

2024 BY-LAWS of the MIDLAKES SWIMMING LEAGUE

ARTICLE I: Purpose

The purpose of this league is to provide opportunities to introduce member clubs and athletes to aquatic sports.

The board's mission is to help member clubs provide a complete athletic experience for everyone involved in swimming, water polo, and diving. Athletics plays a role in the development of young people as they learn teamwork, cooperation, and respect for others through healthy, friendly competition. Athletes, coaches, and parents learn during their Midlakes experience that the concepts of hard work and dedication to self and others translate into success in other aspects of life. The Midlakes Board wants all members to finish their seasons with a positive feeling of mutual accomplishment.

ARTICLE II: Membership

- A. Existing membership consists of the organizations in good standing. Members are listed in Appendix A.
- B. Organizations shall acquire existing membership when:
 - 1. They sponsor a swimming team comprised solely of their fully obligated members.
 - 2. The member clubs are not affiliated with U.S. Swimming or P.S.S.A.
 - 3. They are accepted upon application by a majority of the existing membership.

ARTICLE III: Membership Dues and Rights

- A. Annual dues and entry fees will be established annually at the Spring league meeting. No member of a club may participate in the specific event until those dues or fees are paid in full. Payment of the amount so established by the date so established constitutes a membership in good standing.
 - 1. Each member in good standing will receive a rebate from the league once monetary holdings in the league's bank accounts reach a level of \$20,000 over the total monies deemed necessary by the board to conduct yearly business.
 - a. The league will distribute the surplus back to each club in the form of a payment based on the average of each club's roster numbers from each season since the previous rebate
 - 1. The league would determine what that average is based on numbers of swimmers who were registered with the league by the clubs.
 - 2. From that number a % share of total would be generated for each club based on membership numbers
 - b. The league will carry a balance of \$30,000 in its accounts to ensure the board's ability to run programs effectively.
 - 1. This amount will be reviewed each year at the fall board meeting and adjustments will be made at that time.
- B. Each membership in good standing is entitled to one vote at all League meetings. Diving and Water Polo Operating Plan changes will be voted on by Diving and Water Polo representatives of teams participating in these sports during the immediate past or current season.
- C. Eligibility
 - 1. All contestants in league-sponsored meets must be certified members of the club they represent with the exception of diving which shall be governed by the approved dive operating plan. All

certified club members shall enjoy full rights of participation in all activities sponsored by the Midlakes Swim League.

2. Only club members are eligible to swim for a member team. Club membership is determined by that club's By-laws, or By-laws in conjunction with the governing documentation required by that club's legal structure, such as an HOA's Covenants, Conditions & Restrictions.
 - a. Each club shall provide a copy of its By-laws and CC&R's prior to the first day of practice.
 - b. A new club shall provide a copy of its By-laws and CC&R's prior to the first day of practice.
 - c. Note: After the initial submission to the League, clubs must resubmit documents each time (and only if) they have been changed or updated by the club's Board.
 - d. The league should be notified of any change to the membership requirements of a team prior to the first day of practice.
 - e. An eligible participant is one who:
 1. has the swimming privileges of the club's swimming facilities during the summer swim league season.
 - a. Summer swim league season is defined from the first eligible day of Midlakes practice through the end of League Championships.
 - f. Participation will not be allowed:
 1. If membership in the club is a result of seasonal or part-time employment.
 - a. If a coach is also a swimmer, proof of club membership must be provided.
 2. Due to inconsistent membership policy - participants must have been admitted to membership on the same basis as all other members and without regard to ability.
 3. By using the membership of another family for the purpose of swimming.
 4. If a swimmer is not listed on a club's official team roster submitted to the Midlakes Swim League prior to any meet. See Club Requirements in Operating Plan
 - g. If a family has a membership in more than one club, individual athletes from that family may compete in swimming, diving or water polo with any club for which the family has a membership. The only restriction is that once an individual athlete has begun participation in any of these activities by either attending a workout, practice or competition for a club, they will be ineligible to compete in that specific activity for any other club for which the family has a membership during the balance of that season.

Example: If a family with two children has memberships at two clubs, their oldest could join the swim team at Club A while the youngest joins the team at Club B. For water polo both children could choose to join the team at Club B even though Club A also sponsors a water polo team.
 - h. The Board has the right to rule on any individual case.
3. Violation of this rule as determined by the Board, is cause for forfeiture of the offending club of any individual or club awards won during the dual or championship meet in which the offense occurred.
4. Further, an offending club is suspended from league meet participation until the Board of Governors has reinstated the club to good standing.
5. Diving:
 - a. Allow individuals without dive teams at their clubs to participate as dive team members of a club with a team subject to:

1. Approval of the Midlakes Board representative in charge of diving.
 2. The participating club is willing accept additional divers on the team.
 3. The participating club will not require a club membership purchase as long as the athlete can show proof of current membership at another Midlakes club.
 4. The participating club may collect a non-member surcharge on the dive registration fee of up to 10% to aid with administrative and maintenance costs associated with additional attendance.
 5. The participating athlete may attend only during scheduled dive instruction times, dive meets, and for private instruction if available.
6. Water Polo - Allow individuals without teams to participate as a team member of a club with a team subject to:
- a. Approval of the Board representative in charge of water polo.
 - b. The participating club will accept other players.
- D. Member teams may be put on probation or expelled from the league by the following procedures:
1. All matters concerning probation or expulsion will be heard by the league. This hearing may take place at regular or special meetings. Two weeks prior to the meeting, the team or teams filing the complaint must provide the Board of Governors and the accused team a detailed copy of the complaint.
 2. A member team will be put on probation by a majority vote of the members in good standing. The third successive time a member has been put on probation, it will be expelled from the league. At a later date, it may apply for membership.
 3. A member team may be expelled by a two-thirds vote of the members in good standing.

ARTICLE IV: League Meetings

League meetings are open to the public. In order to encourage ideas from coaches and other interested parties, it is the right of any member to introduce business from the floor. Voting will be done in accordance with Article III-B of one vote per club.

- A. Roberts Rules of Order (Newly Revised) will be used.
- B. Regular Meeting
 1. Fall Meeting - Held no later than the end of October. The principal purposes of this meeting will be:
 - a. Election of league officers.
 - b. Establishment by the membership of the annual dues and entry fees.
 - c. Rule on application for membership or expulsion of members.
 - d. Any other business deemed necessary for the operation of the league.
 2. Spring Meeting - Held between March 15 and April 15. The principal purposes of this meeting will be:
 - a. Review and approval by the membership for the proposed competitive program.
 - b. Divisional alignments.
 - c. Approve operating plan.
 - d. Rule on application for membership or expulsion of members.
 - e. Any other business deemed necessary for the operation of the league.

3. Coaches Meeting – Held the first part of June prior to the first meet. Attendance by one or more coaches or a representative from each club is required. See Club Requirements in Operating Plan.
- C. They shall establish time and place for regular or board-called special meetings and insure proper notification to all members in good standing.
- D. To file a protest, refer to Operating Plan, Section E, “Competitive Regulations,” Part 12 for the protest procedure.
- E. Members and any committee of members may participate in a meeting by conference telephone or similar communications equipment so that all persons participating in the meeting can hear each other at the same time. Participation by that method constitutes presence in person at a meeting.
- F. It shall be the responsibility of the Board of Governors to act on all matters not specifically covered by the By-Laws or Operating Plan.

ARTICLE V – Board Operations

- A. The Board of Governors shall be composed of Midlakes officers, Awards and Records Administrator, Officials Administrator, Past President, Division Reps, Water Polo Reps, Diving Reps and Coaches Reps.
- B. Club Representation on the Board of Governors will not exceed two (2) from any one club.
- C. Board Meetings shall be held before the Spring and Fall League Meetings or as determined by the Executive Committee

ARTICLE VI: Duties of Officers

- A. President
 1. Preside at all league and board meetings.
 2. Establish time and place of all board meetings.
 3. Appoint all committee members and be an ex-officio member of all committees.
- B. Vice-President or President-Elect
 1. Act on behalf of the President in his/her absence.
 2. Collect and manage Coaches certifications.
- C. Secretary
 1. Maintain minutes, recording attendance of all league and board meetings.
 2. Act as custodian of all club documents, records, correspondence, by-laws, etc.
 3. Serve notice of all meetings to members in good standing.
 4. Distribute revised by-laws to all members in good standing at the next regular meeting after revisions are made.
- D. Treasurer
 1. Maintain books of accounts accurately reflecting all receipts and disbursements.
 2. Receive, deposit and disburse all funds necessary for operation of the league.
 - a. Copies of bank statements shall be sent to the Board President for review
 3. Make a financial report at all regular league meetings.
 4. Identify members in good standing at all league meetings.
- E. Officers of the Midlakes Swim League shall serve for a term of two years per election by the general membership.
- F. Officers of the Midlakes Swim League shall constitute the Executive Committee and shall have power to recommend action(s) to the Board of Governors.

ARTICLE VII: Amendments

- A. Amendments to these by laws can be made:
 - 1. At any regular meeting or special meeting when:
 - a. Proposed amendment is given to all members in good standing at the time, notice of a meeting for the purpose is given.
 - b. Fifty per cent of the members in good standing are in attendance at the meeting.
 - 2. At any regular or special meeting when two-thirds of the total league membership in good standing approves such proposed amendment.

ARTICLE VIII: Voting

- A. Board Meetings
 - 1. Each Board member as defined in ARTICLE V shall be entitled to one vote on any issue before the Board. Voting shall occur at a duly called meeting of the Board or through electronic means in any Board meeting as specified in Article V. The presiding officer (or designee of the Executive Committee) shall be required to choose the method of voting for any particular vote, and shall be required to notify the Board of the method of voting prior to the vote.
 - 2. There shall be no voting by proxy – either at a Board meeting or via electronic voting.
 - 3. A quorum of a duly called meeting shall consist of a majority of those members present at a meeting of the Board.
 - 4. Voting may be by mail or by electronic transmission provided the subject up for consideration is contained in the notice of meeting or set forth in a record accompanying the notice. Any vote cast by electronic transmission must indicate the name of the member submitting the vote, be sent by email from the email address of the member on file, and be received at the email address set forth in the notice of meeting. Votes cast by mail or by electronic transmission must be received no later than the date and closing time set forth in the notice of the meeting. Members voting by mail or electronic transmission are deemed present for all purposes of quorum, count of votes, and percentages of total voting power present, and only for the purposes of the business conducted at the Board meeting as determined by the presiding officer (or designee of the Executive Committee).
- B. General Membership Meetings
 - 1. Each Midlakes member as defined in ARTICLE II shall be entitled to one vote on any issue before the general membership per ARTICLE III - B. Voting shall occur at a duly called meeting of the general membership or through electronic means in any Midlakes membership election specified in Article IV. The Board of Governors shall be required to choose the method of voting for any particular election, and shall be required to notify the general membership of the method of voting prior to the election.
 - 2. There shall be no voting by proxy – either at a meeting of the general membership or via electronic voting.

2024 By Laws – Approved March 2021

3. A quorum of a duly called general membership shall consist of those members present at a meeting of the general membership.
4. Voting for officer(s) may be by mail or by electronic transmission if the name of each candidate is contained in the notice of meeting or set forth in a record accompanying the notice. Any vote cast by electronic transmission must indicate the name of the member submitting the vote, be sent by email from the email address of the member on file, and be received at the email address set forth in the notice of meeting. Votes cast by mail or by electronic transmission must be received no later than the date and closing time set forth in the notice of the meeting. Members voting by mail or electronic transmission are deemed present for all purposes of quorum, count of votes, and percentages of total voting power present, and only for the purposes of the election(s) conducted at the meeting as determined by the Board of Governors

ARTICLE IX: Insurance

A. Insurance requirements for all clubs:

1. All clubs who desire to participate in any Midlakes Swim League sponsored activity must provide written certification of insurance with a minimum of \$1,000,000 liability coverage for those activities in which they want to participate, to the Midlakes Board no later than June 1, in the year that the activities occur.

Adopted 04/11/1973 Revised 03/07/1974 Revised
4/16/1975

Revised 04/24/1978 Revised 10/19/1981 Revised
9/22/1982

Revised 09/24/1985 Revised 04/22/1986 Revised
3/22/1987

Revised 04/20/1988 Revised 09/21/1988 Revised
9/19/1989

Revised 04/25/1991 Revised 04/21/1993 Revised
4/14/1995

Revised 04/21/1999 Revised 04/21/2002 Revised
4/27/2004

Revised 03/28/2012 Revised 03/13/2013 Revised 10/9/2013

Revised 3/22/2016

Revised 10/17/2017

Revised 10/23/2018

Revised 10/27/2020

Revised 3/2021