



SEMIAHMOO YACHT CLUB

9540 Semiahmoo Parkway #117
Blaine, Washington 98230
360.371.0440

www.SEMIAHMOOYACHTclub.org

SEMIAHMOO YACHT CLUB EXECUTIVE OFFICER POSITION DESCRIPTION

POSITION

The Port Captain is elected by the membership annually at the General Meeting for the Nomination of Officers

General Description:

The Port Captain shall be the liaison with the Harbor Master and other Yacht Clubs and shall be responsible for the reception of visiting yachtsmen from other yacht clubs. The Port Captain shall, in addition to other duties, maintain a list of all berths occupied by yacht club members. The Port Captain will appoint a Reciprocal Chairman and Dock Captains for Semiahmoo and Blaine Harbor Marinas.

Responsibilities: (in addition to Executive Board General Responsibilities and as per Bylaw Article IX Section 7)

Additional duties may be facilities management i.e. any issues regarding the boardroom, storage shed, reciprocal dock space, etc. Making sure that propane tanks are refilled in a timely manner before events requiring them.

There is a glassed in bulletin board the club uses near the store ice machine for posting Club news to the public.

Assisting in distribution of annuals or member cards. Assisting other board members as needed with projects.

Bay Engraving
524 Ohio Street
Bellingham, Wa. 98225
Ph. 360-676-0868
Fx. 360-676-8598

www.bayengraving.com

Contact is Kurt.

Email them with the member name and the boat name. Completion is generally within a week for a few name tags. Bulk orders may take a bit longer. When you pick them up just verify that they'll send the invoice to the treasurer.



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Prestige Flag

591 Camino De La Reina, Suite 917

Sand Diego, CA 92108

1-800-876-5155 or 619-497-2220

<http://prestigeflag.com>

Just call them for orders for any burgees or other flags needed. They will invoice us.

The Club has mailbox #117 at the Marina.

Prepared by: Olivier Kerridge Boyle

Date: October, 2018