

HANLAN BOAT CLUB PRIVATE BOAT AND EQUIPMENT STORAGE POLICY

The Hanlan Boat Club (HBC) makes space available for members in good standing to store privately owned single sculls, occasionally doubles and other types of watercraft (that have been stored on the site before the new boathouse in 2018 and earlier). This Storage Policy was developed in 2019 and updated in February 2024 to provide a fair system for the allocation of spaces in the new boathouse and guidance in the years beyond. A Private Boat Storage Committee (PBSC) was established to administer this policy. Under exceptional circumstances requests may be accommodated for storage of doubles and other watercraft.

Private Boat Storage Committee

1. The PBSC will be made up of at least three members including the Operations Director or Club Captain or their designate, one Board Member (or member designated by the Board) and one to two or more members (selected by the PBSC from the volunteer forms completed upon registration); with the Chair designated by the PBSC and all members approved by the Hanlan Board. The PBSC should to the extent possible have at least one woman and one man and have representation of the different types of private boats. The members are appointed for a one year term with review and optional renewal every year.

Rack Allocation, Conditions and Obligations

2. Private boat storage is available only for full year members in good standing of the HBC. This means all membership, storage, entry fees and other charges have been paid in full. The Member must not be under sanction or penalty as outlined in the Bylaws and policies of the HBC. Non-payment of fees may result in loss of rack space and removal of the boat, except in those circumstances outlined in Clause 25.
3. Every year the operations team (which may include Director of Operations, coaches, PBSC and Equipment Committee members) will determine the number of additional spaces (if any) available for private boats, considering the HBC's program requirements. The number of racks available for private boat storage should only decrease under unusual circumstances and members impacted must be provided at least a two-year notice period. This number will be approved by the Board, this includes Lite boats and other open water type singles, which are to be stored on racks and not trolleys, unless approved by the PBSC.
4. Storage fees will be determined on an annual basis by the Board.

5. Members storing private boats must complete and abide by the Hanlan Private Boat Storage Agreement.
6. Members must always store their boat in the space assigned by the PBSC and oars and racks in areas designated by the PBSC. Boats and oars may be labelled by the PBSC for identification and control purposes.
7. Racks are assigned in the spring on a yearly, rather than permanent basis.
8. Agreements for storage of doubles and other watercraft will be negotiated on an individual basis. Requests must be made in writing (by email) to the PBSC % operations@hanlanboatclub.ca and the contract must be signed prior to placing a boat in the boathouse. Appropriate fees including storage and membership will be due immediately, or as communicated by the HBC. The exception is for those owners that have had doubles and other watercraft stored historically at the HBC. They have been accepted for 2019 and subsequent years subject to the other considerations in this policy.
9. The allocation of specific rack space is at the discretion of the PBSC. Once per year, and more frequently as necessary, the PBSC will review the rack allocations. The PBSC may make further specific adjustments to allocations as necessary during the season. The PBSC will establish criteria to ensure the allocation of the more accessible racks is as fair as possible. The criteria may include:
 - a. Height and age,
 - b. Length, weight and type of boat and how it “positions” with other boats on the rack and with the surrounding racks,
 - c. Length of club membership, especially volunteer history,
 - d. Frequency of use,
 - e. Other considerations applicable at the time.

Other factors taken into consideration when allocating racks may be competitiveness, rigger type and weight or size of boat as above.

10. Equipment that may be stored under a private boat storage agreement is one boat with rigging, one set of blades and one rack. No other personal property is to be stored in the boat house or elsewhere on the Hanlan property.
11. Private boat users must fully familiarize themselves and comply with the HBC Safety and other Policies and Rules and with Transport Canada requirements including always carrying the approved PFDs and other mandated safety equipment. Any violation(s) may result in the loss of rack space.
12. Boats, oars and other private equipment stored at the HBC are stored and used at the owners' or users' risk. HBC accepts no responsibility or liability of any kind

for unauthorized use, misuse, damage to or loss of boat, oars or other private equipment.

13. Privately owned shells, oars and equipment are not covered under the HBC's insurance policies. All owners and users of private equipment stored and used at HBC or transported by the HBC's trucks and trailers are responsible for, and should maintain their own insurance coverage for, any damage and loss of any kind by accident, theft, misuse, vandalism while on HBC's property, while rowing within the parameters of the HBC's activities, and while their equipment is being moved or transported by HBC. For clarity, it is the responsibility of the member to obtain the appropriate insurance protection.
14. Privately owned equipment stored at HBC is subject to a lien for all unpaid fees and other charges owing to HBC. Privately owned equipment may not be removed from HBC property until all unpaid amounts have been paid. If after thirty (30) days written notice to the member overdue fees and charges have not been paid, HBC may move the boat and other equipment to such other space on or off the HBC property as it sees fit. The HBC may on 60 days' notice, or such other notice period as prescribed by the laws of Ontario, sell or take ownership of the boat and other equipment.

Renewal of assigned rack space:

15. Members in good standing are eligible to renew storage of their boat and related equipment for another twelve (12) month period on payment of the applicable membership and storage fees and completion of the private boat storage agreement by April 1st of that year or such due date as the HBC may establish.
16. Members who are not renewing or do not renew by April 1st or such due date as HBC must remove their boat within 30 days (i.e. by May 1st or such date as HBC may establish). If the boat has not been removed by the former member by such date, the HBC may with written notice to the former member move the boat to any other place on or off its premises at the risk and at the expense of the former member.
17. Members who have been assigned rack space and wish a different spot in the boathouse must make their request in writing and submit it to the PBSC. The PBSC will assess the request and if feasible, will attempt to accommodate the request with minimal movement to other boats.
18. Members will be given advance notice if their rack assignment is to be changed.

New Requests for Single Scull Storage

19. New requests for singles storage must be made in writing by a member and forwarded to the HBC to the attention of the PBSC % operations@hanlanboatclub.ca. Requests will be ranked based on the date on which they were received. A member may not reserve a space for or transfer a rank on the list to someone else.
20. The waiting list, if required, will be posted in an area accessible to all members. The list will be updated periodically as new requests are made, cancelled or filled.
21. When storage becomes available, the first member on the waiting list will be offered storage space. The person must immediately pay the storage fee and complete the private boat storage agreement or if the member is unable to occupy the storage space immediately, allow the PBSC to offer storage to the next member on the list and retain the member's top rank for the next available space.
22. As private boat storage space becomes available, the PBSC may reallocate space on the criteria noted above, i.e. the space offered to the member may not be same space as the vacated space.
23. The operations team and or HBC Board may make additional rack space available for special periods and special fees including exceptional accommodation for a competitive athlete who requires immediate and temporary access to shell storage. Such accommodation is not meant to give extra privileges to competitive members, but to accommodate short-term requirements of the high-performance program.
24. Acknowledging that not all boat racks provide similar accessibility, the PBSC will consider the circumstances for allocation of each storage space and make necessary accommodations.

Temporary Storage with Pause in Membership

25. A member may be absent from the Club for a period of one year provided their spot is released temporarily and the boat moved into higher storage, if required for the year. The annual fee for boat storage must still be paid for this year. Another member will be allocated use of the available space for the year.. Should the paused-Member return the following year and pay membership and boat storage for the current year, they may bypass the waitlist and be given priority allocation to their former rack space. Should the member NOT return to the club the following year, their equipment must be removed from the premises by April 1st or other date set by the PBSC, or be subject to the stipulations in Clause 14.

Appeals and Disputes

26. Loss of rack space through failure to comply with the Storage Policy requires that the member reapply for storage space and be placed on the waiting list.
27. Members whose allocation of a rack spot has been changed or removed may appeal their change or loss of allocation in writing to the PBSC .
28. The PBSC will review the appeal promptly and provide a response within two weeks of receipt of the appeal.
29. If the member is still dissatisfied with the member's loss or allocation of rack space, the member may within 10 days of receipt of the PBSC's response, appeal the decision to the Board by delivering written notice to the HBC secretary specifying the error(s) or lack of fairness in application of the Private Boat Storage Policy by the PBSC. The Board will consider the appeal at its next regularly scheduled meeting. The Board's decision will be final, with no further appeal.

Policy Review

This policy shall be reviewed and updated at least every three years.