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**STINGRAY SWIM TEAM BYLAWS**

Last amended May 15, 2017

**Article I. NAME**

- A. This organization is a non-profit association of members with a common interest in aquatics. It shall be known as the Stingray Swim Team or informally as SST and shall be hereafter referred to as the Team.

**Article II. OBJECTIVES**

- A. The purposes of the Team are to provide educational opportunities in competitive swimming through organized training and competition; promote good sportsmanship, self-discipline; proper health and study habits and to provide worthwhile physical and recreational outlets. It is to further provide children with the opportunity to compete individually and as a team at the local, state, and when possible, at national levels under the auspices of USA Swimming. The Team shall be registered with USA Swimming and each team member shall be required to be a member of USA Swimming.

**Article III. BOARD OF DIRECTORS**

- A. The Board of Directors will consist of the president, Vice-President, Secretary, Treasurer, Head Swim Coach, and three Members-at-Large.
- B. The Board of Directors will have authority over and be responsible for the finances, swim meet operations and public relations of the Team. They shall make such rules and regulations as deemed necessary in performing these functions. The board may audit the books and records of the Team at any time. The Board may establish committees as needed.
- C. Board member elections shall be conducted at the annual spring membership meeting. The President and Secretary shall be elected during odd-numbered years while the Vice-President and Treasurer shall be elected during even-numbered years. The Members-at-Large will be elected each year. If there are no nominations, the three (3) Members-at-Large will be proposed by the President and approved by the Board at the first Board meeting following the elections.
- D. Vacancies on the Board will be filled by another member of the organization. Individuals will be appointed by the President and approved by the Board for the duration of the unexpired term.
- E. A Director may be removed from office according to the following procedure.
  - 1. A petition bearing the signatures of thirty percent (30%) of the membership shall be submitted to the Secretary to request a hearing.
  - 2. Sixty-percent (60%) of the membership will be present at the hearing.
  - 3. Sixty-percent (60%) of the members at the hearing shall be required to form a vote in favor of removal.
- F. All major expenditures over five hundred dollars (\$500) must be approved by a majority of the Board members. All minor expenditures may be approved by the President of the Board or the Treasurer without additional approval.

#### **Article IV. OFFICERS**

- A. The officers of the Executive Board shall consist of the President, Vice-President, Secretary and Treasurer.
- B. All Board members may hold their offices for any number of consecutive years, provided they are nominated and elected by a majority of the Members.
- C. No salary or other compensation shall be paid to any officer of the organization. Compensation may be warranted for the Treasurer position upon special circumstances deemed worthy by the Board. Special circumstances include but are not limited to:
  - 1. In the event the team accountant (employed by Team) withdraws from their duties and all such duties fall upon the Treasurer, said Treasurer shall be compensated with one (1) of their swimmer's monthly dues waived. All other charges including meet fees, USA Swimming Annual Registration, fundraising obligations, and/or miscellaneous fees shall not be included in the waiver.
- D. The term of office for the Head Coach, Officer and Board members, shall be from September 1 through August 31 of each year. The Head Coach salary will be renegotiated annually.

#### **Article V. DUES**

- A. In consideration of the need for a steady, reliable source of income for the Team, and with the understanding that team members realize benefits, this article establishes a membership dues program for all active members of the Team. Following are the general rules to be established in managing the dues program.
  - 1. The fiscal year of the organization shall begin September 1 and end August 31 of each year.
  - 2. Membership dues and fees shall be recommended by the Board and determined by the vote of the members at a general meeting.
- B. All monies such as dues, meet fees, equipment order payments, special expense assessments, etc. will be deposited in the Team checking or savings account, held by a local financial institution determined by the Board of Directors. All disbursements will be made from this account. Special fund-raising monies shall be deposited in the savings account. The checking account shall be used as the primary operational account for the Team.
- C. The Board of Directors shall from time to time, as needed, authorize transfers from the savings to checking to cover special obligations such as but not limited to: meet expense subsidies, awards, equipment purchases, concession purchases, social functions, etc. The Treasurer may, at their discretion, transfer surplus funds from the checking account to savings.
- D. A member more than forty-five (45) days in arrears in dues payment shall be notified by the Treasurer. Any Team member who is more than sixty (60) days in arrears in dues payment shall not be allowed to compete in any swim meets until said dues are paid in full. If dues are in arrears for ninety (90) days, said member shall be subject to a loss of all Team privileges until fees are paid.
- E. The Board of Directors will have the power to grant an extension if extraneous circumstances prevent a member from making a payment.

**Article VI. MEMBERSHIP**

- A. Active membership of the Stingray Swim Team shall consist of those parents who have children on the team and meet the provisions of Article V. Each family membership shall consist of a single unit, casting one vote. Members in good standing will be the only members entitled to a vote and allowed to hold office.
- B. Any individual wishing to be a member of the Team may become a team member by recommendation of the coaching staff and by meeting the skills required to join.
- C. At the beginning of each swim season or upon joining the Team, each family will receive a Registration and Information Packet that will include, but not be limited to: Stingray Registration, USA Swimming Registration and required documents, Emergency Contact, Parent Agreement, Liability Release, Code of Conduct Agreement, Website Photo Permission, Fundraising Letters, and Volunteer Agreement. Forms should be completed online during the Team registration process and must be submitted before the swimmer(s) is allowed to attend practice.
- D. Each swimmer and at least one (1) parent will read and sign a Code of Conduct Agreement at the beginning of each swim season. This document will outline Team expectations and disciplinary measures that the Stingray Swim Team has adopted to manage issues that may arise. This agreement is binding for the swimmer and all members of the family.
- E. A Team member may be subject to suspension if, in the opinion of the coaching staff, the swimmer exhibits conduct not becoming of a Team member.
- F. All suspensions shall be determined by the coaching staff. Suspensions of more than two consecutive days, or four days per month, may be appealed to the Board of Directors. All rulings of the Board of Directors shall be final.

**Article VII. MEETINGS**

- A. There shall be a minimum of two (2) general membership meetings per year. Notice of all general meetings, including an agenda will be distributed to the members in advance of the meeting. There will be a season kick-off general membership meeting in September, where Team responsibilities for parents and swimmers will be discussed, a packet of forms will be distributed, and a volunteer list will be available for signup. There will also be a spring meeting in April/May/June for the purpose of electing a new Board and voting on any bylaw changes or other decisions requiring a vote. Special Membership Meetings may be called by a majority vote of the Board or by a petition of twenty (20) Voting Members in good standing. Each Voting Member in good standing present at such meetings shall have one vote.
- B. The Board of Directors will meet as deemed necessary during those months when the swim team is active.
  - 1. Five (5) Directors shall constitute a quorum necessary for the transaction of business.
  - 2. Swimmers and Parents are welcome to attend open Board meetings and make presentations at those meetings by requesting time on the agenda.
- C. Robert's Rules of Order Revised shall govern the proceedings of this organization in all cases in which they are applicable and are not inconsistent with these by-laws.

**Article VIII. AMENDMENTS TO BYLAWS**

- A. A copy of the proposed amendment shall be given to the Board President prior to notification of a general membership meeting, so that it can be placed on the agenda.
- B. These bylaws may be amended by a two-thirds (2/3) vote of the membership voting on the amendment, at a general membership meeting.

**Article IV. CHAPERONES**

- A. The term “chaperone” as used in the Article is defined as any team member of the coaching staff or any Team parent appointed to serve in that capacity.
  - 1. On all out of town meets where housing is not provided (i.e.) the team is housed in a motel, hotel, etc., a sufficient number of chaperones will be approved by the Board of Directors to assure that total group control and safety is maintained.
  - 2. When the number of swimmers involved does not justify additional chaperones, the coaching staff may serve as the sole chaperone(s) when the individual parents concerned agree in writing.
  - 3. Chaperones are responsible for the safety and well-being of swimmers assigned to them but shall not be held personally liable for the actions of, or injury to, any swimmer due to circumstances beyond their control.
  - 4. Any problems concerning discipline must be reported to a member of the coaching staff for proper action. In rare situations where a member of the coaching staff is not available, the chaperone in question shall have full authority to discipline a swimmer. The type of discipline clearly excludes any form of corporal punishment, but may include such measures as expulsion from competition, restriction to quarters, returning the swimmer in question home prior to normal departure at the parent’s expense, suspension from the Team and any other form of discipline that the chaperone or coaching staff deems appropriate at the time.

**Article X. ASSOCIATION DISSOLUTION**

- A. In order for this Team to be dissolved, it shall require a recommendation from the Board of Directors and a two-thirds (2/3) vote of the members at a special meeting called expressly for the purpose.
- B. Upon the dissolution of the Team, the directors shall pay or make provisions for paying all the liabilities of the Team. All remaining assets of the Team shall be distributed among any organizations located in the Fourth Judicial District, State of Alaska, which operate to foster national armature swimming, competition, or other charitable or educational organizations, and which qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Service code, as recommended by the Board of Directors.

Original bylaws were adopted by a majority vote at the general membership meeting on the 12<sup>th</sup> day of April 1980.

Amended:

August 18, 1981

August 31, 1982

September 23, 1994

May 16, 1999

June 11, 2011

April 30, 2016

May 15, 2017