

STUTTGART PIRANHAS SWIM TEAM

BYLAWS

ARTICLE I DUTIES OF OFFICERS

Section 1 Changeover Responsibilities.

At the end of their term of office, the outgoing Stuttgart Piranhas Swim Team (SPST) Board will ensure that all club records to include checkbooks, financial statements, meeting minutes, etc., of the organization are turned over to the new Board/Officers within one (1) week of the official turnover date of May 1st, or placed in a permanent file of the organization, to be available to their successors. Documents pertaining to the private organization are not the property of the individual officers and may not be withheld or destroyed.

Section 2 Duties of Stuttgart Piranhas Swim Team Board

A. The President

1. Responsible for all aspects of Team and SPST administration.
2. May act for the SPST on all matters not subject to review or vote of the Board or the General Membership.
3. Officially represents the SPST to the US European Command, US Africa Command, U.S. Army Garrison Stuttgart, Department of Defense Dependent Schools – Europe, the European Forces Swim League and the host nation community.
4. Chairs all meetings of the Board and General Membership Meetings.
5. Authorized to make interim appointments to fill vacancies created by termination or departure of elected officials.
6. With the Treasurer, prepares an annual budget for approval by the SPST Board prior to presenting it to the General Membership.
7. Member of SPST Executive Board. Votes only when there is a tied vote.
8. Must have Status of Forces Agreement (SOFA) status.

B. Vice President

1. Assists the President as required and acts for the President as required in the absence of the President.
2. Performs Meet Director/Coordinator duties as described in the ESFL and/or USA Swimming Meet Director Handbook.
3. Coordinates Judges and Starters and coordinates their certification through the EFSL.
4. Must be certified according to EFSL requirements.
5. Member of SPST Executive Board.

C. Secretary

1. Manages the Board and General Membership Meeting Calendar.

2. Prepares correspondence on behalf of the SPST Board
3. Records and publishes minutes of all Full Board and Executive Board Meeting subject to the approval of the Board Members.
4. Records and publishes minutes of all General Membership Meetings subject to the approval of the General Membership and provides copies to the webmaster.
5. Maintains an updated email contact list for team members and board members.
6. Ensures that all official correspondence is circulated via email, the team website, team social media or the Military Postal Service.
7. Arranges for an annual audit of the financial records of the SPST. Audits should also be done whenever there is a change of Treasurer. See Article IX of these Bylaws.
8. Works with the USAG Private Organization Office and prepares the biannual Private Organization Certification Application.
9. Maintains SPST Records Archives listed in Appendix 1.
10. Member of SPST Executive Board.

D. Treasurer

1. Responsible for receiving and disbursing SPST funds as authorized by the SPST Board or President.
2. With the President, is authorized to spend SPST funds within stated limits for SPST expenditures. (see these Bylaws Articles IV, V and VI).
3. Provides financial reports at least monthly to the SPST Board.
4. Recommends resolution for all billing disputes to the Board.
5. In cooperation with the President, prepares an annual budget for approval by the SPST Board and presentation to the General Membership.
6. Reimburses Board or SPST members for legitimate expenses incurred on behalf of the Stuttgart Piranhas Swim Team.
7. Cooperates with all audits of the financial records of the SPST (see Art. IX of these Bylaws).
8. The Treasurer shall be bonded at SPST expense when the total cash on hand exceeds or is expected to exceed \$500.00.
9. Maintains all SPST Records listed in Appendix 2.
10. Member of SPST Executive Board.
11. Must have Status of Forces Agreement (SOFA) status.

E. Statistician

1. Responsible for maintaining statistics on all swimmers.
2. Compiles statistics to assist coaches, board members, EFSL, for school letters, end of year awards, etc.
3. Prepares computerized meet lineup for all meets.
4. Supervises home meet office personnel (assistants, visiting Statisticians, awards clerk).
5. Posts meet results and forwards copies to EFSL and the SPST Board.
6. Furnishes visiting teams with award ribbons, deck cards and computer statistics.
7. Member of SPST Executive Board.

8. The team will pay for the statistician to receive appropriate ongoing training.

F. Community Liaison

1. Responsible for arranging swimming practice times, pool rental arrangements and swimming meet rental arrangements.
2. Assists the Treasurer in payment of pool fees and in settlement of pool accounts.
3. Provides German-English translation and interpreter services as required.
4. Assists the SPST in host nation interactions.

G. Concessions Coordinator

1. Responsible for all concessions at SPST home meets.
2. Solicits donations and coordinates volunteers for home meet concessions.
3. Maintains cash box at home meets, counts and submits earnings and prepares a report for the Treasurer following each home meet.

H. Equipment Manager

1. Responsible for ordering, maintaining stocks and selling SPST team equipment, gear and supplies.
2. Is authorized an operating budget and provides the SPST Board with an inventory of stock in August, November and at the end of the season or as requested as described in Article V, Sec. 4 of these By-Laws.
3. Reports expenditures and provides original receipts and all monies received to the Treasurer.
4. Maintains a record of all expenditures, sales and monies turned over to the Treasurer for deposit.
5. Maintains an inventory of all Stuttgart Piranhas team equipment and supplies, including location (see Art. IX, Section 2, B).

I. Fundraising Coordinator

1. Responsible for coordinating and conducting all team fundraising activities including grant requests and in accordance with Articles XI and XII of these Bylaws and all USAG requirements.
2. Identifies team fundraising needs in coordination with the Treasurer.
3. Coordinates Stuttgart Piranhas Swim Team participation in fund-raisers, recruits volunteers and ensures all USAG fundraising regulations are followed. (see Art. XI of these Bylaws).
4. Provides monthly reports on all fund- raising activities to the SPST Board.
5. Maintains a record of all expenditures, sales and monies turned over to the Treasurer for deposit.

J. High School Liaison

1. Informs the Coach, Board and SPST of the lettering requirements of the Stuttgart High School.

2. Monitors eligibility of all High School swimmers by maintaining contact with the Stuttgart High School Athletic Director as required continually throughout the season. Informs Coach and parents when the SHS Athletic Director identifies a swimmer as ineligible to swim.
3. Provides a list of SPST SHS swimmers to the Athletic Director no more than two (2) weeks after the first day of practice and provides the school administration with the meet schedule prior to the start of the season.
4. Provides an accurate list of swimming participants to the school administration one week prior to the absence of those swimmers who will be absent from school due to an SPST swim meet.
5. Co-ordinates with non-DoDEA High School swimmers' parents with regard to maintaining their eligibility to earn a High School Swim letter from the SPST.
6. Orders letters, bars, and pins for non-DoDEA High School swimmers.
7. Provides advice to the Coach and the Board in regards to selecting team captains and fairness in Varsity and Junior Varsity lettering based on the DoDEA and EFSL MOU, team requirements, and SHS "Lettering Requirements" or similar SHS lettering guidance.
8. Coordinates with the Coach, SPST Board and Athletic Director at the end of the season to report lettering awards and distribute earned letters.
9. Coordinates High School swim team spirit, social and fundraising activities to include all High School swimmers.
10. Makes use of high school media resources to announce local meets to the student body and community (i.e. local school newspaper, Europe-wide media sources, marquees and athletic bulletin boards).

K. Volunteer Coordinator

1. Works with SPST Board members to determine needed volunteer positions and quantify required volunteer hours.
2. Receive and keep track of all requested volunteer needs from SPST Board members.
3. Recruit required volunteers to fill SPST Board approved volunteer positions.
4. Maintains a tracking system of volunteers, provides data for determining volunteer requirements, and reports to the general board.
5. Prepares reports on the number of volunteer hours reported by all the family members and notifies individual families of their volunteer hour obligation status.
6. Works with the Parent Liaison to identify volunteer opportunities for family members that utilize special talents or skills that benefit the SPST.

L. Parent Liaison

1. Represents the General Membership at all SPST Board meetings.
2. Represents Team member concerns and receives and presents formal grievances according to the grievance process defined in the Constitution.
3. Responsible for coordinating new swim family orientation to establish communication with new families, to identify new family concerns, and address new family concerns with the general board or the appropriate board member.

4. Works with the Registrar and Volunteer Coordinator to identify families with unique circumstances to provide enhanced communication opportunities and to identify volunteer opportunities for family members that utilize special talents or skills that benefit the SPST.

M. Publicity

1. Responsible for all public relations matters for the SPST such as advertising, recruiting materials and news coverage of the SPST.
2. Submits articles to pertinent local and military media.
3. Identifies Team Photographer for the season and for team photos during the season including submission of publicity materials to local schools and the EFSL as requested for yearbooks, Meet programs, etc.
4. Coordinates with team Secretary and Web Master to distribute and publicize team news and information.

N. Registrar

1. Responsible for preparing all the forms required each season for swimmers to register to swim with the SPST.
2. Updates forms and has them approved by the SPST Board no later than the 1st of August of each year.
3. Maintains originals of all required records as found in Appendix 3 for each family and team member, including a physical for each swimmer.
4. Maintains an up-to-date swimmer, phone, school, and e-mail roster of SPST members and provides this information to the board and Head Coach.
5. Serves as Point of Contact and maintains contact information for interested families and waiting list for the swimmers and shares with the board and Head Coach
6. Properly disposes of all swimmers' paperwork at the end of each season.
7. Collects information needed for gate access and force protection requirements.

O. Social Coordinator

1. Responsible for organizing and coordinating social activities for the team as determined by the SPST Board including the annual team Banquet.
2. Inspires Team spirit with activities such as school spirit chairs, team potlucks general membership meetings and seasonal parties.
3. Secures facilities, generates publicity and recruits volunteers for planned social events.

P. Webmaster/Social Media

1. Responsible for updating and maintaining SPST official web site with official team business, meet results and other pertinent information as requested by the members of the SPST Board and Head Coach.
2. Verifies team member status with Registrar to update Website and Social Media access annually.
3. Maintains oversight status and responsibility for all SPST sponsored social media.

Section 3 Special Committees

Special Committees may be created and abolished by the SPST Board by simple majority vote without modification to these By-laws.

Section 4 Suspension or Revocation of Membership

The SPST Board reserves the right to revoke or suspend a swimmer's or their parent or guardian's membership to the SPST should their behavior or conduct warrant such action. Timelines for revocation or banning of membership rests solely on the SPST Board decision and will be voted on a case by case basis. Appeals of suspension, banning or revocation of membership will be taken up at a special SPST Board meeting upon request of the swimmer's parents or the parent (in the case of parental suspension, banning or revocation of membership).

ARTICLE II ELECTIONS

Section 1. SPST Board elections will be held at the end of season General Membership meeting and no later than April 1st. The President will read the nominations for candidates for the Board offices at the General Membership meeting; other nominations may be made from the floor at this time. Election voting will normally be by a show of hands. Secret ballot or a roll call vote can be requested by 10% of the membership present. Each family in good standing shall have one vote.

Section 2. Terms of office are from 1 May to 30 April. Should a vacancy occur on the SPST Board, the President may appoint an individual to fill the vacancy, subject to a confirmation vote at the next General Membership meeting.

Section 3. SPST Board elections will be announced with explanations of the position duties at General Membership meetings or via email at least one month prior to elections.

ARTICLE III MEETINGS

Section 1. General Membership meetings should be held as necessary, not less than 2 per year. Meetings will normally be held within the Stuttgart military community and, when possible, members will be provided at least one week's notice by team web page, mail, telephone, personal e-mail or USAG-S newsletters.

Section 2. Minutes of meetings and approved financial statements will be submitted annually to the Approving Authority (currently USAG-S unit 30401, Attention Private Organization POC, APO AE 09107-0401) or as required by the Approving Authority. The financial statement should

consist, as a minimum, of a balance sheet, a profit and loss statement (income and expenses), fund equity statements, bank reconciliation and the annual audit results.

Section 3. Upon change of officers, a list with names, addresses and daytime telephone numbers of all officers will be forwarded to the Approving Authority immediately.

Section 4. Current membership numbers must be provided to the Approving Authority annually and when requesting renewal of operating approval. Total numbers of U.S. Military ID Card holders and other members must be identified separately, and the ratio of ID card holders to non-I.D. card holders provided.

Section 5. Meetings of the SPST Board will be held at the call of the President or when requested by two or more members of the Board. The President may call emergency meetings provided that three days' telephone notice, or email requesting an RSVP is provided. A majority of board members must be present to take a vote unless written proxies are provided to the President.

Section 6. Except as otherwise provided in the By-laws, Robert's Rules of Order shall govern the conduct of meetings.

ARTICLE IV EXPENDITURES

Section 1. Expenditures will be limited to those required to support the activities listed in the Constitution, these Bylaws, or as specifically approved by the SPST Board provided that said expenditures are in accordance with the purpose of the organization as set forth in Article III of the Constitution.

Section 2. The SPST Board will approve all expenditures unless specifically authorized in the Bylaws. The SPST will not use petty cash.

Section 3. The Treasurer is authorized to pay host nation pool fees incurred for practices and home swim meets without further authorization from the SPST Board or the General Membership. These expenditures will be reported to the SPST Board at the first Board meeting after the disbursement.

Section 4. The Team Equipment Manager is authorized an operating budget authorized by the Board and will provide the board an inventory of stock in August, November and at the end of the season. Expenditures will be reported to the Treasurer and original receipts provided to the Treasurer.

Section 5. The President is authorized to give approval to the Treasurer to pay miscellaneous expenditures not to exceed \$100.00/100.00 Euros. In emergency circumstances, the President may authorize expenses over \$100.00/100.00 Euros; however, approval will be obtained from the Board at the earliest opportunity.

Section 6. The outgoing SPST Board will ensure that sufficient funds remain in the treasury so that the new Board is not faced with immediate fund raising requirements – this amount should

ensure the team can operate for at least two months based on average monthly expenditures during the preceding season.

ARTICLE V INCOME

Section 1. Team income will be derived from fundraising events, donations from other organizations or individuals, and membership dues.

Section 2. Membership dues as described in the Parent Contract must be up to date for swimmers to be eligible for swim meets or receipt of awards.

Section 3. Dues and donations will be used for operating and maintaining the SPST and paying for the annual costs. Proceeds from fund raising will be used to assist as required.

ARTICLE VI FINANCIAL CONTROL

Section 1. Accounting records will reflect the assets, liabilities, net worth and financial transactions of the organization. Standard Operating Procedures (SOP) describing the accounting system used by the organization will be prepared and maintained in a permanent file for reference and inspection purposes.

Section 2. Financial statements will be prepared at least monthly and presented to the SPST Board for review and comment. Financial statements will be in accordance with USAREUR Regulation 210-1. A copy of the annual audit and the latest approved financial statement, signed by the President and the Treasurer, will be forwarded to the Approving Authority annually. The financial statement should consist of, at a minimum, the balance sheet, a profit and loss statement (income and profit) and fund equity statement/bank reconciliation.

Section 3. SPST will use a single entry accounting system to maintain our financial records.

ARTICLE VII BONDING

Section 1. When the total cash on hand or in the bank to which any elected or appointed officer, volunteer or employee of the organization has access exceeds \$500, that position will be covered by insurance purchased from a commercial firm, procured at organization expense, in an amount sufficient to provide full protection of assets.

Section 2. Copies of the current insurance will be submitted to the Approving Authority.

ARTICLE VIII
LIABILITY INSURANCE

Pursuant to AR 210-22, paragraph 3-2, adequate liability insurance shall be purchased at SPST expense.

ARTICLE IX
AUDIT

Section 1. Auditors contracted for by the SPST must comply with audit procedures and requirements IAW AR 210-22 and USAREUR Regulation 210-22.

Section 2. Accounting records will be audited Bi-Annual or on change of Treasurer by an appointed committee of SPST members who hold no office, or by a qualified auditor hired at SPST for that purpose. The audit will include at least the following:

- A. A thorough check to ensure that all transactions are recorded and properly documented (i.e., audit trail established) and account concurrently posted.
- B. Inventory of organization owned property.
- C. Verification that financial statements are accurate and are issued as required for review by the SPST Board.
- D. A cash count of all cash on hand, reconciliation of bank statements, check of accounts receivable and reconciliation of accounts payable and other liabilities.
- E. The auditor will furnish the President a written report on audit results.
- F. A copy of the audit report will be furnished to the Approving Authority annually as part of the annual financial report and for renewal of operating approval.
- G. If required, a report of corrective action taken will be forwarded to the Approving Authority within 30 days of the receipt of the audit.
- H. The SPST will retain audit reports and financial records for at least 4 years after audit completion.

Section 3. SPST will use a single entry accounting system to maintain our financial records, and we engage fundraising.

ARTICLE X
DONATIONS/WELFARE CONTRIBUTIONS

The SPST does not provide donations or welfare contributions in the normal course of business. If donations or welfare contributions are made, a listing of all such items made throughout the organizational year must be prepared and forwarded to the Approving Authority annually, together with the annual audit report. The list should contain the name of the recipient organization, purpose of the donation, date donation was made, and dollar amount.

ARTICLE XI
ON POST/BASE RESALE AND FUND RAISING ACTIVITIES

Section 1. A letter requesting permission to conduct a fund raising event will be forwarded through the SPST Coordinator to the Approving Authority at least 30 days prior to the event. The written approval from the approval authority will be posted at the fundraising site during any fundraising activity.

Section 2. If any ticket sales or advertising on base is required, the fundraiser request must be submitted at least 30 days prior to the date that the ticket sales or advertising is about to begin. The request will contain at least the following information:

- A. Name of the Private Organization (SPST).
- B. Fund-raising event - date, time, place and type.
- C. Purpose of event.

Section 3. In accordance with AE 210-22, paragraph 11(b), this organization will limit its fundraising to individuals with SOFA status, and it will not solicit or accept money from host nation (HN) citizens or other individuals not authorized SOFA status or individual logistical support (ILS) under USAEUR Regulation 600-700. If this association has host nation (HN) members, it can request an exception to policy through the Garrison Commander to allow those HN members to participate.

Section 4. The SPST will appoint a disinterested person, who holds no office, to inspect the records of the activity at the conclusion of the event to ensure all income and expenditures have been properly entered on the accounting records of the private organization and are supported by appropriate vouchers. The inspector will provide a written report of findings to the Approving Authority within 30 days of the event, including a summary of tickets printed, tickets sold, administration and prize expenses and net profits. The inspector's report with supporting documentation will be filed in SPST permanent files until completion of the audit or inspection of the organization's records required by AR 210-22.

Section 5. SPST is required to submit an After-Action-Report (AAR) to the Approving Authority within 30 days after the event. A committee of at least three organization members, who hold no office and are present at the event, will prepare the AAR. The AAR will include a summary of the event (i.e., planning, execution, problems, suggestions, and final distribution of funds).

ARTICLE XII COACHING STAFF

The SPST is not a United States employer within the meaning of the United States Employment Tax Regulation.

Section 1. Hiring a Head Coach

The SPST Board will recruit a Head Coach who meets the SPST, EFSL and team coaching guidelines as listed in Appendix 4. The Board reserves the right to interview prospective candidates including current coaches that may apply for vacant Head Coaching position. Reimbursement will be determined by the SPST Board based upon the qualifications of the individuals concerned and the annual budget. The SPST Board is empowered to terminate

coaches should performance or conduct be found inadequate or not in keeping with the purpose and goals of the SPST.

Section 2. The Head Coach

- A. The Head Coach should be certified by the National Coaching Association or should agree to pursue such certification as a condition of accepting the post of Head Coach.
- B. Works with the SPST Board to recruit, train, supervise, and remunerate Assistant Coaches as required.
- C. Leads and responsible for the entire competitive swim program including developing workouts for the team.
- D. Schedules, organizes and conducts swim training and team practices.
- E. Coaches swimmers, supervises practices and meets and provides constructive criticism after each race.
- F. Works with the Coaching staff and Statistician to keep parents up to date on their child(ren)'s progress.
- G. Makes decisions concerning which events swimmers will be assigned during each meet and has responsibility for building relay teams.
- H. Advises the SPST Board regarding team matters including the level of parental assistance required or desired for practice and training sessions.
- I. Makes requests to the SPST Board for equipment and any other needs to run an effective swim program.
- J. Submits recommendations for the Stuttgart High School Lettering Program to the SPST Board in coordination with the High School Liaison based on the DODDs & EFSL MOU, team requirements, and PHS lettering standards. Will solicit advice from the High School Liaison regarding team captain selection.
- K. Provides copies of all documents listed in Appendix 4 of these Bylaws to the SPST Secretary.

Section 3. Assistant Coaches will assist the Head Coach in the performance of his/her duties consistent with their experience.

Section 4. Qualifications and duties of Coaching Staff. All members of the Coaching Staff will comply with SPST Certification requirements as found in Appendix 5.

ARTICLE XIII
BIENNIAL REVISION AND RENEWAL

Section 1. The Constitution and Bylaws shall be reviewed at least every two years. The request for biennial renewal will include any major changes in private organization or Constitution and Bylaws, agreement, charter, etc., and will include the following:

- A. One copy of annual audits of the previous two years.
- B. A list of officers with their names, addresses and daytime telephone numbers.

Section 2. The documents listed above will be forwarded through the Commander concerned to the Approving Authority to arrive not later than 90 days before the operating approval of the

organization expires. If revalidation is not obtained, the current permit automatically expires two years from the date for the last approval.

ARTICLE XIV RESCISSION

The Constitution and Bylaws shall be effective immediately after approval by the SPST and provisionally until subsequent written approval by the Commander, USAG-S, ATTN: Private Organizations POC, Unit 30401, APO 09107-0401. Upon approval of the Constitution and Bylaws, the previously published Constitution and Bylaws are rescinded.

ARTICLE XV RESTRICTIONS

Section 1. There is no official relationship between SPST activities, official duties, and responsibilities of Department of Defense (DoD) personnel who are SPST members or participants.

Section 2. All of this organization's functions and expenditures must be authorized by the SPST Constitution and Bylaws. Only this organization will choose its specific functions and expenditures. DoD personnel acting in an official capacity will not influence choices.

Section 3. A private organization will not be created, operated or administered by DoD personnel acting in an official capacity or on behalf of an official purpose to evade restrictions on expenditures of appropriated and/or non-appropriated funds.

Section 4. SPST will not use or include in its title, logo, letterhead, name, seal, or acronym "DoD" or the name, abbreviation or seal of any military department or service. No member of or participant in the organization's activities will use their military or DoD title, logo, letterhead, name, seal or acronym in any manner in connection with this organization's activities.

ARTICLE XVI RATIFICATION

These By-laws were approved by a majority vote of the General Membership of the Stuttgart Piranhas Swim Team on 09 March 2018.

Closing: Some Final Thoughts from the SPST Board

It takes a special kind of child to commit to a swim team. It takes discipline to attend practice sessions all year long, and then go home to a pile of homework. It takes courage to get on the platform and swim in front of hundreds of parents and fellow swimmers. It takes great strength of character to never give up and to always set the bar a little higher.

We hope that all of you, new and returning swimmers, will embrace and enjoy the sport of swimming and we promise to help and encourage you to do your personal best both in and out of the pool.

To all the parents, we hope your child's participation in this sport meets all of your expectations.

President, SPST

Nancy Bailey

Secretary, SPST

Cheryl Olsen

APPENDIX 1
SECRETARY RECORD ARCHIVES

The Secretary will maintain the following SPST files:

USAG-S Private Organization Regulations
European Forces Swim League (EFSL) Code
Current Stuttgart Piranhas Swim Team Parents' Club Constitution and Bylaws
Originals of all Board Meeting Minutes
Originals of all Board Reports
Originals of all General Membership Meeting Minutes
Originals or copies of all team correspondence
Copies of Invoices and Receipts received from Treasurer
Insurance Policies
Pool Contracts, if available
Current team roster
Current contact information on all members in good standing
All Coaching Contracts entered into the SPST

Copies of the Following information provided by the Head Coach:

Statement of Credentials (if available)
Completed USAG-S Volunteer Background Check
Completed First Aid and CPR
Completed EFSL Coaching Clinic (Head Coach)
Head Coaches Contract
Additional documents required by the Head Coach and approved by the President

APPENDIX 2
TREASURER'S RECORDS

The Treasurer will maintain the following SPST files:

Bond papers
Copies of insurance policies
Copies of pool contracts, if available
Copies of audits
Bank Statements
Copy of Treasurer's Reports to the SPST Board
Original invoices and receipts
Records of receipts and expenditures
Billing records for each family
All other financial documents and audits as required

APPENDIX 3
REGISTRAR - TEAM MEMBER REQUIRED RECORDS

The Registrar of the SPST will maintain the following:

Complete registration package as determined by SPST Board.

Current phone and email roster of SPST members, with provisions for access at all meets, both home and away

List of all swimmers and their respective schools

List of interested applicants

APPENDIX 4
SPST COACHING CERTIFICATION REQUIREMENTS

The Head Coach and Assistant Coaches will provide, and the Secretary of the SPST will maintain copies of the following credentials:

Statement of Credentials (if available)

Completed USAG-S Volunteer Background Check

Completed First Aid and CPR

Completed EFSL Coaching Clinic (Head Coach)

Head Coaches Contract and any other coaching contracts

Additional documents required by the Head Coach and approved by the President

RATIFICATION of APPENDIXES

The Appendixes were approved by majority vote of the members in good standing of the Stuttgart Piranhas Swim Team on 26 August, 2015.

President, SPST

Nancy Bailey

Secretary, SPST

Cheryl Olsen

