

# **Lindsay Park Yacht Club (LPYC) Club Facilities Policy and Procedures**

## **Purpose**

This policy ensures LPYC facilities are used safely, efficiently, and in a way that enhances the experience of members and guests. It outlines usage rules, operating hours, reservation procedures, and maintenance standards for the marina, clubhouse, storage areas, and other amenities.

---

## **1. Facility Usage Guidelines**

### **Clubhouse**

- Available to members and their guests; non-member access is limited to public events and approved rentals.
- Proper attire, including shoes and shirts, is required at all times.
- Clubhouse bar and dining services operate under Board-approved hours.
- Alcohol consumption must comply with state liquor laws and LPYC policies. Only alcohol purchased through the LPYC bar may be consumed Inside the Club and Club deck.
- Animals are not permitted on the Club deck or inside the Club building in accordance with Iowa law.

### **Guests**

- Members may bring non-member guests without restriction.
- Non-members must be accompanied by a member at all times.
- Guest registration may be required for event participation.

### **Private Parties & Event Spaces**

- Members in good standing may reserve event spaces through the General Manager.
  - Requests should be submitted at least 14 days in advance.
  - A cleaning and security deposit may be required.
  - Events must adhere to fire and safety capacity limits.
- 

## **2. Operating Hours**

LPYC is a seasonal business, typically operating April 1 – October 31.

### **Clubhouse & Dining**

- Hours will be determined by the board of directors in conjunction with the Club Manager.
- Hours will be posted at the Club and on the lpyc.org website
- Holidays: As announced and posted

### **Marina Fuel & Dock Services**

- Hours will be determined by the board of directors in conjunction with the Committee Chair
- Off-hour service: By appointment
- Seasonal hours will be posted on the Ships Store Door and the lpyc.org website

### **Ship Store & Boat Storage Access**

- Hours will be determined by the board of directors in conjunction with the Committee chair
  - Off-hour service: By appointment
  - Seasonal hours will be posted on the Ships Store Door and the lpyc.org website
- 

## **3. Facility Reservations**

### **Dining & Lounge Areas**

- Reservations recommended for groups of 10+.
- Friday dinner reservations are encouraged.
- Special event reservations require prior approval and a deposit.

### **Meeting Rooms & Event Spaces**

- Reservations must be made through the General Manager by a member in good standing.
  - Requests must be submitted at least 14 days in advance.
  - Cancellation fees may apply if not canceled within the required timeframe.
- 

## **4. Maintenance & Safety Protocols**

### **General Facility Upkeep**

- The Buildings and Grounds Committee oversees maintenance.
- Members must keep personal storage areas and slips clean.
- Facility damage must be reported immediately to the Club Manager.

### **Safety Regulations**

- Fire extinguishers and emergency equipment are available throughout the property.
- Members and guests must comply with emergency evacuation plans.
- First aid stations are located in the clubhouse and marina office.

### **Environmental Responsibility**

- LPYC is committed to environmental conservation. Members must follow all waste disposal and pollution prevention guidelines.
-

## **5. Policy Enforcement**

- Non-compliance may result in warnings, fines, or suspension of facility privileges.
  - Complaints and violations will be reviewed by the Club Manager and appropriate committee.
  - The Board of Directors has final authority on disputes regarding facility use.
- 

## **6. Amendments**

This policy is subject to periodic review and updates by the Board of Directors to ensure alignment with club operations and member needs.

By following these guidelines, LPYC maintains high standards for facility management, safety, and member satisfaction.