

REGULATION 5 - STATE TEAM AND MATCH RACING COMMITTEE (STMRC)

PROCEDURES FOR THE FORMATION AND OPERATION OF THE STMRC

(23 November 2007)

Role of the STMRC

1. The STMRC is a committee established and appointed by the Board of Directors of Yachting Queensland Limited (hereafter "the YQ Board").
2. The role of the STMRC is to:
 - a. review issues concerning team and match racing in Queensland.
 - b. develop strategies and provide advice to the EO and the YQ Board with the goal of producing and maintaining quality team and match racing levels with a high State standard; and
 - c. provide advice or make recommendations to the EO, the YQ Board or affiliated members with regards to team and match racing development in a broader way.
3. The business of the STMRC will be managed and administered by the STMRC Chairman (nominated by the YQ Board).
4. The role and tasks of the STMRC will be reviewed annually by the EO and the STMRC Chairman and ratified by the Board.

STMRC Tasks

5. The STMRC shall carry out the following tasks (this is not an exhaustive list):
 - a. The committee shall, through Yachting Queensland, act as a conduit to provide information, advice and interpretation in relation to team and match racing to and from Clubs, Yachting Queensland Committees and Yachting Australia.
 - b. Provide assistance to Clubs to promote and conduct team and match racing.
 - c. Interface with issues that may arise from time to time concerning team and match racing to ensure that the conduct and promotion of team and match racing in Queensland is conducted at the highest level.

STMRC Composition

6. The Committee may comprise up to seven members appointed by YQ. The YQ Board shall nominate the person to Chair the committee.

7. When making appointments to the STMRC consideration will be given to maintaining a balanced Committee with respect to:
 - a. An area of expertise involving team and match racing;
 - b. Breadth and depth of relevant expertise;
 - c. Liaison with other relevant organisations; and
 - d. Capacity to formulate and plan projects and to lead Working Groups

STMRC Communication and Reporting

9. The STMRC shall provide the EO YQ with a written report/minutes following all meetings.
10. Communication will be via e-mail and meetings/teleconferences held between STMRC members.
11. The STMRC may coopt outside personnel with a required area of expertise onto the committee to assist it completing a given task.

STMRC Recommendations

12. STMRC recommendations to YQ will be based on a majority vote. Recommendations are to be forwarded to the EO.

Role and Duties of STMRC Chairman

13. The STMRC Chairman will preside over all meetings and lead discussions and decision-making, according to the relevant agenda.
14. The Chairman will oversee the preparation of meeting agendas and minutes and ensure that the associated follow up work is performed by designated people.

Eligibility for Membership

15. In considering candidates for appointment as members of the STMRC consideration will be given to the following:
 - a. The status and number of other current YQ appointments held (should hold no more than one other YQ Committee appointment);
 - b. Relevant team / match racing experience (must have current involvement in team/match racing as either an owner, or administrator, or operator); and
 - c. Capacity and commitment to carry out the task; in particular, availability of and preparedness to allocate the time required to respond promptly and properly on issues under Committee discussion by e-mail.

Period of Appointment of Members

16. Members will be appointed to the STMRC for a term of two years. Appointments will normally commence at the end of January each year. The Chairman's term will be detailed by YQ.
17. To maintain continuity the terms of half (or as near to half as possible) of the Committee members will expire and replacements will be appointed each year. A retiring member may submit a nomination for re-election.
18. In the event of a member leaving the Committee prior to the expiration of his/ her term a replacement will be appointed for the remainder of that member's term using the procedures in paragraph 20 of this Regulation.

Procedures for the Appointment of STMRC Members

19. Vacancies will occur:
 - a. when an STMRC member's 2-year term expires;
 - b. if a member resigns; or
 - c. if YQ terminates a member's appointment.
20. Replacements will be appointed according to the following procedure:
 - a. Invitations to apply for membership will be circulated by the 1st January each year in the case of vacancies arising from the normal expiration of a 2-year term, or as soon as possible after a casual vacancy occurs.
 - b. The Chairman of the STMRC will submit to the EO a list of those candidates who it considers would be suitable, together with a recommendation of its most preferred applicant(s).
 - c. The YQ Board will confirm the candidates who it considers most suitable.
 - d. Each successful applicant, and all other applicants, will be informed of the appointment by the EO YQ.

Voting

21. At any scheduled STMRC meeting (either face-to-face or by any electronic means (telephone, facsimile, email)) three members will constitute a quorum for voting purposes. Each STMRC member including the Chairman will be entitled to one vote on any motion.
22. In the event that voting on a motion is tied the Chairman shall have a casting vote.

Responsibilities of Membership

23. It is expected that STMRC members will undertake to apply their knowledge and expertise to the matters that come before the Committee in a manner that is in the best interests of YQ and its members and the further development of team and match racing in Queensland, independently of any other affiliations that they might have.

STMRC File

24. All files relating to the activities of the STMRC will be held and maintained by the YQ Administrative Assistant.