



INTERNATIONAL YACHTING  
FELLOWSHIP OF  
ROTARIANS

IYFR  
GENERAL RULES

**FINAL DRAFT EN**

2013



# IYFR GENERAL RULES

## 1. NAME.

The name of the organization is “The International Yachting Fellowship of Rotarians” (IYFR) and the members shall be known as “Rotary Mariners” or “Iyforians”. Fleets may also elect to use traditional or local terms of reference for their members that identify their relationship with Rotary International or IYFR.

## 2. RELATION TO ROTARY INTERNATIONAL.

Pursuant to the COP Article 43.010, IYFR is not an agency of, or controlled by RI but shall be organized in accordance with RI policy. IYFR is an independent not for profit corporation organized under the laws of the State of Washington, USA.

## 3. OBJECTIVES.

IYFR combines an acceptance of the principles of RI with a love of boats and the sea, rivers and inland waters, and uses the shared interest of yachting and seamanship as an opportunity to advance and foster the object of RI. IYFR objectives are:

- 3.1 To advance international understanding, goodwill and peace through a world fellowship of business and professional persons united in the ideals of service.
- 3.2 To promote RI fellowship through cruising, yachting, racing, sailing, kayaking and other activities involving boats and boating.
- 3.3 To promote high standards of seamanship and abide by recognized yachting customs and etiquette on the water.
- 3.4 To support RI service projects and opportunities, on and off the water.

## 4. MEMBERSHIP.

4.1 Membership of IYFR shall be open to:

- 4.1.1 *Regular Members* : active Rotarians and Rotaractors along with their spouses or partners.
- 4.1.2 *Honorary Members*: former Rotary Members, their spouses or partners and spouses or partners of deceased Rotarians, designated by a Fleet.

4.1.3 *Honorary Independent Members*: former Rotary Members, their spouses or partners and spouses or partners of deceased Rotarians, designated by the EC.

4.2 A member of IYFR shall either be an IM or a Member or Honorary Member of a Fleet.

4.3 An AGM shall be held each year in conjunction with the annual RI Convention.

4.4 Members shall pay annual International dues as determined by the Executive Committee and approved at the previous AGM.

4.5 The absolute majority of the Members in each Fleet shall be active Rotarians. Non-Rotarians should not be Honorary Members of the Fellowship unless in the very exceptional case of continuous and meritorious service given to IYFR, as IYFR ideals and activities supporter. Each case is to be submitted to the relevant Area Commodore and approved by the IC. Honorary Members of Fleets may appear on the Fleet roster maintained by IYFR and have access to members data at the IYFR website.

4.6 Members should have an active interest in matters pertaining to the conduct and management of vessels upon the water. A member does not need to own a vessel.

4.7 The following leadership positions may only be held by active Rotarians: IC, IVC, IRC, AC, RC. The position of FC should be held by an active Rotarian. Subject thereto, any member, including honorary members, may serve as a member of the International Bridge.

## **5. RECORDS AND COMMUNICATIONS.**

In conformity with the policy of RI, all serving the International Bridge, regardless of nationality, must maintain all official communications, records, and accounts in the English language.

5.1 Dues and accounting are in US Dollars with conversion of payments from other currencies at current exchange rates.

5.2 Computer software, websites, and maintenance of records are subject to approval of the Executive Committee.

5.3 The Domain Name for the website shall be registered in the name of IYFR and be owned by IYFR. Software purchased for IYFR shall be the property of IYFR.

5.4 The International Bridge shall insure that the newsletter entitled Rotafloat shall be published and distributed solely by electronic means for all members of IYFR at least twice during each Rotary year. Regional Commodores are responsible for collecting programs and news coming from their Region.

5.5 Financial records, in accordance with US Internal Revenue Service requirements, must be kept for 5 years from the date the original return is filed.

## **6. INTERNATIONAL BRIDGE ORGANIZATION AND POLICIES.**

6.1 The International Bridge Officers of the Fellowship shall be the three members of the Executive Committee. All decisions of the Executive Committee shall be made by majority vote. The International Bridge shall be appointed by the IC at his own discretion.

6.2 The term of office for all members of the International Bridge shall be for a period of not more than two years in any one office, except that ACs and RCs may be appointed to successive terms. This restriction shall not prohibit an IC reappointing a member of a previous bridge to the new bridge.

6.3 The Executive Committee is responsible for the collection of dues, income from regalia sales and other sources, and for expenditures. The Executive Committee shall oversee the ACs and RCs in their geographic Areas, the maintenance of existing Fleets, the organization of new Fleets and should attend the RI Convention. The Executive Committee should plan and execute the activities of the Fellowship at the AGM, the RI Convention booth and the pre and post-convention events.

6.4 The International Commodore.

6.4.1 Serves as Chief Executive Officer of the Fellowship, is ex-officio member of all committees, and makes the executive decisions not allotted to the Executive Committee. Be responsible for expansion of Fleets and promotion and organization of new Fleets . The IC can appoint an AC for his Area.

6.4.2 Prior to July 1st of the change of Administration year, the IC arranges a transfer of a minimum of 10,000 USD to the Incoming IC so that he can maintain operations. The balance of the International Treasury is transferred by the 30 September after completion of the final statements.

6.4.3 The IC is responsible for all travel expenses when visiting Fleets and attending the RI Conventions during his term of office. He is therefore upon completion of each year, entitled to claim and accept reimbursement of up to 6.000,00 USD upon completion of his annual duties, RI Convention included.

6.5 The International Vice Commodore.

6.5.1 Assists the IC in the discharge of official duties and act as IC in the event the IC is temporary unable to fulfill his duties. If the IC is unable to complete his term the IVC will step up and complete the IC terms in a vacant position status and with the existing Staff; can claim the balance of his travel expenses. He at the end of each year of his term is entitled to claim and accept reimbursement of up to 2,500 USD upon completion of his annual duties.

6.5.2 Is responsible, along with the IC, IRC, ACs and RCs for expansion of Fleets and promotion and organization of new Fleets and shall have responsibility as AC for his Area.

6.6 The International Rear Commodore.

6.6.1 Supports the IC and IVC in their duties, and, in their absence acts in their stead. He at the end of each year of his term is also entitled to claim and accept reimbursement of up to 1.500 USD, upon completion of his annual duties.

6.6.2 Is responsible, along with the IC, IVC, ACs and RCs for expansion of Fleets and promotion and organization of new Fleets and shall have responsibility as AC for his Area.

6.7 The Area Commodore. Is nominated by the IVC upon assumption of his duties as IC. Overviews and coordinates all his Area activities.

6.8 The Region Commodore. Is nominated by the IC upon proposal coming from the relevant Area Commodore. Is responsible to link the IB to the assigned Fleets, translating if necessary all the communications to and from the IB into the local language/s. He **oversees** the assigned Fleets activities.

## **7. REGIONS , FLEETS AND SQUADRONS ORGANIZATION**

7.1 Regions. Any three or more Fleets (whether in one Country, in part of a Country or in a group of neighboring Countries) may together apply to their AC and to the IC to establish them as a Region and to appoint a RC for their

Fleets. They may at that time or later recommend one of their members for appointment as their RC. In exceptional cases the EC can take into consideration, upon proposal of the relevant AC, to form a Region out of two Fleets.

7.2 Fleets. Twenty or more Members may organize and apply for approval as a 'Chartered Fleet'. A Fleet's name shall be descriptive of a geographic feature where it is located. The FC shall be the primary contact person with the International Bridge.

7.2.1 Each Fleet may establish its own Fleet Rules for the approval of the Members of the Fleet. Any such Rules shall not conflict with these General Rules and, in the event of any inconsistency, these General Rules shall prevail.

7.2.2 Each year, prior to the beginning of the RI Year on 1st July, the Fleet shall hold an AGM. Fleet Officers, including FC, FVC, FRC, Secretary, Treasurer and other officers as determined by the Fleet, shall be elected for a period not longer than two years.

7.2.3 The online database of the Fellowship's members is the official record of each member and must be continually updated. It is responsibility of the Fleet Commodore that the updating is performed punctually and efficiently.

7.2.4 Each Fleet is responsible for paying the International dues. They are due at the start of each fiscal year July 1, and must be paid to the IT by the end of September.

7.3 Squadrons: a Fleet Squadron is a division of an established fleet. Fleets may organize Squadrons, in definite geographic areas, in order to support and better encourage IYFR membership growth and future Fleet development.

## **8. THE COLLEGE OF PAST INTERNATIONAL COMMODORES**

The College of Past International Commodores (CPC) is composed of all Past International Commodores provided that they remain members of IYFR. The outgoing IC becomes the Immediate Past International Commodore (IPIC) and Chair of the CPC. In normal circumstances the CPC shall act in an advisory capacity and shall, whenever possible, make themselves available upon request to all Fleet and International Officers.

## **9. ELECTION OF INTERNATIONAL OFFICERS**

The IRC shall be elected for a two-year term and shall move up to Vice Commodore and International Commodore unless there are extenuating circumstances. "The Change of Command" and the handing over of the IC's jewel and burgee shall take place at the AGM dinner wherever and whenever is taken, but the new incoming IC will assume command of IYFR on 1 July.

## **10. BANKING & ACCOUNTING PROCEDURES.**

Accounts shall be maintained in accordance with the Generally Accepted Accounting Principles and applicable law where accounts are held,

10.1 A budget shall be prepared annually by the ITR for consideration and approval by the Executive Committee.

10.2 The Treasurer shall present the approved budget along with any interim balance sheet and income and expense statement to the AGM,

10.3 The ITR shall also submit such reports together with the cost of membership dues and an annual report of activities to the General Secretary of RI by no later than the 1st October in each year.

10.4 Income from dues shall be for IYFR operating expenses based on the budget approved by the Executive Committee. The Executive Committee shall appoint a Finance Committee that will review the account and report to the Executive Committee.

10.5 The operating budget shall be based only on current, predictable annual dues income.

## **11. IYFR GRANTS.**

At the AGM the International Commodore with the agreement of the EC, after the approval of the annual account, shall advise the IYFR members of the available amount of the Grant Pool;

11.1 All decisions of the Grants Committee shall be by majority vote.

11.2 Grant Applications must be made through an applicant's local F Commodore to the Chair of the GC.

11.3 Subject to funds being available within the relevant allocated Area Pool, the ITR shall forthwith make payment of any Grant to a successful applicant as soon as possible.

## **12. IYFR REGALIA AND UNIFORMS.**

12.1 IYFR marks and insignia abide by the Rotary International Procedures Manual. Regalia, Uniforms, Member Burgees and good boating practice for IYFORIANS are dealt in the booklet "IYFR Flags, Uniforms and boating".

12.2 Each Area will manage its own Regalia, reporting both the stock and the financial situation to the International Treasurer, on the last days of December and June.

## **13. AMENDMENT OF IYFR GENERAL RULES**

13.1 Before each change of administration, a Council on Legislation shall be formed, composed by the last 4 International Commodores, the Executive Committee, the incoming Chief of Staff, and the Area Commodores. Chaired by the incoming IC, the Committee shall consider these Rules and may propose amendments. The proposed changes will be circulated to all the Regional Commodores, who will translate them for their Fleet Commodores, to be voted accordingly. The voting panel is composed by the Past IC, EC, ACs, RCs and Fleet Commodores. A majority of 75% of the quorum, (50% +1 of the voting panel) is required to eventually change these GENERAL RULES. The decision to be communicated at the AGM.

13.2 Procedures and additional Regulations attached to these GR, can be amended in the same timely manner, but will only require the simple majority of the qualified quorum of a voting panel composed by the PICs, EC, ACs and the Regional Commodores.



## GLOSSARY AND MEANINGS:

<b>“AC”</b>	Commodore of Area 1, Area 2 or Area 3
<b>“AGM”</b>	Annual General Meeting of IYFR
<b>“Area 1”</b>	Europe, the Middle East and Africa
<b>“Area 2”</b>	The Americas
<b>“Area 3”</b>	Asia, Australia and the South Pacific
<b>“Area Grants Committee”</b>	C. In each Area comprising 3 people, all appointed by their Area Representative on the Grants Committee.
<b>“COP”</b>	RI Code of Policies for Fellowships
<b>“CPC”</b>	College of Past Commodores
<b>“Executive Committee”</b>	Committee composed by the IC, the IVC and the IRC
<b>“FC”</b>	Commodore of a Fleet
<b>“Fleet”</b>	a Fleet chartered in accordance with the General Rules
<b>“GAAP”</b>	Generally Accepted Accounting Principles as published from time to time
<b>“Grant Pool”</b>	The sum not exceeding the amount held in excess of the last 2 years of the IYFR’s expenses or \$30,000.00 (whichever is the lesser)
<b>“Grants Committee”</b>	C. composed by the EC and any other person appointed to ensure that each Area has 1 voting representative, plus a non - voting administrator.
<b>“IC”</b>	International Commodore of IYFR.
<b>“IM”</b>	Independent Member of IYFR, one who is not a Member of a Fleet
<b>“International Bridge”</b>	the IC, the IVC, the IRC together with the group of Members selected from time to time by the IC to perform the relevant functions
<b>“IPIC”</b>	the Immediate Past International Commodore.
<b>“IRC”</b>	the International Rear Commodore of IYFR
<b>“ITR”</b>	the International Treasurer of IYFR
<b>“IVC”</b>	the International Vice Commodore of IYFR
<b>“IYFR’s expenses”</b>	the costs of administration, reimbursement, the AGM & Convention and the new Fleet Charters.
<b>“PIC”</b>	Past International Commodore
<b>“RC”</b>	Region Commodore
<b>“RI”</b>	Rotary International

Completed and sent for translation in all the languages of IYFR in October 2012.

The Committee Chairman, IVC Sergio Santi