

DURHAM SUMMER SWIM LEAGUE

BYLAWS

January 2019

ARTICLE I

NAME

The name of this organization shall be the DURHAM SUMMER SWIM LEAGUE.

Article II Purpose

The Durham Summer Swim League (DSSL) was formed to enable swim clubs to participate in the team sport of competitive swimming. The most important goal of the Durham Summer Swim League is to provide a climate of friendly competition, where swimmers can develop a love for the sport, improve their swimming skills and learn the principles of good sportsmanship.

This organization is organized exclusively for fostering national or international amateur sports competition and educational purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article III MEMBERSHIP

A. TEAM MEMBERSHIP: The Durham Summer Swim League is open to local swim clubs. New member clubs must be voted in by a majority vote of the Governing Board at the Fall meeting. New member team(s) must complete a questionnaire or application approved by the Governing Board, including information that identifies Name, Place, Membership Base and References with the League / Disclosure of Past membership of DSSL. The Durham Summer Swim League does not operate under policy of, nor does it practice discrimination on the basis of race, color, religion, or national or ethnic origin.

The Durham Summer Swim League shall have divisions to be determined by the Governing Board at its Fall meeting. The assignment of teams into each division will be determined at the Fall meeting.

B. STANDARDS FOR CONTINUED MEMBERSHIP: As a condition for continued membership in the League, a member club shall demonstrate:

1. Compliance with these By-Laws, rules of the League, and subsequent policies as determined by the Governing Board or League Directors.
2. Compliance with the dues and assessment requirement established from time to time by the Governing Board or League Directors.

A club failing to comply as outlined above will be referred to the Governing Board for appropriate action.

- C. SWIMMER ELIGIBILITY:** The Durham Summer Swim League is open to members of each swim club in the Durham Summer Swim League. A swimmer can represent only one team within the League. Any team using an illegal swimmer, intentionally or unintentionally, will forfeit the meet in question. A swimmer may not switch teams after posting their first official time at a DSSL scheduled meet in that season.
- a. In order to swim in the Championship Meet, a swimmer must have swum in at least two of the scheduled DSSL Regular Season Meets prior to the seeding meeting, and have one legal time.
 - b. If a scheduled DSSL regular season meet is postponed and rescheduled for any reason, and the swimmer is unable to attend the rescheduled meet, the swimmer will be able to swim in the Championship meet provided that his/her attendance at the scheduled meet (prior to postponement) is verified by the Parent Rep and that one legal time is available.

ARTICLE IV LEAGUE ORGANIZATION

- A. GOVERNING BOARD:** The Governing Board shall consist of the League Directors and one parent representative or a proxy from each club.
1. **DUTIES:** The Governing Board shall be the administrative authority of the League, and shall consider all of its activities and determine its policies. The Governing Board is empowered to determine all matters of a disciplinary nature, and is required to respond to complaints or request disciplinary action.
 2. **MEETINGS:** The Governing Board shall meet three times, meeting at least in Oct, Jan and April and on other occasions at the discretion of the League Directors. All members of the Governing Board will be notified at least one week before the meeting date.
 3. **VOTING:** Each member of the Governing Board shall be entitled to one vote on all matters of League business. A quorum must be reached for any vote to be taken. A quorum shall be considered met if there are at least 50% of the Governing Board casting votes either by being present at the meeting or via written proxy. A majority vote of those present or their written proxy is necessary for approval.
- B. LEAGUE DIRECTORS:** The League Directors shall be eight in number, consisting of President, President-Elect, Secretary/Treasurer, Officials Coordinator, Awards Chairman, Championship Meet Coordinator, Public Relations/Website Administrator Chairman, and Statistician.
1. **DUTIES:** The League Directors shall conduct all business of the League between meetings of the Governing Board, and shall be empowered to implement standards, policy, and decisions concerning League operations. League Directors are expected to attend all scheduled meetings; failure to attend regularly may result in replacement by majority vote of the Governing Board.
 2. **ELECTION OF LEAGUE DIRECTORS:** The League Directors shall be elected by the Governing Board at the Fall meeting each year.
 3. **CHAMPIONSHIP MEET COMMITTEE:** This committee will have the responsibility of planning the championship meet. The committee will be chaired by the President and will consist of the President-Elect and a representative from four swim clubs, a hospitality coordinator, and a volunteer coordinator. This committee will be empowered to decide the location, use of USA Swimming officials, heat sheet advertisements, sponsorship, and

physical setup of facility. They will meet no less than once with the location and time to be determined by the President.

4. MEET DIRECTOR, STARTER, STROKE AND TURN JUDGE TRAINING: Volunteers for the positions of Meet Director, Stroke and Turn Judge, and Starter must attend a training session each year appropriate for that position with the following exception: The annual stroke and turn clinic may be waived, if an individual has a current USA Swimming Stroke and Turn or Starter certification.

- i. Stroke and Turn Officials and Starter training sessions are presented by the DSSL every year prior to the start of the summer swim season. Untrained volunteers in these positions may be replaced at a swim meet by trained volunteers from the opposing team at the meet. Before an untrained volunteer can be replaced, parent reps should meet and make every effort to replace the volunteer with a trained volunteer from that club. If an untrained volunteer is replaced by a volunteer from the opposing team, every effort should be made by that volunteer to perform the task as fairly as possible.
- ii. Notification of all volunteers attending training sessions will be made available to every club prior to the start of the regular swim season.

C. DUES AND ASSESSMENTS: To carry out the stated purpose and activities of the League, the League shall have and may exercise the power of levying and collecting annual dues, and making special assessments at the discretion of the League Directors. Dues of the League shall be set by the Governing Board with the payment due by May 1 of each year. In addition, the DSSL will levy a one-time nonrefundable \$25.00 joining fee to all teams, which must be paid prior to April 1 of the membership year.

D. PARENT HANDBOOK: The President of the DSSL will maintain the Parent handbook and present any proposed changes can be voted upon at any convened Board Meeting.

ARTICLE V

AMENDMENTS

The By-laws of the Durham Summer Swim League may be amended by the following process:

1. Submission of a proposed amendment to the League Directors for placement on the agenda preceding the January meeting of the Governing Board.
2. Discussion of the proposed amendment at the next regular or special meeting of the Governing Board.
3. Majority vote (including proxy) in favor of the proposed amendment at same meeting of the Governing Board.

ARTICLE VI

RULES

GENERAL: REGULAR SEASON AND CHAMPIONSHIP MEET

1. **CATEGORIES OF SWIMMERS:** In all events there will be age groups: 6 and under, 7-8, 9-10, 11-12, 13-14, and 15-18. Age as of June 1 will determine the age group of each swimmer for that season.
2. **SWIMMER PARTICIPATION:** Any swimmer may participate in a maximum of three individual events and one relay event per meet. A swimmer will be allowed to swim in a higher age group in individual events at regular season meets only. However, if he/she elects to do so in one individual

event, he/she must do so in all individual events. In relay events, swimmers may swim in a higher age group without having to do so in the individual events. At the championship meet, no swimmer may swim up in any event except the Freestyle Relay.

3. **EVENTS:** Meets will be swum in the order of free, breast, back and fly with younger swimmers swimming first. Girls swim first in each event. All swimmers under 9 swim 25 yards in each individual event. Those 9-14 will swim 50 yards in each event. Those 15-18 will swim 100 yards freestyle and 50 yards in all the other events. The relay will consist of one swimmer representing each of the five following age groups: 7-8, 9-10, 11-12, 13-14, 15-18, note refer to Article IV, A # 2. A younger swimmer may swim and represent an older age group but an older swimmer may NOT represent a younger age group. The first two swimmers from 2 of the represented age groups will swim 25 yards; the final three swimmers remaining from the represented age groups will swim 50 yards each. The swimmers may swim in any order regardless of distance and do not have to swim in the order of the age groups they are representing. There will be a maximum of one official relay team from each club. Individual Medley (IM) (100 yards) may be included for age groups 12 and under, 13-14, and 15-18 on an optional basis (non-scored) provided both coaches agree.
4. **FALSE STARTS:** Any swimmer entering the water or in motion on the starting block prior to the starting signal will be deemed to have false started, unless the starter deems that the swimmer was reacting to another swimmer's false start. Each swimmer will be allowed one free false start before being disqualified from the event.
5. **DISQUALIFICATIONS:** All swimmers are expected to swim the strokes in the proper manner; deviation from stroke, turn or finish will result in disqualification. At the discretion of the respective coaches, any 8 & under swimmer may be designated as "developmental" in Freestyle. Such a swimmer will be eligible for heat winner recognition, but will not count toward event placing nor team scoring. Developmental times may not be used to qualify for the Championship Meet.
6. **RULES:** Except where otherwise specified, the Durham Summer Swim League is governed by the USA Swimming rules and Regulations.
7. **SWIM ATTIRE:** Swim suits and caps sporting a non-DSSL team logo are prohibited at both DSSL regular season meets and champs. The DSSL follows USA Swimming rules on suits.
8. **TIMING SYSTEMS:** Electronic or mobile app timing systems (e.g., Meet Central) are approved for use in regular season meets by mutual consent of all participating teams at the meet as long as all rules of DSSL are upheld.

REGULAR SEASON MEETS:

1. **EVENTS:** Fastest swimmers must swim in the first heats, according to seed times. There will be unlimited heats in freestyle; in other events, the parent reps must mutually agree to limit the number of heats to three. Developmental heats will be allowed in freestyle only which will be swum at the start of the meet and will be limited to a maximum of two heats total unless parent reps mutually agree to additional heats. No other stroke will have a developmental heat. The schedule of regular season meets will be drawn up by the League directors and approved by the Governing Board. All teams in a division will swim against all other teams in that division. Home team locations will alternate each year. Exceptions to home location must be mutually acceptable to both teams. In order to help ensure that all swimmers have a chance to swim and get a legal time, events will be swum without any breaks in the timeline with the exception of a break before relays.

2. **SCHEDULING:** The schedule of regular season meets will be drawn up by the League directors and approved by the Governing Board. All teams in a division will swim against all other teams in that division. Home team locations shall alternate each year.

Exceptions to home location must be mutually acceptable to both teams.

3. **SATURDAY MEETS:** With membership participation in DSSL, the home team/club for a scheduled Saturday morning meet will NOT impose a hard stop time on the meet and both clubs will complete the meet until completion of relays or inclement weather forces postponement upon which then the Inclement Weather policy needs to be followed.
4. **INCLEMENT WEATHER:** All meets will be swum as scheduled, unless weather or pool conditions force postponement.
 - a. Any postponed meet must be rescheduled and swum within one week of the originally scheduled date.
 - b. In the event of inclement weather at the time of the meet or during the meet, it will be delayed 20 minutes.
 - c. If conditions are still unsafe for swimming, the meet will not resume.
 - d. If two strokes have been completed (through breaststroke), the meet will be considered over unless an exception is mutually agreed upon by the Parent Reps of both teams.
 - e. The final score will be the score of the last completed stroke.
 - f. If two strokes have not been completed, the meet will be continued at a time agreed upon by both Parent Representatives, continuing from the last completed event.
 - g. If after one additional attempt to swim the meet, but because of inclement weather, two strokes have not been completed, the meet will be considered a tie and no further attempts to swim will be made.
 - h. All postponed meets are to be held at the scheduled location unless Parent Reps agree to an alternate location. Exceptions may be granted by the League directors.

The DSSL recognizes the inconvenience that delaying or rescheduling a meet may cause. However, the safety of our children must always take precedence over any potential inconvenience. Swim meets will not be cancelled or postponed except by mutual consent of the parent representatives of the teams involved in the meet, EXCEPT in the case of safety issues. All applicable club policies (of the home club), local laws, and state laws must be adhered to in the case of safety issues. This includes those policies addressing the amount of time to keep the pool clear after lightning or thunder and the closing of the pool when rain is so hard that the bottom cannot be seen. In the case where EITHER parent representative feels that continuing the meet is unsafe for anyone involved, that parent representative may delay or postpone the meet by removing their team from the unsafe situation without any negative consequences.

5. **WARM UP:** Unless agreed upon by mutual consent of the parent representatives of the teams involved, the home team will warm up during the half hour beginning one hour before the starting time of the meet. The visiting team will warm up during the half hour immediately prior to the meet.
6. **SCORING:** Scoring is on a 5-3-1 basis for individual events. Relays are scored 6-3. In the event of a tie, the points for that place and the next lower are added together and evenly divided.

7. **AWARDS:** Ribbons will be awarded for first, second, third, fourth, fifth, and sixth place in individual events. All members of first and second place relay teams receive ribbons. Upon completion of all regular season meets, the League will award a trophy to all teams specifying order of finish based on win-lose record against teams within the same division. Scoring will be 2 points for win, 1 point for tie, and 0 points for loss.
8. **HOME AND VISITING TEAM RESPONSIBILITIES:** The home and visiting teams shall provide workers and equipment as outlined in the DSSL Parent Rep Handbook. The head coaches and all participating swimmers in the teams shall be restricted from performing in any of these official capacities with the single exception of runners. Exceptions can be made to this rule with the express agreement of the opposing team Parent Representative. **Workers are prohibited from consuming alcoholic beverages while performing their official duties. If the League is notified of such behavior, that worker will be banned from working for a period no less than one year.**
9. **RESULTS REPORTING:** All results, including names of triple winners must be emailed or sent via text to the Public Relations Chair by the home team immediately following the meet.
10. **SPORTSMANSHIP:**
 - a. Any participant of the Durham Summer Swim League shall not engage in un-sportsmanlike conduct.
 - b. "Unsportsmanlike conduct" includes the taunting of swimmers, coaches, and meet officials, and any other conduct that adversely affects the traditional spirit of fair competition, including a swimmer's refusal to give his or her name, coach's name and team affiliation when a meet official asks for this information.
 - c. "Unsportsmanlike conduct" will also include any device that disrupts or interferes with the meet or swimmer such as laser pointing devices and artificial noisemakers including but not limited to whistles, cowbells, kazoos, drums, etc. These devices may not be used once a meet starts.
 - d. If a meet official detects un-sportsmanlike conduct, the offender will be confronted and asked to refrain from such behavior and the parent representative will be notified. If the behavior persists, the offender will be asked to leave the immediate area of the swim meet. Representatives from the team in question will be notified.
 - e. The swimmer may be permitted to return for later events, if the swimmer assures the meet official that the swimmer will refrain from further unsportsmanlike conduct.

CHAMPIONSHIP MEET:

1. **EVENTS:** Fastest swimmers will swim in the last heats. There will be unlimited heats in all events.
2. **SCHEDULING:** The date for the Championship Meet will be established by the League Directors and approved by the Governing Board.
3. **SCORING:** Scoring will be on a league basis. There will be 20 places scored in each event, excluding relays: 24,21,20,19,18,17, 16,15,14,13,11,9,8,7,6,5,4,3,2,1. Twelve relays will

score: 48,42, 40,38,36,34,32,30,28,26,22, 18. Official times for championships will be determined by the primary timing system (official pad times) when pads are working appropriately and the times are confirmed by one or more buttons or stopwatches unless a comparison of the primary and secondary times indicates a malfunction of the primary system. In the event a primary timing system malfunction may have occurred (i.e. the difference between the primary system and the backup system is approximately 0.30 seconds or greater; or the reported swimmer missed the touchpad or had a soft touch; or order of finish is reported as different), official times will be determined using USA Swimming Rules for determining an official time. All league records shall be reported as the official pad time when the pad is functioning correctly and at least one backup time supports the pad.

4. **SEEDING:** Representatives from each club will attend the seed meeting for the Championship meet, at a time determined by the DSSL Statistician. Swimmers will be seeded by the time and without regard to the swimmer's team or division. Times for the seeding will be taken from a current season league meet. Times must be used from standard 25-yard pool or converted using the formula listed in the Parent Representative Handbook for pools that are not 25 yards in length. It is the parent rep's responsibility to provide the time swum and the converted time for verification purposes. There will be no NT (no time) or DQ (disqualified) entries in the championship meet. Once the seeding has been done, changes or substitutions may be allowed at a fee set by the Championship Committee, and at the discretion of the League Statistician. An accurate list of scratches composed of the events in which they were entered must be turned in to the clerk of course at least one hour before the start of the Championship Meet to avoid a penalty as set forth by the Championship Committee.
5. **AWARDS:** Individual awards will be made without regard to the swimmer's division. Medals will be awarded for places 1-3 in all events. Ribbons will be awarded to places 4-20 in all individual events and to places 4-12 in relays. Heat winner ribbons will be provided to the winning swimmer in each heat for all individual events. Participation ribbons will be available for all swimmers. The league will award trophies to the top two teams in each division with the greatest number of team points.
6. **RESULTS:** The results of the championship meet (score sheets and times for all swimmers) will be available electronically for each club and league directors within 14 days of the Championship Meet.

WORKERS ARE PROHIBITED FROM CONSUMING ALCOHOLIC BEVERAGES WHILE THEY ARE PERFORMING THEIR OFFICIAL DUTIES.

ARTICLE VII DISSOLUTION CLAUSE

Upon dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the deferral government, or to a state or local government, for a public purpose.