

SNAKE RIVER MASTERS SWIMMING ASSOCIATION

BYLAWS

ARTICLE I

- 1.1 **PURPOSE** – The purpose of the Snake River Association (SRA) Local Masters Swimming Committee (LMSC) shall be to promote and develop swimming for the benefit of all abilities and promote swimming competition for swimmers above the age of nineteen (19) in accordance with the standards and under the rules prescribed by United States Masters Swimming, Inc. (USMS) and the SRA LMSC
- 1.2 **NAME OF BOUNDARIES** – The name of this Committee shall be SRA LMSC. The geographic boundaries of the LMSC shall include all of Idaho south of Grangeville, Idaho.
- 1.3 **JURISDICTION** – the SRA LMSC shall have jurisdiction over the sport of masters swimming as has been delegated to it by USMS.

ARTICLE 2 – MEMBERSHIP

2.1 THE MEMBERSHIP SHALL CONSIST OF THE FOLLOWING

1. CLUB:

- a. Swim clubs who have met the requirements of SRA and who have USMS registered swimmers
- b. Organizations which conduct a swimming program
- c. Each club shall appoint a representative to the SRA. Such appointment shall be in writing, signed by the chairperson or secretary of the appointing club. The appointing club may withdraw its representative by written notice addressed to the secretary and signed by its chairperson or secretary and substitute a new representative.

2. INDIVIDUAL MEMBERS:

- a. Each individual who is an athlete, coach official, administrator or other person:
 1. Who is interested in the purposes or programs of the SRA; and
 2. Who has completed the required membership application and paid the required membership fee to USMS
- b. Each individual member will receive a registration card certifying his or her membership and may vote at all general meeting of the SRA.

2.2 RESPONSIBILITIES

1. Duties and Powers of Members:

- a. To elect officers;
- b. To ratify or rescind policy and programs established by the Board of Directors;
- c. To amend the by-laws of the SRA

ARTICLE 3 – MANAGEMENT

3.1 SRA BOARD OF DIRECTORS

1. **MEMBERS** – The SRA Board of Directors shall consist of:
 - a. Each officer of the SRA; and
 - b. A representative of each swimming organization in good standing.
 - c. There must be at least three (3) Board Members.
2. **DUTIES AND POWERS** – The SRA Board of Directors shall act for the Snake River Master Swimming Association and its members between member's meeting, subject to the approval and ratification of the membership. The Board shall have the power and the duty:
 - a. To establish program and policy, subject to ratification by the membership and to lend direction thereto;
 - b. To establish the Review Section (Article 11.2);
 - c. To review and adopt the annual budget of the SRA;
 - d. To call regular and special meetings of the SRA Board of Directors.
3. **SALARY** – No Director shall receive a salary for Director duties.

ARTICLE 4 – OFFICERS

- 4.1 **OFFICERS** – The elected officer are Chairperson, Secretary, Treasurer and Registrar Chair. Other positions will be appointed as needed.
- 4.2 **ELIGIBILITY** – Only members of the SRA are eligible to hold office.
- 4.3 **TERM OF OFFICE** – Each officer shall serve for a term of two years, or until his or her successor is chosen.
- 4.4 **OFFICES** – A board member may hold more than one office at one time with the exception of the Chairperson, who may hold no other office.
- 4.5 **NOMINATION** – The slate of officers to stand for election will be prepared by a nominations committee. The nominations committee shall be appointed by the Chairperson and shall consist of at least four (4) members, two of whom are not officers or Board of Directors. Additional nominations may always come from the floor.
- 4.6 **DUTIES** – The duties of the officers are:
 1. **CHAIRPERSON** – The Chairperson shall be responsible for the day-to-day management of the business affairs of the SRA. He/she shall call meetings when necessary and shall preside at all meetings. H/she shall appoint committee chairs for such standing and special committees as may be necessary to fill the duties and responsibilities of the SRA, all with the advice and consent of the Board of Directors.
 2. **SECRETARY** – The Secretary is responsible for keeping a record of all meetings, conducting official correspondence, issuing meeting notices and minutes of meetings, and making reports as may be required by USMS.
 3. **TREASURER** – The Treasurer shall be responsible for preparing the annual budget for review and approval by the Chairperson and Board of Directors. The Treasurer shall receive all the monies and pay all the bills approved by the Board of Directors or authorized

by a budget approved by the Board of Directors. The Treasurer is responsible for records, and for making quarterly reports (January, April, July, October) to the Board of Directors.

4. REGISTRAR – The Registrar shall be responsible for registration of swimmer and USMS reports.

4.7 VACANCIES – Vacancies created for whatever reason in any office may be filled by appointment of the Chairperson, with the advice and consent of the Board of Directors, until the next regularly scheduled meeting of the membership.

4.8 COMPENSATION – No officer shall receive any salary for these duties.

ARTICLE 5 – MEETINGS

5.1 ANNUAL – The annual meeting of the membership shall be held no later than November 15th of each year. When elections are held, the new officers' terms commence no later than January 1st of the next year.

5.2 SPECIAL – Should the Chairperson fail to call regular membership meetings, or should a special membership meeting be required, such a meeting may be called at any time upon the request of any three members of the Board of Directors.

5.3 NOTICES

1. TIME – Not less than fifteen (15) days notice must be given by the Secretary for any annual or special meeting of the membership or Board of Directors.
2. INFORMATION – The notice of a meeting shall contain the time, date, and site. For special meetings, the purpose of such meeting shall be given.
3. ADDRESS – The notice shall be sent to the last known address of each member or Board of Directors.

5.4 QUORUM – A quorum at all meetings shall consist of those present and eligible to vote.

5.5 RULES OF ORDER – At all meetings, the current Robert's Rules of Order are the procedural rules.

ARTICLE 6 – COMMITTEES

6.1 COMMITTEES – The Chairperson or the Board of Directors may create committees as are necessary to carry out the business of the SRA.

6.2 CHAIRS – The Chairs of committees are appointed by the Chairperson with the advice and consent of the Board of Directors.

6.3 MEMBERSHIP – Members of all committees shall be appointed by the Chairperson with the advice and consent of the Committee Chair.

ARTICLE 8 – CHAMPIONSHIPS

- 8.1 GENERAL – Swimming championships when possible will be held in accordance with the USMS rules.

ARTICLE 9 – DUES AND FEES

- 9.1 ATHLETE REGISTRATION – Each member, or each swimming organization on his or her behalf, pays the Registrar an annual fee established by SRA and USMS.

ARTICLE 10 – REPORTS AND REMITTANCE

- 10.1 ANNUAL REPORTS – The Secretary shall forward to the USMS Secretary a copy of the audit of the accounts of the SRA together with a complete report of the annual meeting of SRA within thirty (30) days following the annual meeting. The audit of accounts is to be signed either by a Certified Public Accountant or by three members of the Board of Directors.
- 10.2 MEMBERSHIP REPORTS – The Registrar shall forward each month to the USMS Registrar a report listing all athletes and clubs, with addresses, who have joined the SRA and USMS within the prior month. This report shall be accompanied by the appropriate fees.
- 10.3 GENERAL – The SRA shall make reports and remittances to USMS as specified in its Code. The Chairperson, Secretary, and Treasurer are responsible for seeing that all required reports and remittances are made.

ARTICLE 11 – ATHLETES RIGHTS, HEARING, AND APPEALS

- 11.1 ATHLETES' BILL OF RIGHTS – SRA's rule book, in accordance with the rules of the USMS, shall respect and protect the right of every eligible individual to participate as an athlete, coach, trainer, manager, administrator or other official in any Masters swimming competition, so long as such competition is conducted in compliance with reasonable local, national and applicable international requirements.
- 11.2 REVIEW SECTION – As needed, the Board of Directors shall elect a Review Section comprised of no less than five (5) members. Its hearings may be conducted by an attorney at law retained by the Review Section for that purpose. If the attorney is not a member of the USMS, he shall have no vote. The Chairperson of the Review Section shall be elected by its membership. A quorum for any hearing conducted by the Review Section shall be fifty (50) percent of its membership, but in any event, no less than three.
- 11.3 GENERAL JURISDICTION – The Review Section may conduct hearings on any matter affecting USMS and the SRA and arising solely within the geographical boundaries of the SRA and involving only members of the SRA.

- 11.4 **APPEAL** – The decision of the Review Section will be final in all cases, subject only to the appeal to the Board of Directors at the option of the applicant, and thereafter to the USMS National Board of Review.
- 11.5 **NOTICE TO ATHLETES** – In each case, where notice is mailed to a registered athlete, it is sufficient to mail the notice addressed to the residence given in his or her application for registration; or, if he/she has filed with the registrar a written notice of change of residence, than at such changed address.

ARTICLE 12 – MISCELLANEOUS

- 12.1 **AMENDMENTS** – Any provision of these by-laws not proscribed by USMS may be amended at any meeting of the membership of the SRA by a two-thirds vote of the members voting. At least thirty (30) days notice must be given to every member of any proposed amendment.
- 12.2 **FISCAL YEAR** – The fiscal year of the SRA shall correspond to the calendar year.
- 12.3 **MAILING ADDRESS** – The SRA must submit a mailing list of all officers to the USMS national office.
- 12.4 **ABSENTEE BALLOT** – Ballots will be sent to all members for any motion with a specified return date.
- 12.5 **DISTRIBUTIONS** – SRA is prohibited from making any loan to any officer, director, member, or to any other individual. No part of any income of the SRA shall be distributed to any officer, director, member, or other individual, except that officers, directors, and members may be reimbursed for the reasonable value of any goods or services provided to the SRA. Distributions may also be made in accordance with section 12.7 below.
- 12.6 **BOOKS AND RECORDS** – All books and records of SRA may be inspected by any member, his agent, or attorney for any proper purpose at any reasonable time.
- 12.7 **SPECIAL DISTRIBUTION** – SRA may assist member swimmers with the costs of travel to swim meets, swim conventions, or meetings outside the jurisdiction of SRA. The Board of Directors shall set guidelines for the distribution of any such money. No money may be distributed until the Board sets guidelines and standards.
- 12.8 **DISSOLUTION** – Upon dissolution, the net assets of SRA will not inure to the benefit of any private individual or corporation, but will be distributed to USMS to be used exclusively for educational or charitable purposes, or, if USMS is not then in existence, or is not then a corporation which is exempt under Section 501 (c) (3) of the Internal Revenue Code and to which contribution, bequests and gifts are deductible, such assets shall be distributed to such a corporation, to be used exclusively for educational or charitable purposes.