

**BY-LAWS GOVERNING NORTHWEST DISTRICT
SWIMMING COMPETITION
Approved March 2023**

Article I. NAME

The name of this body shall be the Northwest District.

Article II. JURISDICTION

The Northwest District (District) YMCA Swimming Championship Meet and other District matters are conducted under the jurisdiction of the Illinois State Swim Committee (State Committee) and the Northwest District Swim Committee (District Committee). District Championships and other District matters are governed by the current National YMCA "Fair Play-The Rules that Govern YMCA Competitive Sports" (published by YMCA of the USA), "SWIMMING ADDENDUM TO THE RULES THAT GOVERN YMCA COMPETITIVE SPORTS"(published by the National YMCA Swimming Advisory Committee) and the IL State Rules. These Rules Governing Northwest District Swimming Competition (Northwest Rules) are intended to supplement the State Rules. To the extent that the Northwest Rules are inconsistent or in conflict with the State Rules, the State Rules shall prevail.

Article III. NORTHWEST DISTRICT MEMBERSHIP

Each YMCA which:

1. has been designated a member of the District by the State Committee,
2. is recognized by the YMCA National Council as a member in good standing,

is eligible to be represented on the District Committee. The Executive Director of each member YMCA shall from time to time designate, in writing, the person authorized to vote for their YMCA on District matters. Each eligible YMCA shall have one vote on the District Committee.

Article IV. NORTHWEST DISTRICT GOVERNANCE

The District Committee shall be responsible for the management of all District affairs, including:

1. Developing YMCA competitive swimming in the Northwest District
2. Supervising YMCA swimmer eligibility and discipline in the Northwest District
3. Enforcing the Rules Governing Illinois YMCA Swimming Competition ("Rules")
4. Enforcing the National YMCA "Fair Play – Rules that Govern YMCA Competitive Sports" and the Rules in all swimming competition within Illinois YMCA Swimming involving Illinois YMCA Swimming teams in dual YMCA, invitational YMCA, and District Championship meets
5. Setting criteria for conduct of the annual Junior District and District Championship meet and approving the appointment of the Championship Meet Committee.
6. Support the State Committee

Article V. COMPOSITION OF NORTHWEST DISTRICT COMMITTEE

The Northwest District Committee shall have up to 4 voting representatives to the State Committee. They shall serve for a term of one year or until their successors are elected. There must be at least 2 level 2 officials.

Article VI. DISTRICT COMMITTEE MEETINGS

The District Committee shall meet at least two times per year. Unless otherwise determined by the Committee, such meetings shall be held on a Sunday in September and March.

Article VII. COMMITTEE MEETING PROCEDURES

Committee meetings shall be chaired by the person elected by the District representatives as the Chairperson of the District. If such person is not present, he/she shall designate and acting chairperson.

A majority of the District YMCAs shall constitute a quorum for the purpose of conducting any and all District business.

Once a quorum is present, a majority vote of the District YMCAs present shall be necessary to take action on behalf of the Committee with respect to all matters except rule changes. In the case of rule changes, an affirmative vote of 2/3 of those present shall be required.

Each YMCA present shall have one vote, to be cast by the person designated pursuant to the Northwest Rule 2 by the YMCA's Executive Director. Voting shall be by secret ballot if requested by and District YMCA.

Article VIII. COMMITTEE MEETING AGENDAS

The September meeting agenda shall include:

1. Approval of prior meeting's minutes
2. District financial report
3. Report on the Spring meeting of the State Committee
4. Distribution of the revised State Rules
5. Setting of event format for the next District and Junior District Championship meet
6. Approval of meet information, awards, and officials for the upcoming Junior District and District Championship meet.
7. Setting qualifying times for the next District Championship meet
8. Election of District Chair and District representatives to the State Committee (see State Rule 5.01a)
9. Discussion of proposed changes to the State and District Rules.
10. New Business
11. Master District meet schedule for State Webmaster.

The March meeting agenda shall include:

1. Approval of September meeting minutes.
2. District financial report
3. A report of the fall meeting of the State Committee
4. A review of the District Championship meet

5. Selection of dates and hosts for the next Junior District and District Championship meet
6. Discussion of proposed changes to the State and District Rules
7. New business

Article IX. TEAM ROSTERS

On or before February 1, each District YMCA shall submit a roster of its swimmers to the District Chair. The roster shall, at a minimum, list each swimmer's full name and birth date. Such roster shall be certified by the YMCA's Executive Director (or voting representative to the District) to the effect that each listed swimmer was a member in good standing of such YMCA at least 90 days prior to the date of the District Championship meet. Any subsequent roster changes should be timely filed with the District Chair.

Article X. DISTRICT AND JUNIOR DISTRICT CHAMPIONSHIPS

The annual District and Junior District Championships shall be conducted in accordance with the State Rules. The meet shall not be held on a legal or major religious holiday. To the extent not inconsistent with such State Rules,

1. The District events shall be identical to those included in the State Championships.
2. The Junior District events shall offer only individual events for 8 and under, 10 and under, and 12 and under swimmers. Swimmers are eligible to enter any event in their age group in which, during the qualifying period, they have not achieved a District qualifying time.
3. Special 6 and under Junior District events shall be offered in all four basic strokes. A swimmer entering a 6 and under event shall not be eligible to enter the same 8 and under event.
4. District qualifying times for 8 and under, 10 and under, and 12 and under individual events shall be established by the District Committee. There shall be no time standards for the 14 and under and 21 and under individual events.
5. Individuals entering the District Championships must have met or surpassed the qualifying time fore each event entered. Acceptable

qualifying time are those achieved in YMCA, high school, sanctioned USA meets or time trials during the current season. "No time" entries will not be accepted.

6. Each YMCA competing in the District Championship meet is allowed one relay team per relay event. There shall be no time standards for any relay events.
7. There shall be no limit on the number of swimmers per individual event from a single team. A swimmer's individual events may consist of a combination of Junior District and District events, as long as, the swimmer's total number of events does not exceed the event limit.
 - a. Swimmer ages 10 and under can swim no more than 5 individual events.
 - b. Swimmer ages 11 and older can swim no more than 6 individual events during the meet with no more than 3 individual events per day.
8. The meet format shall be a combination of events, ages, and sexes determined by the District Committee.
9. All District and Junior District events shall be pre-seeded and conducted as timed finals.
10. The entry fees shall be:
 - a. Individual events are \$4.50 per event.
 - b. Relay events are \$18 per relay event.
 - c. Swimmer surcharge is \$12 with a maximum of \$24 per family.
11. The host YMCA shall cover the cost of the medals that are purchased for that event.
12. Pre-meet announcements shall be distributed by the meet host by January 31. The information shall contain:
 - a. Name, address, and phone number of the meet director
 - b. Location and directions to the meet site.
 - c. A list of hotels and motels in the vicinity of the meet including address, phone number, and any special rates.
 - d. Warm-up times and session start times.
 - e. Entry information and official entry forms.
13. Once distributed, there shall be no changes in the rules and procedures for the conduct of the District Championship meet without approval of the District Committee.

14. It is the responsibility of each YMCA to have their coach or team representative thoroughly review all entry information to avoid any swimmers losing his/her eligibility to compete.
15. Coaches must bring verification of seed times to the meet. Seed times need not be pre-proven; however, verification of seed times must be available if any protest arises regarding a swimmer's previous performance.
16. Awards shall be as "suggested" in the State Rules, except that
 - a. Junior District individual events are awarded medals 1st – 16th place.
 - b. District individual events are awarded medals 1st – 16th place.
 - c. All relay events are awarded medals 1st – 8th place.
17. All timing and placement procedure shall comply with current USA Swimming Technical Rules and all automatic, semi-automatic, and backup equipment are subject to the approval of the District Committee.
18. District individual and relay events shall be scored to sixteen places as provided in current NCAA Rules.
19. Junior District events will not be scored.
20. Officials
 - a. The Meet Referee shall be a Level II, nationally certified YMCA swimming official.
 - b. All other deck officials shall be appointed by the Meet Referee. They shall be nationally certified YMCA swimming officials, with the exception of timers.
21. Coaches and Officials Meeting
 - a. A coaches' meeting shall be held prior to the competition to review rules and procedures for the conduct of the meet. Participating teams shall have a coach and/or team representative in attendance.
 - b. A meeting for deck officials and times shall be held prior to the competition to review rules and procedures for conduct of the meet.
22. Final Results
 - a. Final results shall be available for coaches and members of the District Committee at the conclusion of each day's competition. After the event is over, an electronic copy shall be emailed to all coaches of the District.

- b. Results shall contain a complete listing of all contestants, including swimmers disqualified. Final times are to be listed with any record setting performance so noted. Swimmers qualifying for the Illinois State Championships by time or place shall be indicated. A summary of age division and championship team points shall be included.
 - c. Final results shall be emailed to the State Webmaster for the Illinois State YMCA Championships by Monday following the District Championship meet.
23. Sanctions – The host YMCA for the Northwest District Championships shall obtain meet sanctions from the YMCA National Committee and USA Swimming. Meet results shall be promptly emailed to Illinois SWYMS and YMCA National SWYMS database coordinators.

Article XI. CHAMPIONSHIP MEET REPORTS/FEES

- 1. The profit from hosting the District Championship meet shall be divided between the host team, host YMCA, and co-host team in the following way. Host team receives 50% of profit from the meet. Host YMCA and co-host team each receive 25% of the profit from the meet.
- 2. The District and Junior District Championship hosts shall remit a meet financial report to the District Chairperson by the next meeting following the conclusion of each such meet
- 3. Copies of meet information, entry forms, programs, heat sheets, and any other information that may be of use to future hosts of the District Championships shall be retained. All such information shall be made available to the next District Championship host.

Article XII. ELIGIBILITY

- 1. **YMCA Membership:** An athlete must be a YMCA member in good standing who holds an annual, full privilege membership at the YMCA he/she represents for a period of at least 90 days prior to the first day of the meet. An athlete may have only represented that YMCA team in competition for a period of 90 days prior to the first day of the meet, excluding scholastic competition.

2. **Amateur Status:** An athlete may not have represented a college, university or other post-high school institution in any competition and may not have accepted pay or compensation for competing as a swimmer.
3. **Unattached Athletes:** There is no unattached status in YMCA Swimming.
4. **Age:** An athlete must be at least five (5) years of age, and may not be older than twenty-one (21) years of age on the first day of the meet. Athletes younger than 5 may compete with approval from the NW District Committee.
5. **YMCA Meet Participation:** In order to be eligible to compete, each athlete must have competed in a minimum of [3] closed YMCA inter-association meets since September 1 of the current season. The only exception will be for high school aged swimmers who competed for their inter-scholastic team. These athletes must have competed in at least [2] closed YMCA inter-association meets in the time allotted.

Article XIII. LOSS OF ELIGIBILITY

The following violations shall automatically disqualify an individual from District competition and may lead to a swimmer's previous performance being declared null and void.

1. Failure to meet District eligibility requirements above.
2. Failure to maintain an amateur status in the sport of swimming during the current season.
3. Exhibiting unsportsmanlike conduct.
4. Substance abuse
5. Misrepresenting facts regarding previous performance or times.

Article XIV. PROTESTS

The Meet Protest Committee shall be the District Committee for the District and Junior District Championships.

Any protest of eligibility of officiating shall be timely made in writing by the team coach to the meet protest committee.

Circumstances may warrant a contestant being permitted to compete while under protest. In the event this situation should occur, all awards and points for the event in question shall be held until the protest is resolved.

Article XV. COACHES CREDENTIALS

All coaches of the District teams shall, at all times, be in full compliance with all Y State and Y National requirements for coaching credentials.

Article XVI. RULE CHANGES

Any proposal to amend or otherwise change these Northwest District Rules must be made in writing by a District YMCA representative and presented to the District Chair at a District Committee Meeting. The proposal shall be discussed at such meeting and then tabled until the following District Committee meeting for further discussion and vote.