MEADOWS MARLINS
Swim Team
Bylaws

ARTICLE I

PURPOSE

The Meadows Swim Team organization located at 11924 Amblewood, Meadows Place, Fort Bend County, Texas is formed to make it possible for our young people to enjoy the fun and self satisfaction which comes from swimming improvement by providing coaching, regular swim practices and competitive swimming. In addition, non-swimming events will be organized to promote team spirit.

ARTICLE II

MEMBERSHIP AND FEES

1. All persons, *residents* and non-residents, of the City of Meadows Place, Texas, are eligible for membership in the Meadows Swim Team.

2. Membership shall consist of non-voting swimmers and volunteers (general membership).

3. Each swimming member of the swim team shall pay a fee. The amount of said fee will be established by members of the board prior to the beginning of the season and must be paid prior to participation in any Swim Team function. Swimmers who do not meet the standards as set forth in Article III, Section I and 2 are eligible for a partial refund of their registration fee as determined by the Board prior to the beginning of the season. This policy will be published and signed by a parent/guardian at registration. Requirements will be judged by the head coach and staff. Those unable to meet these standards will be informed by the head coach. The parent/guardian must contact the current Treasurer to request a refund.

4. All fees shall be used exclusively in the operation of the Meadows Swim Team.

ARTICLE III

STANDARDS FOR SWIMMER PARTICIPATION

After the first two weeks of practice, those 7 and under shall be able to jump into the water and swim any stroke 10 yards. 8 and over swimmers shall be able to swim one length of the pool using any stroke. After the second two weeks of practice those 6 and under shall be able to swim the length of the pool. 7 though 10 shall swim one length of freestyle and one half length with another stroke. Those 11 and up shall swim 2 lengths of freestyle and 1 length of any other stroke.

A swimmer must attend practice at least 2 days in the week preceding a swim meet to participate in the first heat and the "A" relays. The only exceptions are (i) if an "A" heat cannot be filled, or (ii) the swimmer has received prior written approval from the coach. (example: camp, vacation, illness). This amendment does not apply to the Open age group. It is in effect for the regular swim season meets only, not prelims, finals or final relays. All final relays are at coaches' discretion.

ARTICLE IV

BOARD OF DIRECTORS

1. The management and direction of the affairs and property of this organization shall he vested in the Board of Directors of the organization.
2. The Board of Directors shall consist of no less than (9) and no more than (13) elected officers. The following positions have the option (depending upon availability) of adding an assistant to help with the workload. All positions are voting positions. In the event of an even number of Board Members and a tie vote, the President will be nonvoting.
   a. President
   b. Vice President Meets
   c. Assistant Vice President Meets
   d. Vice President Equipment
   e. Assistant Vice President Equipment
   f. Vice President Concessions
   g. Assistant Vice President Concessions
   h. Vice President Merchandizing
   i. Assistant Vice President Merchandizing
   j. Vice President Activities
   k. Assistant Vice President Activities
   l. Secretary
   m. Treasurer

3. These officers shall be elected by the General Membership present at the Final General Membership meeting of the season and shall preside during the following 12 months. The final General Membership meeting shall be held at the end of the year party. Any officer may be removed from office at any time by a two-thirds majority vote of the General Membership. This officer must be notified in writing seven days prior to this meeting.

4. The Board of Directors shall constitute the sole governing body of the Meadows Swim Team. No decision shall be made without a quorum, and a majority vote of the Board members present and voting.

5. At the beginning of the season, the General Membership will be notified by the Board of the time, date, and place of the meetings during the season. Special meetings may be called by the Board. Notification of the meeting must be posted seven days prior to said meeting.

6. Any vacancies on the Board of Directors will be filled by an individual appointed by the Board.

7. The board shall contact members to fill vacancies on the board for the upcoming year. A majority of the Board members must approve these nominations. Two-thirds of the Board must be residents of the City of Meadows Place. Any individual who is elected to an office and moves from the City of Meadows Place, but still has children swimming on the swim team will continue to serve his/her elected office until the end of the season. If, at this time, there are more than two-thirds non-residents of Meadows Place, a resident will replace a non-resident, by nomination from the Board and a vote of the General Membership. All nominations shall be posted at least seven days prior to the final General Membership Meeting (the end of the year party). The nominees must he approved by vote of the General Membership.

ARTICLE V

OFFICERS AND DUTIES

President - It shall be the duty of the President to preside at all meetings and to serve as Chairman of the Board of Directors. The President shall schedule all meetings. It is the Presidents responsibility to verify that all other officers on the Board are meeting the requirements of their individual jobs.

Vice President Meets - It shall be the duty of this Vice President to assume the duties of the president, in the event of the absence or resignation of the President. He/She shall coordinate all swim team meets at the Meadows Place pool and meets held at other pools. He/She shall also coordinate the participation of the Meadows Swim Team members in all swim meets. He/She shall be our voting League Representative at all Swim League Meetings. An alternate shall he appointed from the Board by the Vice President-Meets should he/she not be able to attend League Meetings.

Vice President Equipment - It shall be the duty of this Vice President, in the event of the absence of the president and Vice President Meets, to assume the duties of the president. He/She shall be in charge of procuring and maintaining all Swim team equipment, and shall assist the Vice President Meets with all scheduled meets. The Vice President Equipment shall setup and clear away all swim team equipment at all home meets.

Vice President Concessions - It shall be the duty of the Vice President Concessions to assume the responsibility for the concession stand for all home meets (including "make up" meets due to rain and preliminaries).

Vice President Merchandizing - this Vice President is in charge of any fund raising (other than membership fees), and must obtain prices of trophies and awards for Board approval, and make purchase of trophies and awards for the end of the year party.

Vice President Activities - It shall be the duty of this Vice President to be in charge of communications and special activities for the promotion of team spirit, and coordinate the Team Moms.

Assistant Vice President Activities - He/She shall assist with the responsibilities of the Vice President Activities. This Assistant Vice President will assume the duties of supervising the Team Moms in the event that the Vice President Activities cannot be at a meet.

Treasurer - It shall be the duty of the Treasurer to maintain and be held responsible for all Swim Team funds, as well as, collection of all membership fees. He/She shall also maintain the checking account, prepare and read the financial statements at Board and General Membership meeting. The treasurer shall also keep an accurate roll of all members. At the end of the season the Treasurer shall prepare and distribute a financial statement to the General Membership. This statement may be preceded by an audit of the financial records by an appointed committee consisting of three non-elected or other appointed individuals. The Treasurer is responsible for registration, payroll, and preparing yearly 1099 forms for the staff.

Secretary - It shall be the duty of the Secretary to keep all minutes of all Board and General meetings. The Secretary shall be responsible for all correspondence and publicity. He/She will contact businesses for corporate sponsorship.

ARTICLE VI

STANDING COMMITEES

Members of the General Membership may be asked to serve on committees.

Secretary, Chairman
- Publicity

Vice President -Activities. Chairman
- Telephone
- Special Events
- Team Pictures
- Team Moms

Vice President Ways & Means Concessions. Chairman Concessions

Vice President -Ways & Means -Merchandizing, Chairman
- T-Shirts
- Swim-a -thon
- Swim Suits

Vice President Meets, Chairman
- Timers
- Ribbons
- Scoring
- Place Judge
- Stroke Judge

ARTICLE VII

FINANCIAL POWERS

All checks or disbursements must be made at the direction of and signed by two members of the Board of Directors, after having approval by a majority vote of the Board. Any expenditure, not budgeted, over one hundred dollars must be voted on by the Board.

ARTICLE VIII

EMPLOYEES

All hiring and firing of personnel shall he done by the President with the consent of the majority of the Board Members.

All paid employees are responsible to the President.

ARTICLE IX

AMENDMENTS

All proposed amendments to the By-laws must be first approved by the Board of Directors. Upon acceptance they must be presented to the General Membership for reading, discussion, and ratification at the General Meeting.

Original by-laws ratified March 28,1978
Amended September 16,1981
Amended April 15, 1999
Amended August 6, 2001