

PLCC Committee Agenda Paper

PLCC Boat Rack Policy:

All members renting a boat rack or storage space in the PLCC Club House or Compound will be required to sign an agreement at the start of each financial year accepting their obligation to maintain up to date address and contact information with PLCC, including their agreement that if their rack fee(s) is/are not paid by 31 August their boat will be removed to the compound and a sale process initiated after 30 September. This sale is consistent with state legislation.

Removal of Non Rack Fee Paying Members' Boats from the PLCC Racks

Members who have not renewed their membership and paid the appropriate boat rack fee by 1 September will lose their rack allocation. Unfinancial members' boats will be moved to the storage compound whilst the steps set out below are completed; or the boat owner removes their boat and/or pays the appropriate storage fee. This is to enable active paddlers to be given priority over those using the clubhouse for storage of their boats. Pro rata rack fees will be charged for members whose boats remain at PLCC beyond 30 September of the year they first become an unfinancial member.

The Committee will notify in writing/email members whose boats remain stored at the Club after 1 September, and have not paid the relevant fees. The member will be asked to remove their boat immediately from the club. Should the member renew after 1 September they maybe allocated a different boat rack or placed on awaiting list if a rack is not available.

Recommended Process to Support the Above Policy

This is a two stage process; stage 1 attempts to establish communication (email and/or phone) and reach an agreement for either boat removal or membership renewal. Stage two is initiated where no contact can be established or an escalation where the member fails to comply with the PLCC Boat Rack policy process in stage 1.

STAGE 1

1. An email will be sent to members with boats in racks who have not paid reminding them their payment is overdue, and requesting them to pay the specified PLCC boat rack fees by 31 August for the current year.
 - The email will advise them to remove their kayak by 31 August current year if they no longer wish to rent the rack this year.
 - The email will advise if the boat is not removed by 30 September the Club will proceed to sell the boat.
 - The email will ask the member to promptly reply to the email to advise their intentions. A PLCC reply contact name and email address will be provided.
2. An attempt will be made to phone all those who have not replied by the 31 August to establish their intention; followed by a registered letter confirming the phone advice giving them 30 days to remove their kayak.

STAGE 2

1. A list of those who have not been reached by the above communications will be established .
Commence a search strategy which documents each step.

2. On 1 October a further registered letter will be sent to all members who have not removed their boats advising them in the absence of further action on their behalf to remove their boat as requested previously their boat will now be sold.

3. 90 days after the registered letter at stage 1 (point 2) has been sent the Committee may proceed to the sell the member's boat in line with state government legislation or the Committee may exercise its discretion to store the boat for a further three months in the compound pending the outcome of actions to locate the boat owner.