

Piranha Swim Club By-Laws

Piranha Swim Club Inc. is a not for profit organization which will abide by the US Constitution and the following articles:

ARTICLE 1: NAME OF THE CLUB 1

Section 1. The name of the organization shall be called "Michigan City Piranha Swim Club" here after referred to as the "Club", with the code letters designated as MCPS. The MCPS is a member of the Northwest Indiana Swim Conference, referred to as NWISC.

Section 2. The mailing address of Club is: PO Box 623, Michigan City, Indiana, 46360

Section 3: The fiscal year of the Club shall commence on the first day of January and end on the 31st day of December.

ARTICLE 2: STATEMENT OF PURPOSE

Section 1: The main objective of the Club is to stimulate and promote an interest in age-group competitive swimming. This is to be achieved by providing swimming instruction and promoting healthy bodies and minds as well as healthy competition and good sportsmanship.

Section 2: The mission of the Piranha Swim Club is to lead with excellence through commitment, dedication, discipline, and sportsmanship.

Section 3: The Vision of the Piranha Swim Team is to continually strive for excellence while committed to the growth and success of each individual within a diverse environment.

ARTICLE 3: MEMBERSHIP

Section 1: There shall be two classes of membership in the Club: 1) Competitor Members and 2) Regular Members. Competitor members are those swimmers who are members of the Club swim team. Regular members are parent(s) or legal guardians of Competitor members.

Section 2: New Competitor members can join the Club during the fall or summer swim seasons. New members must be able to swim unaided, 1 length (25 yards) of the pool.

Section 3: Membership shall be contingent upon payment of such periodic registration fees and membership dues and adherence to policies and procedures as set forth by the Board of Directors and the Handbook for Parents and Swimmers.

Section 4 : Members of the Michigan City Piranha Swim Club are bound to the Code of Conduct and policies and procedures outlined in the Handbook for Parents and Swimmers.

Any member or prospective member of the club may be denied membership, censured, placed on probation, suspended for a definite or indefinite period of time with or without terms of probation, fined or expelled from the club if such member violates the provisions of the Handbook for Parents and Swimmers, or aids, abets or encourages another person to violate any of the provisions of the Handbook for Parents and Swimmers

ARTICLE 4: RIGHTS AND LIABILITIES OF MEMBERS

Section 1: No coach, director, officer, member, or authorized agent, or representative of the Club shall be liable or responsible for any debts or liabilities of the Club, or liable to the Club except to the extent of their unpaid portion of membership dues and entry fees.

Section 2: Regular members shall have one (1) vote on all matters brought before a vote of the membership; provided, however, if both parents or legal guardian of a Competitor member are Regular members, then such parents or guardians shall only have one (1) vote between them. Competitor members shall have no voting rights.

ARTICLE 5: MEETINGS OF MEMBERS

Section 1: The Club shall hold a meeting of the membership biannually after the completion of the Summer and winter swim seasons for the purpose of reviewing the activities and financial affairs of the Club and conduct such other business as may properly come before the meeting.

Section 2: The Club shall hold an election annually for the purpose of electing Board members whose 2 year terms are completed.

Section 3: Written notice of the meeting shall be publicized via calendar and/or email prior to said meetings.

Section 4: At any meeting of membership where an election is held, attendance in person of a least fifteen percent (15%) of the Regular members shall constitute a quorum. Only Regular members present at the meeting shall have the right to vote.

ARTICLE 6: BOARD OF DIRECTORS

Section 1: A board of eight (8) Directors shall be elected by and from the Regular members of the Club. Due to conflict of interests, parents and/or spouses of coaches elected or appointed to the Board may not vote on matters directly involving the hiring, remuneration or disciplinary actions of the coach involved. At no time shall spouses hold concurrent seats on the Board. The term of each Director shall be two (2) years. Candidates for the board must be Regular members in good standing as per Article 3 section 3 or can be a past Regular Member. Any vacancy in the Board of Directors shall be filled by a majority vote of the remaining Directors until the next annual election.

Section 2: The duties and powers of the Board of Directors shall be such as usually devolve upon the Directors of any club or association. The Directors shall have the power to adopt rules and regulations, and to alter and amend the same from time to time, for the conduct of the business and activities of the Club. The Board of Directors shall have the authority to generally conduct all of the lawful affairs of the Club, including but not limited to, entering into any contracts, leases, or other agreements necessary to carry out the purposes of the Club.

Section 3: The Board of Directors shall elect among the Directors, a President, Vice President, Secretary, and Treasurer. These Directors shall be called the Executive Board Members. A majority vote of the Board shall be necessary for the election of officers. The position of Team Manager will be appointed by the Head Coach and also hold a position on the Executive Board. Prior training is mandatory. In the event the position of Team Manager is unable to be filled, the position may be separated into Entry Chairperson and Meet Director and held by two people. At this time, the coach may have the option to fill the position of Entry Chair himself or herself, without holding a position on the Executive Board. The Meet Director would then fill the Executive Board Position. Each Executive Board Member shall serve a two-year term. The terms of these officers shall be staggered so at no time more than three executive board positions are on the ballot or up for appointment at one time. A newly elected officer must be a current board member.

In the event of an Board position being vacated before their term has ended the Board of Directors will appoint a replacement until such time as the term has expired and an election is held. The Board of Directors should meet monthly to discuss Club business. The date, time, and place of the meeting will be established by the Board, and made known to the Regular members. Regular members can attend said meetings, but have no vote on any matters brought up before the Board.

Items for consideration on the agenda must be submitted to the Board President at least 24 hours prior to the scheduled meeting. The Board President or their appointed designee will present items on the agenda during the meeting. Agenda items are not up for discussion by the general membership without a majority vote by the Board members present.

Section 4: The duties of the Executive Directors shall include, but are not limited to, meeting with the Coach(s) to discuss disciplinary matters concerning Competitor members or regular members interfering with management of the team as specified in the team handbook, discussing the Coach's contract and/or contract negotiations, and other personnel and/or membership matters that may come up from time to time. The President may call a meeting of the Executive Directors at any time. Due to the confidential nature of matters involving the Executive Board, all executive Board members are expected to have and maintain a private method of contact such as phone or e-mail that is not accessible by any other person.

Section 5: The President shall preside at all meeting of the membership and of the Board of Directors, shall perform such other duties as may be determined by the Board of Directors, and shall perform and discharge such other duties as generally devolve upon a chief executive officer.

Section 6: The Vice President shall perform all duties incumbent upon the President during the absence of the President.

Section 7: The Secretary shall keep a true and complete record of the proceedings of all meetings, shall file and take charge of all papers and documents belonging to the Club, type up and distribute the Club newsletter to the membership, distribute any other correspondence as deemed necessary by the Board of Directors, and shall keep a list of Regular members entitled to vote at Club meetings.

Section 8: The Entry Chairperson and Meet Director responsibilities include, but are not limited to, the following activities: Entry Chairperson: assist at registration, ensuring all forms are complete (including health and emergency contact numbers); set up team database in team manager program; E-file USS cards with Indiana Swimming within the first two weeks of practice; distribute rosters, phone trees, & medical information as appropriate within two weeks of first practice; continue to update items listed previously within one week of new swimmers joining team; collect all entries for away meets and enter in Team Manager; enter all team entries in all away meets; enter results of all away meets in Team Manager; keep coaches updated with swimmer's best times, state times, quad times.

Meet Director: Make every reasonable effort to apply for all home meets that need to be on Indiana Swimming schedule within the first month possible for that season (by June 1st for winter season and January 1st for summer season) or as soon thereafter as the board decides to host a meet; send for all sanctions for all home meets as soon as season schedule is set and coordinate payments for sanctions with team treasurer; set up all home meets in Meet Manager; enter all team entries for home meets in Meet Manager; carry out all responsibilities of Meet Director as listed by Indiana Swimming pre and post meet requirements; coordinate incoming funds for team entries and surcharges for home invitationals as well as payments for surcharges and fees to Indiana Swimming with team treasurer so that all fees are paid by the 10 day Indiana Swimming deadline. Either Meet Director or Entry Chairperson may do the following as appropriate for computer time: enter all individual entries for home meets in Team Manager; enter team results from home meets in Team Manager. It is the responsibility of each position to have a good working knowledge of the Hy-Tec programs Team Manager and/or Meet Manager and to seek training or

help when necessary to adequately carry out the duties as listed above. Both positions should also be able to train others in working the Hy-Tec programs.

Section 9: The Treasurer shall keep correct and complete records showing accurately at all times the financial condition of the Club, shall be the legal custodian of all monies and other valuables which may from time to time come into the possession of the Club, shall maintain a bank account in the name of the Club, shall furnish at meetings of the Board of Directors and membership, or whenever requested by the Board of Directors, a statement of the financial condition of the Club. The Treasurer and the President shall sign all checks and drafts issued by the Club.

Section 10: The presence of at least four (4) members of the Board of Directors, and either the President or Vice-President shall be necessary in order to constitute a quorum for the purpose of conducting business at any meeting of the Board of Directors.

ARTICLE 7: INDEMNIFICATION OF DIRECTORS AND OFFICERS

Section 1: The Club shall indemnify any person made a party to any action, suit, or proceeding by reason of the fact that such person, or his successor or assign, is or was a Director, officer, or employee of the Club against the reasonable expenses, including attorney fee, actually and reasonable incurred by such person in connection with the defense of such action, suit or proceeding.

ARTICLE 8: DISSOLUTION OF THE CLUB

Section 1: The Club may be dissolved upon the affirmative vote of at least two-thirds (2/3) of all Regular members entitled to vote. In the event of such dissolution, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the Club, make a determination for the further disposition of any additional assets or net worth of the Club.

ARTICLE 9: AMENDMENT OF THE BY-LAWS

Section 1: The power to make, alter, amend, or repeal these By-Laws is vested in the Board of Directors. The affirmative vote of a majority of the Board members shall be necessary to effect alteration, amendment, or repeal of the Code of By-Laws.

Adopted this --- day of January, 2012, by the Board of Directors

Piranha Swim Club Inc.

By: _____
President

Attest: _____
Secretary

