
BYLAWS OF THE SUBURBAN SWIM LEAGUE

General Provisions
Membership
Executive Board, Officers, and Committees
Administrative
Teams, Athletes, and Eligibility
Amendments

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SUBURBAN SWIM LEAGUE

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BYLAWS
OF THE
SUBURBAN SWIM LEAGUE

PART I – GENERAL PROVISIONS

101. NAME

This organization shall be known as the Suburban Swim League. The organization shall not be incorporated.

102. PURPOSES

The purposes of the Suburban Swim League (SSL) are:

- (1) to promote recreational competitive swimming in member communities
- (2) to govern, coordinate, and administer activities and operations of the SSL
- (3) to facilitate the mission of member clubs to provide a wholesome, recreational-competitive swim program for their communities
- (4) to provide for annual league championship competitions
- (5) to provide for the prompt and equitable resolution of grievances

103. LEAGUE PHILOSOPHY

The SSL places the importance of recreational swimming and participation above the element of competition. Though competition is an important element of a swim meet, the SSL believes that all swimmers should participate regardless of individual proficiency, thus enabling the maximum number of swimmers to enjoy a well-rounded, recreational program.

104. RULES OF UNITED STATES SWIMMING APPLY

Section 1. The rules as set forth in the United States Swimming Rule Book, Current Edition, apply to SSL championship and dual meets.

Section 2. Exceptions

- (1) False Start: Swimmers are not disqualified until a second false start is committed.
- (2) Forward Start: The Starter, on receiving clearance from the Referee (for all events except Backstroke and Medley Relay), directs swimmers to step onto the starting block or platform and assume a position with at least one foot at the front of the block before the command "take your mark." (to replace Section 102.14.2.A of the current USS Rule Book)

Section 3. The SSL may adopt eligibility criteria more restrictive than United States Swimming in order to preserve the integrity and fairness of its recreational swimming competitions.

105. AUTONOMY AND EQUAL OPPORTUNITY

Section 1. The SSL shall be autonomous in its governance of league activities and operations and may not delegate its governance responsibilities.

Section 2. The SSL shall provide an equal opportunity to athletes, coaches, administrators, and officials to participate in amateur, recreational swimming competitions without discrimination on the basis of race, color, religion, sex, or age, provided that swimmers meet age requirements as set forth in these bylaws.

Section 3. Individuals serving on the SSL's Executive Board or any Council or Committee of the SSL shall be selected without regard to that individual's race, color, religion, or sex.

106. SEASON AND FISCAL YEAR

Section 1. The fiscal year for the SSL begins on August 1 and ends on July 31 of the following calendar year.

Section 2. The seasonal year for the SSL begins on August 1 and ends on July 31 of the following calendar year.

Section 3. The active season in each seasonal year for every team representing a Member Club in the SSL is defined to begin the Monday of the week containing May 1 and end at the conclusion of the Meet of Champions. If May 1 falls on a weekend, the active season will begin the following Monday.

Section 4. Member Club practices may not begin prior to the start of the active season (Section 3).

107. PARLIAMENTARY AUTHORITY

Except as otherwise provided in these bylaws, all meetings of the SSL shall be conducted in accordance with the latest authorized edition of Robert's Rules of Order.

108. AMENDMENT OF BYLAWS

These Bylaws can be amended at any regular or special meeting of the SSL Executive Board provided that previous notice was given in writing at the prior SSL Executive Board meeting and then sent to all members of the Executive Board by the Secretary.

109. DISSOLUTION

This organization may be dissolved at any regular or special meeting of the SSL Executive Board provided that previous notice was given in writing at the prior SSL Executive Board meeting and then sent to all members of the Executive Board by the Secretary.

110. DEFINITIONS

(1) "League Rep" means a Member Club's primary delegate to the SSL Executive Board.

(2) "League Season" refers to the period of active practice and competition in any Seasonal Year.

(3) "Seasonal Year" means the numeric designation (e.g. "2007") for the present year of League competition.

(4) "Team Practice" means any workout or conditioning session under the supervision of the coach or his designated assistant or extension thereof.

PART II – MEMBERSHIP

201. ELIGIBILITY

The membership of the SSL is open to all recreational swimming clubs and club members without discrimination on the basis race, color, religion, or sex.

202. MEMBERSHIP CATEGORY

Section 1. The SSL has a single category of membership: Member Club.

Section 2. A Member Club includes

- (1) All Member Clubs at the time of the adoption of these bylaws
- (2) Any recreational swimming club that applies to the SSL for membership and is admitted to membership by the SSL Executive Board.

203. ADMISSION TO MEMBERSHIP

Section 1. Any recreational swimming club desiring to become a Member Club must submit a written application for membership to the Secretary. The applicant shall specify:

- (1) Club name, location, and contact information
- (2) Copies of its charter, bylaws, rules, regulations, and other governing documents appropriate to understanding the structure and activities of the organization.

The SSL secretary shall prescribe the number of copies to be submitted.

Section 2. The SSL Secretary shall refer an application to be admitted as a Member Club to the SSL Executive Board for consideration. The Executive Board shall determine whether the applicant meets the criteria of a recreational swimming program and complies with the SSL bylaws.

Section 3. The SSL Executive Board shall admit an applicant to full membership as a Member Club by majority vote. An applicant's status as a Member Club is effective immediately upon completion of the vote.

Section 4. An applicant admitted as a Member Club after January 31 will commence league competition in the following seasonal year.

204. GENERAL MEMBER RESPONSIBILITIES

Section 1. Each Member Club shall satisfy all of the following requirements:

- (1) Except as otherwise required by applicable law, comply with all Bylaws, policies, and requirements of the SSL.
- (2) Submit to the SSL any amendment to its organizational documents or its governing documents not later than ninety (90) days after adoption of such an amendment.
- (3) Pay fees due to the SSL by the deadline the fees are required to be paid.
- (4) Provide volunteer staffing as assigned by the SSL to operate the SSL League Championship Meet

Section 2. Except as specifically provided otherwise in these Bylaws, each Member Club has exclusive jurisdiction over its own programs and activities.

Section 3. The Executive Board has the authority to sanction Member Clubs in violation of SSL bylaws by causing such clubs to forfeit all points and standing attained as a result of the violation. The Executive Board will afford Member Clubs reasonable notice,

hearing, and reasonable opportunity to present the member's cause. Forfeiture of points and standing requires a two-thirds majority of the entire Board.

Section 4. Member Clubs in violation of SSL Bylaw 106 Section 3 may be excluded from consideration for both the dual-meet and league championships.

205. DUAL MEMBERSHIP

A Member Club may hold dual-league membership provided that it complies with all requirements of SSL membership.

206. SUSPENSIONS AND TERMINATIONS

Section 1. A Member Club failing to pay any fees due to the SSL shall be provided notice of the delinquency. If those fees are not paid within 30 days of the after the date specified in the notice of delinquency, the delinquent Member Club shall be suspended from membership in the SSL. Unless otherwise provided by the Executive Board, the membership of a Member Club shall be terminated automatically if the Member Club has failed to pay those fees for a period of 90 days after that date specified in the notice of delinquency. The Secretary shall notify the Member Club of the suspension and the date upon which its membership will be terminated if the fees remain unpaid.

Section 2. The SSL Executive Board may suspend or terminate the membership of any Member Club by two-thirds majority vote of the entire board if the Board determines that

(1) The conduct of the Member is adverse to the best interests of recreational swimming or the SSL

(2) The Member has not complied with the requirements of its membership. The Executive Board may act only after a hearing, reasonable notice to the Member of the time and place of the hearing, and providing the Member with a reasonable opportunity to present evidence in support of the Member's position.

Section 3. Notwithstanding section 1 of this bylaw, the membership of a Member Club whose suspension in effect on the last day of a seasonal year is terminated as of the first day of the next seasonal year unless the Executive Board provides otherwise.

Section 4. Any Member Club may withdraw its membership from the SSL by providing written notice to the Secretary no later than ninety days prior to the date of its withdrawal. The Secretary will refer notices of withdrawal to the Executive Board. The membership status of a withdrawing Member Club is immediately suspended upon the Secretary's receipt of the Member Club's letter of intent to withdraw.

PART III - EXECUTIVE BOARD, OFFICERS, AND COMMITTEES

301. EXECUTIVE BOARD AND AUTHORITY

Section 1. There shall be created and formed an Executive Board that shall conduct the business of the SSL. The Executive Board shall be comprised of one delegate from each Member Club.

Section 2. The Executive Board shall be the representative membership of the SSL and have the following authority:

- (1) The election of Executive Board Officers
- (2) To receive, review, and vote on adoption of amendments to the Bylaws of the SSL
- (3) Approving the budget of the SSL (but not its Member Clubs)
- (4) Approving fees due to the SSL
- (5) Approving membership of all Member Clubs
- (6) Suspending or terminating membership as set forth in the bylaws
- (7) Assigning responsibilities to Member Clubs for the SSL League Championship meet
- (8) Approve the SSL calendar for each seasonal year
- (9) Sanction dual meets between Member Clubs
- (10) Effect the prompt and equitable resolution of grievances by Member Clubs
- (11) Votes to resolve any protest lodged by a Member Club

See **Policy 301-3: Protests**

- (12) Adminstrate the League Champtionship meet
- (13) Publish to Member Clubs the official dual and League Championship meet policies and procedures

See **Policy 301-1: SSL Meet Procedures**

- (14) Administrates the rules to be used at dual and League Championship meets
- (15) Publishes to Member Clubs changes to official rules (Section 308)
- (16) Certify Member Club Stroke and Turn officials (Section 308)

See **Policy 301-2: Stroke and Turn Certification**

Section 3. The Executive Board shall have all governance, supervising, and administrative authority of the SSL as provided by these bylaws.

Section 4. No member of the Executive Board or its Committees shall receive compensation (other than reimbursement for expenses) for services or goods provided to the SSL through a binding obligation unless the binding obligation is specifically approved by the Executive Board. Any member having a financial interest in the contract or obligation or verbal understanding shall abstain from voting.

302. COMPOSTION AND VOTING

Section 1. Each member of the Executive Board shall be entitled to one vote.

Section 2. Each member of the Executive Board may have alternates to an SSL meeting. An alternate may participate in SSL Executive Board meetings but may not vote.

The alternate may cast the vote of the primary Executive Board member if the primary member is absent.

Section 3. A member of the Executive Board shall not be able to cast the vote of another member of the Executive Board by proxy.

Section 4. Except where otherwise stated in these bylaws, all motions shall be adopted by a majority vote of the entire Executive Board.

Section 5. A motion to amend the Bylaws of the SSL shall be adopted by a two-thirds majority vote of the entire Executive Board.

Section 6. A motion to dissolve the SSL shall be adopted by a two-thirds majority vote of the entire Executive Board.

Section 7. In keeping with parliamentary procedure, the President of the Executive Board does not vote except in the following circumstances:

- (1) The President's vote would break a tie-vote
- (2) The President's vote would create a tie-vote
- (3) The vote is taken by ballot
- (4) The vote is taken by roll call, in which case the President votes last

Section 8. The Executive Board member(s) representing Member Club(s) with a membership status of "suspended" may not vote.

303. OFFICERS

Section 1. The officers of the SSL are the President, Vice President, Treasurer, and Secretary. An individual may be an officer of the SSL as long as the individual is a member of a Member Club and is selected by the Member Club as the club's delegate to the Executive Board.

Section 2. The Executive Board will elect its officers at the first meeting of a seasonal year.

Section 3. The term of office of Executive Board officers expires upon adjournment of the first meeting of a seasonal year.

Section 4. If a vacancy occurs in the office of President or Vice President, the following order of succession applies:

- (1) The Vice President for the President
- (2) The Secretary for the Vice President
- (3) The Executive Board will elect a new Secretary at the meeting in which this succession order is applied.

304. RESPONSIBILITIES OF OFFICERS

Section 1. The President of the SSL shall have the following responsibilities:

- (1) Preside at all meetings of the SSL Executive Board
- (2) Appoint all committees as provided by these bylaws
- (3) Act as Chairman of the Protest Committee
- (4) The President has the authority to cancel scheduled events, including league-sanctioned competitions, in order to protect the health, safety, and well-being of SSL athletes, coaches, or employees. A decision to cancel must be published no later than 24 hours prior to the scheduled event.

Section 2. The Vice President shall assist the President in the performance of the President's responsibilities and shall exercise all the powers of the President in the President's absence.

Section 3. The Treasurer shall have the following responsibilities:

- (1) Oversee the keeping of full and accurate accounts of receipts and disbursements of the SSL.
- (2) Provide a complete report of SSL financial activities and current status of SSL accounts at each meeting of the SSL Executive Board.
- (3) Be responsible for the care and custody of the SSL's funds.
- (4) Establish deadlines in each seasonal year for the receipt of fees from Member Clubs.
- (5) Monitor the receipt of fees from Member Clubs and report delinquencies to the Executive Board.

Section 4. The Secretary shall have the following responsibilities:

- (1) Record the minutes of each SSL Executive Board meeting
- (2) Report minutes to the Executive Board and publish confirmed minutes to the members of the Executive Board.
- (3) Notify Member Clubs of delinquent fees per Bylaw 206
- (4) Receive applications for membership per Bylaw 203

305. REMOVAL

Section 1. Any member of the SSL Executive Board may be removed by the Board for cause, after reasonable notice, hearing, and reasonable opportunity to present the member's cause. Removal requires a two-thirds majority of the entire Board.

Section 2. Removal under Section 1 of this bylaw does not eliminate the Member Club's right to field a delegate to the Executive Board. Upon notification that its delegate has been removed for cause, the Member Club will immediately name a new delegate to the SSL Executive Board.

306. MEETINGS

Section 1. The Executive Board shall meet at least 10 times each seasonal year. The preferred meeting day is the first Wednesday of each calendar month.

Section 2. Any member of the Executive Board may participate in a meeting of the Board by conference telephone or similar communications equipment allowing all members to hear each other at the same time. Participation by such means shall be deemed presence in person at the meeting.

Section 3. The confirmed minutes of each meeting will be distributed to the members by the Secretary within 30 days.

Section 4. A quorum is defined as four members of the Executive Board.

307. COMMITTEES

Section 1. The President, subject to approval of the Executive Board, shall establish special committees as the President considers necessary, prescribe the responsibilities of each of those committees, and appoint members to each of those committees. Each special committee must have a specific objective, a specific deliverable, and a specific term.

Section 2. The President shall name the Chairman of each special committee from among the members of the committee.

Section 3. No paid employee of the SSL or its Member Clubs may be appointed as a voting member of any committee.

Section 4. Special committee members shall continue in office until removed or the special committee is terminated because it has fulfilled its objective and/or its term has expired.

Section 5. All members of Member Clubs are eligible for appointment to SSL special committees.

308. RULES

Section 1. The SSL rules may not be more stringent than those prescribed in the current United States Swimming Rule Book.

Section 2. The Executive Board will provide notification to Member Clubs when changes to the United States Swimming Rule Book or SSL-specific rules occur. In these instances, the Rules Committee will provide notification of the specific rule change, a description of the rule, and appropriate interpretations of the rule.

Section 3. Certification of Member Club officials must be completed prior to the first scheduled dual meet of a seasonal year.

PART IV - ADMINISTRATIVE

401. COMMISSIONER OF RECORDS

Section 1. The President of the SSL Executive Board, subject to approval of the Executive Board, shall appoint a Commissioner of Records. The appointment is effective upon approval of the SSL Executive Board. The Commissioner of Records shall serve until he or she resigns the position by providing written notice to the SSL President or upon removal by the SSL Executive Board.

Section 2. The Commissioner of Records shall have the following responsibilities:

- (1) Maintenance of SSL records with exception of the Executive Board Records.
- (2) Timely receipt of Team Final Rosters in accordance with Bylaw 402.
- (3) Maintenance of Meet Heat Sheets SSL meets.
- (4) Establishing of League Individual and Team Time Records, identifying the event (stroke), name of the record holder, time, club affiliation and date record set.
- (5) Responsible for publishing to Member Clubs a consolidated listing of League Individual/Team time record holders at least once per year.
- (6) Responsible for publishing to Member Clubs changes to the consolidated listing of League Individual/Team Time Records on an "as needed" basis.

Section 3. The Commissioner of Records is authorized to communicate directly with Member-Clubs.

402. MEMBER CLUB ROSTERS

Section 1. Not later than midnight (24:00) of the first Saturday preceding the League's first scheduled dual meet of each seasonal year, each Member Club's delegate to the Executive Board shall cause to have filed with the Commissioner of Records a Final Roster of swimmers on the team representing the Member Club in the SSL.

Section 2. The Final Roster shall show for each swimmer:

- (1) Full Name
- (2) Date of Birth
- (3) Age group of participation during the season
- (4) Sex

Section 3. Final Rosters shall be provided to the Commissioner of Records in the following format:

- (1) Swimmers listed in alphabetical order by last name
- (2) Sorted by Sex
- (3) Secondarily sorted by age group

Section 4. Swimmers shall be listed within the age group appropriate for their actual age on June 15th.

Section 5. Each Final Roster shall be subscribed with the following certification by the Member Club's delegate to the SSL Executive Board:

"I am informed and believe and, on the basis of my information and belief, certify that the information contained herein is complete, true and correct, and that the swimmers listed herein comply with the eligibility provisions of the By-Laws of the Suburban Swim League."

403. LATE SUBMISSION OF ROSTERS

Member Club's not filing Final Rosters by the established deadline are subject to disciplinary action by the SSL Executive Board, including by not limited to:

- (1) Suspension of the Member Club from competition without refund of registration fees
- (2) Forfeiture of a dual meet

404. CHANGES TO FILED FINAL ROSTERS

Section 1. At any time after filing its Final Roster, a Member Club may drop and add swimmers to the team representing the Member Club in the SSL.

Section 2. No notice of dropped swimmers need be given to the Commissioner of Records.

Section 3. Changes to a Member Club roster are now accepted via e-mail. Clubs should create a new team roster per the procedure in Section 202, above). Updated rosters are due to the SSL Commissioner of Records by midnight (24:00) of the Saturday prior to the first meet in which the added athlete(s) will participate.

Section 4. In the e-mail containing the roster file, indicate for each added athlete:

- Name
- Gender
- Birth date
- Age group of competition

405. SSL FEES

Section 1. The Executive Board of the SSL has the authority to prescribe any and all fees that must be paid by Member Clubs in any given fiscal or seasonal year. All fees will be used solely for the purpose of covering the SSL's costs and expenses associated with executing its responsibilities as described in these bylaws.

Section 2. SSL fees may include (but are not limited to) the following

- (1) Member Club annual registration fees
- (2) League Championship meet entry fees (including "splash fees" and event fees)
- (3) Advertising and printing fees
- (4) Championship meet T-shirt fees

Section 3. The Executive Board has the authority to prescribe special one-time fees as required to meet its operating requirements. For example, the SSL may prescribe a special fee to replace broken timing equipment used during the League Championship meet.

406. REGISTRATION FEES

Section 1. Each Member Club will be required to pay an annual fee for each seasonal year.

Section 2. The SSL Treasurer will determine the Member Club registration fee for each seasonal year. The fee will be computed based on SSL expenses incurred in the previous seasonal year.

Section 3. The purpose of the registration fee is to allow the SSL to cover all expenses associated with operating the SSL League Championship Meet.

Section 4. All monies collected under this bylaw are subject to audit at any time by any Member Club. A Member Club desiring to audit registration fees shall file a request with the SSL Treasurer.

407. DISPOSITION OF RECORDS

Section 1. The SSL Secretary shall be responsible for maintaining all files created by the Executive Board.

Section 2. The SSL Executive Board will determine the policy and time for the destruction of Executive Board records.

Section 3. Executive Board records will be disposed of through destruction.

Section 4. A Records Inventory will be taken of all records scheduled for destruction. The Records Inventory will be maintained for a period of two (2) years following the destruction of records, after which time the Records Inventory may also be destroyed.

Section 5. Final Rosters for a season will be maintained until the start of the next seasonal year, after which time they may be disposed of through destruction.

Section 6. Meet Heat Sheets will be maintained in an archive containing all sheets from all meets and events in a given active season. The archive will be maintained for a period of two (2) years from the last day of that seasonal year, after which time the archive may be disposed of through destruction.

Section 7. League Individual and Team time records shall be maintained on a perpetual basis. These records will be destroyed upon dissolution of the SSL.

Section 8. Records from the League Championship meet will be maintained until the final day of that seasonal year, after which they may be disposed of through destruction.

408. VERIFICATION OF INDIVIDUAL AND TEAM RECORDS

The following procedure will be followed for the purpose of verifying a new League Individual/Team Time Record:

(1) Heat Sheets shall be verified and signed by the meet referee and three timers in the lane in which the record is set. In the event all three timers cannot be found, the meet referee and the head timer may sign the lane slip for validation.

(2) The Event Sheet shall be signed by the Home Head Scorer and the Visiting Team Scorer to verify entry.

(3) If more than one swimmer betters a record in the same race, both will be verified and identified for their accomplishment. The swimmer with the fastest time, however, will be recorded as the new record holder.

(4) SSL League Records can be set at any league sanctioned dual meet or at SSL Championships. For purposes of SSL League Records, invitationals and Sacramento Meet of Champions are not considered league sanctioned meets.

PART V – TEAMS, ATHLETES, AND ELIGIBILITY

501. MEMBER CLUBS

Member Clubs may designate one team to represent the Member Club during any SSL season.

502. INVITATIONAL MEETS

Teams may participate in Invitational Meets during the SSL active season.

503. INDIVIDUAL ELIGIBILITY

Section 1. In individual competing in a sanctioned SSL event must be on the Final Roster or Amended Final Roster of a team representing a Member Club in the SSL.

Section 2. A swimmer who has reached his or her 19th birthday on or before June 15th of the present seasonal year is not eligible to compete in the SSL.

Section 3. Individual athletes maintaining the same residence during the SSL's active season shall not be permitted to change team affiliation during the present season.

Section 4. A swimmer who moves to a new permanent residence shall be eligible to transfer affiliation (if applicable) at the time the new residence is established (moved in).

Section 5. A swimmer may only be assigned on the Roster of one (1) Member Club team participating in the SSL.

Section 6. Except where changes of affiliation are permitted under this bylaw, a swimmer who begins the active season on the Roster of one Member Club must remain affiliated with that Member Club until the conclusion of the active season.

504. NON-LEAGUE ELIGIBILITY AND PARTICIPATION

Section 1: Philosophy

The SSL is a recreational league. Therefore, the SSL, like most recreational programs, utilizes a defined period of inactivity, called the Quiet Period, to differentiate the recreational nature of the league from year-round, or "competitive" programs.

The SSL recognizes the importance of high-school swimmers, who serve as role models for, and pass down the league's tradition to younger swimmers. The SSL exempts high-school swimmers from the Quiet Period to enable them to participate with their teams.

The SSL recognizes that a competitive imbalance will exist for 8th graders participating in the 13-14 age group who are not eligible for high-school team practice. The SSL believes that the high-school exemption serves the greater good of the league by allowing high-school age athletes to participate with their teams as well as the league.

The Quiet Period limits the amount of in-water, coached training to 12 hours or less.

Section 2: Definitions

Active Member: When referring to an athlete's status with a US Club, "active" refers to a member whose membership is in good standing, appears on the US Club roster, and participates in practices or meets with the US Club after Feb 15.

High-School Coach: A person who is listed by the host high-school as a member of the swimming team coaching staff. The coach must meet all requirements of the Sac-Joachin Section of the CIF as administered by the school's Director of Athletics.

Quiet Period: A period usually established by recreational leagues during which athletes are restricted from coached training. The quiet period is used to differentiate recreational programs and athletes from competitive programs and athletes.

Recreational Program: An activity that meets or occurs during a portion of the year.

USA Swimming: The national governing body for swimming in the United States.

US Club: A team or club registered with the Local Swimming Committee of USA Swimming; the LSC local to our area is Sierra Nevada Swimming.

Year-round Program: An activity that meets or occurs throughout the year; also referred to as "competitive" programs.

Section 3: The Quiet Period

The SSL's "Quiet Period" begins on February 15th and ends on the date when SSL team practices are allowed to commence.

During the Quiet Period, swimmers are limited to a total of 12 hours of in-water, coached training time, unless specifically exempted by these Bylaws.

In-water, coached activity refers to any activity supervised by a coach, instructor, or person responsible, who is on deck or in the water during the activity. The activity is subject to this restriction whether it is a free or paid activity, and whether it is a public or private activity.

Section 4: US Swimming

SSL athletes may not be active members of a US Club team between February 15th and the end of the SSL Active Season.

SSL athletes may not participate in meets sponsored by US Swimming teams or other competitive teams or associations between February 15th and the end of the SSL Active Season, even if such participation is independent and not as a member of a US Club or recreational team.

Section 5: High School Participants

Athletes participating with a high-school team are exempt from the Quiet Period.

Athletes must meet the requirements of the Sac Joachin Section (SJS) of the California Interscholastic Federation (CIF) for participation on a high school team. In general, the swimmer must be eligible to participate with the high school team and formally listed on the team roster to be eligible for this exemption.

At no time may high-school athletes substitute US Club practice for high-school practice. Athletes who participate in US Club workouts during the high school season are considered "competitive" swimmers and are ineligible for participation in the SSL.

Participation in high-school workouts held at private clubs, including those with affiliated USA Swimming teams, is not prohibited, provided that the workouts are conducted under the supervision of a high-school coach. Venue is not important. The SSL considers a high-school practice to be an activity organized specifically for high-school athletes and conducted by a person currently listed by a high-school as a coach.

Athletes who are members at private clubs with affiliated USA Swimming teams may not participate with the USA Swimming team until the conclusion of the SSL season.

Section 5: NCAA Participation: A swimmer's participation on a college (NCAA) swim team program is exempt from the provisions of this bylaw, provided:

- (1) The swimmer is enrolled in the college
- (2) The swimmer has been a participating member of an SSL Member Club team for the previous two (2) active seasons.

Section 6: Water Polo: Participation in water polo activities is exempt from Quiet Period limitations.

Section 7: Red Cross: Participation in Red Cross lifesaving programs is exempt from Quiet Period limitations.

Section 8: Water Safety Testing: Clubs may conduct water safety testing for swimmers the week prior to the date when SSL practices are allowed to commence. Water-safety testing is exempt from Quiet Period limitations provided that:

- (1) The in-water activity is limited to the minimum that will allow club officials to reasonably assess the swimmer for safety to participate
- (2) The club's certifying officials, which may include coaches, may not provide instruction

Section 9: Non-League Participation. An athlete listed on the roster of an SSL club may participate as a member of a separate, recreational league, provided that the athlete's participation fully conforms to these bylaws.

Section 10: The SSL Executive Board may grant a waiver of any or all eligibility provisions in Paragraph 504. Applications for waiver will be granted on a majority vote of the SSL Executive Board.

505. ELIGIBILITY FOR LEAGUE CHAMPIONSHIPS

Section 1. A swimmer must participate in a minimum of three dual meets in order to be eligible for League. A Member Club's regularly scheduled Bye is NOT considered to be a dual meet for purposes of determining eligibility.

Section 2. A swimmer not meeting the criterion in Section 1 may submit a request for a waiver to the SSL Executive Board prior to the seeding of the League Championship meet.

Section 3. The SSL Executive Board may at its sole discretion grant waivers for eligibility for the League Championship Meet.

See **Policy 505-1: League Championship Meet Eligibility Waivers**

506. ELIGIBILITY VIOLATIONS

Any swimmer held to be in violation of SSL eligibility requirements shall forfeit all events in which he/she participated during the period of the violation.

PART VI - AMENDMENTS

601. PROPOSING AMENDMENTS

Any proposal to amend the Bylaws of the Suburban Swim League or SSL Policies may be made by a Member Club or a member of the SSL Executive Board.

602. ADVANCE NOTICE, REVIEW, AND REPORT

Section 1. Any proposal to amend the Bylaws of the Suburban Swim League must be submitted in writing to the SSL Secretary not earlier than 60 days in advance of the Executive Board meeting at which the proposal is to be considered.

Section 2. The SSL Secretary shall immediately provide the proposed amendments to the SSL Executive Board. The SSL Executive Board shall review each of the proposed amendments.

Section 3. The proposed amendments and recommendations of the Executive Board shall be submitted in writing to each Member Club no later than 30-days prior to the Executive Board meeting at which the proposed amendments are to be considered.

603. VOTING REQUIREMENTS

Any amendment to the Bylaws of the Suburban Swim League shall require a two-thirds vote of the entire Executive Board.

604. EFFECTIVE DATE

Unless otherwise provided, an amendment to these bylaws is effective upon adoption by the Executive Board.

APPENDIX A - REVISIONS AND AMENDMENTS

July 7, 2008

PART III - EXECUTIVE BOARD, OFFICERS, AND COMMITTEES, 303 Officers, Section 4:
Strike this section.

PART III - EXECUTIVE BOARD, OFFICERS, AND COMMITTEES, 307 Committees, Section 5:
Strike "standing and". There are no standing committees, and section 1 only provides authority to establish special committees.

Part VI (Amendments), 602, Section 2: Change both instances of "Rules Committee" to "SSL Executive Board."

March 4, 2009

PART III - EXECUTIVE BOARD, OFFICERS, AND COMMITTEES, 304 Responsibilities of Officers, Section 1:

Adds sub-para (4). The President has the authority to cancel scheduled events, including league-sanctioned competitions, in order to protect the health, safety, and well-being of SSL athletes, coaches, or employees. A decision to cancel must be published no later than 24 hours prior to the scheduled event.

PART IV - ADMINISTRATIVE, 401 Commissioner of Records, Section 1:

Changed to read: The President of the SSL Executive Board, subject to approval of the Executive Board, shall appoint a Commissioner of Records. The appointment is effective upon approval of the SSL Executive Board. The Commissioner of Records shall serve until he or she resigns the position by providing written notice to the SSL President or upon removal by the SSL Executive Board.

PART V - TEAMS, ATHLETES, AND ELIGIBILITY, 505 ELIGIBILITY FOR LEAGUE CHAMPIONSHIPS, Section 1:

Change Section 1 to read: A swimmer must participate in a minimum of three dual meets in order to be eligible for League Championships. A Member Club's regularly scheduled Bye is NOT considered to be a dual meet for purposes of determining eligibility.

PART V - TEAMS, ATHLETES, AND ELIGIBILITY, 505 ELIGIBILITY FOR LEAGUE CHAMPIONSHIPS, Section 2:

Struck provision that SSL Executive Board may grant waiver conditional on athlete participating in final two dual meets.

PART V - TEAMS, ATHLETES, AND ELIGIBILITY, 505 ELIGIBILITY FOR LEAGUE CHAMPIONSHIPS, Section 3:

Added Section 3. The SSL Executive Board may at its sole discretion grant waivers for eligibility for the League Championship Meet.

Added citation "See Policy 505-1: League Championship Meet Eligibility Waivers"

December 1, 2010

PART III - EXECUTIVE BOARD, OFFICERS, AND COMMITTEES 303. OFFICERS Section 2:
Strike "(except President)". Strike the final sentence (Newly elected officers assume their responsibilities upon adjournment of the first meeting of a seasonal year.)

The corrected paragraph will read: Section 2. The Executive Board will elect its officers at the first meeting of a seasonal year.

PART IV – ADMINISTRATIVE, PARA 404 – CHANGES TO FILED FINAL ROSTERS:

Replace Section 3 as follows:

Section 3. Changes to a Member Club roster are now accepted via e-mail. Clubs should create a new team roster per the procedure in Section 202, above). Updated rosters are due to the SSL Commissioner of Records by midnight (24:00) of the Saturday prior to the first meet in which the added athlete(s) will participate.

Add Section 4 as follows:

Section 4. In the e-mail containing the roster file, indicate for each added athlete:

Name

Gender

Birth date

Age group of competition

PART V – TEAMS, ATHLETES, AND ELIGIBILITY, PARA 504 - NON-LEAGUE ELIGIBILITY AND PARTICIPATION:

Strike 504 in its current form and replace with the following:

Section 1: Philosophy

The SSL is a recreational league. Therefore, the SSL, like most recreational programs, utilizes a defined period of inactivity, called the Quiet Period, to differentiate the recreational nature of the league from year-round, or “competitive” programs.

The SSL recognizes the importance of high-school swimmers, who serve as role models for, and pass down the league’s tradition to younger swimmers. The SSL exempts high-school swimmers from the Quiet Period to enable them to participate with their teams.

The SSL recognizes that a competitive imbalance will exist for 8th graders participating in the 13-14 age group who are not eligible for high-school team practice. The SSL believes that the high-school exemption serves the greater good of the league by allowing high-school age athletes to participate with their teams as well as the league.

The Quiet Period limits the amount of in-water, coached training to 12 hours or less.

Section 2: Definitions

Active Member: When referring to an athlete’s status with a US Club, “active” refers to a member whose membership is in good standing, appears on the US Club roster, and participates in practices or meets with the US Club after Feb 15.

High-School Coach: A person who is listed by the host high-school as a member of the swimming team coaching staff. The coach must meet all requirements of the Sac-Joachin Section of the CIF as administrated by the school’s Director of Athletics.

Quiet Period: A period usually established by recreational leagues during which athletes are restricted from coached training. The quiet period is used to differentiate recreational programs and athletes from competitive programs and athletes.

Recreational Program: An activity that meets or occurs during a portion of the year.

USA Swimming: The national governing body for swimming in the Unites States.

US Club: A team or club registered with the Local Swimming Committee of USA Swimming; the LSC local to our area is Sierra Nevada Swimming.

Year-round Program: An activity that meets or occurs throughout the year; also referred to as "competitive" programs.

Section 3: The Quiet Period

The SSL's "Quiet Period" begins on February 15th and ends on the date when SSL team practices are allowed to commence.

During the Quiet Period, swimmers are limited to a total of 12 hours of in-water, coached training time, unless specifically exempted by these Bylaws.

In-water, coached activity refers to any activity supervised by a coach, instructor, or person responsible, who is on deck or in the water during the activity. The activity is subject to this restriction whether it is a free or paid activity, and whether it is a public or private activity.

Section 4: US Swimming

SSL athletes may not be active members of a US Club team between February 15th and the end of the SSL Active Season.

SSL athletes may not participate in meets sponsored by US Swimming teams or other competitive teams or associations between February 15th and the end of the SSL Active Season, even if such participation is independent and not as a member of a US Club or recreational team.

Section 5: High School Participants

Athletes participating with a high-school team are exempt from the Quiet Period.

Athletes must meet the requirements of the Sac Joachin Section (SJS) of the California Interscholastic Federation (CIF) for participation on a high school team. In general, the swimmer must be eligible to participate with the high school team and formally listed on the team roster to be eligible for this exemption.

At no time may high-school athletes substitute US Club practice for high-school practice. Athletes who participate in US Club workouts during the high school season are considered "competitive" swimmers and are ineligible for participation in the SSL.

Participation in high-school workouts held at private clubs, including those with affiliated USA Swimming teams, is not prohibited, provided that the workouts are conducted under the supervision of a high-school coach. Venue is not important. The SSL considers a high-school practice to be an activity organized specifically for high-school athletes and conducted by a person currently listed by a high-school as a coach.

Athletes who are members at private clubs with affiliated USA Swimming teams may not participate with the USA Swimming team until the conclusion of the SSL season.

Section 5: NCAA Participation: A swimmer's participation on a college (NCAA) swim team program is exempt from the provisions of this bylaw, provided:

The swimmer is enrolled in the college

(2) The swimmer has been a participating member of an SSL Member Club team for the previous two (2) active seasons.

Section 6: Water Polo: Participation in water polo activities is exempt from Quiet Period limitations.

Section 7: Red Cross: Participation in Red Cross lifesaving programs is exempt from Quiet Period limitations.

Section 8: Water Safety Testing: Clubs may conduct water safety testing for swimmers the week prior to the date when SSL practices are allowed to commence. Water-safety testing is exempt from Quiet Period limitations provided that:

(1) The in-water activity is limited to the minimum that will allow club officials to reasonably assess the swimmer for safety to participate

(2) The club's certifying officials, which may include coaches, may not provide instruction

Section 9: Non-League Participation. An athlete listed on the roster of an SSL club may participate as a member of a separate, recreational league, provided that the athlete's participation fully conforms to these bylaws.

Section 10: The SSL Executive Board may grant a waiver of any or all eligibility provisions in Paragraph 504. Applications for waiver will be granted on a majority vote of the SSL Executive Board.

APPENDIX B - PAST SSL PRESIDENTS

2010-2011	Mike McIntee, El Dorado Hills
2009-2010	Larry Haselwood, Broadstone
2008-2009	Jeff Cryder, Folsom
2007-2008	Randy Trefry, Loomis Basin
2006-2007	Tod Picket, Sierra
2005-2006	David Zielke, College Green
2004-2005	Andy Hitchings, Park Terrace
2003-2004	Brian Kelly, El Dorado Hills
2002-2003	Brian Kelly, Broadstone