



**BARNEGAT BAY YACHT RACING ASSOCIATION  
REGATTA COMMITTEE MEETING  
November 22, 2003 at 1330  
Metedeconk River Yacht Club**

**MINUTES**

The meeting was called to order by Commodore Jack Heacock at 1330.

Jack thanked Fran Lynn for preparing a delicious lunch.

There was a moment of silence in memory of Past Commodore Mac Sayers.

Roll call by Secretary Betty Jane France showed that BHYC, BYC, IHYC, LYC, MRYC, MYC, MCYC, NBYC, OGYC, SAYC, and TRYC were represented.

The minutes of the March 1, 2003 Regatta Meeting were approved as mailed.

Correspondence received has been directed to the appropriate persons.

**OFFICER REPORTS**

**Regatta Committee**

Vice Commodore Bill Scheyer presided over the remainder of the meeting.

**Class Liaison**

Rear Commodore Bob Morrow reported that the Liaison Meeting was well attended.

The fleets have expressed the following:

They are happy with their schedules having double race days and off days in addition to the usual single race days.

The fleets want to be separated as much as possible.

Make up races using weeks 8 and 9 were requested.

High point scoring vs low point scoring was discussed.

There was almost unanimous agreement for crew trophies being incorporated into the fee structure.

Lunch options were discussed including elimination. A request will be made for the host clubs to have 25% of the lunches available at 8 AM.

**Equipment**

Rear Commodore Morrow reported that he will replace an anchor and line and purchase new marks which may be required in the event that new courses are adopted.

**Safety**

Fleet Captain Bill Bogardus has replaced radios and a loud hailer.

He is requesting a time limit for safety equipment inspections; appropriate wording is referred to the Sailing Instructions Committee.

Sanderlings may be required to carry motors aboard; their class rules will deal with this.

**Training**

Fleet Captain Bogardus reported that a heart saving course will be held in the spring for those who need to be recertified.

BBYRA will host a club race management seminar; a host club is needed.

**Sailing Instructions**

Chairman Jim Carson announced his committee will meet in about 10 days to address the following:

Moving offset mark if windward mark is moved.

No color changes for new marks.

Trapezoidal courses

DSQing a boat on failed safety equipment inspection without a protest.

More durable course sheets

Notifying fleet of shortened course one mark ahead

Separation of fleets

Time limit on safety equipment inspection

Course 15

Look at location of finish line for barrel courses.

**Class Eligibility**

Chairman Jim Carson has received no requests for new classes.

There will not be a petition for a PM Sunfish Class,

**Measurer**

Each class has been asked by Measurer Jim Carson to give him updated class rules.

## COMMITTEE REPORTS

### Appeals

Chairman Chris Petracco reported that no appeals were filed this year. He provided 2004 BBYRA Appellate Procedure to go on the BBYRA Website as a draft but not go in the BBYRA Yearbook.

### Protest

Co-Chairman Dave Loughran reported that a request for redress was received on September 9; awards had been on August 15. The committee denied the request for redress and closed the hearing.

### US Sailing National Cup Events

Chairman Bill Bogardus reported that the calendar has not been set.

### Scoring

Assistant Scorer Eileen King reported that Jack Heacock's C Scor scoring program was successfully used in 2003 and satisfies our needs.

### Registration

Registrar Eileen King asked Representatives and Alternates to note who is skippering boats from their respective clubs. Skippers must belong to BBYRA and a member club. Club affiliation can not be switched during summer. Scorers had difficulty deciphering writing on registration forms.

It was suggested that a list of registration instructions in advance to Representatives and Alternates would be helpful.

Eileen also said scoring at SPYC should take place in clubhouse.

### US Sailing

Janet Baxter is the first woman president of US Sailing. US Sailing members will no longer receive a subscription to *Sailing World*. The One Design Committee is looking for an editor for their electronic newsletter.

### OLD BUSINESS

#### BBYRA Commodores Ball

Rear Commodore Morrow announced the ball will be held on June 19, 2004 at the Lavallette Yacht Club which is celebrating it's 100th. anniversary.

#### BBYRA Yearbook

Co-Chairman Jim Carson announced that ad forms are available and that April 1, 2004 is the firm deadline for all information.

### NEW BUSINESS

#### Insurance

Chris Petracco reported that all borrowed boats (committee, patrol, etc.) are covered under the Burgee Program with Chubb & Sons. With Tri Sail, all four clubs need to be in the same program.

#### Sail Expo - January 15-18, 2004

Four of the five YRAs in Area C will man a booth. Bill Bogardus offered to do the BBYRA display. If clubs have spare yearbooks, they can be handed out if given to Jim or Jack.

#### Motions

1. A motion was made, seconded, and passed unanimously referring to the Delegates consideration of changes in the Bylaws relative to BBYRA Individual Membership.
2. A motion was made, seconded, and passed unanimously that changes in the Racing Rules go to the Sailing Instructions Committee.

#### Discussion & Direction for Change Next Year

Vice Commodore Scheyer commented that 23 people are required each Saturday during the summer to accomplish what we need to do. We need volunteers.

He requested that the Bylaws Committee look into each club being permitted to have 3 Representatives and no Alternate instead of the current 1 Representative and 1 Alternate.

The following discussion took place:

Should each club be required to send 2 representatives each Saturday? Training will be held.

Many patrol boat problems were noted.

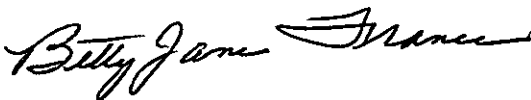
If BBYRA barrels were filled with foam and a chain anchor line used, they might better stay in position.

All Representatives and Alternates should keep the members of their club informed about BBYRA to improve its visibility.

Bill Bogardus and Greg Parmele will produce a 3 page handout to promote the BBYRA.

The meeting was adjourned at 1520.

Respectfully submitted,



Betty Jane France, Secretary

*Barnegat Bay Yacht Racing Association*

REGATTA COMMITTEE ROLL CALL

November 22, 2003 at 1330  
Metedeconk River Yacht Club

Bay Head Yacht Club ✓ *Greg Parmele*

Beachwood Yacht Club ✓ *Oliver Walling*

Island Heights Yacht Club ✓ *Eve Allison, Tom Allison*

Lavallette Yacht Club ✓ *George Schreyer*

Manasquan River Yacht Club ✓

Mantoloking Yacht Club ✓

Metedeconk River Yacht Club ✓ *Chuck Smith*

Normandy Beach Yacht Club ✓ *Steve Foster*

Ocean Gate Yacht Club ✓ *Eileen King*

Pine Beach Yacht Club

Seaside Park Yacht Club

Shore Acres Yacht Club ✓ *Bob France*

Toms River Yacht Club

*Chair*  
*Chris Petracco*

BBYRA Officers

*Jack Heacock*  
*Bill Scheyer*  
*Bob Morrow*  
*Bill Bogardus*  
*Jim Carson*  
*Betty Jane France*

BBYRA Past Commodores

*Dave Loughran*  
*Len Egee*  
*Norm Berson*

Report of Vice Commodore Scheyer on 11/22/03

The 2003 season went well. Courses were shortened in lieu of abandoned when possible if the weather threatened the racers, leaving only one PM race being abandoned. Finishing line location errors were minimized due to finish line boats displaying the class flags or placards for boats finishing at their particular location.

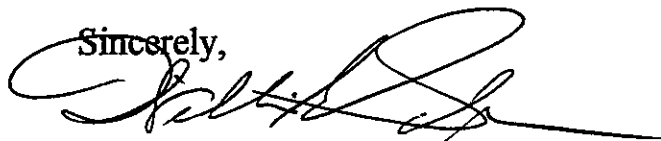
In 2004 I will cause the display of the blue (on station) flag in addition to the relevant class flags or placards in the stern of finish line boats in lieu of on the bow for better visibility when boats are approaching the finish line.

I ask the Sailing Instructions committee to re-work Course #15 on the Upper Bay Course Sheet, as it is presently difficult to set a common finishing line with the other NE wind barrel courses. I am also asking the sailing instruction committee to make a statement on the course sheet for barrel courses indicating the approximate location of their finish line, much as the location of their start line is currently mentioned.

I ask that the use of modified trapezoidal courses be adopted to alleviate congestion (Hand out Example), and if adopted course eight (8) become a trapezoidal course with a down wind finish and that a new course nine (9) be added as a trapezoidal course with an up wind finish. If these courses are adopted instruction number 27 on the portable mark course addendum will need to be re-worded.

Finally, I have attached recommendations for revisions to or re-wording of our Notice of Race, Racing Rules of BBYRA and our Sailing Instructions, and ask that they be adopted.

Sincerely,



William E. Scheyer, Vice Commodore

**BARNEGAT BAY CHAMPIONSHIP SERIES 2003 2004**  
**NOTICE OF RACE**

**Rules:** All races will be governed by the rules as defined in the *Racing* Rules of Sailing (RRS), and the Racing Rules of the BBYRA.

**Registration:** Boats may register for the season by mail before June 11 10, 2003 2004 or at the Regatta Headquarters. Season registration will be accepted until 34% of those races scheduled for a boat's class have been sailed. Individual race registration may be made at the Regatta Headquarters or on the water at the "Late Entry" boat. Season Registration forms and registration instructions are available on the web (www.bbyra.org). Sailing Instructions are available on the web, at the Regatta Headquarters or on the water at the "Late Entry" boat each race day.

**RACING RULES OF THE BARNEGAT BAY**  
**YACHT RACING ASSOCIATION**

**B. ELIGIBILITY**

~~4. Except as provided in Paragraph B.5, skippers/helmsmen are required to be members of the BBYRA, a member Club of said Association, and their respective class organizations. Member Clubs are expected to furnish the Regatta Committee with a membership list and a list of BBYRA contributing members prior to June 15th of each year. Crews are exempt from this requirement.~~

**"4. Except as provided in Paragraph B.5, Any member of the household of a BBYRA individual member may be permitted to enter and/or skipper a boat which is the bona fide property of their particular BBYRA member yacht club or of said individual BBYRA member. A member of the household of a BBYRA individual member shall for purposes of this rule be defined as any person entitled to enjoy racing privileges in the relevant BBYRA member yacht club by virtue of the BBYRA individual member's membership in said BBYRA member yacht club."**

**C. ENTRIES**

4. In order to enter the championship, a boat must register for the entire season before 34% of those races scheduled for her class have been sailed. Races sailed prior to season registration will *then* be scored *for the championship*.

## G. PROTESTS, DISQUALIFICATIONS & APPEALS

4. The Appeals Committee of the Association may *order the applicable protest to be re-heard*, affirm or reverse the decision of the protest committee.

~~6. The Appeals Committee prescribes that anyone submitting an appeal shall include a payment of \$10.~~

### BARNEGAT BAY YACHT RACING ASSOCIATION 2003 2004 SAILING INSTRUCTIONS

#### 5. ACCOUNTABILITY

5.2 Onus for being counted as a starter or non-starter rests with each boat. Boats intending to race should pass close by the late entry, *line, finish or signal* boat, hail class and sail number, and receive acknowledgment. A boat that comes to the starting line and elects not to race must so advise the late entry, *line, finish or signal* boat before her preparatory signal. Any registered boat sailing in the starting area between her preparatory and starting signals will be considered a starter.

5.3 The committee will endeavor to account for all entered boats. If a boat does not start or fails to finish, the skipper shall report to the Regatta Committee or Patrol Boat flying a ~~numbered~~ patrol flag before leaving the course. Any boat withdrawing from the race without prompt notice may be disqualified for the next two races.

#### 7. THE COURSE

7.3 When courses 0 through ~~8~~ 9 are signaled, the PORTABLE MARK COURSE ADDENDUM will apply.

#### 8. MARKS

Marks will be drums painted orange and white with identifying letters painted in black, except as ~~noted~~ *indicated in the portable mark addendum.*

#### 9. THE START

9.2 When two races for the same class are scheduled back-to-back, the warning signal for

the second race will be made as soon as practical. To alert boats that another race will begin soon, a yellow shape will be displayed for at least 4 minutes, *and then lowered one minute* before the warning signal is displayed.

9.5 Boats sailing on a leg of the course may not cross the start or finish line except to start *or* finish ~~or if unless~~ the ~~start or~~ finish mark is also a rounding mark.

## 11. THE FINISH

~~11.1 The Race Committee will attempt to establish a windward finish for the first class to finish. Failure to do so will not be grounds for redress.~~

## 13. PROTESTS

13.2 Protests shall be written on forms available at the regatta headquarters, ~~or~~ line, *finish, or signal* boat and lodged with the Chairman of the Protest Committee, ~~or~~ *flag officer* in accordance with RRS 61.3.

## 14. PENALTIES

Add new paragraph

*14.3 Boats electing to accept the alternate penalty must fly a yellow flag as soon as possible after the incident, keep it flying while crossing the finish line, and shall following their finish immediately report their election for the alternate penalty to their applicable finish boat.*

## 22. Signals

*Change yellow flag to mean "ACKNOWLEDGE BREACH OF RULE OR AS PROVIDED IN INSTRUCTION 9.2*

*Change Blue Cone to Blue Flag to mean finishing*

## 23. SCORING

23.4 Qualification for the *season* Championship will be as prescribed in Racing Rules of the BBYRA.

PORTABLE MARK COURSE ADDENDUM

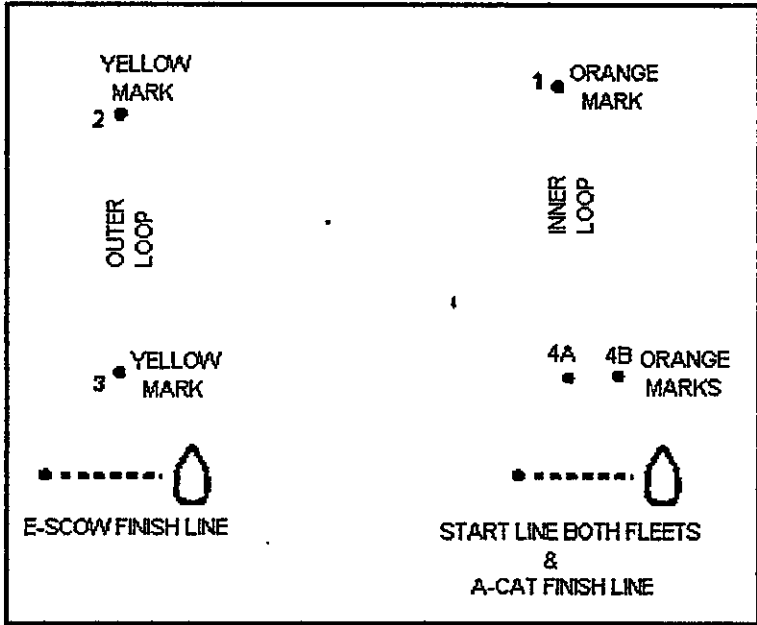
The following instructions are applicable ONLY to courses 0-89.

24. THE COURSE

24.2 There will be an offset mark adjacent the windward mark which shall be rounded to port, *on* all courses. The offset mark will be an orange inflatable ball.



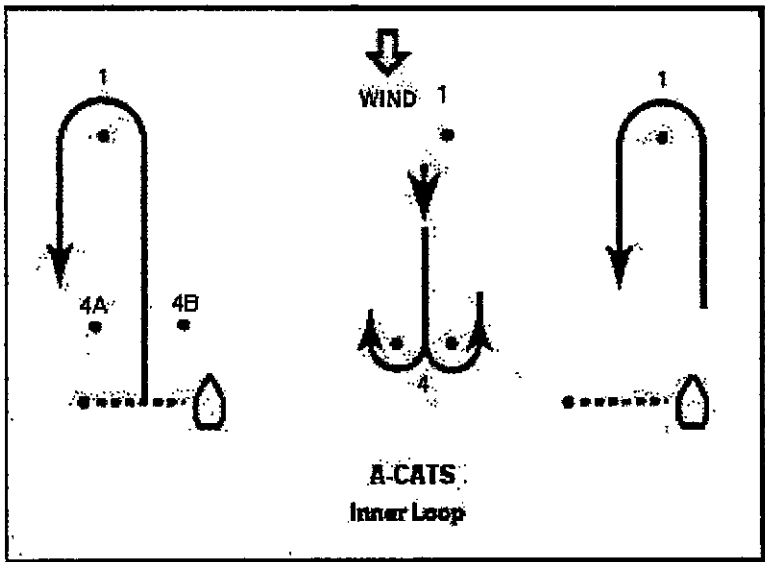
**EXAMPLE ONLY**



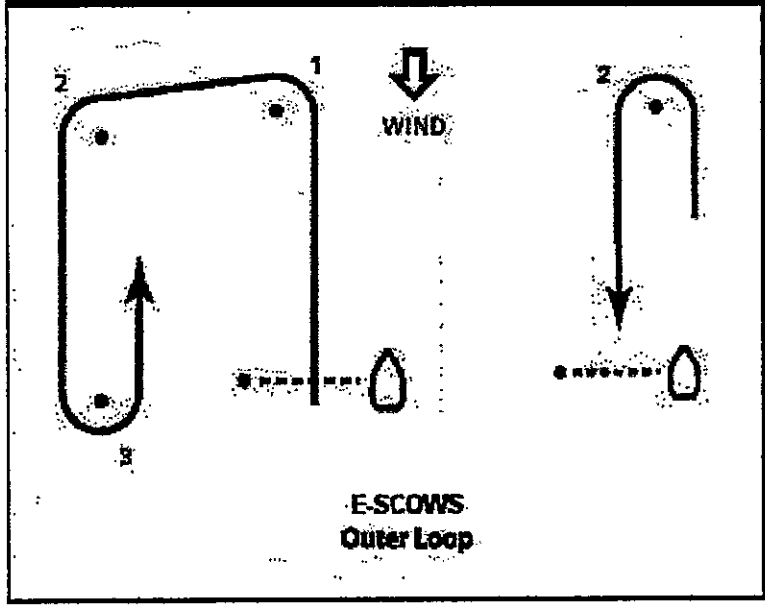
← Birds eye view of racing area.

After starting E-Scows round mark #1, and then race on the outer loop.

A-Cats will start and race on the inner loop at all times.



← A-Cat Course  
Start-1p-4A/B-1p-Finish



← E-Scow Course  
Start-1p-2p-3p-2p-Finish

## 2004 BBYRA Appellate Procedure (DRAFT)

### General

1. The United States Sailing Association (USSA) describes the appeals process in the RRS Appendix F (Appeals Procedures).
2. In RRS F1.1 (Where To File An Appeal Or Request) the USSA prescribes that appeals shall first be made to the Association Appeals Committee (AAC). The BBYRA Appeals Committee is the designated AAC for racing venues in Barnegat Bay and its tributaries (or any other BBYRA member club where a hearing was held).
3. Appeals to the BBYRA Appeals Committee will be handled in accordance with RRS Appendix F. As specified under RRS F2.1 (To Appeal Or Make A Request), BBYRA prescribes that its fee shall be \$100. This fee will be reduced to \$50 for members of (a) BBYRA, (b) another RSA, (c) USSA, or \$25 for members of a RSA and USSA if proof of membership or membership application in one or both of these organizations is submitted with the appeal.

Address appeals to *BBYRA Appeals Committee, 315 Lake Ave, Bay Head, NJ 08742.*

### 4. Required Procedure

With the exception of the fees charges, the requirements and procedures for appeal to BBYRA are the same as detailed in RRS Appendix F. However, the following requirements of the RRS should be noted:

### Preparation for Appeal

- a) The prospective appellant shall **in writing** request a written copy of the decision from the Protest Committee within 7 days of being informed of the decision (RRS 65.2). It is suggested that the prospective appellant document the date of this request. An e-mail correspondence not acknowledged by the addressee may not satisfy this requirement.
- b) The Protest Committee will, upon receipt of the appellant's request, *promptly* supply the following information to all *Parties* to the hearing (RRS 65.1, RRS 65.2):
  - i. the facts found;
  - ii. the applicable rule or rules;
  - iii. the decision;
  - iv. the reasons for the decision;
  - v. any penalties imposed or redress given;
  - vi. when relevant, a diagram of the incident prepared or endorsed by the Protest Committee.

*Although not specifically required, a Protest Committee is asked to also provide the names and addresses (if known) of all Parties to the hearing in the written decision.*

## Lodging the Appeal

An appellant shall submit a signed and dated appeal within fifteen days of receiving the Protest Committee's written decision. The appeal shall:

- a) be sent to the BBYRA and marked to the attention of the Appeals Committee. *The Appeals Committee will not begin to consider an Appeal if the materials are either unsigned or undated. For the purposes of this requirement, an E-mail does not constitute signed or dated materials.*
  - b) be accompanied by a check for the appropriate filing fee made payable to BBYRA. The appellant shall provide proof of membership in or membership application to BBYRA (or other RSA) and/or USSA if the filing fee is based on membership in one or both of these organizations. The fee must be received before the appeal will be considered.
  - c) state the grounds upon which the appeal is based. **NOTE:** *An appeal can only state why the appellant believes the committee's interpretation of a rule or its procedures were incorrect (RRS F2.1). An Appeal cannot be based on disagreement with the facts as found by the Protest Committee (RRS F5).*
  - d) also send, with the appeal (or as soon as possible thereafter) all of the following documents that are available to her (RRS F2.2):
    - i. the written protest(s) or request(s) for redress;
    - ii. a diagram, prepared or endorsed by the Protest Committee, showing positions and tracks of all boats involved, course to the next mark and its required side, force and direction of the wind, and, if relevant, depth of the water and direction and speed of any current;
    - iii. the notice of race, sailing instructions, any other conditions governing the event, and any changes to them;
    - iv. any additional relevant documents and correspondence; and
    - v. the names and addresses of all Parties to the hearing and the Protest Committee chair.
5. Upon receipt of all the required information from the appellant, the BBYRA Appeals Committee will promptly begin the appeals procedure as required by the RRS Appendix F.

## Race Officials at US SAILING Championships

### GENERAL POLICY

1. No person may serve as a member of the protest committee or as the principal race officer at an event in which any competitor in the event is a close relative<sup>1</sup>.
2. Volunteers in any capacity are expected to subordinate their personal and individual interests to the interests of the event and the sport of sailing. See US SAILING Regulation 1.00.
3. The organizers shall use their best efforts to appoint US SAILING certified race officials<sup>2</sup> to the protest committee or the umpire team, and to key positions on the race committee.
4. Except in illness or emergency, the protest committee shall consist of a minimum of three judges.
5. Whenever possible, the organizers shall use their best efforts to appoint:
  - a. A majority of US SAILING certified judges to the protest committee at fleet racing events.
  - b. A minimum of 50% US SAILING certified umpires at match and team racing events.
6. The organizing authority shall file an event report that includes the names and certifications of all judges, umpires and principal race officials.

### EVENT POLICY

#### Ladder event, local level:

1. Recommend and encourage (but not require) the appointment of a US SAILING certified race officer (any level) as principal race officer.
2. Recommend and encourage (but not require) the appointment of a US SAILING certified judge (any level) as protest committee chairman.
3. At match or team racing events, require the appointment of a US SAILING Umpire for chief umpire.
4. Exceptions may be made with the approval of the US SAILING Area representatives to:
  - The championship committee involved and
  - The applicable race officials committee.<sup>1</sup>

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<sup>1</sup> For the purpose of this policy the term "close relative" is defined as an individual related to another person or the person's spouse within the third degree. This includes parents, grandparents, great-grandparents, siblings, children, grandchildren, great-grandchildren, spouses and close relatives of spouses including step- or in-law relatives.

<sup>2</sup> In all cases, the corresponding ISAF certification will be acceptable in place of the US SAILING certification. For example, an ISAF International Umpire may serve without approval in place of a US SAILING certified Umpire

**Ladder event, Regional Sailing Association or US SAILING Area level:**

1. Recommend and encourage the appointment of a US SAILING Regional or National RO, but accept a certified US SAILING Club Race Officer.
2. Recommend and encourage the appointment of a US SAILING Senior Judge for protest committee chairman, but accept a US SAILING Judge
3. At match or team racing events, require the appointment of a US SAILING Umpire for chief umpire.
4. Exceptions may be made with the approval of the US SAILING Area representatives to:
  - The championship committee involved and
  - The applicable race officials committee.<sup>2</sup>

**Ladder event finals and national championship events:**

1. Require the appointment of a certified US SAILING Regional or National Race Officer as PRO.
2. Require the appointment of a US SAILING Senior Judge as Protest Committee Chairman. Require a majority of the protest committee to be US SAILING certified judges.
3. At match or team racing events, require the appointment of a US SAILING certified Umpire for chief umpire. Require a minimum of one half of the umpire team to be US SAILING Umpires.
4. The only exception shall be a reduction in certification level. Exceptions may be made with the approval of the US SAILING Area representatives to:
  - The championship committee involved and
  - The applicable race officials committee.
5. If the requirements for an appointment cannot be met after allowing for exceptions, an appointment of a certified official shall be made by the applicable race officials committee.

September 2003

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<sup>1</sup> The Area representative is the Regional Administrative Judge for appointments to the umpire team.

<sup>2</sup> The Area representative shall be the Area Race Officer for appointments to the race committee and the Regional Administrative Judge for appointments to the protest committee or umpire team.