



**BY-LAWS of
THE HARTLEY TRAILER SAILER 16 ASSOCIATION OF
AUSTRALIA Inc.**

Reg No. Y168221

June 2017 - adopted

June 2019 - Section One - 2 - Special Sailing Rules (5) RIGGING - amended

August 2020 - Section One - 2 - Special Sailing Rules (6) INSTRUMENTS - amended

August 2020

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Preliminary

1 Interpretation

By-Laws will have the same force and effect as the Constitution, but will not in any way oppose or be in conflict with the Constitution.

Words and expressions used in these By-Laws will have the same meaning as those contained in the Constitution.

If there is any inconsistency or conflict between the Constitution and these By-Laws, the provisions of the Constitution will prevail.

2 Alteration to By-laws

- (1) **Section One** - must be made by a motion requiring a 75% majority vote
- (2) **Section Two** - must be made by a Motion requiring a majority vote
- (3) **Section Three** - must be made by the Committee of Management
- (4) Motions to amend Section One or Section Two must be submitted in accordance with details laid out in the Constitution of the Hartley Trailer Sailer 16 Association of Australia Inc.
- (5) alteration to by-laws section one 1 and 2 (Special Measurement Rules and Special Sailing Rules) may only be voted by members that
 - (i) are current registered TS16 owners, or**
 - (ii) were registered TS16 owners in the preceding 12 months**

SECTION ONE

1 Special Measurement Rules

All "A" Class TS16s will comply with the constitution and by-laws of the association and a set of rules titled "Special Measurement Rules".

SPECIAL MEASUREMENT RULES

last amended August 2008

NOTE: Addition or alteration to these Rules may only be made in accordance with rules laid out in the by-laws of The Hartley Trailer Sailer 16 Association of Australia Inc.

(1) HULLS -

- (a) Hulls shall conform to the lines, dimensions, timber sizes and specifications detailed on the Official Plans and Measurement Form referred to in by-law section two - 2.
- (b) Boat numbers will be issued by the Registrar of the Association upon receiving an application from a financial member of the Association and the payment of a fee as determined by Committee of Management.
- (c) The registered boat number as referred to in by-law section two - 4 (2) (a) to (d) shall be carved in the after top port side of the centreboard case in figures not less than 25mm (1") high.

(2) SPARS -

Aluminium spars shall be used, and shall conform strictly to the measurements and specifications detailed on the Official Plans and Measurement Form referred to in by-law section two - 2.

(3) RIGGING -

- (a) Diamond spreaders may be angled.
- (b) Trapezes, swing planks or other similar devices will not be permitted.
- (c) Deck fittings for securing forestay and shrouds are optional as to type, but must comply with the Official Plans referred to in by-law section two - 2.

(4) SAILS -

- (a) The registered boat number shall be the registered sail number of the boat.
- (b) A set of sails shall comprise two jibs and one main sail. Only one jib and one mainsail to be used at any one time as a maximum.
- (c) Sails measured and passed as satisfactory shall be stamped near the tack, and signed and dated by the Measurer.
- (d) The official stamp for measurement of sails will be issued to State Measurers by the Committee of Management.
- (e) Boats competing under these rules must carry measured and passed sails as per 4(b) and 4(c).
- (f) Main sail roller reefing or reefing points and jib furling gear is optional.
- (g) Spinnakers will not be permitted for competition racing.
- (h) Whisker poles may be used for goose-winging the jib when running.
- (i) Sheeting arrangements for sails are left to the owner's discretion.

(5) INTERPRETATION

In the case of any dispute regarding the interpretation of these Special Measurement Rules, it is to be noted that the Special Measurement Rules shall be read in the spirit rather than by the letter of the rule.

2 Special Sailing Rules

Boats competing in events organised by or on behalf or under the constitution and by-laws of the association will be governed by these rules and a set of rules titled "Special Sailing Rules"

SPECIAL SAILING RULES

last amended August 2020

NOTE: Addition or alteration to these rules may only be made in accordance with the rules laid out in the by-laws of The Hartley Trailer Sailer 16 Association of Australia Inc.

(1) **ELIGIBILITY TO RACE -**

- (a) A boat with a current "A" Class Certificate shall be eligible to compete in all events organised by or on behalf of or under the Rules of the Association. Winners of Association events may be required to submit their boat for re-measurement.
- (b) All equipment installed and present at the time of official weighing of the TS16 shall be carried in all races. Hatch covers may be removed when racing. Class minimum weight must be maintained.
- (c) Unclassified boats may be eligible to take part in races decided on Handicap, at the discretion of the organising body.

(2) **CREW -**

- (a) In all races under Association Rules, the crew shall be at least two. Each member of the crew must be 12 years of age or over and the helmsperson must be a financial member of the association.
- (b) In heats of the Australian Championships, the helmsperson, unless the owner of the boat, shall have sailed in at least three races covered by these sailing rules.

(3) **PADDLES**

Each boat shall carry two suitable paddles each with an overall length of at least 1.2 metres and a blade area of at least 0.04 square metres.

(4) **TRAPEZES, ETC. -**

- (a) Trapezes, sliding seats, or similar contrivances are not allowed. Hiking is permitted provided that no part of the body between the middle of the thigh and the feet shall be located outboard of the gunwale when hiking.
- (b) There shall be no filling or bridging in the area formed by the top of the coaming, the top of the gunwale and the deck ply, or the area formed by the top of the coaming, the inner edge of the cockpit seat and the deck ply.

(5) **RIGGING -**

Mast position, spreader angle and diamond stay tension shall not be adjusted when racing.

(6) **INSTRUMENTS -**

- (a) Electronic Devices.
No electronic device which could be used to increase boat speed or gain a tactical advantage shall be attached to a boat or carried by a crew member, other than timing devices and compass as allowed by rule 6 (b).
- (b) Compass, Electronic Equipment and Timing Devices.
 - (i) timing devices are permitted,
 - (ii) a timing device and electronic compass may be integrated in the same device,
 - (iii) a compass or timing device must not be capable of displaying, delivering, transmitting, receiving, calculating, correlating and/or storing information about wind speed, wind direction, boat speed or boat position for use while racing.

(7) **SAILS -**

Only one set of sails will be allowed during races or race series in Association events. Replacement of damaged or lost sails may be allowed with the approval of the Committee conducting the races or race series.

(8) **CENTREBOARD LOCK DOWN –**

Boats shall have a positive non friction device which will prevent the centre board from moving in the event of a knockdown or capsize. This device may be constructed to hold the centre board in any position.

(9) **INTERPRETATION -**

In the case of any dispute regarding the interpretation of these Special Sailing Rules, it is to be noted that the Special Sailing Rules shall be read in the spirit rather than by the letter of the rule.

SECTION TWO

1 Membership

The following grades of membership will exist -

- (1) Sole TS16 owners
- (2) Non-TS16 Owners
- (3) Life Members
 - (a) Any person who has rendered outstanding service to the association, and has completed no less than ten years membership, with a minimum of five years in office at National or State level may be nominated for Life Membership.
 - (b) The nominee must be a current Financial Member
 - (c) Total Life Members must not exceed 5% of the total membership**
 - (d) A Life Member will have all rights and be subject to all the obligations of a financial member, but be exempt from payment of membership.
 - (e) Life Member appointments made prior to the adoption of these by-laws will retain their position as Life Members and rights under sub-clause (d)

2 Plans

The Committee must

- (1) Keep a complete set or sets of plans of the Hartley TS16 boat conforming exactly to those produced by the designer, Richard Hartley of New Zealand, and approved by the Association, and these plans will be known and be so identified as the Official Plans of the Hartley TS16 boat.
- (2) Be responsible for retaining such Official Plans in safekeeping as a permanent record of the details of the Hartley TS16 class.
- (3) Cause to be prepared and distributed as necessary a Measurement Form which lists the measurements, tolerances, features, etc, which may from time to time be deemed by the Association to be necessary to determine whether any boat is acceptable to the Association for registration as a Hartley TS16.

3 Registration and Measurement

- (1) Measurers -

Official Measurers, nominated by the State Associations, will be appointed by the Committee of Management. The Measurers will adhere strictly to the instructions issued to them by the Committee of Management, which may terminate any appointment at its discretion. They will submit all measurement action through the Chief Measurer.

(2) Measurement procedure -

Upon completion of a boat for which a boat number has been issued, or upon registration of a completed boat, in pursuance of by-law section two - 4 (2) (a) to (d) or upon alteration or repairs of extensive damage to the hull of a previously measured boat;

- (a) the owner will notify the Association of the circumstances in writing;
- (b) the Association will thereupon advise the owner of the name and address of a Measurer.
- (c) It will be the responsibility of the owner to effect a mutually convenient arrangement with the Measurer to inspect, measure and report to the Chief Measurer upon the boat as to its suitability for the awarding of a Class Certificate as provided for in sub-clause (3) (a) to (c). No fees shall be payable for the measurement but the owner will meet all reasonable travelling and out of pocket expenses incurred by the Measurer.
- (d) The owner will be made aware that the Association does not accept responsibility for faults in any boat issued with an "A" Class Certificate.

(3) Class Certificates -

- (a) "A" Class Certificates will be granted by the Committee of Management to all boats built to conform to the TS16 Official Plans (subject to any modification agreed to by the Association) which pass measurement within tolerances laid down in the Measurement Form of the association, and which, in the opinion of the Chief Measurer, are built fairly to plan and in accordance with general standards for amateur built craft.

NOTE: Conformity to the Measurement Form alone is not necessarily grounds for issue of an "A" Class Certificate. Boats must conform to the requirements of the official plans.

- (b) The Committee of Management will have power to withdraw, alter, or restore an "A" Class Certificate, on the recommendation of the Chief Measurer, when there has been a change in the condition of the boat or when re-examination shows that the original Certificate was inappropriate.
- (c) All current members certificates will be renewed annually as membership is reviewed. In the event of the sale of a boat, the Certificate must be returned to the Registrar for transfer to the new owner.

4 Registrar

The Registrar will -

- (1) Maintain a register of members as required in clause 7 of the constitution.
- (2) Maintain accurate records of all registered TS16 boats; and
 - (a) issue boat numbers on application of a member providing such application is accompanied by a registration fee which has been previously determined by the Committee Of Management.
 - (b) record the boat name and personal details of the owner with the registered boat number.

- (c) on advice from the Chief Measurer, record if the boat with that boat number is classified as "A Class" or not.
- (d) ensure that boat numbers are only issued once.

5 Chief Measurer

The Chief Measurer will -

- (1) Maintain accurate records of all TS16 measurement forms presented for "A Class" registration.
- (2) With reference to the Committee of management, prepare, maintain and distribute a suitable measurement and tolerance form for determining the suitability of a boat for registration as a Hartley TS16
- (3) Provide assistance to State Measurers on interpretation of measurements.
- (4) On receipt of completed measurement forms from State Measurers, assess the recorded measurements to determine if the boat is eligible for "A Class" registration.
- (5) If acceptable, present the form to the Committee with the recommendation for "A Class" registration.
- (6) If unacceptable, confer with the appropriate State Measurer and/or the owner to determine the appropriate action required to obtain "A Class" certification.

6 Public Officer

The Public Officer

- (a) must reside in NSW
- (b) be re-affirmed or re-elected at each A.G.M.
- (c) where possible be a Life Member of the Association.

7 State Associations

- (1) State Associations will only be recognised when they have adopted a constitution, which has been previously submitted -
 - (a) to the Committee of Management of the Hartley Trailer Sailer 16 Association of Australia Inc, or
 - (b) in the case of submission of the State constitution prior to Incorporation, to the Committee of Management of The Hartley Trailer Sailer 16 Association of Australia Inc; and been approved by it.
- (2) Once the State Association constitution has been approved, it will be deemed to be affiliated with the Association.
- (3) Where necessary, State Associations will have the power to form Divisions within their respective States for local liaison.
- (4) Copies of the minutes of all meetings held by State Associations will be sent to the Secretary of The Hartley Trailer Sailer 16 Association of Australia Inc. as soon as practicable after the meeting.

8 State Associations Funds

- (1) Funds will be allocated to the various State Associations in accordance with a formula to be determined from time to time by the Committee of Management and will be no less than two-thirds of Annual Subscriptions received from that State less an insurance adjustment of up to a maximum of 50% of the cost of the Association insurance policy for each financial year. The amount paid by each state to be determined by a formula derived by dividing 50% of the policy premium by the number of members financial at the end of the preceding financial year. The subscription reimbursement paid to each state in January of each year to be reduced by the total members being refunded multiplied by the value of the above formula. Allocations to States will be made on 1st January and be based on subscriptions paid to that date. Allocations for subscriptions received between 1st January and the end of that financial year will be added to the following 1st January reimbursement..
- (2) State Associations will–
 - (a) derive their funds from State allocations as per sub-clause (1), donations, and subject to the rules and constitution of the State Association, such other sources as determined by the State Committee.
 - (b) be solely responsible for the financial management of their respective State Associations.
- (3) All money and assets belonging to a State Association will remain the property and the responsibility of that State Association.

SECTION THREE

- 1 Form of Application for Membership (Appendix A)**
- 2 Form of Privacy Agreement (Appendix B)**
- 3 Form of Postal Vote (Appendix C)**



Application for Membership

THE HARTLEY TRAILER SAILER 16 ASSOCIATION of AUSTRALIA Inc.

The Registrar,

Personal Details

Title							
Surname				First Name			
Street				Spouse/Partner first name			
Town				State		Postcode	
Area Code		Home Phone		Work Phone			
Mobile Phone			Email				
Occupation			Sailing Club				

Boat Details

(Complete if transferring ownership of a previously registered T.S.16)

Boat Name		Boat/Sail Number		"A Class"			
				Non A Class"			
Special Logo on sail (not the TS one)				State Govt. Rego #		(If applicable)	

Note: the only boat number we recognize is the one engraved on centre-case, port side, aft

(Complete if a New Boat or New Name Registration)

Boat Name requested (1st pref.)	Boat Name requested (2nd pref.)	Boat Name requested (3rd pref.)

Boat Ownership	Boat Owner	
	None Boat owner	

Construction (Select One)	Timber		Composite	
	Glass		Foam Sandwich	

Fees applicable as at		
New membership	65.00	
Boat Measurement Form	Nil	
Sail Measurement Form	Nil	
Boat Registration & number fee	Nil	
Boat Registration transfer fee	Nil	
Victorian Cruising Guide	15.00	

Plan Sets – Items below are included with plan sets, as well as one year's membership	150.00	
Cost when separate from Plans		
Rigging Guide	5.00	
Building Guide	5.00	
Tune & Trim	5.00	
Flotation Information	5.00	

Sub Total 1		Sub Total 2		Total	
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Note – State Association Membership is Automatic

I hereby apply to become a member of the above named Incorporated Association. In the event of my admission as a member, I agree to be bound by the rules of the Association for the time being in force, and I consent to the recording and use of my personal information in accordance with those rules. [See over]

Date	Signature

OFFICE USE ONLY

Boat Name Available	Boat Number issued	Membership Number issued
Date received	Receipt number	



**THE HARTLEY TRAILER SAILER 16
ASSOCIATION of AUSTRALIA Inc.**

The Registrar,

X

Dear Prospective Member,

The Association must comply with **National Privacy legislation**. All personal data you provide us with is collated on national data base, maintained by officers of the Association. Periodically and upon request by affiliated State Associations, we distribute all or part of the data to our State Associations. Generally, the data distributed by the National Association only includes particulars of members and boats in that State. Occasionally, wider data is provided in response to a request by a State Association. The data is used for mail-out of newsletters and other information that we determine may be of interest to our members. We are obliged at all times to disclose the data to relevant statutory and legal authorities on demand.

We will provide available particulars of boat ownership from the database to members upon request. These particulars are limited to Boat/Sail number, class, member number, boat name, construction, previous owner's name, date sold, date entered, State and ownership status (current, sold).

Generally, we do not provide members address, telephone or Email contact details to other members. However, at the discretion of the Committee, we will provide available contact particulars of Members to other Members but only after:

- (1) appropriate request, and
- (2) the Secretary or Registrar of the relevant State or National Association has first obtained the express permission of a Member to disclosure of his or her private information.

In applying for membership, you expressly consent to our use of your personal information for these purposes.

You are entitled to access our database upon prior request on reasonable notice to check and amend your personal particulars. The Executive Committee of the Association urges your consent, to facilitate the purposes of our Association.

REGISTRAR

Please sign.....

THE HARTLEY TRAILER SAILER 16 ASSOCIATION of AUSTRALIA Inc.

POSTAL VOTE FORM**PLEASE PRINT CLEARLY**

Membership Number.....

I,
(full name)of
(address)

being a member of The Hartley Trailer-Sailer 16 Association of Australia Inc. hereby record my vote for the motions and/or nominations, as indicated below, at the General Meeting of the Association (*Annual General Meeting or special General Meeting, as the case may be*) to be held on the day of and at any adjournment of that meeting.

*(Details of motions and committee nominations to be inserted)*I am a registered boat owner **YES / NO** (*strike out one*)

Signed..... Date.....

NOTE:

1. All details on this form must be completed by the member lodging this postal vote
2. Postal Votes must be received by the Secretary of the Hartley Trailer Sailer 16 Association no later than 24 hours prior to the meeting.