

FORMING A NATIONAL CLASS ASSOCIATION

These are a few suggestions that may help if you wish to establish a National Topper Class Association.

COMMITTEE

Select appropriate people who have the skills to fulfill the following tasks:

- § Chairperson
- § Secretary
- § Treasurer
- § Race Management/Safety Officer
- § Technical Adviser/Measurer
- § Webmaster/Communicator/Promoter
- § Club and Area Representative
- § Dealership Representative

Remember, smaller committees tend to be more effective and efficient than large ones!

CONSTITUTION

A Class Association can be defined as a group of people acting together for a common purpose.

Although it is possible for an Association to be formed without any rules or constitution, as soon as any property or assets are acquired, or any contract for goods or services entered into, the law may require a framework of rights and liabilities between the members. As the activities of the Association increase, and involve more dealings with outsiders, so the rights and duties of the individual members become more relevant.

It therefore makes sense for the members of a new National Association to agree and adopt a constitution at an early stage.

INDEMNITY INSURANCE

Indemnity insurance is strongly recommended to cover all Class Association activities.

FUNCTION OF CLASS COMMITTEE

The primary role of a National Topper Class Association is to facilitate and promote Topper sailing.

A good Topper Class Association should:

- § Enhance communication between Topper sailors
- § Promote Class membership
- § Find funding streams to assist in the work of promoting Topper sailing
- § Organise/facilitate National and possibly local/area training
- § Organise a racing programme
- § Organise a National Championship/Regatta

- § Provide a representative to ITCA
- § Give guidance on Topper measurement rules
- § Help members to buy and sell boats

ADDITIONAL GUIDANCE

When organizing race meetings or training events it would be wise to consider:

- § Health and Safety
- § Risk management
- § Child protection
- § Qualifications of safety personnel
- § Ratio of safety craft to sailors

Seek advice from sailing National Governing Bodies as appropriate.

FURTHER CONSIDERATIONS

- § Create a distinctive National logo
- § Create Class membership cards, stickers, fixture posters, etc.
- § Print promotional material to advertise the Class
- § Seek sponsorship
- § Design, produce and sell Class merchandise with the help of a supplier
- § Produce and distribute a Class newsletter or magazine
- § Develop a standard entry form, Notice of Race and Sailing Instructions
- § Negotiate beneficial Topper Class Dinghy insurance for Class members
- § Develop guidance for clubs to facilitate running Topper racing
- § Class website can facilitate the second hand boat market
- § Give technical advice on boat management
- § Link sailing events with good social events to maximize enjoyment