Race Committee Responsibility

- Lake Geneva Yacht Club has organized and run races on Geneva Lake since 1874.
- For our LGYC Race Committee program to be successful, all involved must have the same knowledge and understanding of various procedures--such as Starting Sequence, Flag Usage, Change Course, etc. This includes PROs, RC volunteers, boat drivers and competitors. Each time one of these actions takes place, all procedures should be identical--regardless of who's on Flagship, Boat 2 or at the helm as a competitor.
- Members and their crews spend a lot of time, effort and money to race their boats; they deserve the best racing we can give them.
- As a race committee volunteer be responsible, show up early on your assigned date, if you can't make it find someone to fill your slot or contact Maru Urban, LGYC Waterfront Director, 619-288-9746 or LGYC Office 262-275-2727 ASAP. Also visit www.lgyc.com/racing and follow the link to the Sign Up Genius to enter any changes.
- Sailboat races are governed by rules - the Racing Rules of Sailing (available online) and the LGYC Sailing Instructions (available on LGYC website)
    - Rules are defined in the Racing Rules of Sailing.
    - RRS 4 and 90.1 say we must run races according to the rules.
- Safety is the highest priority. PRO should always assess conditions and act accordingly - evaluate the conditions based on the middle to lower end of the fleet, not the top racers.
- Make every effort to start on time. Do not wait for stragglers, sailors will learn to be there on time and ready to race.
- LGYC utilizes VHF radio channel 18 for race communications.

PRO pre-arrival preparation

- Prior to arrival to LGYC (during day, 1 - 2 hours prior to warning signal)
    - Check "Signup for Race Committee" link on LGYC website to confirm PRO/RC schedule & team members.
    - Contact LGYC Waterfront Director, Maru Urban, with questions or issues 619-288-9746 or LGYC Office 262-275-2727.
    - Check LGYC Race Calendar on LGYC website to confirm race schedule, participating classes, warning signal times, series information and race numbers.
    - Review LGYC Race Management Manual (this document - available on LGYC website), Racing Rules of Sailing – Part 3, Conduct of a Race (available online) and LGYC SIs (available on LGYC website) to refresh race management procedures and instructions.
    - Continually check weather forecast and radar in LG area.
        - Accuweather, Wunderground, other in LG area.
    - Continually check wind forecast.

- Windfinder, NOAA, Sailflow, others in LG, Burlington and/or Milwaukee area.

- Dress appropriately for weather and conditions.
  - It might be hot and sunny or cold and windy so be prepared. Don't forget sunscreen and any necessary UV protective clothing.
  - Many RC members have a "Go" bag with all their necessary RC gear ready to go.

Arrival to LGYC and out on the water

- Arrive at LGYC 1 ¼ – 1 ½ hours before first warning signal.
  - Stop by LGYC office to confirm RC team and any other information.
  - Check LGYC Notice Board (1st floor in GLSS west hallway) for any official race information and/or changes.
  - Check in with the LGYC Flagship driver - confirm that both Flagship and Boat 2 are operational and fully staffed. Further confirm that you will have at least four race committee members on the water composed of members on Flagship, Boat 2 and designated safety boat. If you do not have a combined total of at least four race committee members and at least two race committee vessels you must abandon or postpone until this requirement is met - LGYC SI 18.5.
  - Ensure RC bag is supplied with scoresheets, pencils and other supplies - check with Flagship driver, RC team scorer/recorder or see for yourself (hanging on hook inside Flagship).
- 1 hour prior to first warning signal
  - Ensure hour gun/horn is sounded and RC flag displayed on Flagship.
  - Determine whether F flag (flotation panels) should be displayed onshore – LGYC SI 4.3 and 4.4.
  - If so, display F flag (flotation panels required for MC or E fleets) on the East yardarm of the LGYC flagpole (so it can be seen on the LGYC webcam) 1 hour prior to warning signal and announce over VHF radio that "F flag is being displayed."
- Prior to RC leaving shore, determine whether any other onshore signals need to be displayed – LGYC SI 4.1, 4.2, 4.4 and 4.5 and RRS 40.
  - See wind velocity limits in Intentions and MC wind velocity limit procedure (may need to go on water to assess wind velocity).
  - If so, fly AP, K flag and/or Y flag on the East yardarm of the LGYC flagpole (so it can be seen on the LGYC webcam) prior to RC leaving shore and announce over VHF radio that "AP is being displayed" and/or "K flag is being displayed" and/or "Y flag is being displayed."
    - AP flag – see LGYC SI 4.2 (onshore postponement).
    - K Flag – see LGYC SI 4.5 (WOW wind limit - spinnakers prohibited if sustained wind velocity 12 mph and over).
    - Y Flag – see LGYC SI 18.2 and 18.3 and RRS 40 (personal flotation devices required at all times while afloat).
  - Whatever flags being displayed on shore should be displayed on Flagship on the water (LGYC SI 4.1).

- Announce over VHF radio any on shore flags being displayed and/or any other intentions (starting on time, postponement, RC staying on shore watching weather, etc.).
- LGYC SI 18.2 When on the water, competitors in Class X, Opti, M14 and M15 shall wear U.S. Coast Guard approved personal floatation devices, properly fastened. Flag Y will not be displayed.
- LGYC SI 18.3 When on the water during the Spring and Fall Series, competitors in ALL Classes shall wear U.S. Coast Guard approved personal floatation devices, properly fastened. Flag Y will not be displayed.

- Leave dock 45 minutes to 1 hour - announce over VHF radio that RC is leaving dock, any onshore signals being displayed and/or any other intentions – see Intentions (below and next page) - starting on time, RC leaving to assess conditions and fleet should stay on shore (if conditions are questionable), etc.
- Discuss thoughts on potential course game plan with Flagship driver and RC team, head to starting area to assess and log wind conditions – direction, velocity, variation, etc.
- Intermittently communicate wind conditions and intentions to fleet(s) often on VHF radio – see Intentions (below and next page).
- If wind direction is stable and velocity is within limits, communicate to fleet that you are setting a course and intend to start a race on time (or postpone) then begin to set a course.
- Boat lengths for starting line, offset and gate mark distances:

A Scow – 38’	E Scow – 28’	M24 – 24’	Sonar – 23’
C Scow – 20’	MC – 16’	X boat – 16’	Melges 15 – 15’
M14 – 14’	Opti – 8’		

Intentions - Communicate intentions and decisions via VHF radio

- Intending to start on time.
- Intending to try to start a race - RC on the water and intending to set a course.
  - Maybe waiting for wind to come up, go down, settle in a stable direction, set course, etc.
  - Note: PRO wants/expects racers to be on the water - it is racer’s responsibility to be in the starting area and ready to race.
- Intending to postpone onshore or onshore postponement – RC onshore and evaluating conditions.
  - Too much wind, fleet(s) should stay onshore.
    - MC wind limits – wind gusts of 21 mph or higher - LGYC SI 11.9(a).
    - Other fleets – subject to water/air temperature and available safety boats.
      - Other adult fleet limits – sustained wind velocity over 25 mph and/or gusts over 30 mph.
      - Youth fleet limits – sustained wind velocity over 20 mph and/or gusts over 25 mph.

- Too little wind, fleet(s) should stay onshore (minimum wind velocity should be sustained above 5 – 6 mph).
- Threatening weather, fleet(s) should stay on shore (sail in rain but not in lighting, squall or unstable conditions).

- Intending to lower postponement flag and start a race.
  - Announce intended lowering of AP and warning signal time – 1 minute from AP lowered if on the water postponement. (see LGYC SI 4.2 – not less than 30 minutes from AP lowered if onshore postponement).
  - MC too much wind - announce intended lowering of AP and warning signal time – at least 30 minutes from AP lowered if wind velocity below MC wind limits – LGYC SI 11.9(a).
- Decision to abandon (PRO should postpone/wait 30 minutes before abandoning races for the day/evening – i.e., give conditions every chance to get races in).
  - Too much wind (forecast predicts sustained wind velocity over limits).
  - Too little wind (forecast predicts sustained wind velocity under minimum).
  - Sustained threatening weather.

Course set-up points of emphasis - leeward marks, gates and offset marks

- RC should set windward/leeward offset courses with leeward gate marks (Exceptions – WOW fleet with sustained wind velocity 12 mph and over sailing Triangle course on a multiple fleet starts race day, Opti sailing a Windward Leeward Modified or a Trapezoid Modified and M14 Youth sailing a Windward Leeward Modified course).
  - Single fleet start race days - Always use offset and leeward gate.
    - Sunday morning – E scows, Tuesday evening – A scows and Wednesday afternoon - X boats
    - G Flag displayed prior to or with warning signal
    - WA or LA (offset) course with a leeward gate (G Flag) is always required for Sunday morning E scow, Tuesday evening A scow and Wednesday afternoon X boat courses.
  - Multiple fleet starts race days with no WOW racing - use offset and leeward gate.
    - Wednesday evening – E/MC and Friday evening M24/C/MC
    - G Flag displayed prior to or with first warning signal.
  - Multiple fleet starts race days with WOW fleet racing and sustained wind velocity below 12 mph - use offset and leeward gate.
    - Monday evening – M14/X boats, Thursday evening – M24/WOW/M15 and Saturday morning – C/MC/M15.
    - G Flag displayed prior to or with first warning signal
- Exception - WOW fleet racing with sustained wind velocity 12 mph and over, RC should set Triangle course for WOW fleets and Windward/Leeward course for other fleets with a leeward gate.

- Offset mark set
    - For multiple fleet races with WA or LA course, the offset mark is utilized only by those fleets. For the WOW fleet sailing a Triangle the offset is not a mark of their course.
- Leeward gate and rounding mark set
    - For multiple fleet races with a WA or LA course, the leeward gate is utilized only by those fleets. For the WOW fleet sailing a Triangle, the RC will set a single orange buoy, 150 feet to leeward of the gate to be used as the leeward rounding mark for the WOW fleet. The G flag will not apply to the WOW fleet.
- Exception – Opti – RC should set a Windward/Leeward Modified course with no offset and no gate or a Modified Trapezoid course.
    - Single fleet Opti races
        - Wednesday morning – Opti
- Exception – M14 Youth – RC should set a Windward/Leeward Modified course with no offset and no gate.
    - Single fleet M14 Youth races
        - Wednesday morning – M14 Youth

- Finishes and finish lines
    - For Windward finishes - as sighted by the competitors approaching the finish, Flagship should be on the starboard side of the finish line 4 – 6 boat lengths from the yellow finishing mark on the port side.
        - Only use a two mark finishing line (between a yellow and orange mark with Boat 2 on station to take finishes) if other fleets are racing and their use of the windward rounding mark interferes with boats that are finishing. If no other fleets are currently racing then Flagship should set up a normal windward finish line using the yellow finishing line mark.

    - For Leeward finishes – as sighted by the competitors approaching the finish, Flagship should be on the port side of the finish line with the yellow finishing mark on the starboard side.
        - This is to make race course management easier for the RC allowing Flagship to stay on station (and not tax the anchor windlass) for leeward finishes and remain in place for subsequent starts
        - RC should be consistent, if the first race of the day is finished to leeward with Flagship on the port side of the finish line then the finish line of the second race (if finished to leeward) should be set up the same way
        - RC should remove gate marks, leeward rounding marks and offset marks not in use in the finishing area to avoid confusion and assist the racers in identifying the finish line.

Course position, windward mark, offset and leeward gate options

- 30 – 45 minutes prior to 1st warning signal and if wind conditions are stable and within wind velocity limits.
  - Plan to set the marks for the course in a part of the lake that will provide the best racing for that wind direction and course type.
  - Check the LGYC SI Supplement # 4 for the minimum course distances for the fleet(s) racing and plan course length accordingly.
    - Wind velocity and conditions will impact course/leg length. Target 45 minute races when possible although other conditions may impact race time and length. Use course length minimum for light winds and add length with more breeze.
    - If fleet(s) are sailing multiple races then try to finish the first race to leeward so you can start the second race soon after the last boat in that fleet finishes.
  - Determine starting area, wind direction and length of desired leg.
    - Flagship should drop port end mark of starting line, ping and proceed to set starting line, gate marks and leeward rounding mark (if necessary) prior to the start.
  - Setting Windward mark and offset.
    - RC should set an offset mark on all windward/leeward courses.
    - For classes MC, X, WOW, M14, M15 or Opti if a "—" (minus symbol) is shown after the number of legs on Flagship's course board, there will be a shorter yellow windward mark for that fleet. The shorter yellow mark is not a mark of the course for the other classes.
    - Contact Boat 2 via VHF radio and instruct them to ping port end mark of the starting line, "Flagship to Boat 2, please ping the port end starting mark and confirm when done."
    - Once Boat 2 has confirmed ping of port end mark, radio Boat 2 with desired windward mark and distance, "Flagship to Boat 2, please set windward mark at a heading of 090 degrees and at a distance of 3/4 of a mile, copy."
    - Boat 2 should head to windward mark area and Flagship can head to starboard end of the starting line.
    - Once Boat 2 has arrived at windward area, Boat 2 should radio Flagship to confirm location, take/report wind readings and request permission to drop windward mark.
      - Make sure that the windward mark and offset mark are not too close to shore.
      - What is too close to shore? If the water looks flat and glassy, you are too close to shore.
    - Once windward mark is set, Boat 2 should confirm, "windward mark is wet."
    - When setting an offset mark, Boat 2 should set it approximately 3 boat lengths to port of the windward mark at a 90 degree angle from the wind direction.

- In multiple fleet races, the length of the longest boat in the Race Calendar grouping will be used to determine the distance of the offset.
- Once offset mark is set, Boat 2 should confirm, “offset mark is wet.”

- Leeward mark set
- RC should set a gate for the leeward mark on all windward/leeward courses.
- All boats round “marks to port” (meaning the mark passes by on the port side of the boat) except in the case of gate marks.

SUGGESTED COURSE LENGTH

CLASS	SER. A *	SER. B	SER. C	SPRING	FALL
A	4 *	-	-	3.6	-
E	4 *	3.2	-	3.2	3.2
C	3.2 *	2.4	-	2.4	2.4
MC	3.2 *	2.4	2.4	2.4	2.4
M24	3.2 *	2.4	-	2.4	2.4
M15	2.4 *	2.4	-	-	2.4
M14	1.2 *	YOUTH 1.6	-	-	-
X	2 *	2	-	-	-
IOD	0.8 *	0.8	-	-	-
SONAR WOW	1.2 *	-	-	-	-

***Minimum**

RACE TIME LIMITS

CLASS	SER. A	SER. B	SER. C	SPRING	FALL
A	1hr, 15m	-	-	1 hr, 10m	-
E	1hr, 20m	1hr 5m	-	1hr 5m	1hr 5m
C	1hr, 15m	1hr	-	1hr	1hr
MC	1hr, 30m	1hr, 10m	1hr, 10m	1hr, 10m	1hr, 10m
M24	1hr, 15m	1hr	-	1hr	1hr
M15	1hr, 5m	1hr, 5m	-	-	1hr, 5m
M14	45m	YOUTH 1hr	-	-	-
X	1hr, 15m	1hr, 15m	-	-	-
IOD	1hr	1hr	-	-	-
SONAR WOW	1hr	-	-	-	-

Single fleet start with multiple races

- Sunday morning – E (2 races)
- Tuesday evening – A (2 races)
- Wednesday afternoon – X (2 races)
    - Required Courses
        - WA or LA (offset) course with a leeward gate (G flag) is always required for Sunday morning E scow, Tuesday evening A scow and Wednesday afternoon X boat courses.
            - 1st race - LA 2 or 3 (offset) course with leeward gate marks (G flag)
            - 2nd race – WA 2 or 3 or LA 2 or 3 (offset) course with leeward gate marks (G flag)
        - Starting line
            - Length should be 1.5 times the boat length times the number of boats and square to the wind.
            - Calculate length and use bearing to port end starting mark to set distance (boat driver is experienced and trained)
        - Leeward gate set
            - G Flag displayed prior to or with warning signal
            - Flagship should create leeward gate by setting 2 gate marks 7 boat lengths apart (200' for E scows, 250' for A scows and 100' for X-boats), 200 feet to windward of the starting line and square to the wind.
        - Finish line
            - 1st race with leeward finish: Flagship stays in anchored position and displays blue finish line flag indicating finish of the race.
            - 2nd race with windward finish (see above for another leeward finish): Flagship can move to windward mark area to set a finish line early in the final leg, replace the orange windward rounding mark with a yellow finish line mark and anchor to starboard, 4-6 boat lengths square to the wind and display a blue finish line flag indicating finish of the race.

Multiple fleet starts & multiple races in one or more fleets Windward/Leeward courses only

- Wednesday evening – E (2 races) & MC (1 race)
- Friday evening – M24 (2 races), C (1 race) & MC (1 race)
    - Required Courses
        - WA or LA (offset) with gates (G flag).
            - 1st race (M24) - LA 2 or 3 (offset) course with leeward gate marks (G flag).

- 2nd race (M24) – WA 2 or 3 or LA 2 or 3 (offset) course with leeward gate marks (G flag).
- C race – WA 2, 3 or 4 or LA 2 or 3 (offset) course with leeward gate marks (G flag).
- MC race – WA 2 or 3 or LA 2 (offset) course with leeward gate marks (G flag).

- Starting line
  - The starting line is to be set square to the wind.
  - For multiple fleet races the starting line length will be determined by having the RC calculate the line length based on each individual fleet (number of boats times individual boat length times 1.5) and use the largest resulting number as the actual starting line distance for each fleet in the Race Calendar grouping.
  - Calculate length and use bearing to port end starting mark to set distance (boat driver is experienced and trained).
- Leeward gate set
  - G Flag displayed prior to or with first warning signal
  - Flagship or Boat 2 should set a leeward gate with marks 7 boat lengths apart approximately 200 feet to windward of the starting line and square to the wind.
  - In multiple fleet races, the length of the longest boat in the Race Calendar grouping will be used to determine the distance between the gate marks.
  - Flagship remains on anchor in starting line position for leeward finish of first race.
- Finish line
  - 1st race (M24): Flagship remains on anchor in starting line position for leeward finish of first race and displays the blue finish line flag indicating the finish of the race.
  - Single C/MC race with windward finish: If M24 are still racing and using the windward rounding mark when C/MC are designated to finish to windward then Boat 2 should set finish line between a yellow and an orange mark 200 feet to windward of the windward rounding mark, 100-150 feet apart and square to the wind. Boat 2 should then position itself near the starboard finish mark to record the finishes with the blue finish line flag displayed indicating the finish of the race.
  - Single C/MC race with leeward finish: Flagship remains on anchor in starting line position for leeward finish and displays the blue finish line flag indicating the finish of the race.
  - 2nd race (M24) with windward finish (or see above for another leeward finish): Flagship can move to windward mark area to set a finish line early in the final leg, replace the orange windward rounding mark with a yellow finish line mark and anchor to starboard, 100-150 feet apart, square to the wind and display a blue finish line flag indicating finish of the race.
  - Only use a two mark finishing line (between a yellow and orange mark with Boat 2 on station to take finishes) if other fleets are racing and their use of the windward rounding mark interferes with boats that are finishing. If no other fleets are currently racing then Flagship should set up a normal windward finish line using the yellow finishing line mark.

Multiple fleet starts & multiple races in one or more fleets with WOW sailing Windward/Leeward courses – Sustained wind velocity below 12 mph – WOW can fly spinnakers.

- Monday evening – M14 (3 races) & X boats (2 races)
- Thursday evening –WOW (2 races), M24 (2 races), M15 (2 races)
- Saturday morning – C (2 races), MC (2 races), M15 (2 races)
    - <u>Required courses with sustained wind velocity below 12 mph WOW – W/L courses & WOW can fly spinnakers</u>
        - All fleets – WA or LA (offset) with gates (G flag).
            - 1st race (All fleets) - LA 2 or 3 (offset) course with leeward gate marks (G flag).
            - 2nd race (All fleets) – WA 2 or 3 or LA 2 (offset) course with leeward gate marks (G flag).
    - Starting line
        - The starting line is to be set square to the wind.
            - For multiple fleet races the starting line length will be determined by having the RC calculate the line length based on each individual fleet (number of boats times individual boat length times 1.5) and use the largest resulting number as the actual starting line distance for each fleet in the Race Calendar grouping.
    - Leeward gate set
        - G Flag displayed prior to or with first warning signal.
            - Flagship or Boat 2 should set a leeward gate with marks 7 boat lengths apart approximately 200 feet to windward of the starting line and square to the wind. In multiple fleet races, the length of the longest boat in the Race Calendar grouping will be used to determine the distance between the gate marks.
        - Flagship remains on anchor in starting line position for leeward finish of first race.
    - Finish line
        - 1st race (All fleets): Flagship remains on anchor in starting line position for leeward finish of first race and displays the blue finish flag indicating the finish of the race.
        - 2nd race (All fleets) with windward finish Flagship can move to windward mark area to set a finish line early in the final leg, replace the orange windward rounding mark with a yellow finish line mark and anchor to starboard, 4-6 boat lengths square to the wind, and display a blue finish line flag indicating finish of the race.
        - Only use a two mark finishing line (between a yellow and orange mark with Boat 2 on station to take finishes) if other fleets are racing and their use of the windward rounding mark interferes with boats that are finishing. If no other fleets are currently racing then Flagship should set up a normal windward finish line using the yellow finishing line mark.

Multiple fleet starts & multiple races in one or more fleets with WOW sailing Triangle courses – Sustained wind velocity 12 mph and over.

- Monday evening – M14 (3 races) & X boats (2 races)
- Thursday evening –WOW (2 races), M24 (2 races), M15 (2 races)
- Saturday morning – C (2 races), MC (2 races), M15 (2 races)
    - With sustained wind velocity 12 mph and over WOW - Triangle courses for better off-wind stability.
    - WOW spinnakers not allowed when signaled by displaying the K Flag on Flagship and on shore.
        - WOW – Triangle course with leeward rounding mark.
            - WOW 1st race – T-1 or T-2 with leeward rounding mark.
            - WOW 2nd race – T-1, T-2, T 1-1/3, T-2-1/3 with leeward rounding mark.
    - Offset mark set
        - For multiple fleet races with WA or LA course, the offset mark is utilized only by those fleets. For the WOW fleet sailing a Triangle the offset is not a mark of their course.
    - Leeward gate and rounding mark set
        - For multiple fleet races with a WA or LA course, the leeward gate is utilized only by those fleets. For the WOW fleet sailing a Triangle, the RC will set a single orange buoy, 150 feet to leeward of the gate to be used as the leeward rounding mark for the WOW fleet. The G flag will not apply to the WOW fleet.
        - Starting line
            - The starting line should be square to the wind.
            - For multiple fleet races the starting line length will be determined by having the RC calculate the line length based on each individual fleet (number of boats x individual boat length x 1.5) and use the largest resulting number as the actual starting line distance for each fleet in the grouping.
        - Finish line
            - 1st races (M14/X boats/WOW/M24/C/M15/MC): Flagship remains on anchor in starting line position for leeward finish of first race and displays the blue finish line flag indicating the finish of the race.
            - 2nd races (M14/X boats/WOW/M24/C/M15/MC): with windward finish (or see above for another leeward finish): Flagship can move to windward mark area to set a finish line early in the final leg, replace the orange windward rounding mark with a yellow finish line mark and anchor to starboard, 4-6 boat lengths square to the wind, and display a blue finish line flag indicating finish of the race.

- Only use a two mark finishing line (between a yellow and orange mark with Boat 2 on station to take finishes) if other fleets are racing and their use of the windward rounding mark interferes with boats that are finishing. If no other fleets are currently racing then Flagship should set up a normal windward finish line using the yellow finishing line mark.

Opti fleet start with multiple races

- Wednesday morning – 3 races
- Required Courses
    - All 3 races should be WM 1 or 2 or TZM 1 or 2.
    - Starting line
        - Length should be 1.5 times the boat length (8') times the number of boats and square to the wind.
        - Calculate length and use bearing to port end starting mark to set distance (boat driver is experienced and trained).
    - WM and TZM mark set
        - RC should set a Windward Leeward Modified course with no offset and no gate or a Modified Trapezoid course. Please see LGYC SI Supplements for WM or TZM course diagrams and consult with GLSS Executive Director, Marek Valasek, for more instruction.
    - Finish line
        - Flagship remains on anchor for all starts and finishes (unless course needs to be changed) and displays the blue finish line flag indicating the finish of the race.

M14 Youth fleet start with multiple races

- Wednesday morning – 3 races
- Required Course
    - All 3 races should be WM 1 or 2.
- WM mark set
    - RC should set a Windward Leeward Modified course with no offset and no gate.
      Please see LGYC SI Supplements for WM course diagram.

Timing and start procedure

- Use GPS clock on Flagship for official time.
- For single fleet starting sequence
    - Set GPS racing start clock to 6 minutes.
    - Start 6 minute starting countdown 1 minute prior to scheduled/upcoming warning signal (i.e., for the Sunday morning 9:30 a.m. E scow warning signal start the 6 minute starting countdown at 9:29 a.m. on the GPS clock).
        - This way if you encounter a problem with the 6 minute start countdown you can reset the GPS racing clock to 5 minutes and start the countdown at the 5 minute warning signal/flag.
    - Communicate upcoming warning signal to fleet on VHF radio and countdown the final 10 or 5 seconds over the radio to the fleet.
    - Timer should count down and communicate upcoming flag and sound sequence to RC team.
- For multiple fleet consecutive starting sequences (3 consecutive starts)
    - Set GPS racing start clock to 16 minutes.
    - Start 16 minute starting countdown 1 minute prior to scheduled/upcoming first warning signal (i.e. for the Saturday morning 9:30 a.m. C, MC & M15 starting sequence, start the 16 minute starting countdown at 9:29 a.m. on the GPS clock).
        - This way if you encounter a problem with the 16 minute start countdown you can reset the GPS racing clock to 15 minutes and start the countdown at the first 5 minute warning signal/flag.
    - Communicate upcoming first warning signal to fleet on VHF radio and countdown the final 10 or 5 seconds over the radio to the fleet.
    - Timer should count down and communicate upcoming flag and sound sequence to RC team.
    - Remember the start of the first race is the warning signal for the second fleet, etc.
- Start
    - RC member sighting the starting line should be in position directly under the line (orange) flag and read off any boats which are over the starting line early.
    - The race committee should not hail “All clear.” Such a hail can be misconstrued as numbers being called and distract the boats. The absence of any sound signal inherently means there are no OCS boats.
    - RC team should be prepared for a postponement prior to the start or possibility of an individual or general recall immediately after the start.
        - OCS boats should be hailed on the radio.
        - Recorder should note OCS starters and those who exonerated themselves after the start.

- General Recall
    - When a general recall is signaled, the class involved will start after the last class shown in the Race Calendar grouping.

RC recording and scoring

- Recorder should record all the following information on the yellow scratch sheet prior to racing for informational and safety purposes.
    - All boat numbers in all the different fleets in the sailing area prior to start.
    - LGYC SI 5.4 requests that all sailors check in with Flagship prior to the warning signal of the boat's first race of the day - please note on the score sheet with a check mark by those boat numbers that have checked in.
    - Please note sail number changes or any other changes conveyed to RC by any sailor during check in.
    - All information necessary to fill out official LGYC score sheet.
    - Make sure the start time and finish time are recorded for each race.
    - Note course changes, protests or any other relevant issues on scratch sheet.
    - Record Flagship dock time on score sheet.
- Transfer and record all relevant race information to the LGYC official score sheet for PRO review and confirmation.

Shortened course rules for LGYC racing

- RRS 32 - SHORTENING OR ABANDONING AFTER THE START
    - RRS 32.1.
        - After the starting signal, the race committee may shorten the course (display flag S with two sounds) or abandon the race (display flag N, N over H, or N over A, with three sounds),
            - because of foul weather,
            - because of insufficient wind making it unlikely that any boat will finish within the time limit,
            - because a mark is missing or out of position, or
            - for any other reason directly affecting the safety or fairness of the competition,
        - In addition, the race committee may shorten the course so that other scheduled races can be sailed, or abandon the race because of an error in the starting procedure. However, after one boat has sailed the course and finished within the time limit, if any, the race committee shall not abandon the race without considering the consequences for all boats in the race or series.

- RRS 32.2.
    - If the race committee signals a shortened course (displays flag S with two sounds), the finishing line shall be,
        - at a rounding mark, between the mark and a staff displaying flag S;
        - at a gate, between the gate marks.
    - The shortened course shall be signaled before the first boat crosses the finishing line.
- LGYC SI 12 - CHANGING THE NEXT LEG OF THE COURSE OR SHORTENING THE COURSE
    - A course may be shortened only by eliminating the last leg of the course. This changes RRS 32.1.

LGYC Shortened course procedure

- Here are some important procedures regarding shortening the course - all information is taken from the US Sailing Race Management Handbook, LGYC Sailing Instructions and the US Sailing Race Management Seminars
    - LGYC SI 12 states that a course may be shortened only by eliminating the last leg of the course.
    - For any shortened course finish
        - Code flag S is displayed on the RC vessel with 2 horn sounds as the leading boat and fleet approach the shortened finish line.
        - Note: Make sure code flag S is visible to the approaching lead boat and fleet when displayed on the RC vessel as the wind may make it difficult to see on the racing boats approaching from windward or leeward.
    - Shortened course finish at a rounding mark which was to be rounded to port.
        - The finish line should be set up just like a regular, full-length course.
        - The RC vessel is to be on anchored the starboard side of the finish line (as sighted by the competitors approaching the finish) with the rounding mark on the port side.
        - The finish line will be between the code flag S on the RC vessel and the nearby rounding mark – make sure 2 horn sounds are made and the S flag is visible to the approaching lead boat and fleet when displayed on the RC vessel.
        - The blue flag (shown at the finish line of a regular, full-length course) is not to be displayed. The S flag is used in its place and tells competitors: “Finish between this flag and the nearby mark.”
        - The finish line should be 4-6 boat lengths and square to the wind.
        - Note: This has the competitors finishing between the mark on the side it would have been taken (to port) had the full course been sailed.
    - Shortened course finish at a gate.
        - The finish line will be between the gate marks.
        - The RC vessel is to be anchored on the starboard side of the finish line (as sighted by the competitors approaching the finish) with the far end gate mark on the port side.

- Anchor the RC vessel in tight proximity to the starboard gate mark. It is recommended that the mark actually be in contact with the RC vessel and tied to it. This procedure makes it obvious to the fleet that they should finish between the gate marks
- Make sure 2 horn sounds are made and code flag S is visible to the approaching lead boat and fleet when displayed on the RC vessel.
- The blue flag (shown at the finish line of a regular, full-length course) is not to be displayed. The S flag is used in its place and tells competitors: “Finish between the two gate marks.”
- Note: This has the competitors finishing between the gate marks as they would have passed through the gate marks had the full course been sailed.

- General notes:
  - The blue flag (shown at the finish line of a regular, full-length course) is not to be displayed. Code flag S is displayed in lieu of the blue finish line flag, not in addition to it. Since the code flag S is displayed on the RC vessel as one end of the shortened course finish line or to indicate a shortened finish between gate marks, it alone is to be flown to show a shortened course line designation.
  - There is no mention of "pre-notifying" that a course is to be shortened--nothing about showing a code flag S in any location other than the actual shortened course finish line. All discussion indicates the first notice is to take place before the first boat crosses the finish line. This is because the S flag tells the competitors "finish between this boat and the nearby mark” or “at a gate, between the gate marks.” It must be hoisted at a location within easy sight of the first place boat and is to be done "as the boats approach." This is often interpreted as a short distance from the line. The two sound signals, gun preferred, alert the competitors of the action to take place and the S flag tells them to finish between the boat and the nearby mark. The S flag becomes the boat end part of the actual finish line. If the finish is at a gate, the finish line is between the two gate marks.

MC wind velocity limit procedure

- LGYC SI 11.9 For Class MC:
  - (a) No race will be started when the race committee observes wind gusts of 21 mph or higher. The race committee may postpone the start and may endeavor to advise the fleet via VHF radio of their intention to remove the postponement if the wind decreases below the above limits. The race committee will allow reasonable time, at least 30 minutes, for the racing fleet to launch and sail to the starting area after radio notification of sailable conditions has been made.
  - (b) After a race has been started, if the race committee observes wind gusts of 23 mph or higher, the race will be abandoned. This changes RRS 32.1 and Race Signals.

- In practice:
  - When RC takes wind velocity readings over these limits at least 30 minutes prior to the start, RC should initiate and communicate a shore postponement for the MC fleet.
    - Notifying the fleet that winds are above the limit generally causes the fleet to wait to launch anyway, so it is effectively a shore postponement without including the provisions in the SIs.
  - If/when the RC determines conditions are adequately below the wind velocity limits, RC should notify the fleet via VHF radio of their intention to remove the postponement prior to signaling and lowering the postponement - the race would start at least 30 minutes after the postponement has been lowered.

Managing a Safe Race

Racing Rules of Sailing provide:

RRS Part 1 -- SAFETY

RRS 1.1 Helping Those in Danger – A boat, competitor or support person shall give all possible help to any person or vessel in danger.

RRS 1.2 Life-Saving Equipment and Personal Flotation Devices

A boat shall carry adequate life-saving equipment for all persons on board, including one item ready for immediate use, unless her class rules make some other provision. Each competitor is individually responsible for wearing a personal flotation device adequate for the conditions.

LGYC SI18 SAFETY provides:

- LGYC SI 18.2 When on the water, competitors in Class X, Opti, M14 and M15 shall wear U.S. Coast Guard approved personal floatation devices, properly fastened. Flag Y will not be displayed.
- LGYC SI 18.3 When on the water during the Spring and Fall Series, competitors in ALL Classes shall wear U.S. Coast Guard approved personal floatation devices, properly fastened. Flag Y will not be displayed.

Determining if Conditions are Raceable

Tools available:

Guidelines: Wind Velocities Suitable For Racing / Weather Limits for Races

Internet Weather: Current / Forecasts / Radar

- weatherunderground.com
- weather.gov (NOAA)
- windmapper.com
- sailflow.com
- iwindsurf.com

Weather Radio: National Weather Service

Anemometer and Thermometer: On Flagship

Visual: Darkening sky, buildup of thunderheads, lightning

Taking Action

1. Prior to race day, make sure your Race Committee Team is going to show up on time.
2. Be aware of the weather forecasts the evening prior to race day.
3. Check the forecasts several times on race day.
4. When wind velocities are marginally high, display the following flags on the east yardarm of the LGYC flagpole.
   - Flag F (red diamond on white field) – Class E and Class MC Mainsail Flotation Panels Mandatory. Display signal one hour prior to warning signal.
   - Flag Y (red and yellow diagonal stripes) – Life Jackets Mandatory

Repeat these signals from Flagship
Announce via VHF radio to all competitors when these signals are displayed

5. Consider postponing if you anticipate the wind will go down or the storm will miss us. Display flag "AP", red/white pennant, on Flagship or Flagpole with two sounds and announcing via VHF radio.
6. If conditions are not raceable for one fleet, display flag N (blue and white checkered) over and flag A (blue and white swallowtail) with the class flag – no sound signal - and announce via VHF radio.
7. If convinced conditions are not going to be raceable at all, abandon by displaying flag N (blue and white checkered) over flag A (white and blue swallowtail) with three sound signals and announce via VHF radio.

RACE COMMITTEE GUIDE TO WEATHER LIMITS FOR RACES

The following Guide to Weather Wind Limits for Races (a.k.a. Go/No-Go Sailing Calculator) is an aid to help determine if conditions are suitable for racing, especially during the early or late parts of the season when the potential danger of hypothermia is a major consideration. The race committee may complete the following form prior to each group of scheduled races. Measurement of wind velocity, air and water temperature, wave conditions and availability of radio equipped support boat noted.

Please refer to the form on the following page for guidance.

WIND MPH	10	12	14	16	18	20	22	24	26	28	30	32	34
SCORE	0	12	25	37	50	62	75	87	100	112	125	137	150
AIR TEMP (F)		52	60	48	46	44	42	40	38	36	34	32	30
SCORE		0	10	23	30	40	50	60	70	80	90	100	110
WATER TEMP (F)			60	58	56	54	52	50	48	46	44	42	40
SCORE			0	10	20	30	40	50	60	70	80	90	100
WAVE HEIGHT	< 1 FT	1 - 3 FT	> 3 FT					SUPPORT BOATS			2	1	NONE
SCORE	0	10	20					SCORE			0	10	20

Calculate by summing scores for all 5 conditions

A scows: < or = 130

E scows and M24: < or = 120

All others < or = 100

A CHECKLIST FOR THE RACE COMMITTEE – 2024

1. Boats that are planning to file a protest need to report to the Race Committee at the finish line.
2. Protest Flags: In classes A, E, WOW, C and M24 – A boat planning to protest must fly a protest flag. The Race Committee should record on the Race Report the leg of the course or the mark rounding when a protest flag is first seen and also if the protest flag is flying when the boat crosses the finish line.
3. Classes M15, M14, MC, X, Opti do not need protest flags. The only way the Race Committee will know whether a competitor in one these classes plans to file a protest is when he reports to the RC at the finish line.
4. Be sure to record the RC dock time on the Race Report Form.
5. Protest Forms are in a folder in the RC file cabinet. When a boat has indicated an intent to file a protest, the RC must allow 60 minutes from the dock time to receive the protest form.
6. Be sure to record on the protest form the time that the completed form is filed and the name of the Race Committee Member who received it. Then place the completed form in the metal Protest Pending clipboard.
7. Please do not search out a competitor to ask if he/she is going to file a protest. This could be construed to mean the Race Committee is lending assistance. You just have to wait and see if they file the protest form within 60 minutes of the docking of the Race Committee Boat.
8. Sailboat racing is intended to be a self-policing sport. Competitors are expected to follow and enforce the rules. In contrast to the obligation of the competitor, when a Race Committee Member sees a foul occur, they may file a protest, but is not required to do so. In most instances it is best to leave the protesting up to the competitors. The 60 minutes after docking limitation for filing a protest applies to Race Committee protests. During the time frame you must notify the competitor you are protesting.
9. A boat that comes to the starting area gets a better point score than the boat that stays in the parking lot. Be sure to include on the race report form the sail number of every boat that was in the starting area. If they did not actually start, record as DNS. If they start, but not finish, record as DNF.
10. Scores determined by the Race Committee (ref. RRS A5): A boat that did not start (DNS), did not round the end of the line in the last minute prior to the start (OCS), was black flagged (BFD), did not finish (DNF), or retires (RET) shall be scored accordingly by the Race Committee. Only the protest committee may take other scoring actions that worsen a boat's score. DSQ is an example of protest scoring action.

EQUIPMENT AVAILABLE ON RACE COMMITTEE BOATS

FLAGSHIP

NOTES – CODE OF CONDUCT

- Maximum number of persons on board is six, including driver.
- Only authorized persons permitted to drive boat.
- The driver should not leave the boat after she has left the dock.
- No person should be in the forward cockpit when the anchor is being raised or lowered or when the cannon is being fired.
- Both halves of the door should be latched when open.
- No person should be aboard while gas is being pumped into the tank.
- No person should be on the cabin roof except to set and retrieve course cards.

EQUIPMENT ABOARD

- BOW ANCHOR – 300 FT OF CHAIN
- DOCK LINES (5)
- LIFE JACKETS UNDER DECK IN FORWARD COCKPIT (6)
- CANNON
- COOLER
- DRY ERASE BOARD AND MARKERS
- FIRE EXTINGUISHER – STARBOARD SIDE OF COCKPIT
- WASTEBASKET
- ANCHOR RETREIVER DEVICE

HELMSMAN STATION

- ANEMOMETER
- GPS & LOG
- RADIO
- COMPASS

- CANNON SHELLS

STARBOARD LOCKER

- FIRST AID KIT
- EARMUFFS
- AIR HORN & CANISTERS
- BINOCULARS
- BLUE TOOLBOX WITH TOOLS, PENS, PENCILS, MARKERS

STARBOARD SIDE – BELOW WINDOWS

- STORAGE – SELDOM USED RACE SIGNALS
- THROWABLES (2)
- LARGE TOTE BAG WITH RC CLIPBOARDS, SAILING INSTRUCTIONS, RULE BOOK, BOAT REGISTRATION LIST

PORT SIDE – BELOW WINDOWS

- STORAGE – CLASS FLAGS

PORT SIDE – STERN OF COCKPIT

- BOX OF CARDS

STARBOARD FLOOR LOCKERS

- 12LB ANCHORS (6)

PORT FLOOR LOCKERS

- 12LB ANCHORS (2)

STORAGE UNDER AFT DECK

- GAS STICK
- TOW LINE
- TIP OVER RIGHTING LINE
- ONE LOANABLE LIFE JACKET

AFT COCKPIT

- RACE MARK RETAINER LINE
- COCKPIT COVERS STOWED IN BAGS
- TWO BOAT HOOKS

OVERHEAD AT BACK OF CABIN – RACE SIGNAL FLAGS

40” RACE MARKS (4)

BOAT 2 - MAKO

STARBOARD DRAWER – CENTER CONSOLE

- FIRST AID KIT
- DOCK LINES (4)
- 12LB ANCHORS (4) AND LINE IN FORWARD LOCKER
- ANCHOR TO SECURE BOAT
- 40” MARKS
- YELLOW “FRENCH FRY” MARK
- LIFE JACKETS (6) & THROWABLES (2) IN STOWAGE BAG IN FORWARD LOCKER
- LIFE JACKETS (1) & THROWABLES (1) & HORSESHOE (1) AT HELMSMAN STATION
- BAG OF RC TOOLS – ANEMOMETER – COMPASS – WIND STICK - GPS
- AIR HORN & CANISTERS
- CONTAINER: RC FORMS – PENCILS – FLEET REGISTRATION LIST = STOWED IN CENTER CONSOLE
- WASTE BASKET
- BOARDING LADDER
- SIGNAL FLAGS ON POLE – STOWED IN TUBE BAG
- DRY ERASE BOARD - UNDER SEAT
- BINOCULARS
- BOAT HOOK
- COOLER
- FIRE EXTINGUISHER

LGYC Boat Driver Responsibilities

1. SAFETY FIRST ALWAYS
2. One life jacket per person on the boat minimum.
3. Keep boats supplied with cannon shells, air horn, score sheets, scratch pads, pens, pencils, rule book and SIs.

4. Boat drivers to read and be familiar with SIs.
5. Make sure boats are gassed.
6. Iced drinks in cooler.
7. Be ready to launch at hour horn.
8. PRO is team leader.
9. Drive boat.
10. Set and retrieve marks.
11. Set and retrieve boat anchors.
12. Sound audio signals during racing.
13. Stow flags properly at end of racing.
14. Do not use winch for anchor ropes.
15. All boat equipment put away and stowed properly after racing.
16. Store boats on lift in fully upright position.
17. Boats covered and secured after cleaning up.
18. Keep R/C Annex clean and orderly. Put things back where you found them.
19. Notify John Zils or Mike Moore of missing or broken equipment.
20. Secure R/C Annex.

Boat 2 Driver Duties

1. SAFETY FIRST ALWAYS
2. The PRO serving on Flagship is in charge of the race and will direct Boat 2 from Flagship. The Boat 2 driver is to perform his/her duties as assigned unless directed otherwise by the PRO, John Zils or a LGYC flag officer.
3. If a racing sailor has any questions regarding racing, direct them to the PRO for an appropriate response.
4. Uncover the boat and lower the lift prior to racing.
5. Gas the boat as required and maintain proper oil level.
6. Keep boat clean and organized.
7. Keep necessary supplies on hand to include pencils, paper, scoring sheets, yearbook, sailing instructions, etc.
8. Fill cooler with ice and drinks.
9. Assist in setting up the course at the PROs direction.
10. Serve as safety/support boat throughout race.

11. Report any problems or issues with Boat 2 to John Zils and Maru Urban ASAP.
12. One life jacket per person on boat minimum.
13. Drive boat.
14. Set and retrieve marks and anchors at PROs direction.
15. Stow flags properly at end of racing.
16. All boat equipment put away and stowed properly after racing.
17. Store boat in lift in fully up position.
18. Boat covered and secured after cleanup.

CLOCK TIME	√	MIN.	SIGNALS	MEANING		COURSE/RECALLS/Etc.
Class: 1						
		5	Class Flag 1 **UP**	Warning		
		4	"I" **UP**	Preparatory		
		1	Preparatory Flag **DOWN**			
Class: 2		**0** **5**	Class Flag 1 **DOWN** NEXT START Class 2 Flag **UP**	Start Warning		
		4	"I" **UP**	Preparatory		
		1	Preparatory Flag **DOWN**			
Class: 3		**0** **5**	Class Flag 2 **DOWN** NEXT START Class 3 Flag **UP**	Start Warning		
		4	"I" **UP**	Preparatory		
		1	Preparatory Flag **DOWN**			

		0	Class Flag 3 **DOWN**	Start		

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