



AARC Rack Administration Process & Policy

AARC maintains, at the Board's discretion, a number of rack spaces in the boat house for use by private boat owners (PBO) of small rowing shells (1x, 2x/-). The intent in offering space is to encourage and support the access to Argo Pond for the development of local sculling both in quality and quantity. Any rack space holder, including co-owners, are not eligible for other club services (sweep, use of club boats, coaching) without registering & paying for those services. Co-ownership implies that the equipment has more than one financial owner at the time of the boat's entry into the AARC boathouse. Rack space and individual contracts will be evaluated a minimum of once per rowing season to insure appropriate use of space for club constituents. The club maintains the right to adjust the number of available spaces each renewal year to ensure balance with needs of club equipment

1. Eligibility Requirements

- 1.1. AARC Club Member(s) in good standing
 - 1.1.1. Pays annual club membership, required for co-owners as well.
 - 1.1.2. Signs waiver
 - 1.1.3. Meets & maintains stewardship requirements
- 1.2. PBO Contract—renewed yearly, effective April 1 to March 31
 - 1.2.1. One contract per rack space. If boat co-owned/shared, must be completed by both owners
- 1.3. Rack fee—paid in full no later than April 30th (renewal) or within 10 days of rack space acceptance (new)
 - 1.3.1. Late fee of \$50 will be assessed May 1st
 - 1.3.2. Following May, your boat may be removed/space lost
- 1.4. Meets Maintenance Requirements (renewals only)
 - 1.4.1. Boat is rowed a minimum of 20 times per season. Ten of those rows must be completed by the owner of record.
 - 1.4.2. Legible entry in AARC logbook for each row, identify boat by owner
 - 1.4.3. Adheres to boat house rules for safety, security and general operation
 - 1.4.4. Provides Rack Administrator with appropriate boat information and emergency contact information.

2. Rack Assignment

- 2.1. The Rack Administration Committee reserves the right to assign/reassign rack spaces if need occurs. Reasons for reassignment may include physical needs/safety, rigging/equipment conflicts or changing club needs. All reasonable efforts will be made to notify and work with PBOs whose space is affected.
- 2.2. Rack holders may not independently exchange spaces with other PBOs
- 2.3. All requests for reassignment and space exchange must be communicated in writing to the Rack Administration Committee. Needs will be assessed and requests granted at the committee's discretion.
- 2.4. Rack space is non-transferrable. Acquisition of the space is not tied to ownership of the boat—selling a boat will not include the space itself.

2.5. All rack assignments are subject to yearly review for maintenance and adherence to these written guidelines. Failure to maintain may affect ability for subsequent renewal &/or may levy penalties as determined by the Rack Administration Group. Incidence of non-compliance will be reviewed with rack holder to ensure all facts are known. Penalties can be, but are not limited to, increased fee, increased row requirement, loss of preferred rack space.

3. Vacating a Space

3.1. A PBO needing to end their contract for rack space rental must provide 30- day written notification to the Rack Administration Committee

3.2. Upon written notice to vacate and removal of boat from the boathouse, a refund of rack fee will be granted based on quarterly calculation

3.2.1. April/May/June=75% of fee

3.2.2. July/August/September=50% of fee

3.2.3. October/November/December=25% of fee

3.2.4. January/February/March=no refund given

4. Space Acquisition

4.1. The Rack Administration Committee will maintain a wait list for any person wishing to be considered for private boat space.

4.1.1. A written request to the Rack Administration Committee is required to receive a place on the wait list. Interested parties need to provide contact information (phone & email) and the type of boat they intend to house.

4.1.2. List priority is assigned based on the date individual request was received. Members and non-members are placed on the list equally.

4.2. Available rack space will be offered to individuals on the wait list in priority order. A candidate may forgo up to four (4) offers and maintain their place on the list. After a fourth refusal, the name will be removed.

4.3. Once an offer is extended, the candidate has 10 business days to accept AND complete eligibility requirements (AARC membership, Waiver, Rack fee) for Rack renters. Rack fee will be prorated by quarter.

4.3.1. April/May/June= 100% of fee

4.3.2. July/August/September= 75% of fee

4.3.3. October/November/December= 50% of fee

4.3.4. January/February/March= 25% of fee

4.4. Within 30 days of acceptance, the member must meet **one** of the following conditions. Failure to do so may be seen as forfeiture of rack space.

4.4.1. Move privately owned boat into assigned rack space

4.4.2. Produce a dated purchase order for a boat

4.4.3. Produce a receipt/letter of intent for purchase

5. Outdoor Seasonal Space

5.1. AARC may offer outdoor rack space for the on-water season, as available. Space availability will be determined and managed on a year-by-year basis. Outdoor space use is at member's own risk.

5.2. Outdoor space assignment

5.2.1. Offered first to those on the Rack Space Wait List, then general membership.

- 5.2.2. Number & type of spaces will be determined in April of each calendar year.
- 5.2.3. Space(s) are available for that calendar year season only, May through October. There is no assumption, commitment or guarantee for continued space availability.
- 5.2.4. Storage space for one set per seat of rowing oars will be available inside the boathouse.
- 5.3. Requirements for Use of an Outdoor Space
 - 5.3.1. Pays regular AARC membership fee
 - 5.3.2. Pays for rack space at rate equivalent to 1 month charge of annual indoor space fee for a total of 5/12 annual rate. Monthly proration for partial season.
 - 5.3.3. Small boat only—1x or 2x/-. Rowing shells only.
 - 5.3.4. Signs rack space agreement.
- 5.4. Meets Maintenance Requirements
 - 5.4.1. Boat is rowed a minimum of 20 times per season
 - 5.4.2. Legible entry in AARC logbook for each row, identify boat by owner
 - 5.4.3. Adheres to boat house rules for safety, security and general operation
 - 5.4.4. Provides Rack Administrator with appropriate boat information and emergency contact information.
- 5.5. Those currently on the Rack Space Waitlist (for indoor space) who acquire an outdoor space will remain on the waitlist without adjustment or penalty to their status. Should an indoor space become available to the individual during the on-water season, fee adjustment will occur.

6. Attachments/Links

- 6.1. Rack Space Contract—found on www.a2crew.com
- 6.2. Stewardship Program—found on www.a2crew.com
- 6.3. Rack Administration Committee
 - 6.3.1. Contact— pbo@a2crew.com
 - 6.3.2. Members—Bob Florka, Sara Gronewold, Jerry Hoffman, Cyndi Ives, Michelle Nemshak