

Lindsay Park Yacht Club (LPYC) Organizational Structure

1. Board of Directors The Board of Directors at Lindsay Park Yacht Club serves as the governing body responsible for setting strategic direction, overseeing operations, and ensuring adherence to the club's mission and objectives. The board typically consists of elected members who hold key leadership roles within the club.

- **Commodore:** The highest-ranking officer who presides over all club activities, provides leadership to the board, and represents the club in external matters.
- **Vice Commodore:** Supports the Commodore and assumes their duties in their absence; may lead specific committees or initiatives.
- **Rear Commodore:** Oversees specific areas such as facilities, or membership, coordinating related activities.
- **Secretary:** Manages club records, meeting minutes, and correspondence, ensuring effective communication and record-keeping. Development of group source storage and access
- **Treasurer:** Manages finances, including budgeting, financial reporting, and oversight of expenditures and revenues. Development of google drive storage and access
- **Judge Advocate/Legal:** Provides legal advice on contracts, compliance, governance, and insurance matters.
- **Directors:** Elected or appointed members who lead committees or oversee areas such as membership, building and grounds, social activities, and marina operations.

2. Committees: Committees play pivotal roles in overseeing specific aspects of club operations and implementing initiatives to achieve organizational goals. A Director or member may be appointed to lead committees or oversee specific projects.

- **Executive Committee:** (Commodore, Vice Commodore, Rear Commodore) Works with the Club Manager and Committee Chairs on daily operations, banking, leases, and member applications.
- **Legal:** (Chair: Judge Advocate) Advises on contracts, leases, environmental issues, and legal compliance.
- **Financial:** (Chair: Treasurer) Reviews financial policies, ensures timely reporting of income and expenses, and presents monthly financials to the board. Presents 990 tax return to Board of Directors prior to filing documents.
- **Harbor/Marina Operations:** (Chair: Director or Volunteer) Establishes harbor rules, monitors marina activity, assigns slips, and oversees maintenance.
- **Ship Store, Barn, and Wall Storage:** (Chair: Director or Volunteer) Sets storage rates with LPYC Board approval, maintains fuel sale permits, and oversees dock staff operations.

- **Club Operations:** (Chair: Rear Commodore) Assists the Club Manager with operational decisions, staff management, and quality of services.
- **Buildings and Grounds:** (Chair: Director or Volunteer) Oversees maintenance of club buildings and equipment, secures repair contractors.
- **Social and Membership:** (Chair: Director or Volunteer) Maintains membership lists, recruits new members, organizes social events, and provides budget recommendations to the Board of Directors.
- **Technology:** (Chair: Director or Volunteer) Assist Board in the development and management of a technology strategy aligned with LPYC's mission. Evaluate and enhance IT infrastructure, including hardware, software, and networking. Maintain and improve the LPYC website, social media, and digital communication tools.

3. Club Employees Club employees contribute to the daily operations and service delivery, ensuring smooth functioning of facilities and member services.

- **Club Manager:** Oversees day-to-day operations, manages staff, implements board policies, and assists in the implementation of the Social Committee's plans and events.
- **Restaurant Staff:** Provides food and beverage services, catering, and enhances member dining experiences.
- **Dock Hands:** Assist with fuel dock operations, lift boat launching, mooring, and the maintenance and cleaning of club-owned restrooms, lawn, and parking – as assigned by Committee chair or supervisor. Personal projects for club members, such as boat washing, are not permitted during scheduled work hours.

Conclusion The organizational hierarchy of Lindsay Park Yacht Club is structured to support effective governance, operational management, and member engagement. Through the dedication of board members, committees, and staff, LPYC upholds its mission of promoting recreational boating, fostering community, and maintaining operational excellence.