nelson.

5.3.12.2 Criteria

The Nelson Cup is an annual award that goes to the tenacious sailor: through their integrity and drive to pursue the art and complexity of the sport of sailboat racing, earned the respect of fellow BBYRA members as a sailor worthy of emulation.

5.3.13 “Stuck in a Rut” Award

5.3.13.1 Description

The award was created to celebrate the accomplishment of someone getting a little too close to an obstruction, namely a sandbar off the Peninsula.

5.3.13.2 Criteria

This is an annual award that is determined through word of mouth. It is given to a worthy recipient that found a way to sail a little too close to shore and abruptly stop their forward momentum.

5.3.14 Racing Awards

Racing awards will be given to the top 1/3 of the boats (not to exceed three boats) in each fleet for the following groups of races.

1. Tuesday Series I (7 races)
2. Tuesday Series II (7 races)
3. Saturday Series I (6 races)
4. Saturday Series II (6 races)
5. Mayhem Regatta (3 races)
6. Bent Nail Regatta (3 races) – If included in schedule (Optional)
7. Grand Finale Regatta (3 races)
8. Ice Berg Series (3 races)
9. Frozen Fingers Series (4 races)

5.4 *Racing Schedule*

See website for racing schedule. <http://www.bbyra.com>

6 BBYRA Sailing Instructions

- 1.0 Except as specifically noted herein, all races conducted by the **Black Bear Yacht Racing Association (BBYRA)** will be governed by the rules set forth by the International Sailing Federation (ISAF) as defined in the *The Racing Rules of Sailing for 2013 – 2016*, as published by the US Sailing Association.
- 1.1 The BBYRA Sailing Instructions can be changed during the season, with the approval of the Board of Directors.
- 2.0 All boats participating in BBYRA sponsored race events must be registered with the BBYRA (Current Racing Membership Application required) and must have a registered current BBYRA member on board. All crew on board must be Guests or registered current BBYRA members per the BBYRA membership fee structure. Any registered current BBYRA member can race any registered current BBYRA Racing Membership boat, with the owner's permission.
- 3.0 The BBYRA races single hull sailboats (PHRF handicapped or one-design) which are under the US Sailing classification of keelboats or off-shore classes, and Portsmouth rated boats. All sailboats, however, regardless of type classification, may be considered for BBYRA racing membership. All racing memberships are subject to approval by the BBYRA Board of Directors. To provide a fair and satisfying racing experience for all members, certain class and fleet guidelines have to be established. The guidelines are:
 - a. All boats of one design may be allowed to race in a one-design fleet so long as there are at least four (4) identical boats available, and that the creation of the one-design fleet is not detrimental (as determined by the BBYRA Board of Directors) to the overall BBYRA racing program.
 - b. Multi-hulls and non-ballasted centerboard boats and Sport/Ultralight Displacement Boats (ULDB) may be considered for handicap racing if enough similar entries (four or more) are available to establish viable handicap racing fleets. Some examples of non-ballasted centerboard boats are: Capri, Hunter, O'Day and Chrysler Day Sailors and all scows. Some examples of Sport/ULDB hulls are: Elliot 770, SR MAX, and Ultimate 20.
 - c. The BBYRA may also consider for handicap racing membership other keelboat and off-shore classes with low PHRF handicaps (generally less than 200). Some examples are: Impulse 21, S-2 7.9, J-22, J-24, Melges 24 and Sonar23.
 - d. In this last category (para.3.c above), if there are not enough similarly handicapped boats to establish a separate racing fleet, such boats may be combined with other BBYRA registered boats prior to the establishment of racing fleets before the start of the racing season. Once handicap fleets have been

established, a late entrant may be assigned to an established fleet if there is a reasonable "fit," as determined by the Handicap Committee and approved by the Board of Directors

For questionable hull types contact the Handicap Committee Chair.

3.1 Definition/requirements of one-design fleets:

Number of boats = 4 minimum

Proposed one-design fleet class rules must be accepted by the BBYRA board.

The one design fleet must have a representative on the board (mandated by Section 3.01 of the club bylaws)

4.0 BBYRA will sail in the following fleets and will start in the order indicated:

Saturday Series 1

- Capri 22 Fleet (start 1st), PHRF Fleet(s)/Portsmouth Fleet (start 2nd)

Tuesday Night Series 1

- Capri 22 Fleet (start 1st), PHRF Fleet(s)/Portsmouth Fleet (start 2nd)

Saturday Series 2

- Capri 22 Fleet (start 2nd), PHRF Fleet(s)/Portsmouth Fleet (start 1st)

Tuesday Night Series 2

- Capri 22 Fleet (start 2nd), PHRF Fleet(s)/Portsmouth Fleet (start 1st)

Mayhem Regatta and Grand Finale Regatta

- Starting order is at the discretion of race manager

Bent Nail Regatta – One Start (all fleets combined and all boats sailing with PHRF handicaps) (if on schedule, Optional)

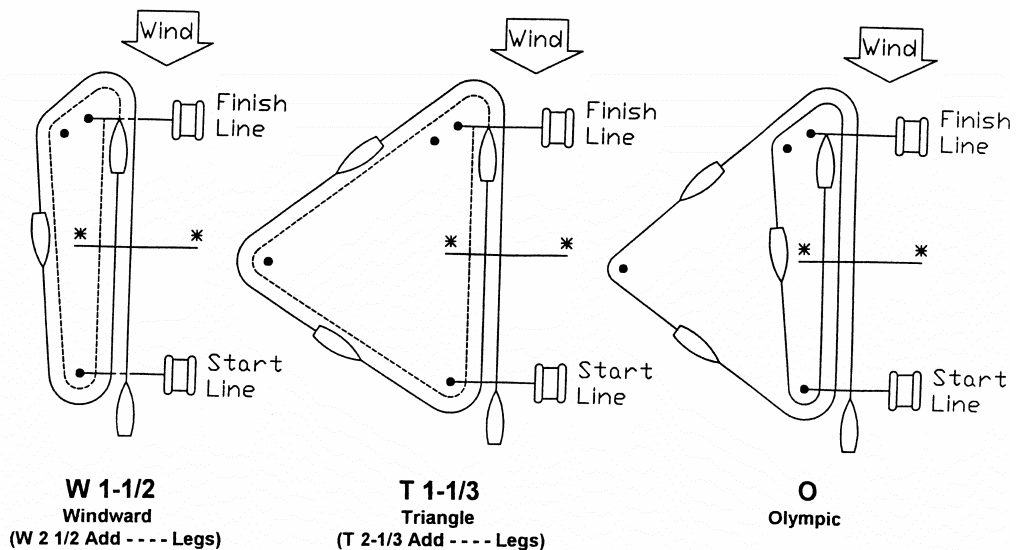
Frozen Fingers and Ice Berg Series – One Start (all fleets combined and all boats sailing with PHRF handicaps)

5.0 All racing boats (including one-design boats) will receive a Performance Handicap determined by **BBYRA's** Handicap Committee. More information on handicapping is located in this handbook, in the *PHRF Handicapping* and *BBYRA PHRF Fleet Rules* sections.

6.0 Each skipper or a designated representative is encouraged to attend the Skipper's Meeting prior to the weekend races – any special sailing instructions (if necessary) and the course or courses will be discussed. For all PHRF races,

spinnaker use will be assumed. If a spinnaker will not be used it is the responsibility of the skipper to be certain that the race officer is notified prior to the start of the race.

- 7.0 The race course and fleet start order will be displayed on a board on the Race Committee Boat. However, the Race Series/Regatta Manager reserves the right to make course changes by signaling with a change of course flag (Code C - blue, white & red stripes). **BBYRA** race courses can be found in the following diagram, although modifications to these courses may be made at the discretion of the Race Manager for the series.

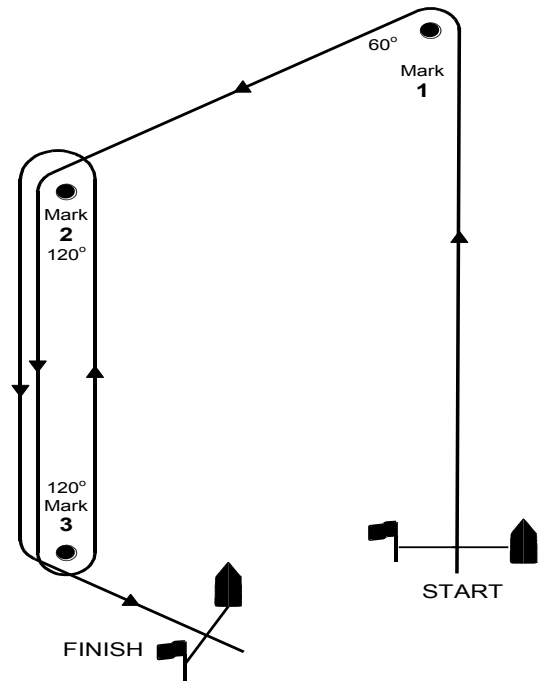


* _____ * Gold Cup Course Start & Finish Position If Directed By Race Chairperson

BBYRA
Race
Courses

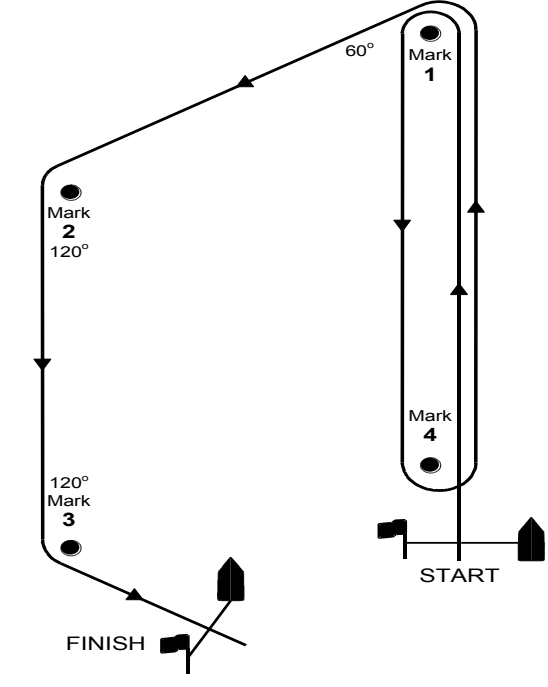
Trapezoid Courses

Start – 1 – 2 – 3 – 2 – 3 – Finish



ZF 1-1/2
Trapezoid with Windward/Leeward
Finish
(ZF 2-1/2 Add ---- Legs)

Start – 1 – 4 – 1 – 2 – 3 – Finish



ZS 1-1/2
Trapezoid with Windward/Leeward
Start
(ZS 2-1/2 Add ---- Legs)

- 9.0 **It shall be the sole responsibility of each boat to decide whether or not to start or to continue to race!** Proper safety gear (including an easily reached throwable) and life preservers must be on board for the number of people sailing on the boat. All boat owners must carry liability insurance (covering bodily injury and property damage) on their boats.
- 9.1 It is recommended that competitors always wear life jackets or adequate personal buoyancy devices. Life jackets **are required** when the life jacket flag (Code Y – yellow and red striped) is flying.
- 10.0 All motors must be turned off at each boat’s preparatory signal.
(3 minutes prior to each start)
- 10.1 If a boat runs aground during a race, a motor may be used to free the boat so long as it does not create an advantage for the boat in resuming sailing the course.
- 11.0 Sound signals: (horns, whistles, etc.) shall have the same meaning and will be sounded simultaneously with each visual signal. Visual signals (flags) will, however, indicate the official time. The audible sounding is merely an aid and visual signals will prevail.
- 12.0 Radio communications between boats are allowed until the preparatory signal for your fleet is sounded. After your preparatory signal has been sounded a boat that is racing shall not transmit any information to other racing boats or to the race committee boat, unless the information is safety-related. In the case of an emergency, any racing boat may communicate to any other boat in any manner. If the Race Manager requests information from a racing boat during the race, the racing boat may respond. If these restrictions are not followed the boat may be disqualified.
- 13.0 **Starting Sequence** (Fleets will start 3 minutes apart)
- 6 Minutes** before the first fleet start: yellow flag is raised and an audible signal is sounded
- 4 Minutes** before the first fleet start: yellow flag is lowered
- 3 Minutes** before the first fleet start and **6 Minutes** before the second fleet start: blue flag is raised and an audible is sounded

1 Minute before the first fleet start and 4 **Minutes** before the second fleet start:
blue flag is lowered

First Fleet Start - 3 Minutes before the second fleet start: red flag is raised and
an audible is sounded

1 Minute before second fleet start: red flag is lowered

Second Fleet Start: red flag is raised and an audible is sounded

*** The starting sequence will be repeated until all fleets have started**

- 13.1 Boats shall not cross the starting line in either direction within **1 Minute** prior to their own signal. Any boat, which is over the starting line within **1 Minute** prior to their start, shall return to the start area only by sailing around either the Race Committee Boat or the start buoy. Premature starters will be subject to individual recall. The Race Officer will raise the individual recall flag (blue and white flag) and will *attempt* to hail the sail number(s) of the boat(s) to indicate premature starters.
- 13.2 If, at the start, the race officer is unable to identify all premature starters, the race officer may call a general recall. This is done by sounding two long horn blasts and replacing the red start flag with the blue & yellow flags. After a general recall, the starts for succeeding fleets will proceed as scheduled. The fleet(s) recalled will go to the end of the starting order and will start three minutes after the starting signal for the last fleet. The yellow & blue flags will be flown in place of the preparatory signal for the next fleet and will be lowered one minute prior to that fleet's starting signal.
- 13.3 Postponements or starting errors requiring a new starting sequence will be signaled with two audible sounds and a display of the red and white vertical striped postponement flag. The postponement flag will be lowered and an audible will be sounded **1 Minute** prior to the new starting sequence.
- 14.0 **Postponement, Abandonment, Course Shortening & Weather**
- 14.1 A race may be postponed or abandoned if winds on the race course are consistently over 20 mph or gusting over 25 mph, or less than 2 knots

(approximately 2-1/2 mph). Tuesday night races will not be postponed with the exception of time needed to set or reset a starting line.

- 14.2 A race may be abandoned following a postponement if the Race Series/Regatta Manager determines that a fair race cannot be sailed because of weather.
- 14.3 Saturday Series races that have been abandoned will be made up on the designated makeup day as noted in the schedule to a maximum of two races. Makeup races during a regatta, due to abandoning a Saturday race, may be attempted by scheduling a maximum of two races on the Sunday of the regatta weekend. Tuesday evening races are currently not made up.
- 14.4 During a race, if lightning is observed over or near the lake, the race will be abandoned for all fleets immediately.
- 14.5 A race for one or more fleets may be abandoned or a course shortened during the race for the following reasons:
- a) An error in the starting procedure;
 - b) Foul weather;
 - c) Insufficient wind making it unlikely that the race will be finished within the time limit;
 - d) A mark is missing or out of position; or
 - e) Any other reason directly affecting the safety or fairness of the competition.
- 14.6 Signaling an abandoned race: The “N” (White and Blue Checkered) Flag will be raised on the committee boat and three audible sounds (generally from an air horn) will be made.
- 15.0 **Time Limit Guidelines**
- 15.1. Tuesday Night Races shall have a 90-minute time limit (except the Frozen Finger Series Races, which shall have a 45-minute time limit). If the Race Series Manager estimates that no boats racing in a fleet will finish the race in the specified time limit, the race will be shortened if possible, or abandoned for that fleet as a last course of action. The Race Series Manager will also use discretion in determining whether to shorten or abandon a race due to onset of darkness. At least one boat from a fleet must finish within the time limit for that fleet's race to be counted.

All boats failing to finish within 45 minutes of the first finisher shall be scored one point more than the number of boats in her class that do finish within the time limit. This changes RROS 35.

- 15.2 Weekend Races shall have a 2-hour time limit. If the Race Series/Regatta Manager estimates that no boats racing in a fleet will finish the race in the specified time limit, the race will be shortened if possible, or abandoned for that fleet as a last course of action. At least one boat from a fleet must finish within the time limit for that fleet's race to be counted.

16.0 **Protests**

- 16.1 If you race sailboats, eventually you may become involved in a protest. Following the proper procedure in a protest is important and necessary. Protests will be addressed in accordance with RROS rules 60 – 71 except as defined herein.
- 16.2 If you are going to protest another boat, you must *immediately* attempt to inform the other boat of your intention to protest by hailing loud and clear “**PROTEST.**” If the other boat is beyond hailing distance, you do not have to hail, but you must still inform the other boat at “the first reasonable opportunity”. While “friendly discussions” can always take place between boats over sailing behavior and seamanship, if the word “**PROTEST**” is not specifically hailed, it shall be understood that a protest is not pending.
- 16.3 You must also display a **RED** protest flag at the first reasonable opportunity. You must fly the flag until you finish or retire from the race. Protest flags are available from **APS, WBBW, Sail la Vie and West Marine.**
- If the protestee acknowledges that they indeed have committed a foul, the protest can be exonerated by doing the appropriate penalty turns as defined in RROS rule 44. If the protestee does their penalty turns, you are allowed to take down your **RED** flag.
- 16.4 If the protestee does not do their penalty turns, the protestor may elect to take the protest to the Protest Committee after the race or may drop the flag and not pursue the matter. If you intend to file a protest, you must inform the Race Officer on the Committee Boat at the finish line, or as soon as practical after the race.
- 16.5 If you need to file a written protest, make a note of the following:
- ▶ Date, time and location of the incident

- ▶ The particular rule or rules alleged to have been infringed
 - ▶ A description of the incident
 - ▶ A diagram of the incident
 - ▶ Other boats in the vicinity
- 16.6 Protest forms are available from the Race Officer on the Committee Boat and the Race Series/Regatta Manager. The form must be filled out and given to the Race Officer on the Committee Boat or the Race Series/Regatta Manager immediately after the race.
- 16.7 The Protest Committee will appoint a Protest Jury for each hearing. The Protest Jury will consist of no fewer than three **BBYRA** racing members.
- 16.8 If the protest is upheld by the Protest Jury, the offending boat will be penalized four places in the standings for that race and cannot finish higher than fifth place in the standings for that race.
- 16.9 In the case of a protest of right-of-way in which a collision occurs resulting in serious damage, the infringing boat shall be disqualified from that race. The right-of-way boat shall also be disqualified from that race if it is determined that the right-of-way boat had the opportunity, but failed to make a reasonable attempt to avoid the collision.
- 17.0 **Scoring**
- 17.1 It is recommended that PHRF skippers shall record their elapsed time to the second with an appropriate timing device. Race time is the total elapsed time from the start signal for their fleet to the finish line. Race times recorded by skippers are not official and will be used only to assist the Race Scorer in determining boat placement, if official times appear to be in error. If the Race Committee Boat is not present at the finish line area, the racing boat shall sail within one boat length of the finish mark and shall record its race time upon passing the mark.
- 17.2 BBYRA will use the Low Point scoring system from the RROS Appendix A. The finish place for a boat is determined by the relative Corrected Elapsed Time for all boats finishing the race, as described in a subsequent section. Points awarded to a boat for an individual race are as follows:

BBYRA Sailing Instructions
BBYRA Handbook

1st Place	=1 point
2nd place	=2 points
3rd place	=3 points
4th place	=4 points

Code	Meaning	Calculation
DNS	Did not start	Number of Boats in Starting area + 1
DNF	Did not finish	Number of Boats in Starting area + 1
DSQ	Disqualified	Number of Boats in Starting area + 1
DNC	Did not compete	Number of fleet entries + 1

The number of fleet entries is the number of boats that compete in at least one race during the series. This number may change during the series.

Reference RROS rule A9.

- 17.3 The BBYRA weekend racing (typically Saturday) will be sailed as two series of six. Races may be cancelled or abandoned with no points awarded, resulting in less than the planned number of races being available for counting towards final point totals. If seven races in a planned seven-race series are sailed and scored by the Race Committee, boats will receive two throw-outs, resulting in five races being counted towards the final point total. If six races are sailed, boats will receive one throw-out, resulting in five races being counted towards the final point total. If five races are sailed, boats will receive one throw-out, resulting in four races being counted towards the final point total. If less than five races are sailed, no throw-outs will be allowed.

The BBYRA weekday racing series (typically Tuesday night) will also be sailed as two series of seven races each. The procedure for determining the number of throw-outs will be identical to the procedure described above for the weekend race series.

A boat's final point total for a series or regatta will be determined by summing the lowest point totals available for that boat. DNS, DNF, and DSQ points will be used as needed to compute final point totals.

Ties in total points at the end of a series or a regatta will be broken by following the RROS, Appendix A- Scoring, Section A8.1. Using that approach, the boats' race scores are listed in order of best to worst, and "at the first point where there is a difference the tie shall be broken in favor of the boat with the best score." In the example below Boat B would win the tie breaker.

Sorted Finishes

Boat A	Boat B
1	1
<u>2</u>	<u>1</u>
2	1
2	3
2	3

If a tie remains after the sorted finishes are compared, RROS Section A8.2 will be used. Section A8.2 states that the tie "shall be broken in favor of the boat that scored better than the other boat in more races. No races for which a tied boats' score has been excluded shall be used." If a tie remains after these two methods have been used then the RROS will be consulted for any remaining tie-breaker rules.

- 17.4 Corrected Elapsed Time will be determined by the U.S. Sailing Time-on-Time formula as follows:

$$\text{Corrected Elapsed Time} = (\text{Actual Elapsed Time}) \times (\text{TCF})$$

Where:

Actual Elapsed Time is first converted to decimal time (e.g., 1 hr. 43 min. 27 sec. = 103 min. 27 sec. = 103.45 min.)

And TCF is the Time Correction Factor calculated as:

$$\text{TCF} = 650 / (550 + \text{PHRF rating})$$

18.0 Fouls

- 18.1 Yachts which have touched a mark while rounding have committed a foul and shall voluntarily and, as soon as possible, sail clear of all other boats and complete

a continuous 360 degree penalty turn in either port or starboard direction before continuing to race. While performing the turn, the boat has no rights and must remain clear of all other boats. After completing the penalty turn, the boat does not need to re-round the mark, but it still must pass on the correct side, if it did not previously do so.

- 18.2 A yacht which has committed a foul against another yacht shall voluntarily and as soon as possible, sail clear of all other boats and complete a continuous 720 degree penalty turn (two complete 360 degree turns) in either port or starboard direction before continuing to race. While performing the turn, the boat has no rights and must remain clear of all other boats.**

7 BBYRA PHRF Fleet Rules

1. Ratings

In the BBYRA, the Handicapping Committee establishes a base rating for each boat using an average of reported PHRFs from selected US Sailing PHRF member clubs as reported in the US Sailing PHRF Handbook. There are no reporting inland lake clubs in the Midwest area, so in 2001 the Handicapping Committee selected eight (8) reporting fleets in the US on which to establish base handicap ratings for the BBYRA boats. The fleets selected were: Chesapeake, Florida Sun Coast, Lake Erie, Lake Michigan, PHRF Northwest, Lake Lanier, New England and Sail Colorado. While racing conditions in the areas of the country where those clubs are based are considerably different from White Bear conditions, the clubs selected have long histories and experience in the application of handicaps under the PHRF system.

Not all boats in BBYRA are rated by all of the selected fleets. When that is the case, the Handicap Committee derives a base handicap using reported handicaps from other clubs or may, in some cases, use an average of the handicaps reported by all of the clubs listed in the US Sailing PHRF Handbook.

The Handicapping Committee then uses design ratio comparisons (Sail Area to Displacement, Displacement to Length, and Ballast to Displacement) between the BBYRA boats to help evaluate and judge how the boats should theoretically perform against each other on the water.

Finally, past race performance comparisons between the BBYRA boats are used to provide validation to the base handicaps and to the design ratio comparisons. Adjustments to the base handicaps may then be made (up or down) based on the design ratio and race performance comparisons.

2. Ratings Assumptions

PHRF ratings are made on the assumption that:

- a. Spinnaker pole length is equal to “J”
- b. Spinnaker maximum width is equal to 180% of “J”
- c. Genoa “LP” maximum is 155% of “J”
- d. Keel and rudder envelopes are generally as designed by the manufacturer (fairing is allowed to provide clean and efficient under water surfaces)
- e. Spinnaker maximum length is .95 times the square root of “I” squared + “J” squared.

3. Ratings Adjustments

Adjustments to handicap PHRF ratings are made if assumptions **a** through **e** above are violated.

Mainsail adjustments:

Mainsails are fairly standard. They are designed to fit into a specific area defined by the mast, boom and aft stay. Short or tall masts are clearly rated differently. Adjustments may be made if aft stay mounting to the mast is altered to clearly allow for a larger mainsail than what is considered standard for the boat.

Mainsails may be loose footed without penalty and may have extended or full battens without penalty. While Dacron sails might be considered standard, there are no penalties for other materials such as Mylar, Kevlar, etc.

Foresail (jib or genoa) adjustments:

Here again, jibs and/or genoas are fairly standard for any given boat. The only restriction is that the “LP” dimension of a genoa cannot exceed 155% of “J”. Jibs may be battened and, as with mains, material is not a question. Adjustments may be made if forestay attachment to the mast is changed clearly to allow for a larger jib or genoa than what is considered standard for the boat.

Spinnaker adjustments:

Handicaps are based on the assumption that boats will be using spinnakers. When a boat does not use a spinnaker a rating credit of 12 or 15 seconds is applied depending on the size of the largest foresail registered by the boat. If the largest foresail registered by a boat is 135%, a 15 second credit will be applied to the boat’s handicap if the boat does not fly a spinnaker. If the largest foresail registered is between 140% and 155%, the boat will receive a 12 second credit if a spinnaker is not used.

4. Other BBYRA Handicap Rules

- a. Hiking is not allowed. The torso must stay inside the shear of the boat but legs can extend beyond this point.
- b. Centerboards or dagger boards must be fully down while racing. The exception is that boats with a keel/centerboard combination may adjust the board at will without penalty if the weight of the swing keel or centerboard is less than 10% of the designed displacement of the boat.
- c. Head foils are permitted without penalty.

5. Scoring:

All boats receive a handicap rating which is expressed in seconds per mile; the faster boats receiving lower numbers. The time-on-time scoring system is used in the BBYRA. Under this system, the allowance given to each boat is based on the time it takes for the race to be sailed. Time-on-time scoring uses a Time Correction Factor (TCF) which is a function of the PHRF handicap for each boat. This factor is multiplied by the boat’s Elapsed Time (ET) to get a Corrected Time (CT). The equation looks like this: $CT = (ET) (TCF)$. Time Correction Factors for all handicaps are shown in a table at the end of this handbook. The equation for each boat’s TCF is $(650 / (550 + \text{handicap rating}))$.

6. Appeals

Any member may appeal any rating of any boat in the same fleet. The appeal must be in writing and submitted to the Handicap Committee for review.

Appeal guidelines:

- a. You can only appeal a boat in your own fleet
- b. You should provide as much evidence as possible to support your appeal.

c. Appeals will be reviewed by the Handicap Committee along with the fleet captains. The fleet captain of the fleet to which the appealing person belongs is not allowed to vote on the appeal.

If an appeal made prior to the 3rd race of a series results in a handicap change, the change will be made retroactive only within the series within which the appeal was made and will apply to all following series or regattas. Changes to handicaps after the completion of the 3rd race of a series will apply only to following series and regattas.

8 BBYRA One Design Fleet Rules

See design specific website for Capri 22 One Design Fleet Rules (Capri 22 National Association) and rules for any other one design fleets that may race in BBYRA races.

9 BBYRA Portsmouth Open Class Fleet Rules

Specific rules or exceptions to the ROS will be considered and may be added in the future.

10 BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION

Change Status

Issue Date	Articles/Sections	Change
1984	Art 1-X	Original Issue
Oct 1991	Art XI	Added to allow election of Commodore by membership
Mar 1992	All	Retyped and added cover and change status pages Changed Sections 2.02, 2.03, 2.05, 3.01, 3.02, 3.05, 3.07, 3.10, 4.01, 4.02, 4.04, 4.06, 4.09, 6.04, 6.05 and Art IX to incorporate philosophy of Art. XI added in Oct 1991; changed to two (2) year Director terms; and added other clarifications.
Sept 1997	Sections 2,3,4,&5	Deleted redundant Art. XI. Changes made to eliminate classes of membership and to provide for the selection of all officers by the Board of Directors. Changed Sections 2.02, 2.03, 2.04, 2.05, 2.06, 3.01, 3.02, 3.07, 4.02, 4.04, 4.06 and 5.02. Added Sections 5.04 and 5.05.
Oct 1999	Section 2 Section 3	Changed 2.06 to allow assessments. Changed 3.08 to allow notice by E-mail.
March 2011	Section 3.06	Changed 3.06 to allow meetings of the Board of Directors by conference call.

BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION
BBYRA Handbook

ARTICLE 1 - OFFICES, CORPORATE SEAL

Section 1.01 - Registered office The city, town, or other community in which the registered office of this corporation is located in Minnesota shall be set forth in the Articles of Incorporation of this corporation, or in the most recent amendment or restatement of such Articles of Incorporation, or in a certificate of change of registered office filed with the Secretary of State of Minnesota reflecting the adoption of a resolution by the Board of Directors of this corporation changing the registered office.

Section 1.02 - Other Offices This corporation may have such other offices, within or without the State of Minnesota, as the Board of Directors may from time to time determine.

Section 1.03 - Corporate Seal This corporation shall have no corporate seal.

ARTICLE II - MEMBERS

Section 2.01 - Members Membership shall be open to all applicants whose interests, in the opinion of the Board of Directors, are consistent with the purposes of the corporation as set forth in the Articles of Incorporation, these Bylaws, and operating rules and regulations as may be adopted from time to time pursuant to these Bylaws.

Section 2.02 - Class of Membership - DELETED

Section 2.03 - Annual Membership Meeting The annual meeting of the membership shall be held on the date and at such hour and place as the Board of Directors may determine. The purpose of the annual meeting shall be for election of Directors to fill those positions being vacated and for the transaction of such other business as shall come before the meeting. Notice of the time and place of holding the annual meeting shall be mailed to each member at least five (5) days prior to such meeting. No notice of the purposes of the meeting need be given except as otherwise required by law or by these Bylaws.

Section 2.04 - Special Membership Meetings Special meetings of the members may be called by the Commodore, by two members of the Board of Directors, or upon written request signed by ten (10) or more members. Notice of the time, place and purposes of any special meeting shall be mailed to each member at least ten (10) days before this special meeting, and at such meeting no business shall be transacted except that which relates to the purposes provided in the notice.

Section 2.05 - Quorum At any annual or special meeting of the members, twenty-five percent (25%) or more of the members shall constitute a quorum for the transaction of business.

BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION
BBYRA Handbook

Section 2.06 - Membership Fee The fee and assessments for membership in this corporation shall be established by the Board of Directors from time to time. The fee and assessments to be charged shall be charged on a per Registration basis. Each Registration shall be entitled to two (2) votes.

Section 2.07 - Property Rights No member shall have any right, title or interest in or to any property of this corporation.

ARTICLE III - BOARD OF DIRECTORS

Section 3.01 - General Powers and Qualification The property, affairs and business of this corporation shall be managed by the Board of Directors who shall be elected from and by the members at the annual membership meeting. Any individual Registration cannot be represented by more than one (1) Director; i.e. co-registrants (e.g. husband/wife; father/son or daughter; registrant/significant partner, etc.) cannot both sit on the Board as Directors. Nominees to the Board of Directors shall be selected such that, after election, each of the various racing fleets shall be represented by at least one (1) member on the Board of Directors. From within the Board of Directors, Fleet Captains shall be appointed who shall perform liaison duties with the membership as directed by the Board of Directors.

Section 3.02 - Number and Term of Office The number of directors shall be seven (7) and, upon election, shall each serve a term of two (2) years. Any elected member shall be eligible for re-election. Election to complete an unexpired term shall be for a term lasting until the next annual meeting of the membership. To facilitate annual elections with a board of seven for two years each, meetings in odd numbered years (97, 99, 01, etc.), four (4) Board members will be elected for two (2) years each and at the annual meetings in even numbered years (98, 00, 02, etc.), three (3) Board members shall be elected for two (2) years each.

Section 3.03 - Organization At each meeting of the Board of Directors, the Commodore of this corporation or, in his/her absence, a chairperson chosen by a majority of the directors present, shall preside. The Secretary of this corporation or, in his/her absence, any person who the chairman shall appoint, shall act as secretary of the meeting.

Section 3.04 - Resignation Any director of this corporation may resign at any time by giving written notice to the Commodore or to the Secretary of this corporation. The resignation of any director shall take effect at the time, if any, specified therein or, if no time is specified therein, upon receipt thereof by the officer of this corporation to whom such written notice is given; unless specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 3.05 - Vacancies Any vacancy in the Board of Directors caused by death, resignation, removal, an increase in the number of directors, or any other cause, shall be filled

BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION
BBYRA Handbook

by a majority vote of the remaining directors (even if less than a quorum). Each director so chosen shall hold office until the next annual election and until his/her successor shall be duly elected and qualified, unless sooner displaced.

Section 3.06 - Place of Meetings The Board of Directors may hold its meetings at such place or places, within or without the State of Minnesota, as it may from time to time determine. The Board of Directors can meet via conference call as an alternative to a face to face meeting. During this conference call, the Commodore or Vice Commodore will recognize who has the floor and is making motions during the discussion.

Section 3.07 - Annual Meeting An annual meeting of the Board of Directors shall be held for the purpose of electing the officers of this corporation and for the transaction of such other business as shall come before the meeting. Notice of such meeting shall be given as provided in Section 3.08 hereof for special meetings of the Board of Directors, unless excused in accordance with Section 3.09 hereof. Each such notice shall state the time and place of the meeting, but need not state the purposes thereof except as otherwise herein expressly provided.

Section 3.08 - Special Meetings: Notice Special meetings of the Board of Directors shall be held whenever called by the Commodore or by two (2) of the other directors. Notice of each such special meeting shall be mailed to each director, addressed to him/her at his/her residence or usual place of business, at least two (2) days before the day on which the meeting is to be held or delivered to him/her personally or by telephone or by confirmed E-mail not later than one (1) day before the day on which the meeting is to be held.

Section 3.09 - Notices Excused Notice of any meeting of the Board of Directors need not be given to any director who shall be present at such meeting; and any meeting of the Board of Directors shall be a legal meeting without any notice thereof having been given if all of the directors of this corporation then in office shall be present thereat or waive such notice in writing before, at, or after such meeting.

Section 3.10 - Quorum and Manner of Acting Except as otherwise provided by statute or these Bylaws, four (4) directors shall be required to constitute a quorum for the transaction of business at any meeting, and the act of majority of the directors present at any meeting at which a quorum is present shall be the act of the Board of Directors. In the absence of a quorum, a majority of the directors present may adjourn any meeting from time to time until a quorum be had. Notice of any adjourned meeting need not be given other than by announcement at the meeting at which adjournment is taken.

Section 3.11 - Removal of Directors Any director may be removed, either with or without cause, at any time, by a vote of a majority of the total number of directors, at a special meeting of the Board of Directors called for the purpose, and the vacancy in the Board of Directors caused by any such removal shall be filled in the manner specified in Section 3.05 hereof.

BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION
BBYRA Handbook

Section 3.12 - Proxies Proxies shall not be allowed or used.

Article IV - OFFICERS

Section 4.01 - Number The officers of this corporation shall be a Commodore, a Vice Commodore, a Secretary, a Bursar, and, if the Board of Directors shall so elect, additional Vice Commodores and such other officers as may be elected by the Board of Directors. Any two (2) or more offices, except those of Commodore and Vice Commodore, may be held by the same person.

Section 4.02 - Election, Term of Office, and Qualifications All officers shall be elected annually by the Board of Directors and each, except in the case of officers appointed in accordance with the provisions of Section 4.10 hereof, shall hold office until the next annual election of officers and until his/her successor shall have been duly elected and qualified, or until his/her death, or until he/she shall resign, or until he/she shall have been removed in the manner hereinafter provided. The Commodore of this corporation shall be elected from among the directors of this corporation, but no other officer need be a director of this corporation.

Section 4.03 - Resignations Any officer may resign at any time by giving written notice of his/her resignation to the Board of Directors, to the Commodore, or to the Secretary of this corporation. Any such resignation shall take effect at the time, if any, specified therein or, if no time is specified therein, upon receipt thereof by the Board of Directors, Commodore, or Secretary of this corporation; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 4.04 - Removal Any officer may be removed, either with or without cause, by a vote of a majority of the total number of directors, at any annual or special meeting called for the purpose, and such purpose shall be stated in the notice of such meeting or waiver of notice of such meeting unless all the Directors of this corporation are present thereat.

Section 4.05 - Vacancies A vacancy in any office because of death, resignation, removal, or any other cause shall be filled for the unexpired portion of the term in the manner prescribed in these Bylaws for election or appointment to such office.

Section 4.06 - Commodore The Commodore shall be the chief executive officer of this corporation and shall have general active management of the business of this corporation: shall, when present, preside at all meetings of the Board of Directors and at all meetings of the Executive Committee, if any; shall see that all orders and resolutions of the Board of Directors are carried into effect: may execute and deliver in the name of the corporation (except in cases in which such execution and delivery shall be expressly delegated by the directors or by these

BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION
BBYRA Handbook

Bylaws to some other officer or agent of this corporation or shall be required by law to be otherwise executed and delivered) any deeds, mortgages, bonds, contracts or other instruments pertaining to the business of this corporation, including, without limitation, any instruments necessary or appropriate to enable this corporation to donate income or principal of the corporation to or for the account of such corporations, associations, trusts, foundations, and institutions as are referred to or described in the Articles of Incorporation of this corporation and as this corporation was organized to support; shall perform such other duties as may from time to time be prescribed by the Board of Directors; and, in general, shall perform all duties usually incident to the office of the Commodore.

Section 4.07 - Vice Commodore Each Vice Commodore, if any, shall be elected by the Board of Directors, shall have such powers and shall perform such duties as may be prescribed by the Board of Directors or by the Commodore. In the event of absence or disability of the Commodore, Vice Commodores shall succeed to his/her powers and duties in the order designated by the Board of Directors.

Section 4.08 - Secretary The Secretary shall be Secretary of, and when present, shall record proceedings of all meetings of the Executive Committee, if any; shall keep a register of the names and addresses of all members of the corporation; shall at all times keep on file a complete copy of the Articles of Incorporation and of all amendments and restatements thereof and a complete copy of these Bylaws and all amendments and restatements hereof; shall, when directed to do so, give proper notice of meetings of the Board of Directors and meetings of the Executive Committee, if any; shall perform such other duties as may from time to time be prescribed by the Board of Directors or by the Commodore; and, in general, shall perform all duties usually incident to the office of Secretary.

Section 4.09 - Bursar The Bursar shall keep accurate accounts of all moneys of this corporation received or dispersed: shall deposit all moneys, drafts, and checks in the name of, and to the credit of, this corporation in such banks and depositories as a majority of the Board of Directors shall from time to time designate; shall have power to endorse for deposit all notes, checks and drafts received by this corporation; shall disburse the funds of this corporation as ordered by the Board of Directors, making proper vouchers therefor; shall render to the Commodore and the Directors whenever required, but at least once a year, an account of his/her transactions as Bursar and of the financial condition of this corporation: shall perform such other duties as may from time to time be prescribed by the Board of Directors or by the Commodore; and, in general, shall perform all duties usually incident to the office of Bursar. Banking records shall be established to allow the Commodore of the corporation to assume all duties of the Bursar if the Bursar cannot perform such duties.

Section 4.10 - Other Officers, Agents, and Employees This Corporation may have such other officers, agents, and employees as may be deemed necessary by the Board of Directors. Such other officers, agents, and employees shall be appointed in such manner, have such duties, and hold their offices for such terms as may be determined by resolution of the Board of Directors.

BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION
BBYRA Handbook

Section 4.11 - Bond The Board of Directors shall from time to time determine which, if any, officers of this corporation shall be bonded and the amount of each bond.

ARTICLE V - COMMITTEES

Section 5.01 - Number, Qualifications The Board of Directors may, by resolution adopted by a majority of the total number of Directors, establish such committees as it deems necessary for the operation of this corporation. The Board of Directors shall determine by resolution, the powers and duties of the committee, how many persons shall serve on the committee, the terms of office for such committee members and such other matters as may be necessary for the operation of the committee.

Section 5.02 - Race Committee The Board of Directors shall appoint a Race Chair who shall establish a Race Committee as considered necessary to be in charge of all races sponsored by the corporation. The Race Committee shall propose race schedules and racing rules to be used in the conduct of all races sponsored by the corporation. Such schedules and rules shall be subject to approval by the Board of Directors.

Section 5.03 - Social Committee The Board of Directors shall appoint a Social Chair who shall establish a Social Committee as considered necessary which shall be in charge of planning all social events for the corporation. The scope and schedule of the social events shall be subject to approval by the Board of Directors.

Section 5.04 - Nominating Committee - The Board of Directors shall establish a Nominating Committee which shall be in charge of selecting nominees for new members of the Board of Directors.

Section 5.05 - Handicapping Committee The Board of Directors shall appoint a Handicapping Chair who shall establish a Handicapping Committee as considered necessary to establish PHRF handicaps for all registered boats of the BBYRA and shall determine the number and makeup of PHRF racing fleets. Handicaps, number of fleets and fleet makeup shall be subject to approval by the Board of Directors.

ARTICLE VI - FINANCIAL MATTERS

Section 6.01 - Books and Records The Board of Directors shall cause to be kept: (1)
Records of all proceedings of the Board of Directors; and
(2) Such other records and books of account that shall be necessary and appropriate to the conduct of the corporate business.

BYLAWS OF THE BLACK BEAR YACHT RACING ASSOCIATION
BBYRA Handbook

Section 6.02 - Documents Kept at Registered Office The Board of Directors shall cause to be kept at the registered office of this corporation originals or copies of:

- (1) Records of proceedings of the Board of Directors
- (2) All financial statements of this corporation; and
- (3) Articles of Incorporation and Bylaws of this corporation and all amendments and restatements thereof.

Section 6.03 - Accounting System and Audit The Board of Directors shall cause to be established and maintained, in accordance with generally accepted accounting principles applied on a consistent basis, an appropriate accounting system for this corporation.

Section 6.04 - Expenses The Board of Directors may at any time and from time to time provide for payment or reimbursement of expenses incurred by any director, officer, agent, or employee of this corporation for such expenses that are directly in furtherance of the charitable purposes of this corporation and the amount of expenses paid or reimbursed, as the case may be, must be reasonable and not excessive. No indebtedness of this corporation shall be caused by any director, officer, agent, or employee of this corporation without knowledge of the Board of Directors.

Section 6.05 - Fiscal Year The fiscal year of the corporation shall coincide with the calendar year.

Section 6.06 - Check, Drafts, and Other Matters All checks, drafts, or other orders for the payment of money and all notes, bonds, or other evidences of indebtedness issued in the name of this corporation shall be signed by such officers, agents, employee or employees of this corporation in such a manner as may from time to time be determined by resolution of the Board of Directors.

ARTICLE VII - WAIVER OF NOTICE

Whenever notice of any meeting is required to be given by these Bylaws or any of the corporate laws of the State of Minnesota, such notice may be waived in writing, signed by the person or persons entitled to such notice, whether before, at, or after the time stated therein or before, at, or after the meeting.

ARTICLE VIII - AUTHORIZATION WITHOUT A MEETING

Any action that may be taken at a meeting of the Board of Directors or the Executive Committee may be taken without a meeting when authorized in writing signed by all the directors or by all the members of the Executive Committee, as the case may be.

ARTICLE IX - AMENDMENTS

The Board of Directors may amend this corporation's Articles of Incorporation and these Bylaws, as from time to time amended or restated, to include or omit any provision which could lawfully be included or omitted at the time such amendment or restatement is adopted. Any number of amendments, or an entire version or restatement of the Articles of Incorporation or Bylaws, either (1) may be submitted and voted upon at a single meeting of the Board of Directors and be adopted at such meeting, a quorum being present, upon receiving the affirmative vote of not less than a majority of the total number of directors of this corporation, or (2) may be adopted, in accordance with Article VIII hereof. By a writing signed by all of the directors of this corporation.

ARTICLE X - ROBERTS RULES OF ORDER

All meetings of members and directors shall be conducted in accordance with Roberts Rules of Order.

These By-Laws adopted at a meeting of the Board of Directors on July 12, 1984
Doris Bower, Vice Commodore (signed)

Rewritten and modified on March 20, 1992 Robert Locker, Commodore (signed)

Rewritten and modified on September 3, 1997 Norm Schultz, Commodore (signed)

Rewritten and modified on October 5, 1999 Paul Moyer, Commodore (signed)

Rewritten and modified on March 7, 2011 Peggy Witthaus, Commodore

Rewritten and modified on May 23, 2014 Gloria Drake, Commodore

