



**HANDBOOK**

**OF THE**

**POTOMAC RIVER YACHT CLUBS**

**ASSOCIATION**

**(PRYCA)**

**June 2, 2003**

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## PRYCA PAST COMMODORES

<u>Year</u>	<u>Commodore (Yacht Club)</u>
1972	Jerritt Vandelune Charles A. Chalkley*
1973	Charles A. Chalkley*
1974	James Thornley
1975	Harold Rolfe
1976	Frank C. Palmer
1977	Frank C. Palmer
1978	Peter W. Kern*
1979	William T. Fine* (Aquia Harbour)
1980	William L. Green (Landmark)
1981	John J. White (Wicomico)
1982	James D. Finch* (Prince Georges Co.)
1983	Martin J. Clune (District)
1984	William D. Allen (Ft. Washington) Paul Burtner* (Marinette Owners)
1985	Paul Burtner* (Marinette Owners) G. Edward Nagel (National Potomac)
1986	G. Edward Nagel (National Potomac)
1987	Paul Burtner* (Marinette Owners) Howard Gasaway (Seafarers)
1988	Marsha Crossley (Capital)
1989	Jim Ifland (Aquia Harbour)
1990	Kenneth Kelly (Aquia Harbour)
1991	David L. Goodman (Aquia Harbour)
1992	John J. Sullivan (National Potomac)
1993	John J. Robey (Mount Vernon)
1994	Ned W. Rhodes (Occoquan)
1995	John R. Hancock (Aquia Harbour)
1996	Penelope N. DeMarco (National Potomac)
1997	Egbert ("Bud") Clark (Tantallon)
1998	Steven C. Donock (Mount Vernon)
1999	Mark Viehoever (Tantallon)
2000	Monica Lovell (Occoquan)
2001	Phil Bolin (Aquia Harbour)
2002	Curt Johnson (Aquia Harbour)

*\*Deceased*

**MEMBER CLUBS  
OF  
THE POTOMAC RIVER YACHT CLUBS ASSOCIATION**

<u><b>Club</b></u>	<u><b>Location</b></u>
Aquia Harbour Yacht Club	Aquia Harbour
Capital Yacht Club	Washington Channel
Cobb Island Yacht Club	Cobb Island
Colonial Yacht Club	Colonial Beach
Dahlgren Yacht Club	Dahlgren
District Yacht Club	Anacostia River
Eastern Power Boat Club	Anacostia River
Fairfax Yacht Club	Occoquan River
Fort Belvoir Yacht Club	Fort Belvoir
Fort Washington Boating Association	Piscataway Creek
Landmark Yacht Club	Aquia Creek
Mount Vernon Yacht Club	Dogue Creek
National Potomac Yacht Club	Columbia Island
Old Dominion Boat Club	Alexandria
Occoquan Yacht Club	Occoquan River
Port of Washington Yacht Club	Washington Channel
Prince William Yacht Club	Occoquan River
Quantico Yacht Club	Quantico Marine Base
Seafarers Yacht Club	Anacostia River
The Yacht Club at Swan Point	Cuckhold Creek
Tantallon Yacht Club	Swan Creek
Washington Yacht Club	Anacostia River

## **Section 1. HISTORY AND PURPOSE OF THE POTOMAC RIVER YACHT CLUBS ASSOCIATION**

The Potomac River Yacht Clubs Association (PRYCA) held its first meeting on September 18, 1971, at the Aqua-Land Yacht Club. The Charter Members of PRYCA in attendance were Aqua-Land, Landmark, National Potomac, Prince Georges, and Wicomico Yacht Clubs.

**1.1. PURPOSE. The purpose of PRYCA is to support recreational boating activities, and specifically to:**

- **Encourage and promote yachting, boating safety, and the advancement of yachting clubs within the Potomac River Basin;**
- **Represent its Member Clubs and their individual members in all matters affecting their interests and the interests of recreational boaters in general.**

In furtherance of these goals, PRYCA joined the National Boating Federation (NBF) in 1979 as a Regular Association Member. PRYCA also has established a special working relationship with the Chesapeake Bay Yacht Clubs Association (CBYCA).

To carry out these functions, the PRYCA Board of Directors meets each month at one of its member clubs. (Currently, these meetings are held on the first Monday of each month.) A Delegates Meeting, with representatives from each club, is held Quarterly in conjunction with a Board Meeting. Once each year, Commodores from all Member Clubs are invited to attend a designated Delegates Meeting for Commodores Call. In April 1990, the PRYCA began publishing a Newsletter five times a year, as a means of communicating with Member Clubs on a continuing basis.

Over the years, PRYCA has strived to fulfill two needs. One is a forum to discuss issues common to clubs on the River. As a group, we have assisted clubs in procuring insurance and have lobbied for hydrilla harvesting on the Virginia side on the River.

PRYCA's other major initiative is legislative issues. We work closely with the Chesapeake Bay

Yacht Clubs Association (CBYCA) to keep our Member Clubs informed on issues relating to recreational boating, and we have provided comment to public forums on issues such as the Wilson Bridge opening schedule and proposed Clean Air legislation for the Washington Metropolitan Area.

In 1993, PRYCA was a co-sponsor of the NBF Fall meeting, and we assisted with the NBF meeting held April 26-27, 1996 in Alexandria, Virginia.

**1.2. MEMBER CLUBS.** At present, there are twenty Member Clubs, including two of the Charter Clubs, Landmark Yacht Club and National Potomac Yacht Club. All member clubs are listed at the front of this Handbook.

**1.3. PAST ACTIVITIES.** In the 1980s, PRYCA sponsored the annual Queen of the Potomac Program, where young ladies from the various Member Clubs competed for the title of Queen and Princess of the Potomac.

PRYCA has also been a major contributor to the Washington Waterfront Association's (WWA) Blessing of the Fleet, held each May in the Washington Channel.

In July 1986, the first PRYCA "Float-In" was held at Aquia Harbour Yacht Club. The purpose of the Float-In was to promote the interaction of the Member clubs in a relaxed setting. The high point of each Float-In has been a dinghy race. In 1992, Aquia Harbour formalized the inter-club competition and initiated the Aquia Cup Trophy, awarded to the winning club. Currently, the competition includes a scavenger hunt and marine dexterity events (knot tying, piling lassoing, simulated ring tossing) as well as the dinghy race. In 1993, PRYCA took over sponsorship of the Float-In, which was moved to Fort Washington Marina to accommodate the larger number of participating boats. The number of vessels and persons participating has risen each year. In 1999, over 110 boats and more than 250 people registered for the PRYCA Float-In.

**1.4. CURRENT ACTIVITIES.** During the 1990s, the PRYCA developed a program to conduct or sponsor a number of nautical and social events each year as a means of encouraging exchanges and cooperation among the Member Clubs, thus enhancing the quality and enjoyment of our nautical activities. Currently, the major PRYCA events are:

- **A Winter Event** - a Change of Watch dinner-dance, during which the newly-elected

officers for the year are presented.

- **A Spring Event** - an informal dinner, traditionally hosted by National Potomac Yacht Club the night before the Washington Waterfront Association's Blessing of the Fleet in Washington Channel.
- **A Summer Event** - a float-in and party which is currently being held at Ft. Washington Marina, the only facility large enough to accommodate the PRYCA fleet. This event is typically hosted cooperatively by PRYCA and another yacht club with significant assistance from Ft. Washington Boating Association. The Float-In activities are centered under a large tent and include a Friday night Pot Luck dinner, a Saturday night buffet and dance, and a Sunday brunch in addition to the PRYCA Cup Competition. Coast Guard Auxiliary Courtesy Marine Examinations and other safety information are available to all participants.
- **A Fall Event** - the End-of Summer Party hosted by Tantallon Yacht Club.

The growing number of member clubs in the down-river area of the Potomac has spawned more events—Board and Delegate meetings and weekend “float-ins”—at The Yacht Club at Swan Point, Dahlgren Yacht Club, Colonial Yacht Club and others.

## **Section 2. OFFICERS DUTIES AND RESPONSIBILITIES OF THE POTOMAC RIVER YACHT CLUBS ASSOCIATION**

### **2.1. ELECTED POSITIONS.**

**2.1.1. Commodore.** As the ranking officer of the Association, the Commodore shall command the Association, shall conduct all general meetings and affairs of the Association, and shall chair the Board of Directors. The Commodore shall be responsible for appointment of designated (non-elected) PRYCA Board positions, committee chairpersons, review of committee nominations proposed by committee chairpersons and appointment of PRYCA representatives and/or liaison personnel. All appointments, representatives, and committees shall be submitted to the Board of Directors for approval. (See Sections 9 through 13.) The Commodore shall be an ex-officio member of all committees. The Commodore shall have the power, pending the

action of the Board of Directors, to suspend an Association member club or a member of these clubs for cause, i. e., violation of the by-laws of the Association.

**2.1.2. Vice Commodore.** The Vice Commodore shall be the second ranking officer of the Association, and it shall be the duty of the Vice Commodore to assist the Commodore in the discharge of duties. In the absence of the Commodore, the Vice Commodore shall officiate. In accordance with the Constitution and By-Laws, the Vice Commodore will also be the Chair of the Qualifications Committee. The functions of this committee are described in Section 11

**2.1.3. Rear Commodore.** As the third ranking officer of the Association, it shall be the duty of the Rear Commodore to assist the Commodore and the Vice Commodore in the discharge of their duties. In their absence, the Rear Commodore shall officiate. His power shall not exceed those of the Vice Commodore.

**2.1.4. Fleet Captain.** The Fleet Captain shall coordinate the on the water activities of the Association and serve as the liaison between the Association and all shore facilities which are used for dockage of vessels during any Association activities.

**2.1.5. Secretary.** The Secretary shall be the corresponding officer of the Association. It shall be the duty of the Secretary to maintain the official records to include minutes of all general and special meetings of the Association and of the Board of Directors. The Secretary shall supervise the preparation and release of all documents connected with the business of the Association, administer and maintain correct roll of all member clubs, together with the dates of their election. The Secretary shall notify new members of their acceptance. In case a member withdraws and subsequently rejoins the date of membership shall commence from the time of rejoining.

The Secretary shall receive all requests for PRYCA membership and shall record these applications and monies received prior to forwarding the application to the Chairman of the Qualifications Committee and the application fee to the Treasurer. The Secretary shall notify all Member Clubs of their election and, when the latter has complied with the regulations for admission, the Secretary shall furnish them with a copy of the by-laws, roster, and other items, as appropriate. It is the duty of the Secretary to initiate the correspondence of the Association, to prepare and issue notices of all meetings of the Association, and the Board of Directors.

**2.1.6. Treasurer.** The Treasurer shall have charge of the funds of the Association and

shall keep a true written record of all receipts and disbursements and shall render a written report at all meetings of the Association and the Board of Directors. Any disbursement of fifty dollars (\$50.00) or more must be approved by the Board. The Commodore shall also be authorized to sign checks when the Treasurer is not available.

**2.1.7. Members at Large.** The Association shall have five (5) Members at Large who will serve as members of the Board of Directors. They shall perform such duties and functions as may be directed by the Commodore. They shall also serve as true representatives of the membership by acting as liaison between all Member Clubs and the Board of Directors.

**2.2. MEMBER CLUB DELEGATES.** As provided in Article VIII of the Constitution and By-Laws, each Member Club shall appoint a Delegate to the Association. Delegates shall act as the Official Representatives of the Member Club in all matters brought to the attention of the Association. Delegates are the primary liaison between Member Clubs and the Association. Each Delegate shall make every effort to attend Delegate's Meetings of the Association to become informed concerning matters affecting Member Clubs and recreational boaters. Delegates shall be responsible for communicating information received through the Association to their Member Clubs. Delegates shall also be responsible for bringing to the attention of the Board and other Delegates matters affecting the interests of the Association and/or other Member Clubs.

**2.3. APPOINTED POSITIONS.** In addition to the elected positions described above, the Commodore may appoint, with the approval of the Board of Governors, those additional positions as may be necessary or desirable to carry out the programs and policies of the Association. Individuals holding these appointments shall have all the privileges of Board membership except that they shall not participate in formal votes. Positions in this category are listed below.

**2.3.1. Newsletter Editor.** The Commodore shall appoint a Newsletter Editor for the Association. The Newsletter Editor shall be responsible for the publication of the Association's newsletter. The Newsletter Editor shall also encourage communications between the Association and the Member Clubs through the interchange of newsletters and club notices and assist in maintaining the Association and its Member Clubs in the public view through the use of press releases, photographic coverage, etc. Upon request from the Newsletter Editor, the Commodore may appoint additional individual members to assist the Newsletter Editor.

**2.3.2. Supply Officer.** The Commodore may appoint a Supply Officer for the Association. The Supply Officer shall be responsible for the procurement and maintenance of sufficient supplies of Association insignia, burgees, stationery and other material as deemed necessary by the Board. The Supply Officer shall assure that all necessary insignia is on hand and is presented to newly elected Officers in time for new Officers to wear the insignia at the annual Change of Watch. The Supply Officer will also assure that the appropriate Officer's flags and plaques are available at the Change of Watch. The Supply Officer shall also be responsible for the supply and sales of such items as Association shirts, caps, and other items offered for sale to members and nonmembers. The Supply Officer will provide a monthly report to the Treasurer indicating additions, withdrawals, and dollar value adjustments to the inventory maintained by the Supply Officer.

**2.3.3. Float-In Coordinator.** The Commodore may appoint a Coordinator for the Annual PRYCA Float-In. In many cases the Rear Commodore will handle this duty. The Coordinator shall be responsible for the overall planning and operation of the Float-In. As this is the most ambitious and complicated function sponsored by the Association, a separate section in this Handbook has been devoted to the Float-In. (See Section 4 on Float-In Planning and Coordination.)

**2.4. PRYCA REPRESENTATIVES AND LIAISON APPOINTMENTS.** The Commodore, with Board approval, shall make all PRYCA representative and/or liaison appointments to external organizations of interest to the Association and its Member Clubs including, but not limited to:

- The United States Coast Guard (USCG), District V
- The USCG Auxiliary, District V
- The United States Power Squadrons (USPS)
- The District of Columbia Harbor Branches of the Metropolitan Police and Fire Departments
- The Metropolitan Council of Governments
- The Potomac River Fisheries Commission (PRFC)
- The Waterfront Washington Association (WWA)
- The Chesapeake Bay Yacht Clubs Association (CBYCA)

**2.5. STANDING COMMITTEES.** The functions and composition of Standing Committees are specified in Article VII of the PRYCA Constitution and By-Laws . The Commodore, with Board approval, shall make all appointments to Standing Committees. The Standing Committees are:

**2.5.1. Qualifications Committee.** The Qualifications Committee is composed of the Vice Commodore and the Commodores of three Member Clubs in good standing. This committee will review and process applications for PRYCA membership in accordance with Article III of the PRYCA Constitution and By-Laws. The Vice Commodore will Chair the Qualifications Committee.

**2.5.2. The Nominating Committee.** Nominating Committee is composed of the Immediate Past Commodore and three other members. This committee shall be appointed not later than the February meeting of the Board of Directors. The Immediate Past Commodore will Chair the Nominating Committee.

**2.6. ESTABLISHED COMMITTEES.** Established Committees are formed upon the recommendation of the Commodore and approval by the Board of Directors. The Commodore, with Board approval, will make all appointments to Established Committees. Currently established committees are:

**2.6.1. Entertainment and Liaison Committee.** The Entertainment and Liaison Committee shall provide and schedule all entertainment and render a prompt financial report on all affairs. The Rear Commodore shall chair the Entertainment and Liaison Committee and shall nominate, and the Commodore appoint, with approval by the Board of Directors, such additional members as required. The committee shall establish and maintain a close liaison with the Member Clubs to avoid conflict between Association and Member Club events. The Rear Commodore shall provide a guest speaker for the quarterly Delegates Meetings.

**2.6.2. Budget Committee.** The Budget Committee shall develop and recommend to the Board for final approval a proposed budget for the next fiscal year, including the proposed dues for the following year, by not later than the last Board meeting prior to the date of the Annual Meeting.

- The Treasurer will nominate, and the Commodore appoint, with approval by the Board of Directors, members of the Budget Committee. The Treasurer will be Chair of the Budget Committee. It is suggested that, at a minimum, the committee shall include the current Rear Commodore (as Chair of the Entertainment and Liaison Committee), the Secretary, the Float-In Coordinator, the Newsletter Editor, and the Commodore nominated for the next year.
- Subsequent to Board approval of a budget for the next year, the Budget Committee shall document the approved budget and provide copies to the Board members and other appropriate people. The Budget Committee's responsibilities shall have been discharged and it shall be dismissed after distribution of the documented approved.

**2.6.3. Audit Committee.** The Audit Committee shall consist of a Chairman and at least two (2) members, who shall be appointed by the Commodore, with approval by the Board of Directors.

- The Budget Committee shall ensure that the activities proposed by the Board of Directors remain within the budget of the Association or propose alternate measures to accommodate the proposals which will maintain fiscal integrity.
- The committee shall audit the books of the Association during each October in time to present the report during the Annual Meeting in November. The committee may be required by the Board of Directors to perform audits at other

times during the year.

**2.6.4. Legal and Legislative Committee.** This Committee shall consist of a chair, appointed by the Commodore with Board approval, and additional members as required. The duty of this committee shall be to be alert to all legislative and regulatory proposals, Federal, state, county and local, that may affect recreational boaters, to attend hearings and meetings, and to present or defend the position of the recreational boater. (See Section 2.4 for related Representative and Liaison Appointments.)

**2.6.5. By-Laws Committee.** The Commodore will appoint, with approval by the Board of Directors, a chair and members of the By-Laws Committee, as deemed necessary. Committee membership, as a minimum, shall include one Past Commodore and, if possible, a practicing attorney.

- The By-Laws Committee shall maintain the By-Laws of PRYCA up-to-date with the management requirements of the Association, as stipulated by the Board and approved by the general membership. The committee shall conduct an annual review of the By-Laws and submit a report of its recommendations to the Board.
- The committee shall maintain constant vigilance of all activities of the Association and shall bring all noted violations of and discrepancies with the By-Laws to the attention of the Commodore and/or the Board of Directors.
- In addition, the By-Laws Committee shall be responsible for the maintenance and review of the Association's Handbook. Proposed changes to the By-Laws and the Handbook shall presented to the Board for approval. Proposed changes to the By-Laws shall be processed according to Article XIII of the Constitution and By-Laws.

**2.7. MEMBERSHIP SOLICITATION.** It shall be the responsibility of all members of the Board of Directors to seek and secure new Member Clubs and to promote ways of increasing the Association's membership.

### **Section 3. SCHEDULE OF FEES OF THE POTOMAC RIVER YACHT CLUBS ASSOCIATION**

**3.1. INITIATION FEE.** The initiation fee for prospective club membership in the Association is set at \$25.

**3.2. ANNUAL DUES.** The annual dues for Member Clubs is \$60. The Treasurer shall send out the invoices on or about the first of January. Invoices are due and payable before the February Delegates Meeting. (See Article VIII, Section 4 of the By-Laws.)

### **Section 4. FLOAT - IN PLANNING AND COORDINATION OF THE POTOMAC RIVER YACHT CLUBS ASSOCIATION**

The Float-In is the premier PRYCA nautical and entertainment event of the summer. Typically, it is held on the second or third weekend of July of each year; this date may be adjusted as appropriate.

**4.1. FLOAT-IN COORDINATOR.** The Float-In Coordinator is appointed in accordance with Section 2.3.3, above. The Coordinator, in consultation with the Commodore and Board of Directors, shall be responsible for site selection and the overall conduct of the Float-In. The Coordinator shall establish committees appropriate to assist in the preparation for the event. Suggested committees are:

- Steering Committee (former Coordinators)
- Entertainment (including bar and raffles)
- Programs/Registration
- Marina Liaison
- Facilities
- Publicity
- Aquia Cup Competition
- Finance

**4.2. SITE SELECTION.** The site for the Float-In shall necessarily be able to provide a minimum of 100 transient slips. The Coordinator shall investigate available Marinas and shall report available sites to the full Board no later than February of each year. In addition to the slip requirement, the selected Marina must have a large area sufficient to accommodate placement of a tent containing approximately 4,000 square feet. The tent area must have access to power sources capable of providing at least 120 amps of electrical service. In addition, the selected Marina must be accessible to a majority of the member clubs members with a maximum travel time by water of four (4) hours. Additional desirable features are ship's store; adequate rest room/shower facilities; and food services.

Immediately upon site selection, the Coordinator shall initiate the process of determining the actual number of available slips. While that number will probably not be finalized until two (2) weeks prior to the event, the Coordinator should have a realistic estimate  $\pm 5$  slips within one (1) month of the event.

**4.3. CATERER AND BAND SELECTION.** The Coordinator shall investigate possible caterers for the Float-In. The selected caterer must be capable of providing food service to over 250 people for the Saturday night dinner and Sunday morning brunch. In interviewing potential caterers, the coordinator should determine that the caterer has sufficient personnel to:

- Prepare the necessary food
- Set up for the event
- Serve the attendees in a reasonable period of time.

In addition, the Coordinator shall initiate Band selection in February of each year, with the final decision to be made no later than the end of March of each year.

**4.4. FACILITIES.** The Coordinator shall investigate organizations capable of providing the tent, chairs, tables, dance floor, "bandstand" and fans. The tent must be sized to be capable of accommodating 300 attendees. In addition, the Coordinator will ensure that folding tables and chairs for 110% of the registrants are provided. The caterer will require approximately 6-8 tables for food service. An additional four tables will be required for registration and sales tables. The remaining tables shall be able to accommodate a minimum of eight (8) persons per table with a 110% coverage for registrants. [For example, if 270 people for anticipated for the

Saturday night dinner, then the coordinator would ensure that  $(270 \times 1.1) / 8 + 12$  tables are ordered or a total of 50 tables]. The dance floor should be about 21' x 27', and the band or DJ area about 9' x 21', for a total dance floor of about 21' x 36'. A minimum of eight floor fans must be provided.

**4.5. EVENT COORDINATION.** By the middle of April of each year, an initial flyer should be mailed to Club Delegates reminding them of the event and the necessity to publicize it at their respective clubs. By the middle of May of each year, the formal registration package should be mailed to each Club's Delegate. The last Friday of June of each year should be established as the fixed cut-off for Club and participant registration. Copies of the initial flyer, registration packet and other related materials are available from the Association files maintained by the Coordinator.

**4.5.1. Invitations.** Invitations will be sent to interested and supporting organizations, such as:

- Maryland National Capital Parks and Planning Commission
- United States Coast Guard
- Chesapeake Bay Magazine
- Soundings Magazine
- Maryland Department of Natural Resources
- Potomac River Rescue
- Local Fire Departments
- District of Columbia Fire Department

**4.5.2. Registration.** The Coordinator shall prepare detailed Club-by-Club records of registration, to include:

- Club Name
- Boat Names
- Crew Names (include first and last name of each person attending, including children by age)
- Boat Dimensions
- Power Requirements
- Total Meals (by Dinner and Brunch)

In addition, the Coordinator shall prepare a detailed list of Slip Numbers and Boats for use by the Fleet Captain and volunteer Dock Captains.

**4.6. FINANCIAL RECORDS.** The Coordinator shall establish a budget for the event, to include the following:

- Income:
  - ◆ Slip Fees (i.e., boat registration)
  - ◆ Personal Registration
  - ◆ Bar income
  - ◆ 50/50 Income
  - ◆ other (i.e., ice, etc.)
  
- Expenses:
  - ◆ Marina expenses (i.e., slip and power costs)
  - ◆ Caterer
  - ◆ Facilities
  - ◆ Entertainment
  - ◆ Raffle prizes
  - ◆ 50/50 expenses
  - ◆ Bar expenses (Including liquor, mixes, ice and liquor license)
  - ◆ Trash removal
  - ◆ Ice (for sale to attendees)
  - ◆ Miscellaneous
  
- The Coordinator shall submit a preliminary budget to the Board for approval. The Coordinator's final report, including a final reconciliation of income and expenses, shall be submitted to the Board within one (1) month after the event.

#### **4.7. EVENTS AND ACTIVITIES.**

**4.7.1. Door and Raffle Prizes.** The Coordinator shall be responsible for arranging business contributions to the Float-In in the form of Door Prizes. In addition, the Coordinator shall be responsible for arranging for the purchase of any raffle prizes determined to be appropriate.

**4.7.2. Aquia Cup Competition.** The PRYCA Cup Committee Chair shall appoint a committee of not less than four people to administer the Aquia Cup competition, which shall include, but not be limited to, a test of Nautical Skills, a Scavenger Hunt and Dinghy Races.

**4.8. POST-EVENT ACTIVITIES.** Following the Float-In, the Coordinator will also prepare and send letters of appreciation to Business Contributors, the Home Yacht Club, Host Yacht Clubs for volunteer Dock Captains, and the host Marina. In addition the Coordinator shall maintain a Float-In Book to be turned into the Board to be made available to future Coordinators.