



Shorelines

Lakeshore Yacht Club

Volume 19, Number 1

March/April 2009

LAUNCH DATES: FRIDAY APRIL 24th – NOON TO DUSK
SATURDAY APRIL 25TH – 7:30AM UNTIL COMPLETION

From the Commodore

At the time of writing I am still enjoying the sun and beach in Florida but email has kept me in touch about the comings and goings around the club. The successful British Pub night and the upcoming first Arts Show. My chairs and stools will be there but I will not be home until the first week in April.

Launch is just over a month away. With that in mind, I have a few points to make about Launch 2009. I hear the weather has prompted many members to start the spring clean up getting their boats ready for launch. Let's hope the sunshine and warmer temperatures last for everyone to get VC 17 or whatever product on their boats in time for launch April 24 and 25. Please remember to keep the area around your boats clean and dispose of shrink wrap or other material in the proper manner.

Please be reminded to take a moment to double check that your ladder is properly tied off and secured from sliding out from underneath you as you work on your boat. In the past two seasons there has been a noted trend of serious and potentially life threatening incidents involving club members and ladders.

PLEASE TAKE THAT EXTRA MINUTE TO CHECK AND MAKE SURE YOUR LADDER IS TIED OFF.

This season the board has decided to enforce the "proof of insurance" bylaw at launch. Every member should have received a proof of insurance request with the invoice for this year's moorage and membership dues. A photocopy of the current insurance policy was to be enclosed with your membership remittance. If you have overlooked this request please comply and forward the requested documentation. Your boat will not be scheduled for launch if there is not a record of the current insurance policy.

A suggestion to all sailboat owners who require assistance, removing their mast from the storage racks, and who doesn't with all the bigger boats in our fleet. Try

to schedule this work for the morning of Sunday April 26, immediately after boat launch. A tradition has been established whereby you help five members stage their masts then the sixth mast removed will be your own. This method has proved effective in the past to lay out the masts and sharing the work load among the membership. This would avoid the scenario where a member shows up mid week when only our 70 year old venerable retirees are in the yard and them being requested to help slug masts, this is just not on!. Please give this some thought and plan ahead. We do not want to see any of our members hurt slugging masts about the yard.

Since the last Shorelines there have been a couple of worrisome items presented to the board. In November the board heard that the crane companies would not be providing hoist services to boat clubs for the 2009 season. This was reportedly due to new insurance regulations. On hearing this information I contacted All Crane, the company we have used at LSYC for many years. They assured me this new policy would only effect clubs that rely on lifting and transporting boats by crane to their final store location. We truck most of the boats across the yard at launch and haul out. The All Crane dispatcher stated that there have been a number of safety concerns reported to him by the crane operators, some who are now refusing to be dispatch to certain boat clubs.

In light of this information I plan to make an enquiry with the Hoisting Engineers Training program, as to the possibility of developing a short concise rigging course designed round our crane crews needs. This would demonstrate our club's commitment to safety.

In light of this information any member planning to launch their boat after launch weekend should be aware that they will be required to pay the extra costs involved in having to transport a boat by truck to the launching site. This could be a substantial additional cost to having your boat launched later in the season.

The second issue was our club's property assessment. In the fall the majority of clubs around the GTA reported at the Council of Commodores, exorbitant increases in their land assessment values (as much as 10 to 18 times their present rating). At the time of this writing, many clubs are engaging council and vigorously contesting these assessments. As you can imagine, this got the attention of our board. Thankfully with a good deal of work from our newly elected treasurer Peter LaFlair, we have been able to establish that Lakeshore Yacht Club is one of the few clubs that can expect to receive only a modest increase in tax assessment. On behalf of all our members a big thank you to Peter for his efforts.

There has been long discussion about the acquisition of more comfortable patio furnishings for the club. I for one cannot sit at a picnic table for very long and will welcome a more comfortable place to have my dinner. There have been chairs at the club for members to try and provide feedback. It is the board's plan to have new tables and possibly chairs this season. Buying patio furnishings can be a lot of work meeting all the requirement of our membership!

I encourage all the members to plan to work at the launch and mast stepping weekends in the yard, the crane crews, on the docks or in the kitchen. This is a means of getting your work hours in for the 2009 season.

As I enjoy the sunset here over the gulf, I am thinking of the great sunsets I can see from Tomcat at our mooring at the club. I am looking forward to getting back on the water and enjoying the sailing season. In closing, on behalf of the LSYC board of directors I wish all a safe and enjoyable 2009 boating season.

Peter Tomlin
Tomcat

Vice Commodore

As we look forward to getting back on the water I want to take this opportunity to thank the members of the Finance Committee who met several times before the AGM to discuss long range plans for the club. Input from the committee will continue when we receive the study from the actuary and move forward to finalize a reserve fund structure. Input from all members is always welcome. If you have questions or concerns about the club's finances, please bring them directly to my attention.

Many thanks are extended to Peter LaFlair who has worked tirelessly during this busy time of year to process membership invoices and payments and to respond to numerous member inquiries. Thanks also to Stewart Rauch and John Hayward who passed the Treasurer torch along to Peter and helped him put together the invoice mailing – I'm sure everyone can appreciate that this is a huge task considering the number of members,

changing boats, changing membership status, and changing addresses.

Our Property Director, Andrew Heim, and Property Manager, Jim Lewis have been working hard to lay the groundwork for Spring and Summer projects. Work projects will be posted as they have been in the past. If members don't volunteer to take on posted projects within 30 days, we will outsource the work to a paid contractor.

Most of the projects that will be undertaken this year are listed in the AGM Power Point presentation included with this edition of Shorelines. If you have any ideas regarding the projects, please don't hesitate to share them with me.

As you take a look at the attached AGM presentation, please keep in mind that the included notes were made as brief speaking points and reminders for the presenters. If you have any questions about the AGM, I'm happy to answer as best as I can.

Caroline Chassels
Just Magic

Membership Director

After such a long, long winter, its nice to sit here and see the sun shining and the temperature up to double digits! We've been busy with membership issues over this winter. The Boat Show was, in my opinion, a success. We had lots of interest from fellow boaters and numerous inquiries about membership. Lakeshore Yacht Club continues to be seen as a friendly club, with a great location and facilities.

I followed up the requests for membership with an Open House in February. This was well attended and we will have at least 5 new members joining us this season. They will be starting off as social members, and moving to wet members as slips become available over the next few years. We also have changes within the Club, as some old members move on and members who have been away, return. Members should remember to keep myself and the Harbour Master informed of any future changes in boats, addresses, phone numbers, etc.

We will all be busy over the next few weeks, getting ready for launch. Some of our new social members have expressed interest in being involved with the work. This will help them become active, contributing members of the Club, so please welcome them, as we always do, and help them get oriented to the Club. A majority of new members, and people in the community who want to be in the Club, live within a few blocks of the Club. This makes us more of a "community" member and shows the Club's importance to the community. I will be reviewing our membership list over the next few weeks, and updating it. Also, I will be checking insurance forms. Some members did not include the form with their membership cheques. Let's get the

paper work done soon so we can all enjoy the boating season!

Jim Malcolm
Blue Tango

Harbour Master

As boaters, few things excite us as much as spring by the water. Like falling in love all over again, we rekindle our romance with the sea, the wind and the waves. So also, begins our rather short window to maintain and improve our dock system.

The winter ice was mostly kind to our floating terra firma. There is damage to the Visitors dock that will need repair before launch, but the majority of A and B spline are without issues. We will be assembling work parties to prepare the docks for launch, as well as the usual ongoing maintenance of pumping barrels and replacing soft boards.

We also hope to continue the work of building new docks. The Board of Directors has approved in principle, the banking of work hours by club members who participate in the construction of new docks. We have a couple of projects in mind, so if you can commit some time and are interested in participating, please contact me at maxtrek@yahoo.com.

Tom Jordan
Darina VI

Property Director

Spring is finally here and it's time to start thinking about launch and spending time at the Club. We have several large projects planned for this year including replacing our aging BBQ's, getting new patio furnishings, converting the Wheelhouse railing and refurbishing the men's washroom. As always there are numerous jobs, both large and small, which need to be attended to around the Club and these will again be posted on the notice board outside the washrooms. All jobs are eligible for work hours and will go towards maintaining our fabulous club and facilities.

Being new to the board this year, it has taken me a little time to get up to speed on all the responsibilities and duties of the position, but I feel that we're on track for a busy and productive year at LSYC.

I look forward to seeing everyone around the yard and clubhouse again this season as well as out on the water.

Andrew Heim
Maroca II

Fleet Captain

Counting down the days.....looking forward to another great season frolicking around the lake.

The racing schedule has been posted on our LSYC website calendar. If you do not check out the web, I'll have a calendar available for you at the Racing Registration meeting on April 16th at 19:00 hrs. The racing rules have changed slightly and I will be holding a meeting to discuss these changes on April 9th at 19:00 hrs. Lastly for our April meetings, Brayden Woods will be talking and answering questions about starting line tactics on April 23rd at 19:00 hrs. If anyone needs their sails measured for PHRF I will be at the club to measure sails on April 19th and 26th at 12:00 hrs. If you have any questions about sail measuring, if you need it, or way, please do not hesitate to ask.

Please note, any of the racing weekends, are more importantly social cruising weekends. I would like to invite any cruisers to join the racing fleet at whooping it up wherever LSYC cruisers and racers go. There will be organized BBQs at each location. I am also organizing a Social cruise for the end of August. The website currently says it will be to BHYC, but that is going to change. I will update the site when the location is confirmed. Please feel free to make any recommendations to me. I am at the end of B dock in slip 77.

Wednesday racing is due to start on May 6th. I would like to thank our Race Committee of Dawn, Judy, Doris, Jim Lewis, and Bill in advance of doing a great racing season of great courses and good times. Wednesday first horn will be no earlier than 6:30, and the BBQs will be right after racing on the patio.

Date Recap:

April 9th - Racing Rules at 19:00 in the clubhouse
April 16th - Racing Registration at 19:00 in the clubhouse
April 23rd - Starting Tactics at 19:00 in the clubhouse
April 19th and 26th - Sail Measuring 12:00 to 15:00 hrs in the clubhouse.
May 6th - Wednesday Night Racing begins.

Have a safe and great season.

Sean Furniss
Sierra Tango

Environment Director

GARDEN COMMITTEE

While there may be changes in the wind for the appearance of the patio this spring, a level of continuity will be provided by the magnificent gardens that surround and extend beyond the patio to the east and the west. In conjunction with the floral displays that continue over much of our property, they provide a

welcoming atmosphere to members and visitors alike. Anyone who would like to assist in continuing this great tradition at LSYC should keep April 14 open to attend the organizational meeting of the gardeners, or contact Sharon Nielson, our Garden Committee Chair.

OFFICER OF THE DAY PROGRAM

Thank you to all of those members who responded promptly to the call of duty over this winter. It would appear that this program has had a positive effect, as I have not heard of any security breaches at this time.

A few members found that they left sign-up too late, and that there were no dates available. I have suggested to these people that they leave a note in the OD Binder stating a willingness to fill in if any scheduled duty officers find that they need a replacement.

Sign-up sheets for the Summer OD Program should be posted by mid-April. A member is permitted two Summer OD duties. To those people who did not fulfill their obligation in either the past summer or winter programs (and there were quite a few), you should make an extra effort to ensure that you secure your two dates early.

All duties occur from 6PM until 10PM from Sunday to Friday. In addition, there may be a need to have an OD on duty on the few Saturdays when a fleet is expected in from one of the reciprocal clubs, to ensure that docks are assigned efficiently and that the visitors are welcomed appropriately. So take note that there will be some Saturday dates needing to be filled on the OD calendar as we are informed of a fleet's intent to stop by for a night or two.

For further information, contact Gary Notar, our OD Program Coordinator.

BOAT PREPARATION

It is essential that all members adhere strictly to the environmental procedures that are in place, as to ignore them can create long-lasting problems for our members and the surrounding community. Below is a list of the procedures currently in place.

Used Oil. Dispose of used oil in either of the two containers labeled 'USED OIL ONLY'. **Do not place antifreeze or other liquids in this container.**

Antifreeze. Use of non-toxic antifreeze (propylene glycol) is recommended.

Toxic antifreeze **MUST NOT** be pumped into the harbour or onto the grounds. If you choose to use toxic antifreeze, the following procedures must be followed:

- have a helper stand by the exhaust to collect excess toxic antifreeze either directly into a container or by hose to a container
- flush system with water to ensure that all the antifreeze has been removed.

- all antifreeze may be disposed of in one of the two containers labeled 'ANTIFREEZE ONLY'.

Boat Shrinkwrap: Arrangements have been made for your shrinkwrap material to be picked up by a recycling company. Please take a few moments to ensure all shrinkwrap is tied tightly in bundles and placed under your boat in a secure area until the bin arrives mid-April. A piece of plastic cut from your shrinkwrap can be used to secure the bundle without contaminating the load. The bin will be available until just after launch. **Please remove all wood, other framing materials, plastic bottles, vents, hard plastics and wiring, as these pieces are not recyclable, and will result in the load being diverted to landfill, not recycling.**

Old Batteries: Old batteries, if not removed from Club property, must be placed near, but not impeding access to the used oil and antifreeze drums. Most battery retailers will accept old batteries.

Plastic, Glass, Metal, and Cardboard: The Club has regular recycling boxes within easy access from the patio. As well, there are tall, wheeled blue recycling containers in the recycling hut. Please ensure that ALL recyclable materials are deposited in the appropriately marked containers.

SAFE STORAGE/DISPOSAL OF MATERIALS

Paint and Solvents: Empty paint cans, trays, dried brushes and rollers may be put in the regular garbage disposal dumpster. Cans containing liquid paint should be removed from Club premises and either stored at home or taken to a designated municipal disposal site, such as at the municipal Environment Days listed below.

Local Municipal Environment Days (2009):

(All events are from 10 AM to 2 PM)

<u>DATE</u>	<u>LOCATION</u>
Sunday, April 5	Grenadier Restaurant High Park
Saturday, May 30	The Albion Centre (Albion Rd. at Kipling)
Saturday, June 20	Richview Collegiate (Islington & Eglinton W)
Saturday, June 27	Col Sam Smith Park (Powerhouse lot)
Saturday, September 12	Toronto Hydro Building, 2 Civic Centre Court
Sunday, September 13	Woodbine Centre (Rexdale Bl at HWY 27)

Paint Scraping/Sanding: When removing old bottom paint and/or gelcoat, care must be taken to contain all removed material. Use of sand or soda blasting (or any other method using the introduction of air) may be undertaken only with the written approval of the Property Manager.

Before scraping or sanding the boat, spread a plastic sheet on the surrounding ground and erect a suitable

windbreak. Be very careful of wind gusts. When scraping is complete, carefully fold or roll plastic sheeting and remove it to a Hazardous Waste facility.

Old Propane Tanks: These must be removed from Club property.

Regular Garbage: This must be disposed of in the Club dumpster. DO NOT put garbage in the city walkway containers. Garbage cans on site are for the barbecue and eating areas and not for disposing of garbage brought from your boat or car. Use the dumpster for this.

Pump Out: Ensure your boat is securely tied up and the pump connection is firmly in place. If unsure of operation, contact a staff member for assistance. NOTE: the water hose located next to the pump is for rinsing only and should NOT be used for potable water.

Flammable Materials: Care must always be taken when storing liquids such as gasoline, diesel, propane or any type of varsol-based materials. Store propane tanks outside the boat or in separate outside vented lockers. Check for leaks from internal lines to stoves and other appliances.

Refueling: No boat should be refueled at its slip.

Jim Badame
Esprit

Communications Director

Launch often attracts the media to Lakeshore Yacht Club for this good news story. I would like to ask all members to welcome reporters and camera people and to assist them as best you can. That may include allowing them to park in our lot for a short time.

The Store will be providing delivery service to the Club Friday afternoons beginning April 17th. See the attachment for details.

The other attachment is the AGM presentation which our Vice Commodore refers to in her article. Please note, if you are not receiving Shorelines via e-mail, hard copies of the AGM presentation are available upon request.

Alicia Markson
Champagne

Social Director

Well, 2009 started off with a bang at LSYC with the **New Year's Eve Party** followed by the **Commodore's Levee** on New Year's Day.

Just this past March 14, 2009 we had the first **British Pub Night**. I was fortunate enough to have volunteers

willing to make traditional English Bangers on the Friday night prior (Shirley Carrigan, Elaine Bonnett and Paul Ormandy). Dinner was steak and mushroom pie, bangers and mash and trifle for dessert. We also had a quiz of English terms, the winners received 4 cans of Kilkenny (I don't think they shared). We also played darts and watched Benny Hill and Fawlty Towers. I would like to thank my volunteers immensely because without them we cannot put on these wonderful events!

I do have to toot my own horn in this issue of Shorelines. On March 8, 2009 I participated in the **Toronto Culinary Salon 2009 cooking competition** in the Wedding Cake and Petit Four divisions. This competition is a Provincial competition held yearly at the Canadian Food and Restaurant Show. I received 2 bronze medals, not bad for my first competition. Now LSYC has an award winning chef as their social director – you guys are so lucky!

Launch is quickly approaching and I require numerous volunteers for the Friday and Saturday of Launch as well as Mast Stepping. Dee Vanzon will be catering both Fridays but I will still need volunteers for both Fridays and the Saturdays to pick up supplies, cook, set up and clean up. Please contact me as soon as possible, these events cannot run without volunteers.

To attract more people for launch and haul out (as numbers have been dropping in previous years), your award winning chef/social director will be offering the following menus on the Saturdays of Launch and stepping:

Launch: Corn chowder, steak sandwiches and dessert

Stepping: Chili, garlic mashed potatoes and dessert
Please be advised that your lunch is complimentary if you are working the ENTIRE day of launch and the ENTIRE day of stepping. If you are not working those days, you must purchase a lunch ticket for \$10.00.

Summer BBQs will have to run without my input or direction as I cannot be at the club on Friday nights because of my work schedule. Please sign up to take on a Friday night BBQ. Those nights without volunteers, will unfortunately be cancelled with no prior notice to the membership. This is a popular event at the club and I would hate to see any cancellations.

I look forward to this summer with several new events taking place, including Indian Food night and the 'Drive-in Movie and Grill your own steak night'. The social calendar for the Summer of 2009 will be posted in the Club as soon as possible – the online calendar has all dates listed.

Please contact me as soon as possible to volunteer at 416-253-8566.

Jen Zimmerman
Ashe

LAUNCH AND STEPPING INFORMATION

MEMBERS INVOLVED ON LAUNCH CREWS

- work party volunteers need to **sign in** at the A-Frame prior to starting your shift
- when you sign up, you are committing to a **minimum of 4 hours**
- work crew must have their **boats ready for launch BEFORE signing in**
- work crew will be permitted **30 minutes to launch** boat and return to crew
- work commences on **Fri 24 Apr at Noon** and on **Sat 25 Apr at 7:30 AM**
- you must also **sign out** at the end of your shift and pick up your **work chit**
- crew leaders will hopefully be wearing orange vests
- you will be assigned to one of the following work parties (general description only)

ACTIVITY	General Tasks
DOCKS – Pre Launch	<ul style="list-style-type: none"> - power wash dock ladders and install - power wash docks
CRANE (2)	<ul style="list-style-type: none"> - run straps under boat - secure and tie off straps - bow and stern line control - affix sling marks as required - strap control lines - detach straps
COORDINATOR	<ul style="list-style-type: none"> - coordinate with trailers and cranes
YARD – Trailers	<ul style="list-style-type: none"> - insert bars under cradle - make sure lines will not get caught on trailer - check pads are secure - remove blocks before trailer moves
YARD – General	<ul style="list-style-type: none"> - collect blocks and other wood in carts - break down cradles - hook up and coordinate power washers - move trailered boats to crane
DOCKS – Launch Day	<ul style="list-style-type: none"> - assist boats to dock
YARD – Post Launch	<ul style="list-style-type: none"> - assist in storing cradles - set out saw horses, tables and masts - move hoses to docks

BOAT OWNER RESPONSIBILITIES

- Boats will not be launched or stepped without the skipper or his/her designate on site
- Please attempt to ensure that your engine is functional in order to clear the service dock quickly

SAFETY ISSUES

- No parking in the yard; No children or pets in the yard
- Only authorized crew and the skipper are permitted in the vicinity of the trailers and cranes
- Please be vigilant; there is heavy equipment moving through the yard at all times
- **ABSOLUTELY NO ALCOHOL** may be consumed by crew members until signed out

ORDER OF LAUNCH

- Fri 24 Apr commencing at NOON we will launch the boats in the south end of the yard.
- Boats will be launched from west to east
- Owners of all boats being launched on Fri should be on site before NOON
- These are the boats that are picked up and hauled over the fence
- There is potential to launch the south row of power boats as done last year
- There is potential to launch any boats on vehicle trailers that are accessible
- Sat 25 Apr commencing at 7:30 AM we will begin launching all remaining boats
- We will start in the outer rows with three crews working (one on power, two on sail)
- Note that we do not necessarily follow a row so do not assume that because you are in a buried row that you will not be launched until later in the day
- If you are in the first 3 rows, you should be on site by 7:30 AM

- Upon arrival, check the status in the yard; if your boat is visible, let the Crew Leader in the yard know that you are ready (make sure you remove your ladder and, if it is not raining, leave your hatch open so the crew knows the boat is ready)
- If you need a tow, check in with the Launch Coordinator at the crane

CRADLES & STANDS

- As soon as you have docked your boat, return to your cradle and remove the pads
- Safely store pads and take to car as soon as possible (you should have boat name on pads)
- The Yard Crew will knock down the cradles and tie for storage
- If you use stands, it is recommended that you dismantle them and remove them from the yard
- If you supply your own blocks and intend to take them home, remove them from the yard

MEMBERS INVOLVED ON STEPPING CREWS

- Sign up sheets, sign in and minimum commitment as for launch
- work crew must have their masts ready for stepping BEFORE signing in
- work crew will be permitted 30 minutes to step mast and return to crew
- work commences on Fri 1 May at 7:30 AM and on Sat 2 May at 7:30 AM
- you must also sign out at the end of your shift and pick up your work chit
- you will be assigned to one of the following work parties

ACTIVITY	General Tasks
CRANE (1)	<ul style="list-style-type: none"> - dock boat and position - secure and tie off strap to mast while on dolly - make sure not top heavy - fore and back stay control - attention to support of furling - secure stays on signal from crew leader
COORDINATOR	<ul style="list-style-type: none"> - coordinate boats at crane with yard crew
YARD - Masts	<ul style="list-style-type: none"> - lift mast to dolly - back of mast facing up - keep lights and furling clear - care with windex, antenna - support furling gear - transport mast to crane - remove required ties to free fore, back and upper stays
YARD – General	<ul style="list-style-type: none"> - as space is cleared, remove more masts from racks - at end of stepping, store saw horses & barrels - clean up yard of any garbage
DOCKS – Launch Day	<ul style="list-style-type: none"> - assist boats off dock and back - if required, go with skipper
YARD – Post Launch	<ul style="list-style-type: none"> - move tables back to patio

ORDER OF STEPPING

- Both days commence at 7:30 AM
- Sign up at Notice Board by OD Station; if you MUST step on either a morning or afternoon or on a particular day, please ensure you sign up, otherwise check in with the coordinator upon arrival
- Ensure that all stays and lines not needed for stepping are secured (where you will be able to untie once the mast is stepped!)
- Bungee fore, back and upper stays for transport on the dolly
- When your mast is ready, check in with the Stepping Coordinator at the crane
- Do not leave the dock until given the OK by the Dock Crew; you will be told what boat you follow
- If you need a tow, check in with the Launch Coordinator at the crane

LAUNCH – CREW REQUIREMENTS

We are hoping to identify crane & yard crew leaders with orange vests.
always comes **FIRST**.

We want to be efficient but **SAFETY**

YARD	CRANE	DOCKS	SOCIAL
<p><u>Forklift</u></p> <ul style="list-style-type: none"> - removing cradles from trailers on launch day - collapsing cradles and stacking Sun/Mon 	<ul style="list-style-type: none"> - two crane crews - one crew leader for each crane is signal person - ONLY signal person communicates with crane operator 	<ul style="list-style-type: none"> - power wash docks prior to launch - power wash dock ladders - install ladders prior to launch - hoses from yard to docks 	<ul style="list-style-type: none"> - lunch prep - lunch serving - cleanup <p style="text-align: center;">Saturday Only</p>
<p><u>Power Boats</u></p> <ul style="list-style-type: none"> - Crew leader oversees loading of boat - Trailer backs in - Minimum 2 on each side to watch pads/straps - One at bow and stern - Remove blocks to bins - Move stands out of way for owners to dismantle - Bump hats available - Gloves and protective footwear recommended 	<p><u>Boat Loading</u></p> <ul style="list-style-type: none"> - two crew (same side) on strap guide lines - two crew on bow/stern lines - two crew each side to secure and guide straps - same crew tie off straps - 2 crew each side to affix strap labels - boat not lifted until crew leader gives all clear - crew that secured straps will watch pads as boat lifted - Bump hats available - Gloves and protective footwear recommended - trailer will not leave until all clear given 	<ul style="list-style-type: none"> - 3 on each dock - help boats into slips - dock crew in contact with coordinator by radio - coordinator lets crew know what boats are incoming - if bad weather (e.g., high winds) ask coordinator for more help - extra care in wet weather - life jackets recommended 	
<p><u>Sailboats</u></p> <ul style="list-style-type: none"> - crew leader oversees loading of boat - trailer backs in - two crew for each bar - check pads on boat - remove blocks to bin - Bump hats available - Gloves and protective footwear recommended 	<p><u>Launch at Docks</u></p> <ul style="list-style-type: none"> - crew leader signals crane - bow and stern lines handed off to two dock crew - two crew to keep boat way from dock - tension maintained while owner checks for leaks - two crew each side untie straps - two crew release straps at dock side - crane lifts straps clear - Bump hats available - Gloves and protective footwear recommended 		

STEPPING – CREW REQUIREMENTS

YARD	CRANE	DOCKS	SOCIAL
<p><u>Sun/Mon prior to Stepping</u></p> <ul style="list-style-type: none"> - set out saw horses & tables - forklift required for tables - remove masts from racks <p><u>During and after stepping</u></p> <ul style="list-style-type: none"> - as space becomes available, move more masts to stands - at end, put all saw horses and blocks away - forklift takes tables back to patio 	<ul style="list-style-type: none"> - one crane - one crew leader is signal person - crew leader always at mast step position on boat 	<ul style="list-style-type: none"> - 3 crew on each dock - coordinator in contact by radio - help boats off dock only when given OK by coordinator - if skipper alone and requires help, one crew to go with boat - help boat back to dock - if bad weather (e.g., wind), ask coordinator for more help 	<ul style="list-style-type: none"> - lunch preparation - lunch serving - cleanup <p style="text-align: center;">Friday and Saturday</p>
<p><u>Yard to Crane</u></p> <ul style="list-style-type: none"> - bungee shrouds/sheets as necessary - one crew on furling gear - 4-8 crew to lift mast to dolly - rear of mast faces up - one crew steadies dolly and watches mast light - ensure mast balanced - ensure furling is not caught - do not drag any fittings - take care with windex, antenna, etc - move mast to crane area - support butt of mast on saw horse or wood - remove all necessary ties - free fore, back and upper stays 	<p><u>Crane to Boat</u></p> <ul style="list-style-type: none"> - two crew on docks to help boat in - mast step in line with crane - Dock crew secure strap on mast - Strap under single spreader; in between on double - Tie off strap; ensure not top heaving - Crew leader signals crane - One crew on furling - One crew on backstay - One crew on butt (2 if heavy) - Crew leader positions mast over step - One crew on bow & stern (sometimes 2 on stern) - one crew for each side - Keep boat steady - On signal from crew leader, fasten fore, back and uppers - Crew leader ensures all stays secured - Crew leader signals strap to be dropped - Crane moves boom away from boat - Crew can leave boat - Two crew help boat off dock 	<ul style="list-style-type: none"> - extra care in wet weather 	

LAUNCH & STEPPING – MEMBER REQUIREMENTS

BOAT	MAST
<p><u>Preparation</u></p> <ul style="list-style-type: none"> - Allow enough time to make necessary repairs - Prior to launch, supply intake water to and run engine - Toxic antifreeze MUST be properly collected and disposed of in designated disposal containers on north side of garbage enclosure - Check seacocks, bilge plugs, shafts, struts, props, etc - Put lines, safety equipment and other items aboard prior to moving boat - Clear area around boat of all garbage and debris - Have bottom paint applied at least one day prior to launch - DO NOT leave spent batteries on club premises 	<p><u>Preparation</u></p> <ul style="list-style-type: none"> - If you have saw horses or stands, please use them to lay your mast out in the yard (we have limited stands) - Test mast lights - Any additions or alterations to mast (e.g., radar, roller furling, lights, etc) must be complete prior to signing up on schedule - Mast wiring should be set up with connector plugs - Lubricate turnbuckles on shrouds and stays - Secure all shrouds, stays, sheets not needed at stepping (remember that you have to reach these after stepping) - Bungee fore, back and upper stays for transport - Ensure roller furling is secure for transport
<p><u>Launch Day</u></p> <ul style="list-style-type: none"> - Relax - Have boat ready for transport at least 2 hours before scheduled launch - Check in with Yard Crew Leader and Launch Coordinator upon arrival - At least one bow and stern line accessible by crew - Fenders down - Check that pads are secure for transport - Remove ladder to fence line (remove from yard immediately following launch) - After boat taken to slip, locate cradle and remove pads 	<p><u>Stepping Day</u></p> <ul style="list-style-type: none"> - Have adequate supply of spare clevis and cotter pins - One hour before scheduled stepping, install windex, antenna, etc - Upon arrival at Club, check in with Stepping Coordinator at crane (whether or not pre-registered) - You will be told what boat you follow - If you need a tow, inform the Coordinator well in advance - Do not leave dock until instructed by Dock Crew - If you need assistance, please ask
<p><u>At Launch Dock</u></p> <ul style="list-style-type: none"> - You must be at the crane for launch - Do not impede crew while boat moved from cradle to water - Crew leader will tell you when you can board boat - Immediately check all through hulls and report to crew leader - Do not start engine until crew leader gives OK - Do not put engine in gear until straps are well clear of boat 	<p><u>Stepping at Docks</u></p> <ul style="list-style-type: none"> - Have screw driver and wrenches available - If keel stepped, owner will be inside vessel to guide mast and ensure all wiring is free - Make sure you keep Crew Leader informed - Fore & back stays and uppers will be connected by crew - Crane operator will not remove strap until given OK by Crew Leader - Further rigging and tuning is done by owner at slip

These charts are a work in progress and will form part of our Standard Operating Procedures. If you have any suggestions, additions or clarifications, please let the Rear Commodore know.