



INTERNATIONAL YACHTING
FELLOWSHIP OF ROTARIANS

**IYFR GENERAL
RULES**

ED 2019



IYFR GENERAL RULES

INTRODUCTION

The use of a masculine pronoun in any part of the General Rules is for ease of reading and is not to be construed to mean that the office to which it refers must be held by a male individual.

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 identifies their relationship with Rotary International and/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 originally (2006) registered in the State of Washington, USA. However, when necessary the IYFR may be registered in other countries by the incoming EC for purposes of opening a bank account in the name of the IYFR, or otherwise.

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, their partners and family members, Rotaractors as well as programme participants and alumni.
If an existing IYFR member, who is an active Rotarian leaves Rotary, without any disagreement with his club and wishes to continue membership in IYFR, then, if his fleet members are agreeable, he may retain his IYFR membership, on the condition that he continues to pay his annual dues without any lapse.
 - 4.1.2 Honorary Members (HM) or Associate Members (AM): Former Rotary Members, their spouses or partners and spouses or partners of deceased Rotarians when bestowed or designated by a Fleet. If the former Rotarian, or their spouse or partner, is not known to any member of the Fleet, then a letter may be requested from the member's last club, advising that there was no dispute or disagreement between the member and the Club at the time of their parting.
 - 4.1.3 E-Fleet members (EM): active Rotarians and Rotaractors along with their spouses or partners that are not assimilated to any fleet, but who will engage with the Fellowship through social media networks.
- 4.2 A member of IYFR shall either be a Regular Member, an Associate Member or Honorary Member of a Fleet.
- 4.3 An AGM shall be held each year preferably in conjunction with the annual RI convention.
- 4.4 Members shall pay annual International dues as recommended by the Executive Committee and approved at the AGM to apply in the ensuing year.
- 4.5 The 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 member's 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, ITR, AC, RC. The position of FC shall be held by an active Rotarian, unless no such person is available to fill the post. Consequently, a Past Commodore, Past Rotarian, Honorary or Associate member or a Rotaractor with the endorsement of the Regional Commodore can be appointed for limited period of time or a maximum term of two years.

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, as determined by RI and published monthly on the RI Website.
- 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 ensure 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 and reporting future activities 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 Executive Officers of the Fellowship shall be the three members of the Executive Committee, the International Commodore, International Vice Commodore and International Rear Commodore.
All decisions of the Executive Committee shall be made by majority vote. The International Bridge shall be appointed by the International Commodore at his own discretion and may consist of: -

- Area Commodore (not already a member of the Executive Committee)
- International Treasurer
- Chief of Staff
- Administrative Officer
- Executive Secretary
- Webmaster
- Assistant Webmaster
- Rotafloat Editor and Publisher
- Legal Officer
- Grants Officer
- Regalia Officers
- Public Relations Officer
- Historian
- Or other position, as deemed necessary at the time

- 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 accounts.
- 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 USD upon completion of his annual duties, RI Convention included, on production of receipts to the appropriate Area Treasurer.
- 6.5 The International Vice Commodore.
- 6.5.1 Assists the IC in the discharge of official duties and acts as IC in the event the IC is temporary unable to fulfil his duties. If the IC is unable to complete his term the IVC will step up and complete the IC term in a vacant position status and with the existing Bridge Staff. He can claim the balance of the IC's 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, on production of receipts to the appropriate Area Treasurer.
- 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. If the IVC is unable to complete his term the IRC will step up and complete the IVC term in a vacant position status and with the existing Bridge Staff. He can claim the balance of the IVC's travel expenses. 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, on production of receipts to the appropriate Area Treasurer.

- 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.
- 6.6.3 The International Rear Commodore shall be elected for a two-year term and shall move to Vice Commodore and International Commodore, unless there are extenuating circumstances. The incoming IRC should, whenever possible, be selected from the same Area as the outgoing IC. The nominations for the incoming IRC should be in time to allow for the election of the new IRC to allow him to take advantage of the early rates for the first RI Convention of his term of office. (See 'YFR Procedures and Regulations').
- 6.7 The Area Commodore. Is nominated by the IVC upon assumption of his duties as IC on 1st July. He overviews and coordinates all his Area activities. The IVC and IRC will act as Area Commodores for their Areas.
- 6.8 The Regional Commodores are nominated by the IC upon proposals coming from the relevant Area Commodore. They are responsible for linking the IB to the assigned Fleets, translating, if necessary, all the communications to and from the IB into the local language(s). They oversee 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 neighbouring Countries) may together apply to their AC and to the EC 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. A Region, with the approval of its members at the Regional AGM may adopt and subsequently amend its own rules for the Region itself and the Fleets within that Region, providing that such rules shall not conflict with the General Rules.
- 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 through RC and AC. Members that are unable to join a Fleet because of lack of proximity to a nearest fleet are temporarily berthed in the World E-Fleet until such time that they are assimilated to a Fleet or are able to build a new Squadron and eventually a new Fleet.
 - 7.2.1 Each Fleet/Region may establish its own Fleet/Region Rules for the approval of the Members of the Fleet/Region. 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 the 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 appropriate Area Treasurer, by the end of September, net of bank or credit charges.

7.3 **Squadrons:** A Fleet Squadron is a division of an established fleet. Fleets may organize Squadrons, of not less than five members, 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

8.1 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.

8.2 The CPC when asked by the EC can act in an oversight capacity to investigate matters of a serious and well-founded concern about any aspect of operation, administration or finances of IYFR brought to the EC's attention. The CPC's decision, taken at simple majority, will be deemed final and the recommended action to be taken, mandatory.

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 it occurs, but the new incoming IC will only 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 the accounts are held. The IYFR main account can be opened anywhere in the

world, but consideration should be taken in maintaining it in a suitable Country so as not to lose money in transferring it from place to place every other year when there is a new command.

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

10.2 They shall present the approved budget along with any interim balance sheet and income and expense statement to the AGM. The final balance sheet and income and expenditure account for each year shall be presented by the ITR to the EC for approval as soon as possible after the end of each accounting year (and in any event by no later than 1st September) thereafter, to the next occurring AGM for approval

10.3 They 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 an independent (from EC and IB) examiner, who shall be a non-member of IYFR, appropriately qualified and with suitable accounting experience to review the account and report to the Executive Committee.

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

10.6 All annual fleet dues should be collected by the appropriate Area Treasurer.

10.7 The Area Treasurers are responsible for the collection of Annual dues and for the payment of appropriate expenses from their Area and for the presentation to the International Treasurer a record of income and expenditure for their Area.

11. IYFR GRANTS.

After the annual accounts are approved, the International Commodore, with the agreement of the EC, shall advise the IYFR members of the available amount of the Grant Pool;

11.1 Available grants for each Area are based on a share of the Grant Pool, proportionate to the number of paid up members, as recorded in the Fleet Roster, for each Area at 30th June of the previous year.

11.2 Grant Applications must be made through an applicant's local Fleet Commodore to the Chair of the Area Grants Committee, who, after consideration of the applications by the committee, will pass them on to the Chair of the International Grants Committee.

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

- 11.4 Subject to funds being available within the relevant allocated Area Pool, the ITR shall forthwith Instruct the appropriate Area Treasurer to make payment of any Grant to a successful applicant as soon as possible, notifying the Fleet Commodore of the payment.

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 with in the annex to IYFR Procedures and Regulations named "IYFR Flags, Uniforms and boating".
- 12.2 Each Area will manage its own Regalia, reporting both the stock and the financial situation, in terms of income and expenditure, to the International Treasurer, on the last days of December and June.

13 AMENDMENT OF IYFR GENERAL RULES

- 13.1 Only in the year before each change of administration, a Council on Legislation shall be established by the incoming IC. It shall comprise the Voting Panel (as defined in the Procedures and Regulations) the Executive Committee, the incoming Chief of Staff and the Area Commodores. Chaired by the incoming IC, this Council on Legislation shall consider these Rules and may propose amendments and bring forward those coming from the Fleets. The proposed changes shall be circulated to all the Regional Commodores, who will translate them, if necessary, for their Fleet Commodores, to be voted according to the procedures better described in Art 13.1 *GR Amendments and voting procedures* in the Document "Procedures and Regulations".
- 13.2 To eventually change these GR, it is required the 75% of the votes cast in by the C o L and by the Fleets.
- 13.3 The document "Procedures and Regulations ", attached to these GR, can be amended at the same time of the preceding Art 13.1 but will only require the simple majority of the qualified quorum of the voting panel composed by the Council on Legislation and the Regional Commodores.



GLOSSARY AND MEANINGS:

AC	Commodore of Area 1, Area 2 or Area 3
AG	Annual General Meeting of IYFR
AM	Associate Member, similar to Honorary Member
Area 1	Europe, the Middle East and Africa
Area 2	The Americas
Area 3	Asia, Australia, New Zealand and the South Pacific
Area Grants Committee	In each Area a Committee comprising 3 people, all appointed by their Area Representative on the Grants Committee
Area Treasurer	In each Area there shall be an Area Treasurer, who collects the Annual Dues from all the fleets in their Area and also pays all the appropriate IYFR expenses in his Area and reports his income and expenses for his Area to the International Treasurer
COP	RI Code of Policies for Fellowships
CPC	College of Past Commodores
EC or Executive Committee	Committee composed by the IC, the IVC and the IRC
EM	World E-Fleet member
FC	Commodore of a Fleet
Fleet	a Fleet chartered in accordance with the General Rules
GAAP	Generally Accepted Accounting Principles as published from time to time
Grant Pool	The sum not exceeding the amount held in excess of the last 2 years of the IYFR's expenses or \$20,000.00 (whichever is the lesser)
Grants Committee	Committee composed by the EC and any other person appointed to ensure that each Area has 1 voting representative, plus a non - voting administrator.
HM	Honorary Member,
IC	International Commodore of IYFR.
International Bridge	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
IPIC	the Immediate Past International Commodore.
IRC	the International Rear Commodore of IYFR
ITR	the International Treasurer of IYFR
IVC	the International Vice Commodore of IYFR
IYFR's expenses	the costs of administration, reimbursement, the AGM & Convention and the new Fleet Charters.
PIC	Past International Commodore
RC	Region Commodore
FO	Fleet Officer (whose duties will be assigned by the FC)
SC	Squadron Captain, Head of a Squadron
SO	Squadron Officer (whose duties will be assigned by the SC)
RI	Rotary International