

BSC Membership Guide and Policies

I. Introducing the Berkeley Ski Club

The Berkeley Ski Club is a non-profit, volunteer-run organization of approximately 100 adult members (active membership is limited to 110 people) who share a common interest in winter snow sports and other outdoor activities. The club provides its members with camaraderie, opportunities to take part in events in both the Bay Area and the mountains, and low-cost accommodations at Lake Tahoe.

The benefits of membership in the Berkeley Ski Club:

- An opportunity to make new friends who share your interest in outdoor activities, such as downhill and cross country skiing, snowboarding, hiking, boating, and bicycling.
- Use of our year-round lodge in Tahoe City.
- Participation in Bay Area parties and meetings.
- Opportunities to purchase discount lift tickets.
- Out-of-state ski and snowboard trips.
- Discount lodging vouchers.

II. Steps to Becoming a Member

1. Attend two club events, such as general meetings and parties.
2. Visit the lodge as a guest. The club will arrange for a member to be your host during your visit to the lodge. This can be arranged at a club meeting or party, or by contacting the Publicity/Membership VP. (Attending a work weekend can count for both the lodge visit and attending one club event)
3. Participate in a brief interview with board members. Interviews can be arranged before or after general meetings and parties.
4. Upon being approved for membership to the club, submit an application form and payments of \$200 for a one-time, refundable security deposit and the annual membership dues (currently \$90).

III. Maintaining Your Membership

A. Service to the Club

The BSC is a member run organization with a member maintained lodge. It is therefore expected that each member contribute their unique talents and skills in support of the club and the lodge each year. A list of board and non-board positions is listed below. As a rule of thumb, we expect members to participate in either a board or non-board position approximately once every three years. Smooth operation of the club depends critically on member participation!

Board Positions:

President
Treasurer
Recording Secretary
VP Membership Records
VP Publicity/Recruiting
VP Social
Newsletter Editor
Lodge Manager
Newsletter Distributor
Past-President

Appointed Non-Board Positions:

BAC Representative
Lodge Reservations
Lodge Supply Manager
Webmaster
Work Weekend Leaders
Party Hosts/Volunteers

1) Board and/or committee positions are subject to change based upon club need and board vote.

2) The outgoing Board of Directors may vote upon compensation for the incoming Board and non-board positions.

B. Work Weekends

1) All active members must participate in one work weekend per year.

2) If a member is unable to participate in a work weekend during this time interval, he/she will be

assessed a fee (currently \$125).

3) A work weekend must be completed during the time interval of the current BSC year, defined as beginning on October 15th and ending the following year on Oct. 14th.

4) No extra credits will be given for work weekends performed during previous years, or if a member participates in more than one work weekend per year.

5) The Board will select a minimum of four work weekend dates per season. These dates will be published in the newsletter and on the BSC website.

6) A maximum of 15 members will be allowed at each work weekend.

7) The Lodge Manager will set up a numbered sign up list for each work weekend (no limit to number of members on list), with spots open on a first come, first serve basis.

8) A member can sign up for only one of the four weekends at a time. If a member wants to switch to a different work weekend, he/she must forfeit priority on the old list and are added to the end of the list for the newly scheduled weekend. The work weekend leader will attempt to fill vacated positions by making them available sequentially to others on the same sign up list.

9) The Board will consider substitutions of comparable service for the work weekend on an as needed, case by case basis.

C. Fees, Dues

1) One time, refundable security deposit (currently \$200).

2) Annual Membership dues: amount decided each year by board (currently \$90).

3) All membership dues, work weekend fees and all outstanding debts are to be received no later than October 15th. Dues or fees received after Oct. 15, will be subject to a LATE FEE of \$25.

4) A member will be dropped from the club if all fees and outstanding debts are not received by Nov. 15th. Reapplication for membership is subject to board approval.

5) Lodge Fee for members: \$11 per night (or by

use of voucher).

6) Lodge Fee for guests (age 17 and over): \$21 during high season (Nov. 16 – April 14). \$11 during low season (April 15 - November 15)

7) Guests (age 5-16): \$5 per night year round.

8) Work weekend fee: currently \$125 for those who did not participate during the current season's scheduled work weekends.

D. Lodge Vouchers

1) Vouchers are good for one night's stay at the lodge by an active member and may be purchased year round at a discounted rate (currently \$90 for 10 vouchers).

2) Vouchers must be purchased in advance.

3) Vouchers are non-refundable.

4) Vouchers may not be used to pay for guests.

5) Transfer or sale to other active members is allowed.

6) Do not expire and retain their value of one night's lodge stay despite any subsequent rate increases.

IV. Lodge Usage

The lodge is run on a cooperative basis. In order to run smoothly, everyone's participation in its operation is required. Equally important is adherence to the lodge rules. Knowing how the lodge works helps everyone have a good group living experience. Everyone's assistance keeps things running smoothly.

A. What to Bring

The club provides many items for your convenience, but you need to bring a sleeping bag, pillow case, towel, flashlight and earplugs (if you're sensitive to noise/snoring)

B. Check in Procedures

1) Upon arrival, all members and guest must sign the Member and Guest Register. Please sign in even if you don't know how many nights you are staying.

2) A liability waiver for each member and guest must be signed, if one has not been previously signed.

3) Waivers are mailed in with the payment envelope.

4) Two additional forms are found on the bulletin board. One is for bed assignment and the other is for a daily housekeeping chore. The lodge has four bedrooms (five double beds and fourteen single beds). Double beds are reserved for two people. All rooms and bathrooms are co-ed.

5) If your car is blocking someone in the driveway, put your license number next to your bed assignment so others will be able to find you in the morning.

6) Payment for lodging should be made by check or voucher and placed in the payment envelope on the sign-in desk. Absolutely NO CASH in the payment envelope!

C. Parking

Since we have limited parking in front of the lodge, we request you park as close as possible to the house and to the other vehicles to maximize parking space. Do not park on the street—there are big fines! If you are blocking another car, please identify your car on the bed assignment board.

D. Kitchen

1) When there is a Club Cook:

Stay out of the kitchen unless the cook asks you to help.

If you want to cook your own meal, wait till the group's meal is on the table.

See "Cooking at the Berkeley Ski Club Lodge" instructions found in the back of the sign-in notebook.

2) When there is no Club Cook:

Members are welcome to use the kitchen for personal food preparation. The club provides coffee and tea, some kitchen supplies for general use (foil, plastic wrap, sandwich bags) and some condiments (mustard, ketchup, mayonnaise, salad dressing). All members are expected to clean up after themselves in a timely

manner. Lodge users may store personal food in the refrigerator. Tape and a marking pen are provided on the side of the refrigerator to label your personal food. Remember, unmarked items may be considered community property!

3) Any food items left behind when you are not staying at the lodge, even if marked with your name, may be used or thrown out.

4) When the lodge is busy, please note there is a food locker in the garage for personal food. Please clean out your personal items every time you leave. Again, anything left behind may be used or tossed.

5) Please remember, this is group living and at busy times the kitchen is used by many people. Be considerate, and we'll all get along.

E. Bedrooms

1) All bedrooms are coed.

2) Quiet time is between 10PM and 7AM.

3) If you arrive after 10PM, do not turn on the bedroom lights! Use a flashlight.

4) All double beds are reserved for couples (two people). You must move out of a double bed if you are single and requested to do so by a couple.

5) Snoring: Members who know that they are problem snorers are asked to do one of the following: a) sleep in the loft area or living room b) create a designated room with other known "snorers" c) when asked, leave the bedroom if your snoring is disturbing the sleep of others.

F. Lodge Supplies

The club provides paper products and cleaning supplies for the lodge. Extra paper towels, toilet paper, light bulbs, etc. are stored in the closet at the top of the steps. The lodge manager maintains a locked cabinet in the garage with additional supplies.

If a member notices that supplies of a particular item are running low, please notify the lodge manager when you return home. He/she can restock the item. A note can be left at the lodge, but this may delay replacement.

G. Chores

With so many people using the lodge, it is required that each person perform a daily clean-up chore. Chores are listed on the Daily Lodge Maintenance sign-up sheet found on the bulletin board. Remember, if we all pitch in to help keep our club clean, it will run smoothly.

H. Storage

Skis are to be stored in the garage. Use the garage door, do not carry skis through the lodge. Ski boots are not to be worn in the lodge. A boot rack is provided in the lower hallway. Keep personal items in the bedrooms. Please keep the communal areas tidy.

I. Lost & Found

A lost and found box is kept on a shelf near the drying machine in the garage.

J. Garbage & Recycling

There is a large bear-proof dumpster located outside of the garage. The garbage people do not remove the garbage cans from the dumpster - they only pull out the tied plastic garbage bags. Any loose garbage is left behind. Make sure anything put into the dumpster is in one of the large plastic bags provided.

Also beware that black bears are once again becoming a problem in the Tahoe basin and in our own neighborhood. DO NOT leave food items or garbage lying outside the lodge or in your car! Place all garbage securely in the bear-proof container.

Assorted recycling containers are located in the garage. Please deposit your recyclables into their respective marked containers, or take them home with you!

K. Getting Along With the Members

1) You will find the lodge is very low-tech. This is by design! We intentionally do not have a community TV. Members are encouraged to bring personal entertainment apparatus with earphones.

2) Remember, this is communal living with people of diverse interests. Consideration of all present should be the guide. Tahoe City provides alternate entertainment for those of you

looking for a more lively social scene.

3) Quiet hours are in effect from 10:00 PM until 7:00 AM.

4) The last person to bed, closes the curtains, locks the front door, checks to see that the gas fireplace is turned to the proper setting (directions are posted at the thermostat), and turns off all lights, except the light over the bulletin board at the bottom of the stairway and the light on the sign in desk. The furnace is on an automatic timer and should not need adjustment.

5) The club has a no-smoking policy. This policy applies inside the lodge, and includes the garage, and the front & side porches. Use or possession of illegal drugs is prohibited on the premises.

6) Pets are not allowed in the lodge, garage, backyard or elsewhere on the premises.

L. Conflict Resolution

People are expected to resolve issues between themselves in a civil manner with the least amount of disturbance possible to other members and guests. However, for those issues that have escalated beyond the possibility of amicable resolution, members can make an appeal to the Board.

M. Bathrooms

The lodge has three bathrooms: one upstairs and two downstairs. To avoid congestion, showering in the two large bathrooms is permitted in the PM hours only. The small shower room downstairs is available between 7:00 AM and 10:00 PM. If the outside bathroom door is closed on the large bathrooms, please knock and ask to enter. Please refrain from locking these outer doors. The inner shower/toilet door can be closed and locked, which still allows access to the sinks for others.

Wipe the sink with a paper towel after use. Please don't leave your personal items cluttering up the counter top. And remember, if you have stayed at the lodge for more than one night in a year, and haven't cleaned a bathroom yet, it's your turn.

N. Opening and Closing the Lodge

Procedures for both opening and closing the lodge are posted on the bulletin board and on the back of the front door. Please read and follow them carefully. The current combination for the front door lock is given to each member when their dues are paid at the beginning of the membership year. Both the reservations manager and the membership vice-president (records) can supply the current combination. Do not give out this combination to anyone including guests. (See Guest Protocol section.)

The lodge's main furnace is set on an automatic timer. It should not be necessary to make adjustments to the thermostat, unless you are the first person to arrive or the last one to leave the lodge. In that case, see "opening & closing procedures" instruction sheet posted on the bulletin board (or the back of the front door). When the cabin is unoccupied, the thermostat control is set at a lower minimum and maximum temperature of about 55 degrees.

The lodge also has a secondary heat source, which is the gas fireplace, that is operated by a control located on the wall behind the sign-in desk. Instructions are posted beside the fireplace control. Be sure the control lever is turned to the lowest position before retiring, even if it appears that the fireplace is not coming on. Otherwise, the fireplace will cycle on as the lodge cools down in the night.

O. Telephones/ Computers/ Internet Access

1) The club operates a telephone located just outside the main lodge door on the porch. Local calls are free on the phone. Members wanting to make long distance calls must use their own calling cards.

2) Please be courteous of others at all times and do not monopolize the phone!

3) Cell phones are allowed in the lodge but should not be operated in the main living areas (living room, dining room, kitchen).

4) Currently the club has no internet connection. The phone line outside the main door is not to be used for internet access. If you need internet access, the library in town has both computers and access.

5) Lap top computers are permitted in the lodge, but we ask that you be respectful of others

space (i.e. don't set up your office on the dining room table!).

P. Miscellaneous Items

A washer & dryer are provided for the members. The washer is located in the downstairs hallway and the dryer can be found in the garage.

The club arranges for snow and ice removal from the parking lot area. Members are asked to remove snow, ice, and icicles for safety wherever needed. Equipment can be found in the garage. If a member staying at the lodge notices that the driveway has not been plowed by the contractor after more than 8 inches of snowfall, please contact the Lodge Maintenance Manager. If he/she is not available, inform a board member. Do not contact the snow removal operator directly.

Club members are encouraged to take care of small maintenance and supply problems on the spot. Other problems and supply shortages should be reported to either the lodge maintenance manager or the lodge operations manager, respectively, when you return home to the Bay Area.

V. More About How the Club Works

A. Guest Protocol

- You are responsible for your guests.
- The lodge combination is not to be given to guests. Ever!
- Guests are responsible for chores too.
- Guests must sign a waiver upon arrival.
- Keep in mind that you are not to leave your guests unattended at the lodge so that they become the responsibility of another member.
- When making reservations during high season for weekends and holidays, each member is guaranteed space for 1 guest (if guest space is available) and if additional space is available (decided Thursday 7PM), you may bring up to 3.
- During the high season (Nov. 16 – April 14... any day of the week) a maximum of 8 guests will be allowed in the lodge at any one given time, regardless of the number of sponsoring members. This is to help ensure adequate space

for members.

- A maximum of 3 guests are allowed per member, per night during the high season (Nov. 16- April 14... any day of the week), and up to 15 guests during the low season (April 15 - Nov. 15). Board approval is required to bring more guests at any time.

- Even though guests are the responsibility of the member who brought them, all members should be prepared to offer courteous guidance in the usage of the lodge.

B. Children Policy

- Friday, Saturday, Holidays and the night preceding a holiday are reserved for adults 21 and over during the high season (Nov. 16 – April 14). Children are allowed on weekends during the low season.

- Children under 5 years of age are not allowed at the lodge.

- Parents are responsible for their kids.

C. General Meetings

We traditionally have at least four general meetings per year between October and April. General meetings are announced in the newsletter and are posted on the club's web site: www.berkeleyskiclub.org. Our general meetings are held at the Albany Senior Center, 846 Masonic Avenue, (near the intersection of Masonic and Solano) in Albany. Meetings begin at 7 p.m. and include beverages and snacks.

D. Social: Parties, Picnics, Outdoor Activities

The BSC offers a variety of year-round activities in the Bay Area and in Lake Tahoe. Information about upcoming parties, picnics and other activities can be found in both the newsletter and web site. The locations for these events are usually established one month or more in advance. Traditional BSC activities include:

- Christmas/ Holiday party (December)
- New Member's Banquet/Awards Ceremony (April)
- Summer Picnics

- Various outdoor events (organized ski trips, hiking, biking, wine tasting, etc.)

Members are strongly encouraged to attend these events and to offer their home or services when possible.

E. Newsletter

A monthly newsletter is distributed to all members. Significant issues regarding club policy are discussed and described in the newsletter. The newsletter is also available to you to list items for sale, articles that may be of interest to other members, and to provide you the opportunity to write about your skiing or other outdoors experiences. It is sent out monthly with a calendar listing upcoming club activities.

F. Web Site

Check out our web site at www.berkeleyskiclub.org. The web site contains the BSC calendar, photos, new member information, membership guide/policies, the BSC constitution, and other interesting ski related links.

G. Reservations

Reservations are required for weekends (Friday and Saturday nights) and Holidays during peak ski season (Nov. 16 - April 14). The telephone number and calling times for reservations will be listed in the newsletter and website.

When making reservations, each member is guaranteed space for 1 guest (if guest space is available) and may bring up to 3 guests if additional space is present (decided Thursday at 7PM). Board approval is required should you desire to bring more than 3 guests.

In the event that a person makes a reservation to stay at the lodge but does not show up, that person is required to pay for lodging if there was a full house. If the house was not fully booked, you pay only for the food portion if applicable.

H. Car Pool

Our parking facilities are very limited and all members are encouraged to car pool whenever possible.

I. Dismissal from the Club

Membership may be revoked by a 2/3 vote of the board for any of the following reasons:

Misconduct

- Failure to obey rules or accept/perform assigned tasks.
- The good of the organization.
- If a member is dismissed from the club, they can only return as a guest with the approval of the board.

J. Inactive Membership

A member may choose to become “inactive” by notifying the board before October 15th. An inactive member will pay an annual “inactive due” (currently \$10 per year) which entitles him/her to continue receiving monthly newsletters and attend club parties and functions. The BSC will hold the inactive member’s security deposit (currently \$200) during this period. If an inactive member wishes to drop out of the club or does not renew their yearly inactive membership, the security deposit will be returned. Inactive members may only visit the lodge as the guest of an active member. An inactive member’s request to re-activate their membership is subject to availability of space within the club. An inactive member will be placed at the top of a waiting list if the club is currently full.

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