

## CONSTITUTION

(2014 changes)

### ARTICLE I. NAME

This organization shall be known as the East Severna Park Swim League (the "League").

### ARTICLE II. PURPOSE

To sponsor competitive age group swimming among the swimming pools of the competing communities and to develop in the children participating in this program a love for the sport, advanced aquatic skills, teamwork, and principles of good sportsmanship.

### ARTICLE III. MEMBERSHIP

1. The League shall be composed of community swim teams (the "Member/Teams"), each of which shall represent a family-type, non-profit community pool organization.
2. Membership in the League in any given year shall consist of those eligible swim teams which have been approved for membership by the Board of Directors in accordance with the Bylaws and which, as of January 10 of the current year, make a firm commitment to participate in the League for the ensuing competitive season. Member/Teams shall participate actively in the programs and work of the League.
3. No child shall compete in a League swim meet on behalf of a Member/Team unless that child or child's family is a member in good standing of the Member/Team.

### ARTICLE IV. BOARD OF DIRECTORS

1. The sole governing and administrative body of the League shall be the Board of Directors, consisting of a President and a Representative from each Member/Team. Each Member/Team shall designate by January 1 of each year, and shall continuously maintain, a Representative to serve on the Board of Directors. Each Member/Team shall also designate an Alternate Representative to serve in the absence of the Representative. The Representative and Alternate Representative shall be members in good standing of their Member/Team and shall take office immediately following selection and serve until his or her successor is selected. In the absence of the Representative of any Member/Team, the Alternate Representative shall have all the rights and privileges of a member of the Board of Directors.
2. Regardless of the number of persons attending a meeting of the Board of Directors, only the Representative, or in his absence the Alternate Representative, shall be authorized and entitled to cast any vote on behalf of his or her Member/Team at the meeting. However, in the event neither the Representative nor Alternate Representative are available to attend a League or Board of Directors meeting, they

may designate one (1) individual to attend the meeting and that individual shall be authorized and entitled to cast any vote on behalf of his or her Member/Team for that meeting of the Board of Directors.

3. The Board of Directors shall be responsible for the administration of the League with the authority to transact all business of the League and authorize all expenditures.
4. The officers of the League shall be a President, one Vice President, a Secretary, and a Treasurer, who shall be elected by the Board of Directors at the first meeting of the Board of Directors in any given year. The officers shall hold office for a term of one (1) year or until a successor is elected. No officer shall continue in the same office for more than three (3) consecutive terms.
5. The President shall only be entitled to exercise voting privileges to break a tie vote among the Directors.
6. The duties of the officers shall be defined in the Bylaws.
7. Committees may be appointed by the President to perform the separate functions of the Board of Directors.

#### ARTICLE V. MEETINGS

1. Regular Meetings of the Board of Directors shall be held on dates determined by the President. For the purpose of conducting a meeting, at least two-thirds of the voting directors must be present to constitute a quorum. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by this Constitution or the Bylaws.
2. Special Meetings of the Board of Directors may be held on the call of the President, or as provided in the Bylaws.

#### ARTICLE VI. DUES

The League may levy upon the membership such dues or assessments as shall be deemed necessary for the business of the League. Payment of dues and assessments by the Members shall be as set forth in the Bylaws.

#### ARTICLE VII. AMENDMENTS

1. Amendments to the Constitution may be made at any Regular Meeting by a vote of two-thirds of the total Board of Directors, provided a copy of such amendments has been provided to each Representative not less than seven (7) days prior to the meeting.

2. Any Director may propose an amendment to the Constitution by submitting the proposed amendment in writing to the Board of Directors. The Board of Directors will refer the proposed amendment to the Rules Committee, which shall be composed of the President, Vice President, Secretary and Treasurer. The Rules Committee shall review the proposed amendment and submit its findings and recommendations to the Board of Directors by the next Regular Meeting.

BY LAWS

ARTICLE I. MEMBERSHIP

1. Swim Team organizations desiring membership in the League shall apply by September 1, in writing, to the League Secretary. The Swim Team organization shall furnish all reasonable information requested by the League.
2. In considering a Swim Team's application for membership in the League, the Board of Directors shall consider the following:
  - a. Membership Type
  - b. Location
  - c. Pool's conformance to USA Swimming standards
  - d. Size of team
3. The Board of Directors shall vote to approve or deny membership within 90 days of the date of the Swim Team's application.

ARTICLE II. ROSTER

Each Member/Team shall maintain a Roster of enrolled swimmers which shall consist of each swimmer's name, age group, birth date and home address. The Roster must be submitted to the Secretary by the date specified by the Board of Directors, typically in June. The Board of Directors may adopt rules regarding the procedure for the addition or deletion of swimmers on the Member/Team's Roster.

ARTICLE III. ANNUAL DUES, PER SWIMMER ASSESSMENTS

1. Annual Dues and Per Swimmer Assessments that cover the cost of post season meets (Trophies and Ribbons) shall be payable by each Member/Team on the date designated by the Board of Directors. The amount of the Annual Dues and Per Swimmer Assessments shall be determined by the Board of Directors so as to be adequate for all League expenses
2. Any balance remaining in the League's account(s) after each year's operation will be retained by the League.

ARTICLE IV. RECEIPTS AND DISBURSEMENTS

1. The Treasurer shall receive, disburse, and account for all funds of the League.
2. The primary purposes of League expenditures shall be (a) the defrayment of normal operating costs, and (b) the procurement of special awards to be presented to individuals and/or Member/Teams in the course of the League's program.

Disbursements under (a) will be coordinated by the President and the Treasurer and require no other approval. Disbursements under (b) will be determined by the Board of Directors at regular meetings of the Board of Directors.

3. No disbursements will be made for any purpose other than those stated in Section 2 unless the purpose and the amount have been approved by at least five (5) members of the Board of Directors at a meeting duly called for that purpose.

#### ARTICLE V. ELECTIONS

1. Officers of the Board of Directors shall be elected at the first meeting of the Board of Directors in any given year. The affirmative vote of at least two-thirds of the total Board of Directors shall be required for the election of each Officer. Secret ballots in writing shall be cast if requested.
2. The President may appoint a nominating committee of three (3) directors to prepare a slate of candidates. Additionally, nominations may be accepted from the floor provided that the nominee has confirmed a willingness to serve in the capacity for which he or she is nominated.
3. The elected officers shall assume their duties as of the close of business at the meeting at which they are elected, or when appointed pursuant to Section 6.
4. When an individual is elected to serve as President, he or she shall cease to serve as the Representative or Alternate Representative for his or her Member/Team, and his or her Member/Team shall designate, as soon as possible following the election, an individual to serve as Representative or Alternate Representative for the Member/Team.
5. Upon resignation or vacation of the office of President, such office shall be assumed by the Vice President until the Board of Directors elects a new President.
6. Upon resignation or vacation of any of the other elected officers of the League, the Member/Team's alternate representative shall succeed to the office of the person resigning or vacating until the next regular or special meeting when a replacement can be appointed by the Board of Directors.

#### ARTICLE VI. DUTIES OF OFFICERS

1. The President shall generally manage the business of the League, subject to the approval of the majority of the Board of Directors. The President shall be an ex officio member of all standing committees provided for in these Bylaws. Additionally, the President shall preside at all meetings of the Board of Directors.
2. The Vice President shall assist the President, and, in the absence of the President, shall assume all duties pertaining to that office.

3. The Secretary shall prepare and sign the minutes of all meetings of the Board of Directors and shall record such other resolutions, rules, procedures, etc., adopted by the Board. The Secretary shall incorporate the reports of the Treasurer and all the reports of all Committee Chairmen into the minutes of the meeting at which presented to the Board. The Secretary shall send to the Member/Teams all correspondence or material as may be necessary or required by the business or operation of the League.
4. The Treasurer shall be the custodian of all funds of the League and shall deposit said funds in a bank or trust company, under the League name. He shall keep full and accurate accounts, and shall at each meeting report the status of the League's account. He shall pay all bills of the League as they become due as provided for under Article IV.

#### ARTICLE VII. LEAGUE RULES, NONAFFILIATION

The Board of Directors shall adopt Rules for Competition to govern the conduct of swim meets of the League. Other than as provided in the League's Rules of Competition, all meets shall be conducted in conformance with current USA Swimming rules. Nothing in these Bylaws shall be construed as representing that the League has any affiliation with USA Swimming.

#### ARTICLE VIII. STANDING COMMITTEES AND SPECIAL COMMITTEES

Each standing or special committee shall consist of a chairman appointed by the President and such other persons as are selected by such committee chairman.

#### ARTICLE IX. MEETINGS

1. Regular meetings of the Board of Directors may be called by the President as he or she deems necessary. Notices of such meetings must be announced to the Directors not less than seven days prior to the date of the meeting. Notification may be made by regular or electronic mail or telephone.
2. Special meetings of the Board of Directors shall be called by the Secretary at the request of the President or any three (3) members of the Board of Directors. Not less than three (3) days advance notice shall be given. Notification may be made by regular or electronic mail or telephone.

#### ARTICLE X. AMENDMENTS

These Bylaws may be amended by majority vote of the Directors at a meeting at which a quorum is present.