

**By-Laws
Jonesboro Jets Swim Team
Revised 12-4-07**

ARTICLE I. IDENTIFICATION

The name of the organization shall be the Jonesboro Jets Swim Team, Inc.

ARTICLE II. PURPOSES

The organization shall be operated exclusively for the purpose of developing swimming skills and techniques for children and adolescents. In furtherance of such purpose, it shall:

1. provide the opportunity to train under qualified instructors.
2. provide the opportunity to participate in competitive swim meets.

ARTICLE III. MEMBERSHIP

- A. Membership shall be on a monthly registration.
- B. Voting membership shall consist of the parent or legal guardian or each paid registrant and be limited to one (1) vote per family.

ARTICLE IV. MEETINGS

A. Membership

1. Regular. A regular meeting of the membership shall be held at a place to be determined by the Board of Directors on an annual basis in July or August.
2. Special. Special membership meetings shall be called and conducted as determined by the Board of Directors.

B. Board of Directors

1. Members of the Board of Directors will include all officers as well as the following:
 - a. Registrar
 - b. 4 (four) Members-At-Large
2. Regular meetings of the Board of Directors shall be held not less than ten times during a calendar year as called by the President or by a majority of the Board of Directors.
3. Special meetings of the Board of Directors may be called at anytime by the President or by a majority of the Board.
4. The quorum of such meetings shall consist of 7 (seven) of its members.

ARTICLE V. FISCAL YEAR

The fiscal year of the organization shall be September 1 to August 31.

ARTICLE VI. JETS DUES

- A. The annual dues of the members of the organization shall be set from time to time by the Board of Directors
- B. Dues shall be due and payable on monthly basis.

ARTICLE VII. OFFICERS

- A. The Officers of the Organization shall be as follows: President, Vice President, Ex-Officio, Treasurer, and Secretary.
- B. The term of each office shall be limited to two (2) years. (Amended 12-4-07)

ARTICLE VIII. ELECTION OF OFFICERS AND BOARD OF DIRECTORS

- A. Elections- Office(s) Contested
 - a. Election of all offices shall be held at the annual meeting.
 - b. The four (4) At-Large members shall be elected by the membership to serve one year terms.
 - c. Elections for all offices shall be by a plurality of those votes cast.
 - d. The current membership list will determine the members entitled to vote under this section.
- B. Vacancies
 - a. In the event of a vacancy in any office, the President, shall fill the vacancy by appointment subject to the approval of a majority vote of the remaining Board of Directors.

ARTICLE IX. DUTIES OF OFFICERS

- A. The President shall be the Executive head. He/she shall preside at the annual and special meetings of the Membership, and meeting of Board of Directors. The President shall determine the policies consistent with these By-Laws and establish goals to be reached during his/her term of office.
 - a. The president shall also be responsible for representing the Jonesboro Jets Swim Team at meetings which require a representative of the team.
 - b. Appoint swim meet directors.
- B. The Vice President shall perform all the duties of the President during the President's absence or inability to perform them.
 - a. The Vice President will assume the office of President the following year.

- C. The Ex-Officio shall serve as an adviser to all members of the Board of Directors in matters of By-Laws interpretation, and serve as Chairman of the nominating committee.
- D. The Secretary shall be responsible for taking minutes at a regular and special membership meetings as well as Board of Directors meetings.
 - a. The minutes of each such meeting shall be presented for approval at the following meeting.
- E. The Treasurer shall be the financial officer of the Organization. In addition, the Treasurer shall:
 - a. Keep or cause to be kept complete records of all money received and disbursed by or on behalf of the Organization, and secure proper receipts for all money disbursed.
 - b. Report of the financial condition of the Organization at each meeting of the Board of Directors.
 - c. Have his/her accounts analyzed annually as prescribed by the Board of Directors.
- F. The Registrar shall provide for membership registration on an annual basis, insuring that all necessary arrangements are planned in a timely manner. In addition:
 - a. He/she shall be responsible for collecting all registration forms as well as monies for same. Registration monies shall be forwarded to the Treasurer in a timely manner.
 - b. He/she shall assure that a complete membership list is published by October 31 and June 15 each year.
- G. At-Large board members will serve to represent the interests of the entire membership.

ARTICLE X. NOMINATING COMMITTEE

- A. The Nominating Committee is charged with the responsibility of nominating a candidate for each office. If the Nominating Committee is unable to select one candidate per office, then two candidates may be nominated for that office.
- B. The Chairperson of the Nominating Committee shall be the Ex-Officio.
- C. The Chairperson, the Head Coach, and a third person selected by a majority of the Board will compromise the nominating committee.
- D. The Committee shall present a list of nominees to the Membership for election at the annual meeting.

ARTICLE XI. AMENDMENT TO BY-LAWS

- A. These By-Laws may be repealed, replaced or amended; and new By-Laws may be included upon review, and analysis and a two-thirds approval by the Board of Directors.
- B. Acts of the Board of Directors shall be taken based on a simple majority vote, except where otherwise stated in the By-Laws.