

## II. Membership

Inland Empire Swimming (IES) is comprised of clubs, athletes, and non-athletes as defined in Article 2 of the Inland Empire Swimming By-laws. Any of the above may become members of Inland Empire Swimming by completing the requirements outlined in the Registration Section 2.1 of this Policy & Procedures Manual. All memberships in Inland Empire Swimming require membership in USA Swimming.

### A. Registration

#### 1. Group Member

- a) Every group member under the auspices of IES must be a member in good standing. Good standing is defined as complying with all USA Swimming and IES rules, procedures, code of conduct, and prompt payment of fees and fines. Existing Group Members must be in good standing to renew their Group Member registration.
- b) Applications for group membership (Club Registration Form) may be obtained from the Registration Chair. Club packets will be sent to all currently registered clubs in August. Membership is for a calendar year, although applications received after September 1 will be valid until December 31 of the following year (up to 16 months). The affiliations of at least one Athlete member and one properly credentialed Coach member are required for Club membership. A club is entitled to compete in its own name and to field relays at sanctioned meets.
- c) The annual fee for Club membership is listed in Section V. F., and in Appendix A.

#### 2. Individual Member

##### a) Individual

- (1) The following persons must be members of USA Swimming, per USA Swimming Rules and Regulations and IES By-Laws:
  - (a) Meet directors, officials, coaches, and any others required by USA Swimming regulation 202.5
  - (b) Club owners by USA Swimming regulation 305.5.
  - (c) Voting Members of the IES House of Delegates as required by IES ByLaw 4.1.1
  - (d) All members of the IES Board of Directors as required by IESS By-Law 6.3
  - (e) IES Committee Chairs and members per relevant section of IES By-Laws Article 7
  - (f) IES also requires that officially recognized functionaries of IES Sponsored teams (e.g., Zone or All-Star Teams) be members of USA Swimming:
    - (i) IES Sponsored Team Chaperones

- (ii) Other IES Chaperones receiving travel funding
- (iii) Any other officially recognized IES sponsored team functionary, e.g. Team Trainers, Managers or Coordinators

(g) IES requires Any Club member Directors/Officers or other official representatives/agents as required in USA Swimming Corporate Bylaws 2.6.6.

b) Full

- (1) A swimmer must be a current member of USA Swimming to participate in any sanctioned USA Swimming meet, including Inland Empire meets. Swimmers may compete representing their Club or as an Unattached swimmer.
- (2) Athlete memberships are valid from January 1 through December 31. Registrations received after September 1 are valid through December 31 of the following year (up to 16 months). Current annual dues are shown on the current application(s).
- (3) Membership applications are available from each IES club, from the Inland Empire Swimming website, or the Inland Empire Registration Chair.
- (4) Swimmer registrations from a Club may be submitted electronically. New swimmer registrations will require copies of a government-issued birth document. Clubs using electronic registration will be required to submit their Team Manager database to the IES Registration Chair before registration for the new year. See the IES Registration Policy Guidelines for complete information and requirements.

c) Outreach

- (1) Outreach Athlete membership is available to qualified athletes per USA Swimming guidelines. The purpose is to make year-round membership available to athletes who might otherwise not be able to afford the standard athlete membership fee. If the athlete participates in a reduced or free school lunch program and can provide documentation to Inland Empire Swimming (IES), the USA Swimming/Inland Empire Swimming athlete membership becomes as outlined in the IES Fee Schedule, Section V.F. and in Appendix A.
- (2) Documentation is as simple as a one-page form on the school's letterhead indicating that the athlete member is on a free or reduced lunch program. Documentation shall be submitted with the registration Transmittal of Funds form and payment.

d) Seasonal

- (1) Inland Swimming offers a seasonal (summer only) membership.

This membership is good for up to but not more than 150 days date of registration. Seasonal athletes are afforded the same insurance coverage as Full Athletes.

(2) Seasonal athletes cannot compete “above” the IES Championship level. Meets not open to seasonal athletes include Western Zones, Sectionals, Junior Championships, US Open, Nationals, and Olympic Trials.

(3) Seasonal athletes cannot transfer their membership to another club or to another LSC.

e) Flex

(1) Inland Empire Swimming offers a Flex membership for the same period of time as the year-round athlete. The Flex Membership is optional for each club. There are several limitations and stipulations:

(a) Athletes may compete in only two sanctioned competitions per registration year.

(b) Athletes may transition to Annual membership within the same calendar year, paying the difference between the cost of the Flex membership and the Annual membership.

(c) Flex membership is not valid for competition at or above the LSC championship level.

f) Non-Athlete

(1) Coach Members To be a Coach member of USA Swimming, an individual must be a Non-Athlete member and must:

(a) Submit current Inland Empire Swimming non-athlete application found on the IES website

(b) Submit current coach membership fee as documented on the application

(c) Submit copies of all three safety certification cards as on the USA Swimming approved list (can be found on the USA Swimming website). Class rosters will be accepted.

(d) Complete or have a current USA Swimming mandated Background Screen. Access to the screening process must be from the USA Swimming website. No other background screens are acceptable. The USA Swimming background screen is good for two (2) years and has a separate fee.

(e) Complete the current Athlete Protection Training course online on the USA Swimming website.

(f) First-year coaches in USA Swimming must complete an

education requirement (Foundations of Coaching) before they can renew for a second membership year. Detailed information can be found on the USA Swimming website. VALID TO: Coach membership will be valid until December 31 of the current year or until the first expiration date of a Coach BGS, Safety credential, or APT, whichever occurs first. The VALID TO date will be printed in large bold letters on the face of each Coach membership card (available on the USA Swimming website to print and available on USA Swimming DeckPass). When a Coach member submits new credentials with changed expiration dates, NO card will be printed and mailed. EXPIRED VALID TO: If the required safety credentials are not provided before the passage of the VALID TO date, the coach will lose all coach privileges and authority. The individual will not be permitted on deck at practices or meets, and risks lapsed insurance coverage for the club.

(2) Non-Athlete, Non-Coach Members

- (a) Any person interested in the purposes and programs of Midwestern Swimming is eligible to be a Non-Athlete member
- (b) Must complete or have a current USA Swimming mandated Background Screen. Access to the screening process must be from the USA Swimming website. No other background screens are acceptable. The USA Swimming background screen is good for two (2) years and has a separate fee.
- (c) Must complete current Athlete Protection Training course online on the USA Swimming website.
- (d) Deck Officials (Starter, Referee, Stroke & Turn Judge, Admin Official) must be Non- Athlete members of USA Swimming with current Background Screen and APT.
- (e) Members of the Board of Directors and Club Representatives to the House of Delegates must be members of USA Swimming and Inland Empire Swimming with current Background screen and APT.
- (f) Non-athlete registrations are valid from January 1 through December 31. Applications received after September 1 are valid through December 31 of the following year (up to 16 months).
- (g) Non-athlete applications may be obtained from the Inland Empire Swimming website and should be

returned to the Inland Empire Swimming Registration Chair. The current annual membership fees for individual and family non-athlete members are on the application as posted

- g) Transfers An athlete transferring from one Club to another, from representing a specific Club to Unattached status, or from one LSC to another, must submit an Inland Empire Swimming Application for Transfer signed by the athlete and the parent, along with the fee to the Inland Empire Registration Chair.
  - (1) The application must state the date of the last competition, current club, and club to which the swimmer wishes to transfer after the unattached period has expired.
  - (2) USA Swimming Rule 203.3 requires that 120 days must pass from the date of the last competition representing the prior Club before a swimmer may represent a new Club in competition.
  - (3) Applications without the last day of competition will be processed with the date that the application is received as the last date of the competition.
  - (4) The previous club of the swimmer will be notified of the transfer request.
- h) Lifetime Membership Award
  - (1) Eligibility Rules, Regulations, and Selection Process
    - (a) A maximum of one such award may be presented annually
    - (b) To be eligible the recipient must be a long-time member of Inland Empire Swimming (minimum of 10 years)
    - (c) During recipient's tenure s/he must have held or currently hold a position in at least one of the following areas of leadership within Inland Empire Swimming:
      - (i) Board of Director member;
      - (ii) Committee Chair/Coordinator or member;
      - (iii) Board of Review member.
    - (d) Award nomination may be solicited each spring to identify potential candidates.
    - (e) The Board of Directors will decide on the award recipient by virtue of a 2/3 vote.

## B. Membership Meetings

- 1. Board of Directors
  - a) See IES Policy Manual Section III - Governance
- 2. House of Delegates

a) See IES Policy Manual Section III - Governance

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