

# **LAKE SUPERIOR SWIM CLUB BY-LAWS**

**August 2010**

## **Philosophy**

The Lake Superior Swim Club is an aquatic program that will (a) foster a desire in competitive swimmers to develop themselves to their fullest potential; (b) encourage steady improvement in physical and mental health; and (c) instill self- discipline and an attitude of respect for oneself and for others.

## **ARTICLE I**

### **Name of Organization:**

The official name of the organization operating under these bylaws is the Lake Superior Swim Club and is an incorporated, non-profit, tax-exempt organization. The Lake Superior Swim Club is a member of USA Swimming, United States Masters Swimming, Minnesota Swimming, and Minnesota Masters Swimming.

## **ARTICLE II**

### **Object**

Provide life long learning to the community that promotes swimming and fosters personal growth for area youth and adults by focusing on integrity, sportsmanship and excellence

## **ARTICLE III**

### **Members:**

Any person shall be eligible for membership in the Lake Superior Swim Club regardless of race, sex, age, religion or place of residence.

Membership in the Lake Superior Swim Club shall be voluntary and will be classified as follows:

- **Student and /or Competitive Members:** Consisting of those persons engaged in aquatic training, in preparing for, or in participation in

organized aquatic events under the auspices of the Lake Superior Swim Club, and who are current in their membership dues and fees.

- Parent Members: Consisting of all parents, guardians or sponsors of competitive and student members.
- Associate Members: Consisting of those persons who have been appointed by the Lake Superior Swim Club Executive Board upon recommendation of the school district, city commission, Chamber of Commerce, civic organizations or other organized group to represent that group in Lake Superior Swim Club activities.

**Dues:**

Dues shall be established by the Executive Board and shall be determined by the current budget.

## **ARTICLE IV**

**Officers:**

The officers of this club – shall be– President, Vice-President, Secretary, and Treasurer – each shall be elected by ballot by a majority vote at the election meeting or annual meeting of the club. A Swim Director shall be appointed by the Executive Board.

President may order meetings of the Executive Board when and where he or she shall deem it necessary. The President shall preside at all meetings of the club and generally shall perform such other duties as pertain to the office of the President.

Vice-President shall act as aide to the president and shall perform the duties of the president in the absence or disability of that officer to act. The Vice-President shall be in charge of fund raising projects selected by the membership.

Secretary shall record the minutes of all meetings of the club and of the Executive Board and shall perform such other duties as may be delegated to the position. The Secretary shall also handle all correspondence and newsletters for the club.

Treasurer shall have custody of all of the funds of the club; shall keep a full and accurate account of receipts and expenditures; and shall make

disbursements in accordance with the approved budget, or as authorized by the Executive Board. The treasurer shall present a financial report at every Executive Board meeting and at other times as requested by the Executive Board. The Treasurer shall make a full report at the annual meeting. The Treasurer's accounts shall be examined annually by an auditor or an auditing committee of not less than three members, who, if satisfied that the Treasurer's annual report is correct, shall sign a statement of that fact at the end of the report. The auditing committee shall be appointed by the Executive Board within one month following the annual meeting.

Swim Director shall be responsible for the aquatic programs and their administration. He/she will be responsible for the development of a complete age group swim program for swimmers wishing to participate in local, state, regional, and national swimming meets. He/she will recommend assistant coaches to the Board to be hired by the Board for the swim program.

Assistant Coaches shall assist the Swim Director in conducting the aquatic programs. They shall receive all directions and duties from the Swim Director and report to him/her in all matters.

### **Election of Officers**

Prior to the annual meeting, the Executive Board will appoint a committee to prepare a slate of officers for nomination. Nominations may be made from the floor with approval of the nominee. These officers shall come from parent members.

Election of officers shall occur at the annual meeting, to be held in April of each year. Term of office shall be for two years. Election of officers shall be by a majority vote of the members present at the annual meeting. A delinquency in dues of 30 days or more shall be taken as a resignation. A resignation during a term of office shall be filled by Executive Board appointment.

## **Article V**

### **Meetings**

The annual meeting of the parent and associate members shall be called

each April at which time there shall be an election of officers to fill vacancies. All parents and associate members shall be notified by mail not less than seven days prior to this meeting or any special meeting.

The budget shall be approved by the membership at an announced meeting between the April meeting and June 1. The Executive Board shall meet monthly to carry out the management of the club. Roberts Rules of Order shall be followed but overridden by past board directions.

## **Article VI**

### **Executive Board**

The management of the Lake Superior Swim Club shall be delegated to an Executive Board consisting of the President, Vice-President, Secretary, Treasurer, Swim Director and the Past President. The Executive Board may request the assistance of any member of the Lake Superior Swim Club in carrying out the management of the organization.

## **Article VII**

### **Committees:**

The Swim Director and three members of the club appointed by the Executive Board shall compose the coaching committee. This committee shall be the liaison between the members and the Swim Director. Any action of the committee shall be subject to the approval of the Executive Board.

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Signature (President of the Board)

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Address, City, State, ZIP

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Signature (Vice-President of the Board)

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Address, City, State, ZIP