

Norfolk Punt Owners' Association

*Updated
Revised*

Rules and Procedure

1. The Association shall be called the **Norfolk Punt Owners' Association**.
2. Its Purpose will be to encourage and control the building, sailing, racing and development of the Norfolk Punt, in close co-operation with the Norfolk Punt Club.
3. All owners of Punts may attend Owners' Association Meetings and shall be entitled to vote at Meetings and in postal/electronic polls. When an Owner owns more than one Punt he or she shall have only one vote. When a Punt is jointly owned, only one Owner may vote.
4. Non-Owners may attend and speak (at the Chair's invitation,) but may not vote.
5. An Annual Owners' Association Meeting shall be held in the Autumn/Winter and at this meeting the Chair, Secretary and the Measurer(s') for the next season will be elected.
Further meetings may be called by a minimum of five Owners applying to the Secretary in writing. Meetings of the Punt Owners' Association will be convened by the Secretary giving fourteen days notice of the date and place and agenda to all Owners in writing or by email. At Owners Association Meetings ten Owners shall form a quorum.
6. The Secretary is an ex- officio member of the Norfolk Punt Club Committee. All Reasonable expenses of the Punt Owners' Association are funded by the Norfolk Punt Club.
All measurement fees are payable to the Norfolk Punt Club.
7. A Handicap and Technical Committee (HTC) shall be formed to examine boat handicaps, changes to boat or sail measurements and any technical issues that might affect the class. This Committee shall consist of the Chair, Secretary, Measurer(s') and up to four other Punt Owners, reflecting a fair representation of Punt designs and Clubs under whose burgees Punts are sailed and raced.
The HTC will meet at least once a year, at least three weeks before the Owners' Annual Meeting. Other meetings will be called by the Secretary after consultation with the Chair.
The HTC will recommend any changes to handicaps of groups of boats or individual boats after studying the season's results. Any changes must be approved by the Annual Owners' Association Meeting. The HTC will also make any recommendations to the Annual Owners' Association Meeting after deliberating any technical issues.
8. The majority needed to approve any such changes, or approve any other resolutions, will be a simple majority, and that resolution or change will take immediate affect.

9. Unless a Punt holds a **VALID** measurement certificate, it will not be deemed to be a Punt, and it's owner will not be eligible to vote at Owners' Association Meetings, or the boat permitted to race in Punt Championship, or open meetings organised for the class.
10. A Norfolk Punt shall comply with the Class Rules approved by the Owners' Association.
11. When any change of Punt ownership takes place, the new and previous owner must communicate this change to the Secretary as soon as possible to enable the Association data base to be accurately maintained.