

## POOL RULES

1. Manager and lifeguards are in complete control of the pool.
2. If a manager/lifeguard warns a member or guest for misconduct they may be expelled from the club for the remainder of the day; any incident involving an underage member will automatically result in a 30 day suspension from the club. The underage member then may only return with a parent who is visibly supervising the child for the entire time they are at the club.
3. Parents and babysitters are responsible for children's safety and conduct.
4. Children in the baby pool area must be supervised by designated parent/guardian inside the fenced-in area. **CHILDREN MAY NOT BE LEFT UNSUPERVISED IN BABY POOL AREA.**
5. The baby pool is for children 6 years old and younger. It is designated for youngsters not yet able to swim. It is not meant to be an alternative during adult swim for children who are able to swim.
6. No glass containers of any kind are allowed in pool area. Anyone who does not follow this rule will be subjected to a \$100 fine and resulting damages to the pool. **PLEASE DO NOT BRING GLASS TO THE POOL.**
7. **EVERYONE** must wear bathing suits. No cut-offs, see-through suits, or thongs allowed.
8. Babies must wear swim diapers in both pools. No regular diapers allowed.
9. Swimmers must be able to swim the width of the pool to enter the deep end or use the diving board/slide. A manager or lifeguard may evaluate swimmers ability at any time by requesting that the swimmer swim the width of the pool. The manager and lifeguards will make the final determination as to whether or not a swimmer may continue to swim in the deep end of the pool.
10. There will be no swimming in the diving/slide area if anyone is using the diving board or slide.
11. Only one person on the diving board at a time. No aggressive or "hard" bouncing on the diving board.
12. Only one person on the slide at a time. Age limit on the slide is 15 years of age.
13. No diving in the shallow end of the pool.
14. No running or shoving on the pool deck.
15. No hanging on the pool ropes.
16. No floats, balls or any floating pool toys in the deep end.
17. No noodle slapping allowed.
18. Flotation devices worn on the arms "water wings or floaties" used to aid a child to swim are allowed provided those children have a parent or guardian within arm's reach at all times. These cannot be worn in the deep end.
19. Adult swim is the last 15 minutes of each hour. No members under 18 years old will be allowed in the pool during adult swim. Infants under 30 months are allowed during adult swim, but must be held by the adult at all times.
20. During adult swim all those under the age of 18 must stay behind the yellow dots painted around the pool deck indicating two feet from the side of the pool.
21. Use of the pool by those other than general members such as swim teams, swimming instructors, etc. must be approved by the board.
22. Frisbee, Soccer and footballs are not allowed in pool, on pool deck or fenced-in grassy area.
23. A lap lane will be provided at the discretion of the manager/lifeguard upon request.
24. Do not place chairs or belonging so they block exit doors or walk-ways around the pool or block door to the barn.
25. Please collect and dispose of all trash.
26. No gum in the pool area.
27. Pool and pool deck must be cleared for thunder. A thirty minute wait is required after the last thunder is heard before pool reopens. Manager/Lifeguard word is final.

## **GENERAL RULES**

1. The manager on duty is in complete charge of the Club facilities.
2. All members must check in upon entering club and report all guests.
3. Proper attire is required all times on club premise. Clothing with lewd, offensive, or suggestive languages/pictures is not allowed.
4. Proper behavior is required at all times on club premise. No lewd, suggestive, or offensive language and/or actions will be allowed.
5. Members suspended for any reason including non-payment of dues or resignation while not in good standing are not permitted on club grounds.
6. No smoking in the barn, picnic or pool area. Please use designate smoking area.
7. Members must pick up and dispose of all trash in their area.
8. No one under the age of 12 years will be allowed on club premise without a parent, guardian, or babysitter.
9. Pets are not allowed on the premises.
10. Members' under age children must be picked up from the facility within 10 min of closing. First offense is a warning; second offense child will be suspended from the club for 1 week; third offense the child cannot come to the pool unattended for the rest of the season.

## **GUEST RULES**

1. Members may bring guests to use club facilities at a cost of \$5 per guest per day.
2. Members 14 and older may bring guests.
3. Members under 14 may bring a guest if accompanied by an adult or approved sitter.
4. All guests must be accompanied by a member and must leave club premise when the member leaves.
5. Couple members may bring one guest at any time to use any or all facilities of the club at no charge. Guest must be accompanied by a member and must leave club premise when the member leaves.
6. No refunds for guests
7. Members bringing 10 or more guests must contact Club manager prior to visit.
8. All members must sign in. If guests are included, their name must be written down and the guest fee paid. Failure to do so could result in a loss of guest privileges for 30 days.

## **BABYSITTER RULES**

1. Non-member babysitters must accompany member children and pay the guest fee or have a babysitter pass. Non-member sitter must leave club premises when the member leaves.

## **LOFT FACILITIES RULES**

1. When using the loft dry clothing and tennis shoes are required to play basketball.
2. No one under the age of 10 is allowed in the loft except as part of an organized program or when accompanied by a parent/guardian or their approved babysitter.
3. If several members want to play basketball half-court basketball will be played. This allows for twenty people to play at a time.
4. The loft is to be used for playing basketball and volleyball. It is not a place for children to play with toys.
5. Absolutely no food or drink is allowed in the loft with the exception of bottled water.

## **POLICY HIGHLIGHTS**

1. Dues become past due after thirty (30) days. Per Article X of the By-Laws those members with accounts 30 days past due will be posted at the Clubhouse; those 60 days past due will be suspended and cannot use Club facility until account is paid in full, those accounts 90 days past due will be terminated.
2. Members who are terminated for non- payment of dues may make a formal written request to the board of directors for reinstatement within 2 months of termination. A non-refundable \$150.00 dollar reinstatement fee and all past dues is required with this request before the board will act on your request for reinstatement.

Rules may be amended or changed at any time by the Board of Directors

# BYLAWS OF THE CULPEPER RECREATION CLUB

## Article I

### Meeting of the Membership

Section 1. The annual meeting of the Club shall be held between April 1 and April 30 each year in Culpeper County, Virginia. Special meetings of the Club may be held at any time upon the call of the President or by order of the Board of Directors.

Section 2. Written or electronic notice of any annual or special meeting of the Club shall be mailed to the address of, postage prepaid, or delivered to each member of record at least fifteen (15) days prior to such meeting and any such notice mailed to the last known address of any member shall be deemed due and legal notice of any such meeting. In the absence or disability of the Secretary, notice as provided for in this Article may be sent out by any such officer as may be designated by the Board of Directors.

Section 3. One tenth of the members entitled to vote represented in person or by proxy shall constitute a quorum at a meeting of the membership, provided that at least five percent (5%) of the members are present in person. If a quorum is present, the affirmative vote of the majority of the members represented at the meeting and entitled to vote shall be controlling as to such business that may come before such meeting or meetings. If a quorum fails to attend at the place or time of the meeting, then those who do attend may adjourn from time to time until a regular meeting shall be regularly constituted. At all meetings of the Club, each membership or record shall be entitled to one (1) vote.

## Article II

### Board of Directors

Section 1. The Board of Directors shall be elected at each annual meeting and shall be seven (7) in number. The term of office for each director shall be two (2) years with three beginning one year and four beginning the following year.

Section 2. The Board of Directors shall hold stated meetings at least once each quarter at such place as it may from time to time designate. A meeting may be called at any time by the President or any three (3) directors. A majority of the directors shall constitute a quorum for the transaction of business, and questions before the Board of Directors shall be determined by a majority vote of the quorum present, unless otherwise provided in the Articles or By-laws.

Section 3. Notice of all regular and special meetings of the Board of Directors shall be given by the President to each member of the Board as hereinafter provided, except when notice is waived. Notice may be given orally or in writing. Notices mailed (or E mailed) to a member of the Board at his usual or last known place of business or residence at least forty-eight (48) hours before the time of the meeting shall be sufficient notice in any event. Any meeting shall be legal without notice when all the members of the Board are present or waive notice either before or after the meetings by a writing filed with the records of the meeting.

Section 4. Vacancies in the Board shall be filled by the Board of Directors, and the person so elected shall hold office until the next annual meeting of the Club. Any vacancy shall be filled within 90 days. Any director who misses three consecutive meetings may be removed by a vote by the remainder of the Board.

Section 5. Each year, the Board of Directors shall elect as soon after the annual meeting of the Club as they conveniently can, a President, VicePresident, Secretary and Treasurer. All officers must be active members of the club. The officers so elected will hold office for one (1) year, or until their successors are elected and qualified, but they may be removed by the Directors for cause shown. The Board of Directors may, from time to time, appoint such other officers, managers, agents and employees with such powers and duties as they may deem necessary. Proper bond may be required from the officers, managers, agents and employees of the Club, when in the opinion of the Board of Directors, surety bonds are desirable and proper.

## Article III

### The President and Vice-President

Section 1. It shall be the duty of the President to preside at all meetings of the Board of Directors of the Club, and see that the rules and regulations of the Club are properly enforced. He/She shall, with the Secretary, sign all contracts and obligations of the Club and perform such other duties as may be required of him by the Board of Directors, or by the Articles and By-laws. He shall make a report on the condition of the Club at each annual meeting.

Section 2. In the absence of the President, the Vice-President shall have, and exercise all power of the President; in the absence of both President and Vice-President, the Board of Directors may designate one of their members to perform such duties of either as may be necessary for the time being.

Section 3. The President shall be an ex-officio member of all committees of the Board.

#### Article IV

### **Treasurer**

Section 1. The Treasurer shall have charge and custody of the funds of the Club, subject to the general supervision and control of the Board of Directors. He shall, under the direction of the Board of Directors, make, negotiate, or endorse such checks, notes and bills as may be required in the conduct of the Club.

He/she shall have the authority and it shall be his/her duty to collect the funds the Club, and he/she shall deposit all funds so received in such bank or banks, as the Board of Directors may from time to time designate, and the same shall be drawn there from by checks to be signed as the Board directs with satisfactory authorization. He/She shall keep proper books of account, which shall at all times be subject to examination by the President or the Board of Directors, or any agent designated by them. He/She shall render a written statement at each meeting of the Board of Directors showing the financial condition of the Club. At the annual meeting of the members, he/she shall present a balance sheet, showing the financial condition of the club and a detailed report of the receipts, disbursements and expenses for the previous fiscal year.

The Treasurer may, with prior approval of the Board of Directors by resolution duly passed and spread upon the minute books of the club, delegate any part of his/her duties to such other person or persons as he/she may designate, provided, however, that any resolution of the Board authorizing such delegation, set forth in detail the specific duties which may be delegated by the Treasurer and the exact nature and extent of such delegation.

#### Article V

### **Secretary**

Section 1. It shall be the duty of the Secretary to keep the records of the club in a book provided for the purpose and to issue notices or reports as may be required. He/She shall conduct the general correspondence of the Club; shall have custody of the seal of the Club; and shall notify members of their election, suspension and expulsion, and shall perform such other duties as may be required by the By-laws or by the Board.

The Secretary may, with the prior approval of the Board of Directors by resolution duly passed and spread upon the minute books of the Club, delegate any part of his/her duties to such other person or persons as he may designate, provided, however that any resolution of the Board authorizing such delegation, set forth in detail the specific duties which may be delegated by the Secretary and the exact nature and extent of such delegation.

#### Article VI

### **Committees**

Section 1. The standing committees to be appointed by the President shall be the Finance Committee; the Membership Committee, the Planning Committee and such other committees as may be created from time to time by the Board, consisting of three (3) or more members each. If the Chairman of any standing committee is not a member of the Board, he may by invitation or voluntarily attend Board Meetings without voting power. The Chairman of each committee shall submit a budget of the estimated expense of running his committee two months prior to the annual meeting of the members. The total budget of the Finance Committee shall be presented to the Board of Directors for approval.

#### The Finance Committee

Section 2. The Committee shall have the administrative responsibility for the financial affairs of the Club. It shall prepare and submit to the Board of Directors annual budgets for the operation and capital financing of the Club. It shall prepare and submit to the Board of Directors annual budgets for the operation and capital financing of the Club which, after modification and approval, shall be governing on all concerned. It shall supervise adherence to approved budgets and through the Treasurer or Director report at least monthly to the Board any significant deviations; and shall recommend the selection of any accounting firm to audit the Club books when directed to do so by the Board. All requests for funds in excess of the budget shall be presented to the Finance Committee for such action as it deems appropriate prior to submission to the Board of Directors.

### The Membership Committee

Section 3. The committee shall have charge of all matters pertaining to membership applications, resignations, cancellations, suspensions, and transfer in status; and shall make recommendations in connection therewith to the Board of Directors who shall have full and final authority to act with respect to such matters.

### The Planning Committee

Section 4. The Committee shall study and recommend to the Board long-range plans for the future development of the Club and utilization of the Club properties and other assets to maximize their benefits to the membership. Recommendations shall be made on a priority basis, and the committee shall not be charged with measuring the economic feasibility of future expansion which shall be the responsibility of the Board of Directors. It shall in effect attempt to outline the future goals of the Club.

## Article VII

### **Order of Business**

Section 1. At all meetings of the Club and of the Board of Directors, the order of business shall be as follows:

1. Ascertaining if a quorum is present
2. Reading the minutes of the last preceding meeting.
3. Reports of the officers 4. Reports of the committees.
5. Elections.
6. General business.
7. Adjournment

## Article VIII

### **Membership**

Section 1. The membership of the Club shall be made up of all persons who properly apply and pay the then established membership fee and continue to be in good standing by paying dues as established by the Directors.

Section 2. The control and management of the Club shall be in the Board of Directors, and the right to elect directors shall be vested in the members who shall be entitled to vote at all meetings of the Club.

Section 3. The Board of Directors can, when necessary, create new categories of membership.

## Article IX

### **Dues and Initiation Fees**

Section 1. The membership fee for members will be set by the Directors. Monthly dues for members shall be paid in advance as set by the Directors. Dues of newly admitted members shall be payable commencing on the first day of the month next succeeding that in which he/she is admitted to membership.

## Article X

### **Billing and Delinquent Accounts of Members**

Section 1. Dues become past due after thirty (30) days and names and amounts are posed at the Clubhouse after the Board's approval at its meeting following the date charges become past due.

Section 2. No member shall remain indebted to the Club in any sum for a period longer than ninety (90) days. All memberships violating this provision shall be suspended from all privileges of the club as of the regular billing date the account becomes past due.

Section 3. If the indebtedness is not paid in full during the thirty (30) days following the date of suspension, the member shall be dropped from membership in the Club. Any member so dropped may, in the discretion of the Board of Directors, be reinstated at any meeting held within two (2) months from the time such membership is terminated. When any member is thus dropped, he or she shall be promptly notified by certified mail addressed to such member's last known address.

Section 4. Members under suspensions for any reason are not permitted the use of the Club either as a member or as a guest of a member while the suspension is in effect, and may not vote.

## Article XI

### **Resignation of Members**

Section 1. All resignations shall be made in writing addressed to the President of the Club. Resignations must be postmarked or electronically transmitted by the last day of the month to be effective on the first of the following month. A resignation will not be accepted until the accounts of the resigning member have been settled to the satisfaction of the Finance Committee, but no member resigning shall be charged with dues after the month in which the resignation is tendered as stated above. All members are responsible for paying their regular monthly dues until written resignation is made.

## Article XII

### **Inactive Members**

Section 1. Upon extenuating circumstances, a member of the Club may apply in writing to the Board of Directors for inactive status and relief from payment of dues during the inactive period. The Board, in its sole discretion, may make such provisions under these circumstances as it deems proper, however, this provision does not relieve the inactive members from paying any past due dues and all accounts will be settled before active status is granted. A member shall be entitled to inactive status if they move more than 25 miles from the Club. In any other event a member taking inactive status must be inactive for at least one year before regaining active status except upon paying all dues missed.

## Article XIII

### **Guest of Members and Visitors**

Section 1. Guest of club members shall be permitted to use club facilities according to the rules and regulations adopted by the Board of Directors each year.

Section 2. Members will be responsible for all charges incurred by their guests.

Section 3. Members suspended for any reason, including non-payment of dues or resignation while not in good standing shall not be permitted to the use of the Club either as a member or guest of a member while the suspension is in effect.

## Article XIV

### **Fiscal Year**

Section 1. The fiscal year of the Club shall end on the 31st of December in each year.

## Article XV

### **Amendments**

These By-laws, or any of them, may be altered, amended, or repealed at any meeting of the Board of Directors, provided there shall be not less than four (4) votes in favor of the alteration, amendment or repeal, or at any meeting of the members by a majority vote of the quorum present at the membership.