

By-laws of the Morton Swim Team Parents Association

Purpose

The Morton Park District Youth Swim team has been established to instruct participants in the skills of competitive swimming through regular practice sessions and participation in meets.

The purpose of the Swim Parent Association is to support the team in a variety of ways including staffing and running of home swim meets including the Tazewell County Meet as designated, fundraising and other items as deemed necessary the Parent Association.

Membership

Membership to the Parent Association shall be open to all parents of swim team participants and any adult individual interested in promoting the goals and objectives of the Swim Parent Board.

Board of Directors

- A. Membership on the Association's Board is open only to parents of swimmers currently enrolled on the swim team.
- B. The Board of Directors shall consist of seven members including officers elected by the board membership at an annual meeting held in September of each year.
- C. The members of the boards shall elect officers to fill the following positions:
 - a. Vice President
 - b. Treasurer-Secretary

The Vice President assumes the responsibility of the President in the following year. The four remaining board positions shall be designated as at large board members.

- D. Membership on the board shall be for a three year period with staggered expiration dates so that no more than four board positions are scheduled for reappointment in any give year. No individual shall serve in any one board officer's position for more than two years.
- E. Appointment to the board and election of officers shall be made by the majority vote of the full board at its annual meeting. Nomination for board positions shall come from any board member at the annual meeting.
- F. Vacancies on the board shall be filled by a majority vote of the full board. Such

By-laws of the Morton Swim Team Parents Association

vacancies shall be filled for the unexpired term of office.

By-laws of the Morton Swim Team Parents Association

- G. Removal of a board officer may be made by a minimum of 6 affirmative votes of the board members after an executive session discussion. Proxy votes will be allowed only on removal of a board officer.

Duties

- A. The Morton Swim Team Parents Board shall have control of all Parents Board funds and shall conduct the entire business of the Parents Association.
- B. As an affiliate organization of the Morton Park District, the board shall be under its supervision.

Meetings

- A. The board shall meet according to a schedule established on an annual basis at the annual meeting.
- B. Special meetings may be called by the President or any four board members as necessary.
- C. Executive session can be called at any meeting by a majority vote.

Quorum

At any meeting four members shall constitute a quorum.

Officers

- A. The President shall preside at all meetings of the swim team and the Board of Directors. The President shall, with the Treasurer, sign all withdrawals or checks. The President, at the first meeting of the new board, shall review the by-laws, policy, and rules of the Morton Park District Parents Board with the new board. The President shall serve as liaison officer with the Park Board pool management and members of the community.
- B. The Vice President shall assist the President and perform the duties of the President in their absence. If the office of President is declared vacant, the Vice President shall become President. The additional duties of the Vice President shall include appointments and coordination of all Swim Team Parent Association committees.
- C. Treasurer/Secretary shall keep the minutes of the meetings of the Board of Directors and shall submit copies of the minutes after their approval by the Parent Board. The Treasurer/Secretary shall keep all monies of the Morton Swim Team Parent Association and keeps or causes to be kept, record of all financial transactions

By-laws of the Morton Swim Team Parents Association

in which the swim team is concerned. The Treasurer/Secretary shall, with the President, sign all withdrawals or checks. The Treasurer/Secretary shall submit a financial report to the Board of Directors at its scheduled meetings. The Treasurer/Secretary shall make all payments in accordance with the budget for regular operating expenses. It shall be the responsibility of the treasurer to keep the books in accordance with sound accounting principles.

Amendments

Upon prior approval of the Swim Team Parents Board of Directors, these by-laws may be amended by a majority vote of the full board.

Revised 1/15/1991