

Memorandum of Agreement

Regional Sailing Associations of Area D

Florida Sailing Association (FSA)

Gulf Yachting Association (GYA)

South Atlantic Yacht Racing Association (SAYRA)

Originated October 14, 2006, Amended May 2007; February 2008; January 2010; March 2011; January 2013; April 2017, September 2017; November 2021; March 19, 2024, June 12, 2024.

Part I INTRODUCTION

This document defines the structure and responsibilities of US Sailing Area D and its organizational representatives. Certain components are mandated by US Sailing; others have evolved as the Regional Sailing Associations (RSAs) have worked together to accomplish the Area D mission. The largest area of cooperation today is facilitation of the Area D qualifier for the US Sailing Championship known as the Chubb U.S. Youth Triple handed Championship for the Sears Cup. This does not preclude, however, cooperation in other areas such as race administration and training.

Definitions:

Please refer to the Terms of Reference for the US Sailing Regional Sailing Associations Committee on the US Sailing website for a complete list of definitions.

RSA Representative: Individual appointed by each RSA in Area D to represent their respective RSA. RSA representatives are members of US Sailing's Regional Sailing Associations Committee (RSAC).

Area D Coordinator: Individual who represents Area D on the RSAC and assists in coordinating activities among the three Area D RSAs.

Terms of Reference: A document describing the roles, responsibilities and organization of a US Sailing committee or delegation.

Part II ORGANIZATION

The mission of US Sailing Area D is to foster communication and cooperation between US Sailing and the Regional Sailing Associations (RSAs) in the Southeast USA. The RSAs that cover these states include Florida Sailing Association (FSA), Gulf Yachting Association (GYA), and South Atlantic Yacht Racing Association (SAYRA).

The organization consists, at minimum, of an Area Coordinator and one Representative from each member RSA; Florida Sailing Association (FSA), Gulf Yachting Association (GYA), and South Atlantic Yacht Racing Association (SAYRA).

1) Area D Operational Fund

- a) Each Area D RSA shall contribute annually to the Area D Operational Fund a sum not to exceed \$1,000.00.
- b) The Area D Coordinator shall open and maintain a checking account for the Area D funds. The funds shall be used as follows:
 - i) To assist in defraying the out-of-pocket expenses of the Area D Coordinator incurred in the discharge of his or her duties.
 - ii) To purchase and maintain the Area D trophies and any trophies or awards presented at the Area D level.
- c) Twice a year and no later than June 1 and December 1 of each year, the Area D Coordinator shall distribute to the RSA Representatives financial reports.
 - i) All expenses shall be documented with receipts.
 - ii) Payment of any unusual expenses shall be reviewed and when practical preapproved by the RSAs.

2) Voting by the RSAs at Area D Meetings

- a) At meetings of the Area D RSAs, each RSA shall have one vote, which shall be cast by the respective RSA's properly designated representative or proxy.
- b) Meetings shall be chaired by the Area D Coordinator, who shall not vote, except in the case of a tie.
- c) Only RSAs in good standing shall be entitled to vote.
- d) Only signatories to the Area D Agreement or their properly designated proxy shall be entitled to vote.
- e) The Area D Coordinator or the majority of the RSAs may request convening a meeting of the RSA representatives. The meeting may be conducted in person, by conference call, web conference, or email, with the time and place to be agreed upon by all parties.
- f) In the event that the Area D Coordinator is deemed by the RSAs no longer to be fit to serve as the Coordinator, that individual can be removed by a majority vote of the entire Area D RSA committee. In the event the Area Coordinator is also an RSA representative, they may not be included in the vote.

3) Amendments to the Area D Agreement

- a) Amendments to the Area D Agreement may be proposed by an Area D RSA, and shall be submitted to the Area D Coordinator who shall present the proposal to all Area D RSAs for a vote of approval.
- b) A majority affirmative vote of the Area D RSA representatives shall be necessary for an amendment to be accepted and incorporated into the Area D Agreement.
- c) Amendments may be voted on at a meeting of the RSAs (in person or virtual), by mail, or by email and shall be incorporated into the Area D Agreement.
- d) The Area D Coordinator shall maintain an up-to-date copy of the Area D Agreement and shall provide a current copy to all RSA Representatives and the RSA Commodores.

Part III AREA D COORDINATOR

1) Selection

- a) The recommendation to the RSAC for the Area D Coordinator shall be based on an alphabetical rotation schedule, as listed below:
 - i) FSA
 - ii) GYA
 - iii) SAYRA
- b) The term of the Area D Coordinator is 2 years with a maximum of two two-year terms.
- c) The Area D RSAs shall seek, vet and choose their Area D Coordinator by vote. The vote may be either by mail, email, conference call, or by a special meeting, which shall occur before September 14 of the second year of the current Area Coordinator's term.
- d) The Area D RSAs will submit their single recommendation for the Area D Coordinator to the US Sailing Regional Sailing Associations Committee.
- e) By August 15 of their first two-year term the current Area D Coordinator shall notify the RSA representatives of their willingness to serve a second term or intention to end their service after one term.
- f) The RSA representatives shall vote to approve the Area D Coordinator's serving a second term in the same manner as for the original appointment.
- g) The Area Coordinator may not also be an RSA representative.
- h) If an Area Coordinator is not renominated, or cannot be named from the RSA in rotation, or if a vacancy in the Coordinator's position occurs, the rotation will move to the next RSA. The rotation order will not be adjusted.

2) Duties

- a) Duties of the Area D Coordinator shall include (but are not limited to);
 - i) Represent Area D on the US Sailing Regional Sailing Associations Committee.
 - ii) Support and assist in the coordination of all US Sailing championship qualifiers and elimination events, and Area D Championships, including:
 - (1) US Adult Sailing Championship (currently administered by each RSA)
 - (2) Chubb U.S. Youth Triple handed Championship for the Sears Cup
 - iii) Support and assist in any other nominations or representatives to US Sailing Championship events.
 - iv) Act as custodian of all monies belonging to the Area D Operational Fund.
 - v) Attend and Participate in the regular teleconference meetings of the US Sailing Board of Directors and meetings of the RSAC, in person or by conference call, and report any significant issues or news to the RSAs.
 - vi) Attend the annual meetings of the Area D RSAs; at a minimum, one annual meeting for each RSA should be attended during a 2-year term.
 - vii) Oversee the content of the Area D Website
 - (1) Championships information
 - (2) Announcement of events, training, and meetings
 - (3) Collaborates with the webmaster

Part IV AREA D CHAMPIONSHIP/QUALIFIER CONDITIONS

1) Elimination Rotation among RSAs

- a) For those championships that have Area level elimination/qualifiers, which determine the Area representative or team(s), the host RSA shall be determined based on a set and agreed-upon rotation among the Area D RSAs.
- b) The only event to which this regulation currently applies is the Chubb U.S. Youth Triple handed Championship for the Sears Cup. Other events may be subject to this regulation as the US Sailing championships qualification process evolves.
- c) The rotation for eliminations/qualification events shall be alphabetical, as follows:

2024	GYA	2029	FSA
2025	SAYRA	2030	GYA
2026	FSA	2031	SAYRA
2027	GYA	2032	FSA
2028	SAYRA	2033	GYA

- d) Limits on the location of eliminations/qualifiers:
 - i) GYA will not hold any events west of New Orleans
 - ii) FSA will not hold events south of Miami
 - iii) Host clubs of Area D championships must be current members of US Sailing and their Area D RSA.

2) Dates for Area D Championships/US Sailing Championships and Qualifiers

- a) Dates and schedules for the US Sailing Championships and Qualifiers shall be posted on the US Sailing website Championships Calendar and on the individual championships' webpages.
- b) Area D qualifiers should be scheduled no less than four weeks prior to the respective finals.
- c) Individual events may have a "commitment date" in advance of the actual registration date.
- d) Conflicts with dates and schedules of other US Sailing championships are discouraged.
- e) In addition to posting the dates of the Area D championship qualifiers on the US Sailing website, the Area D Coordinator shall also send them to the RSA representatives via email. He or she shall provide as much notice as possible, preferably at least three months before the eliminations event.

3) Area D US Sailing Championship Qualifier Entry Criteria

- a) Entrants must meet all of the Conditions of the respective US Sailing Championship, or the Deed of Gift for a respective championship.
- b) For borrowed boat events:
 - i) Each RSA shall be allowed three teams. (Host is required to provide a maximum of 9 boats; a spare boat is recommended.)

- ii) If an RSA fails to fill its three teams, the open slot(s) may be filled by teams from the other RSAs, starting with the host RSA, and proceeding in alphabetical order. No RSA may exceed 4 entries.
- iii) The entry list shall be closed 72 hours prior to the start of the regatta.
- iv) The regatta shall proceed with a minimum of 3 registered entries, if in compliance with the Conditions and Deed of Gift.
- v) Registration for any semi-final/qualifier event shall require a signed commitment by the registrants that all the members of their team competing in the semi-final/qualifier will participate in the final event, upon qualification. If the winning team is not able to comply with this requirement, the highest finishing team that does comply and meet all the requirements and conditions will represent Area D for that US Sailing Championship.

4) Area D Trophies

- a) Perpetual trophies for Area D are:
 - i) Sears (triple handed)
 - ii) Bemis (double handed—on hiatus)
 - iii) Smythe (single handed—on hiatus)
- b) The Area D Coordinator shall be custodian of all Area D trophies and be responsible for accounting for these trophies and ensuring that the appropriate trophy is presented at the respective Area D championship/qualifier each year.
- c) The cost of providing, shipping, and maintaining the Area D trophies shall come from the Area D Operational Fund.
- d) Standard US Sailing medals (or suitable substitutes) shall be awarded as keeper trophies for teams finishing first, second and third place in the Area D elimination events. Awards shall be made to skippers and all crewmembers. The Area D Coordinator shall purchase the medals with the Area D Operational Fund.

5) Entry Fees for Championship Events

- a) Area D Championships/Area Qualifiers
 - i) The host club may charge the competitors a fee to cover the cost of the regatta, for food, entertainment, fuel, insurance, etc.
 - ii) Any required damage deposit shall be paid by the competitor(s).
- b) US Sailing Championship Finals Financial Support
 - i) Area D will pay the entry fee for those Area D teams who represent Area D in a qualifying US Sailing Championship. The entry fee amount shall be equally assessed to each RSA regardless of the RSA's number of entries, and even if that RSA had no entries. The Area D Coordinator shall notify the RSAs of the amount of the assessment as soon as the number of competitors and the cost is known.
 - ii) Payment shall be made to the Area D Operational Fund.
 - iii) Distribution of Funds for US Sailing Championship Finals:
 - (1) Qualified teams shall pay their entry fees online as required by US Sailing.
 - (2) The Area D Coordinator shall reimburse the entry fees after a team participates in the finals event. Entry fee reimbursement will be the total registration fee per team.
 - (3) Reimbursements shall be made **ONLY** to those competitors/teams which;

- (a) Participate in an elimination at the Area D level to gain their entry to the US Sailing Championship, OR
- (b) Participate in an Area Level-designated qualifying event in Area D, to gain their entry to the US Sailing Championship.
- iv) The maximum number of entries/teams to be reimbursed from Area D for the Sears is two.
- v) Charter fees, damage deposits, meals, travel, etc., shall be the responsibility of the competitors.
- vi) **For all other entries, including entries selected by resume, or selected for the finals by the Championship Committee, those competitors shall be responsible for their own expenses, including entry fee, charter fee, and damage deposit.**
- vii) Reimbursement requests for qualified entries shall be submitted to the Area D Coordinator within 30 days of competing for the event. Requests must contain complete documentation of payment.

6) Damage Deposits and Insurance for Area D Championship Qualifiers /Elimination Events Using Borrowed Boats

- a) US Sailing Borrowed Boat Insurance is available to cover Area D Semi-final events. It shall be the responsibility of the host club of an Area D Championship event to arrange for such insurance and to collect the premium from each participating team. In the event that the host sailing organization has alternative and equal insurance, it shall collect the appropriate premium from each team.
- b) In addition, each team/competitor shall provide to the host organizing authority, a damage deposit equal to the amount of the deductible of the borrowed boat insurance policy.
 - i) The damage deposit shall be paid prior to participation in the regatta.
 - ii) Refunds of damage deposits shall be made as soon as possible after the regatta, preferably before the competitors leave the venue, but no later than 30 days after the event.
- c) The cost of damage to boats and equipment shall be assessed against the competitor/team that was determined to be at fault. If fault cannot be determined, the cost of damage shall be assessed equally against all competitors/teams involved in the incident that resulted in the damage.

7) Boat Selection for Area D Championship Elimination/Qualification Events

- a) Based on the selection of boats for the respective US Sailing Championships, the Area D Coordinator shall confer with the RSAs on the choice of boats and equipment to be used for the Area D competition.
 - i) The boats and equipment of choice should be the same as those to be used at the national level of competition, or as similar as possible.
 - ii) If similar class boats are not available, the chosen boats should have the same number of crew and the basic equipment of the boats being used at the national level of competition.

- b) If borrowed boats are being used, they shall be as equal as possible and insurance and damage deposits shall be provided as listed above in Part IV.6.
- c) Bring Your Own Boat can be another option if all teams have access to the same class boat. If not all teams can secure a boat of the same class, the Organizing Authority may arrange for boats to be chartered or borrowed for those teams.
- d) If the above conditions cannot be met, the host club shall consult with the Area D Coordinator and the US Sailing Representative for the particular championship.

8) Appointment of Judges and Principal Race Officer for Area D Championship Eliminations

The appointment of race officials for US Sailing Championship events and elimination or qualifier events shall be made in accordance with the current US Sailing Regulations and Championship Conditions.

Part V APPROVAL AND ACCEPTANCE

Approval of the Memorandum of Administration must be made by the majority of the following people representing their respective areas. Approval may be made via email.

- Carol Robinson, US Sailing Area D Coordinator Date 6-12-2024
- Florida Sailing Association Representative – Stephanie Webb Date 6-12-2024
- Gulf Yachting Association Representative – Shannon Weatherly Date 6-12-2024
- South Atlantic Yacht Racing Association Representative – Windy Key Date 6-12-2024

(See attached sheets for Coordinator and RSA Rep signatures.)

Addendum

Related Resources:

- [US Sailing Regulations](#) (especially Regulations 4.07 D; 6.03)
- Regional Sailing Associations Committee (RSAC) Quick Reference
- RSAC Terms of Reference
- [US Sailing Championship Conditions](#)
- Area D website
 - Area D Perpetual Trophy Histories
 - Area D Trophy Accountability Form
 - Area D Championship Competitor Reimbursement Form
 - Current Perpetual Trophy Recipients
 - Area D representatives to US Sailing Committees