

Dragon Boat Club Bylaws

Article I: Name, Ownership, and Purpose

Section 1: Name and Ownership The organization shall be known as the St. Louis Dragon Boat Club and is fully owned and operated by the St. Louis Chinese Language School. The School has full authority over all aspects of the Club, including governance, management, setup, and dissolution. (hereinafter referred to as "the Club").

Section 2: Purpose The purpose of the Club is to promote the sport of dragon boating, foster a community of teamwork and camaraderie, celebrate and educate members about Chinese culture and traditions, and provide opportunities for competitive and recreational paddling.

Article II: Membership

Note: A separate document outlining member behavior expectations, membership dues, and the annual plan of activities shall be maintained and updated each year.

Section 1: Eligibility Membership shall be open to any individual aged 14 or older who supports the purpose of the Club and pays the required membership dues. The Executive Board reserves the right to approve and terminate membership, with pro rata refund. The considerations include but are not limited to fitness, medical concerns, water sport skills, conducts and attendances, etc.

Section 2: Membership Dues Membership dues are assessed annually and shall be determined by the Executive Committee and must be paid by March 20th.

Section 3: Member Conduct All members are expected to uphold the Club's values of respect, sportsmanship, and inclusivity. Violations may result in suspension or termination of membership.

Article III: Governance

Section 1: Executive Committee: The Club shall be governed by an Executive Committee consisting of the School Principal and Chair of the St. Louis Chinese Language School, President, Head Coach, and Secretary.

Section 2: Assignment of Officers - Officers shall be assigned by the St. Louis Chinese Language School and serve a term as determined by the School.

Article IV: Finances

Section 1: Expenditures All expenditures over \$300 must be approved by a majority vote of the Executive Committee.

Article V: Amendments

Section 1: Amendment Process. These Bylaws may be amended by the St. Louis Chinese Language School.

Article VI: Dissolution

Section 1: Dissolution Process Upon dissolution of the Club, any remaining assets shall be distributed to the St. Louis Chinese Language School.

St. Louis Dragon Boat Club - 2025 Membership Rules

Welcome to the St. Louis Dragon Boat Club! We are excited to have you join us for the 2025 season. These membership rules outline important information for all members. Please note that these rules are reviewed and updated annually by the Executive Board.

1. Membership Eligibility

- Membership is open to all individuals aged 14 and older. The practices will be co-ed, a mix of youth and adults.
- Members must complete a registration form and sign a waiver acknowledging the risks associated with dragon boating each year.
- **Approval and Termination of Membership:** The Executive Board reserves the right to approve and terminate membership with pro rata refund. The considerations include but are not limited to fitness, medical concerns, water sport skills, conducts and attendances, etc. The club does not discriminate against anyone based on legal protected classes.

2. Code of Conduct

- All members are expected to show respect toward teammates, coaches, volunteers, and competitors.
- Maintain a spirit of sportsmanship and teamwork both on and off the water.
- Discriminatory, harassing, or disruptive behavior will not be tolerated and may result in suspension or termination of membership.

3. Activities and Attendance in 2025

- On 4/5/2025, there will be an open house where the club opens to the general public for information, recruiting and registration.
- For the 2025 season, there will be **six practices**, scheduled on 4/12, 5/10, 5/31, 7/12, 8/2, 9/13. Additional practices, with extra fee, can be arranged if there are enough interests.
- The loading team will arrive at 7:30AM at the storage facility. The team will meet at Simpson Lake at 8:30AM on the practice day. We will have two hours for each session, including dry land practice, rowing on the water, safety training and team announcements. The unloading team will clean up after the practice, and be dismissed at the storage facility.
- If there are more than 22 attendees, the club will offer the second shift.
- **No Refund After Two Practices:** Once a member has participated in two practices, there will be no refund for membership or any missed practices.

4. Weather Policy and Practice Cancellations

- The Executive Board will determine whether a practice will proceed based on weather conditions, and the number of attendees.
 - In the event of unsafe weather (e.g., heavy storms, extreme winds, the sum of the water temperature and air temperature **below 100 degree**), the Executive Board will call for cancellation of the practice.
 - At the minimum, there needs to be **8 people** to put the boat on water. If there are not enough attendees, the Executive Board will cancel the practice.
- If a practice is canceled, the club will attempt to reschedule it to the following Saturday. However, there is no guarantee that the practice can be rescheduled. If the practice cannot be rescheduled, it may be canceled without refund.
- All changes will be communicated as promptly as possible to all members.

5. Fees and Dues

- **2025 Annual Membership Dues:**
 - **\$100** per individual member.
 - **\$90** per reach if multiple members from the same family.
- Members must pay their annual dues by the specified deadline to maintain membership privileges.
- Additional fees may apply for additional practices, team shirts, personal flotation devices, special events or travel-related expenses.
- St. Louis Chinese Language School offers financial aid to low income families. Refer to the school policy for details.

6. Guest Passes

- Each pass allows one guest to practice with the team once. A guest pass requires notification to the executive board at least one day before the practice date to ensure proper planning and equipment availability. Drop-in without advanced notice is allowed, for **\$20 for a practice session**, per the coach's discretion.
- **Free Guest Passes for members:** Each member is entitled to **two free** guest passes per year.
- **Additional Guest Passes** can be bought for **\$20 for a practice session**.

7. Loading and Unloading Responsibilities

- **Practice Sign-Up:** Every member is required to sign up for one of two responsibilities for each practice: either loading or unloading the dragon boat.
- **Loading:** Loading involves transporting the dragon boat from the club's storage facility to the practice waterbody. This process must be done before the scheduled practice.
- **Unloading:** Unloading involves transporting the dragon boat from the practice waterbody back to the storage facility after the practice is completed.

- Sign-up for loading and unloading will be managed in advance, and members are responsible for fulfilling the task they sign up for. If a member cannot attend a practice they signed up for, they should notify the team captain or coach in advance to make alternate arrangements.

8. Equipment Usage

- Club equipment (boats, paddles, etc.) is for the use of members only and must be treated with care.
- Members must sign out and return equipment in good condition after use.
- Any damage or malfunctioning equipment must be reported immediately to the equipment manager.

9. Safety and Personal Flotation Devices

- **Mandatory Safety Gear:** Dragon boating is a water sport, and **the use of personal flotation devices (PFDs) is mandatory** for all members during practices and events.
- Each member is encouraged to purchase their own PFDs. The club will recommend choices and specify safety requirements. The club will provide **PFD** for every practice, to those without their own PFDs.
- Failure to wear a PFD during practices or races will result in the member being excluded from the water for safety reasons.

10. Club Events and Competitions

- Members are encouraged to participate in club races, events, and community activities.
 - Eligibility requirements for races will be set by the race organizers. All members must meet these criteria to compete.
 - Club events may include regional or national competitions. The club will coordinate travel and participation details.
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Safety & Risk Management Policy

This policy will cover essential safety practices, risk management, and guidelines for ensuring a safe and enjoyable environment for all participants.

1. Water Safety Policy

Personal Flotation Devices (PFDs):

- All participants must wear a properly fitted, approved personal flotation device (PFD) during all water activities. PFDs must meet the relevant standards and be in good condition.
- PFDs will be provided by the club, but participants are welcome to use their own if it meets the required safety standards.

Swimming Ability:

- All participants must demonstrate basic swimming ability before being allowed to participate in practices or races.
- For participants who cannot meet this requirement, the club will refer them to certified instructors.

Emergency Procedures:

- In the event of an emergency, the coach or designated leader must call for immediate assistance and initiate the emergency response plan.
 - All participants should be familiar with basic water rescue techniques (e.g., reaching, throwing, and towing).
 - Regular safety drills will be conducted to practice rescue operations, including capsizing recovery, water evacuation, and swimmer rescue.
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2. Weather & Water Conditions Policy

Guidelines for Cancellations Due to Unsafe Conditions:

- **Weather:** Activities may be canceled if there are thunderstorms, lightning, or wind conditions that exceed safe levels (e.g., wind speeds over 20 knots).
- **Water Conditions:** Practices or races will be suspended if water conditions pose a danger, such as:
 - Strong currents
 - Low visibility
 - Flooded or obstructed waterways
- **Heat Index/Cold Exposure:** Activities will be modified or canceled based on extreme heat (heat index above 100°F / 38°C) or cold (wind chill below 32°F / 0°C).

- **Decision-Making:** The club's vice president, in consultation with experienced leaders, will monitor weather forecasts and make decisions about cancellations or postponements. Members will be notified at least 2 hours in advance via email or text.
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3. Emergency Response Plan

Accident Response:

- **Immediate Action:** Any accident will be responded to immediately by the nearest coach, leader, or designated emergency responder. The injured party will be evaluated for the severity of the injury.
- **First Aid:** The club will maintain fully stocked first aid kits at all key locations (e.g., the boat house, storage areas). Coaches and team leaders must be certified in first aid and CPR.
- **Rescue Protocols:** In the event of a serious injury or water accident:
 - The local emergency number (e.g., 911) will be called.
 - The closest rescue team or medical personnel will be contacted if needed.
 - participants will be instructed to stay calm, assist the injured person, and follow the safety protocols for boat evacuation.

Emergency Contacts:

- A list of emergency contacts, including local hospitals, police, and fire departments, will be posted in the club's main areas and included in all members' welcome packets.
 - Coaches and club leaders will have a copy of each member's emergency contact information, medical history (e.g., allergies, medications), and health requirements on file.
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4. Insurance Policy

Liability Coverage:

- The club will maintain general liability insurance to cover any injuries, property damage, or accidents that may occur during training, races, or club-sponsored events.
- Insurance will cover:
 - Injuries to participants during official events
 - Damage or loss of club equipment
 - Legal fees in case of lawsuits
- Participants will be required to sign a waiver acknowledging the inherent risks associated with dragon boating and releasing the club from liability for certain types of incidents.

Insurance for Equipment:

- Equipment insurance will be obtained to cover damage or loss of club boats, paddles, and other critical assets.
 - If a participant damages equipment through negligence or misuse, they may be responsible for part or all of the repair or replacement costs.
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5. General Safety Guidelines

- All participants must adhere to safety instructions from coaches and event organizers at all times.
- Participants should never paddle alone and must always be in a group when on the water.
- Proper hydration, sun protection (sunscreen, hats), and appropriate clothing should be worn during all activities.
- All equipment (boats, paddles, safety gear) must be regularly inspected for safety, and any defective equipment should be reported immediately for repair or replacement.