



Vermillion Area Swim Team

Charter and Bylaws

1. PURPOSE

The Vermillion Area Swim Team (VAST) is a member of USA Swimming (USA), the South Dakota Local Swim Club (SDLSC). VAST exists for the primary purpose of instructing and training its members in the sport of competitive swimming in a positive environment and in accordance with the standards and rules prescribed by USA and SDLCS.

2. PHILOSOPHY

VAST strives to develop outstanding personal qualities in children through the sport of competitive swimming. This goal is achieved through the development of the athlete, instilling an appreciation of athletics and physical fitness, promoting the value of consistent effort and the fairness of sportsmanship, and the reward of these pursuits. Education, training, and competition are achieved in a positive and supportive team and family environment through VAST.

VAST is a family- oriented organization in which each swimmer, parent and coach is expected to actively participate. Swimmers, parents, and coaches are all responsible for the maintenance and the ultimate success of the swim program.

Parents play a crucial role in the fulfillment of the team goals. In addition to supporting their own children in the program, VAST parents are responsible for team leadership, program continuity, long-term planning, organization, fundraising, and routine management of VAST. The rewards of parental involvement in this program derive from development of strong family and social relationships, contribution to a program with a positive impact on the community, and development of personal leadership skills.

Coaches are a key element in the success of the VAST program. The Head Coach plays a central role in providing expertise and direction of the VAST swimming program. It is the responsibility of the coaching staff to instruct and train athletes and educate parents. Coaches serve as a role model for athletes and parents. They should

demonstrate sportsmanship and a positive attitude at all times. Coaches are expected to adhere to the expectations of VAST, SDLSC, and USA.

3. VAST PARENT ORGANIZATION

The VAST Parent Organization (VPO) includes parents of all swimmers who are currently registered with VAST and USA Swimming. The function of the VPO is to actively support the philosophy and all activities and programs of VAST.

Voting members of the VAST Parent Organization are parents/legal guardians of swimmers who are registered with VAST and are current in their monthly dues and fees.

Meetings of VAST Parent Organization are conducted by the officers of the Board of Directors. The VAST Parents shall meet once annually, prior to the start of the winter season. The meetings will familiarize parents regarding team functions, fundraisers, opportunities to volunteer, and will also provide a review of team finances.

Vacant/expiring Board positions elections will be held during the Fall VAST Parent meeting at a date and time determined by the Board.

Only the members present shall have a vote at any VPO meeting, and a simple majority is required for a decision. Notice of the time, place, and purpose of all meetings shall be given to members by telephone, electronic mail, and/or postal mailing at least 2 weeks in advance of the scheduled meeting. Special meetings of the membership of VAST shall be called by the Board at such time and place necessary to transact the business upon written request of 5 Board Members. Voting shall be done by ballot of majority of hands/voice. Written votes may be submitted by proxy or ballot election when determined necessary by the Board.

4. VAST BOARD OF DIRECTORS

The Vermillion Area Swim Team shall be governed by a Board of Directors, herein called the Board, acting in accordance with these Bylaws. The Board is ultimately responsible for the program development and maintenance of the VAST program.

The VAST Board shall be comprised of 5 members elected from the VAST Parent's Organization. The Head Coach shall be a nonvoting member of the Board. A Board member shall be elected in the fall meeting and serve for a 2 year term. A Member may serve on the Board additional consecutive years with approval of 4 other Board Members and the approval of the VAST Parents Organization.

A quorum of VAST Board of Directors exists when four voting VAST Board members are in attendance. A quorum is necessary for passage of any nonroutine business by the Board. A Board member may cast a written proxy or electronic vote. Resigning Board members shall be replaced by the Board to serve the remainder of the unexpired term.

The Board shall carry out the mandates and desires and policies of the VAST Parent's Organization. The Board shall have full power and complete authority to perform all legal acts and all business on behalf of VAST.

A Board Member may be removed from the Board by the VAST Parent Organization with a majority vote or at least a 4 vote approval by the Board.

The Board shall hold regular bi-monthly meetings. Special meetings may be called by the President or by the Secretary when requested to do so by the majority of the members. A special meeting can be taken only the items of business specified in the call. The Secretary will provide notice of the date of a regular or special meeting.

The President shall preside at all meetings of the Membership and of the Board of Directors. The President shall perform such other duties determined by the Board and other duties between meetings as typically bestowed upon a chief Executive Officer.

The Vice President shall perform all duties incumbent upon the President during the absence or disability of the President and perform such other duties as may be requested by the Board.

The Secretary shall have custody and care of the corporate records of VAST. The Secretary or designee will attend meetings of the members and of the Board, shall keep a true and complete record of the proceedings of all such meetings, shall keep a list of members entitled to vote, and perform other duties as prescribed by the Board.

The Treasurer shall keep correct and complete records showing at all times the financial condition of VAST, shall be a legal custodian of all monies and other valuables, shall maintain such bank accounts in the name of VAST as necessary and approved by the Board, shall furnish full statements of the financial condition at the Membership meeting and all Board meetings, and perform other duties as prescribed by the Board.

In the event of the absence of any officer of VAST, or for any other reason that the Board may deem sufficient, the Board may delegate the powers or duties of such officers to any other director, for the time necessary, provided a majority of the Board approves.

Special meetings of the Board shall be held by the call of the President or majority of the Board. All members shall be notified orally, electronic mail, or telephone with the time, place and necessity of the meeting 3 days prior to the date of the meeting if at all possible.

5. FUNDS

All Fees and funds collected by VAST shall be collected by the Treasurer or other such person authorized by the Board and deposited in the bank account in the name of VAST.

Occasional or routine expenditures of less than \$50 may be approved by the President or Treasurer. Occasional expenditures of \$50-\$100 may be approved by both the President and Treasurer. All non-budgeted expenditures exceeding \$100 require approval of the VAST Board of Directors (does not include reimbursable operating expenses).

The Treasurer shall maintain records of all receipts and withdrawals which shall be open for inspection by the members at any Board or Membership meeting.

6. BYLAWS AND RULES OF ORDER

Bylaws- these bylaws, duly adopted in 2012, take precedent over all previous bylaws and amendments, which are declared null and void.

Amendments to these bylaws shall be submitted in writing to the secretary at least thirty (30) days prior to any annual or special meeting and shall be adopted at such meeting by an affirmative vote of at least two-thirds of the members present.

Interpretation- any question as to the proper interpretation of any provision of these bylaws shall be determined by the Board.

The decision of the majority of the Board present in person or by proxy or electronic vote constitutes a decision of the Board.

Removal of Director- any Director may be removed from office, with or without cause, at any Board meeting, which state in its notice that such action was contemplated by majority vote of the members present.

Removal by Board Action- A Director missing three (3) consecutive Board meetings or five meetings during a twelve month period of the Board may be removed from office by a majority vote of all the other Board Members.

7. FINANCES

The fiscal year of VAST shall commence on the first day of September each year and conclude on the 31st day of August of the following year. All fees shall be set and approved by the Board.

The Treasurer shall present the finance report to the Board on a bi-monthly basis, and shall present a fiscal year report to all VAST members at the annual parent meeting prior to the start of the Short Course Season.

Financial assistance is available to families that qualify. All request will be reviewed and approved on an annually basis by the Board.