

BYLAWS OF THE
SAVANNAH COASTAL SWIM LEAGUE ASSOCIATION

Revised 02/10/2015

The following are the bylaws of the Savannah Coastal Swim League Association, hereinafter referred to as the "Association".

Article I

PURPOSE

The purpose of this Association is to promote interest in competitive swimming in the Savannah/Chatham and Beaufort County area, to provide opportunity for advancement through qualified assistance and guidance, and to provide a coordinate program of competition through dual and championship meets between the member teams on the highest level of sportsmanship and fair play and which will give the greatest number of interested swimmers an opportunity to compete.

Article II

GOVERNMENT

Section 1. The government and management of the Association is confined to a Board of Directors consisting of one representative from each member team and a nonvoting President who votes in the case of a tie.

Section 2. Consistent with these bylaws, the Board of Directors shall:

- a) Elect the officers -President, Vice-president, President Elect., (if desired), Secretary and Treasurer. Additionally, a president elect may be nominated and elected if the current president does not plan to serve another year.
- b) Transact all business, make and amend all rules of the Association.
- c) Approve members of the Association.
- d) Assemble, record, and maintain rosters by member teams of all swimmers participating in the current program.
- e) Establish rules, regulations and meet schedules and arrange a championship meet.
- f) Hold and pay for officiating clinics, for the instruction of individuals from each team in the various duties of competitive meet operation, prior to the first swim meet of the season. These clinics are to be taught by certified USA Swimming judges/officials or other qualified persons appointed by the board.
- g) Adjudicate any claims of impropriety or infraction of rules, if such a matter is presented, in writing, to the president two days prior to any regularly scheduled or called meeting

Section 3. The Board of Directors is the governing body of the Association. All matters of official business must be resolved by the board as a body, and not by any individual member. The Board decision in all matters will be final.

Section 4. Each team representative shall provide the president with the name, address and telephone number of their board member. This person shall retain this position for

the duration of his/her term (except as outlined in Article II) and shall be the only person recognized by the President regarding the official business of the Board of Directors.

Section 5. The Board will meet as necessary through the year and will meet not less than monthly during May through October. Monthly meetings will generally be held on the second Sunday of the month at a time and location designated by the President. At the May meeting, the president will appoint from among the Board of Directors a Nominating Committee consisting of not less than three nor more than five members. The Nominating Committee will prepare a slate of nominees for the officers of the Board. The slate will be presented to the Board at a meeting scheduled for the month of September. The new officers will formally take office at the close of the September meeting.

Section 6. Two-thirds of the representatives shall constitute a quorum. No vote shall be taken if two-thirds of the representatives are not present.

Section 7. If the Board decides by (two-thirds vote) to replace a representative, then the Board will require the sponsoring team to replace its representative. A team representative may be replaced for moral turpitude, absenteeism, and behavior not in the best interests of the Savannah Coastal Swim League.

Section 8. The financial books and records of the association will be kept in accordance with generally accepted accounting principles.

Section 9. The Board of Directors shall serve without compensation.

Section 10. All meetings of the Board of Directors are closed to public. Each member team shall be allowed to bring a coach and a member of their team board to each meeting. Only one vote per team, by the Team representative, is allowed on voting issues. Officers may only vote if they are team representatives and the president may not serve as a team rep and only votes in the case of a tie. If the team representative is not able to attend a meeting, a proxy must be sent identifying the name of the voting person representing their team. Other people may attend upon invitation of the Board.

Article III

Section 1. Membership will be confined to those teams within the Savannah coastal area who wish to sponsor a team and agree to abide by the rules and regulations of the league. Only those who reside or are full-time students in Chatham, Bryan, Jasper, Effingham, and Beaufort Counties are eligible to participate on member teams. Prior to the start of each season, each sponsoring team may be asked to submit to the President a written statement of their eligibility requirements for their team members. Special cases may be considered by the board on an individual basis.

Section 2. Team membership is not transferable except as designated in Article IX, Section 6.

Section 3. Members are responsible for the timely payment of all charges or liabilities that may be imposed upon or incurred by them to whom the privileges of the Association shall have been extended.

Section 4. Team dues and swimmer fees shall be set each year by the Board of Directors. Team dues are due in February of each year and swimmer fees are due at the time the Board sets for the submission of Team rosters. All dues must be current as of July 1.

Section 5. Each member team is entitled to place one representative on the Board of Directors and to have one vote. The President is ineligible to vote except in the case of a tie vote. Consequently, the team that the President represents will provide a voting representative.

Section 6. Elected officers are President, President Elect (if desired), Vice President, Treasurer and Secretary. They do not have to be attached or connected to any league team.

Section 7. The term of each elected office shall last for two years and no officer shall serve for more than two consecutive terms. The president and treasurer will be elected in odd years. The vice president and secretary will be elected in even years. If an officer cannot fulfill his/her term, then a special election by the Board of Directors will take place to fill that position for the rest of that term. For special reasons, a term may be extended one time for one year.

Section 8. A position of Technical Advisor will be appointed by the President of the Board each year. This position will be in charge of all technical aspects of the League.

Article IV

Section 1. President: Shall preside at the meetings of the Association. Shall be the administrative officer of the Association. Subject to the approval of the Board, the President shall appoint all committees. The president shall be ex officio member of such committees. Shall call special meetings, if appropriate, and conduct a telephone poll vote when a special meeting can not be arranged. A telephone poll will include all team representatives or their proxy and documentation must be presented at the next Board meeting. If applicable, will train president-elect.

Section 2. Vice President: Shall assume the duties of the President in the absence of the President. Shall maintain Championship Meet Records. Shall organize City Meet.

Section 3. Secretary: Shall be responsible for the minutes of all meetings and any league related correspondence. Shall be responsible for mailing out an agenda, if available, with the previous meeting minutes to the team representatives at least seven days prior to the next regularly scheduled meeting. All minutes of Board meetings shall be open to any member team for review, and all the minutes for the current year shall be brought to each Board meeting.

Section 4. Treasurer: Shall maintain the books in accordance with general accounting practices, and make regular financial reports to the Board. Shall have the authority and responsibility for the safekeeping of the funds of the Association. Shall prepare a financial statement at the close of the season to be distributed to the Board members at the first meeting of the following year.

Section 5. President elect: Shall assist the president and prepare to assume the duties of president when the current president's term expires.

Article V

The Board of Directors shall have the power to alter, amend or repeal the bylaws or adopt new bylaws provided that the bylaws at no time shall contain any provision inconsistent with the laws of Georgia or the Articles of the Association.

Article VI

The rules contained in *Robert's Rules of Order, Revised* shall govern the Association in all cases to which they are applicable, and in which they are not inconsistent with the bylaws of this Association. Any question as to the meaning or proper interpretation of any of the provisions of these bylaws shall be determined by the Board of Directors.

Article VII

The rules and regulations of the Association are established for the protection and benefit of all members. Such rules and regulations may be amended, changed, deleted and added to as deemed necessary by the Board of Directors. These rules and regulations may be amended by a two-thirds vote of the member teams present at any meeting, a quorum being present, provided that the amendment has been proposed at a previous meeting and notices of the proposed amendment have been sent to the Board membership. These Rules and Regulations are hereby made a part of these bylaws.

Article VIII

In the event of the dissolution of the Association, any monies remaining in the treasury after all outstanding debts have been satisfied, will be equally divided among the member teams at the time of dissolution.

Article IX

General Rules and Regulations

Section 1. The Savannah Coastal Swim League will be made up of members confined to approved teams within the Savannah coastal area.

Section 2. A request for team membership in the Savannah Coastal Swim League must be submitted in writing. Written approval or disapproval will be sent to the requesting team.

Section 3. Participating teams shall submit a roster of their team to the President at a Board of Directors appointed dates each year. The roster will be grouped by age group, separating girls and boys. It will show the name of the team and the age group, and the name, age, date of birth and telephone number of each swimmer. If necessary, proof of birth must be furnished.

Section 4. At the regularly scheduled June meeting all teams shall submit their most current roster and the money owed for each swimmer. Additional swimmers may be added at any time during the season up until the date agreed upon by the Board each year. The date will be derived from the summer schedule, ensuring any swimmers will have three dual meets to attend in order to possibly qualify for the City Meet. All fees are due on the agreed upon date.

Section 5.

(a) A swimmer is to remain with the same team throughout his/her swimming season. A swimmer is considered a member of the team with which he/she registers and pays dues. Transferring to another team during the current season can be justified only by:

- (1) The parent(s) move from their resident location and are then geographically closer to another team's pool; or
- (2) The team becomes inactive.

(Modified March 2011).

(b) A swimmer may not participate for any other team unless transfer is approved by the Board of Directors acting upon written request by the parent(s), which has been approved by both coaches in writing. If a team change occurs, (except in accordance with Article IX, Section 6A, 1 and 2) then the swimmer must compete on an unattached status, scoring individual point not to be intermixed with team points for the City Meet that season. He/She remains eligible to participate on the team in all dual/tri-meets. Transfer, if approved, must be made at least 10 days (excluding the scheduled day of the meet, but including the day of submission) prior to any meet in which the swimmer desires to participate. The date that the President receives a written request for transfer that has been signed by the coaches of both teams involved shall be considered the day of submission. If the Board is not scheduled to meet within the 10 day waiting period required to transfer, the president shall call for a special meeting or conduct a telephone poll vote, and shall notify both coaches of the approval or disapproval of the Board before the 10 day waiting period is over.

Section 6. A cut-off or additions to rosters and transfers is established at the March meeting of each year.

Section 7. A swimmer must participate in at least three dual meets to qualify for the City Championship Meet, but individual cases will be considered by the Board of Directors.

Section 8. Failure to comply with any rule and regulation will result in either a 25 point penalty per violation, with those points being awarded to the opponent(s)(penalty points will not be deducted from the violator's score), or forfeiture of the meet, as decided by the Board of Directors. The meet will be rescored/scored appropriately in the event of an illegal swim.

Section 9. Any team that swims a swimmer out of his/her age group, or in more than the approved number of events, in violation of these rules shall be penalized as defined in Section 8. If the illegal swim involves too many events for an individual, then the swimmer's first three (3) individual events and first four relay events will be scored for points.

Section 10. Protest concerning violations of the rules and regulations must be submitted in writing, with accompanying documentation, to the president of the Board of Directors, no later than 48 hours following the conclusion of the meet. A copy of the protest must be presented to the coach and team representative of the offending team. The protest will be acted upon by the Board at its next scheduled meeting.

Section 11. The dual meet season will be between May 20 and August 1. The City Championship Meet shall be held at the end of the dual meet season and prior to the general opening of the Savannah/Coastal area schools.

Section 12. At the option of the Board, league teams are divided into small and large divisions based on the teams' combined total points at the previous two City Meets. The following system will be used to determine divisions:

- (a) All teams scoring equal to or greater than the median combined total points at the previous two City Meets will be placed into the large teams division.
- (b) All teams scoring less than the median combined total points at the previous two City Meets will be placed into the small teams division
- (c) All new member teams that join the SCSL will be placed into the small teams division.

First place in each of these divisions must be clear. In the event of a tie, the following system will be utilized to break the tie:

- (a) If the teams met in a dual meet then the winner of that meet is champion.
- (b) Best interdivisional record.
- (c) The higher finisher between the tied teams at the City Meet.
- (d) Order of priority will be given to (a), then (b), then (c). (Modified Feb 2015)

Section 13. All members of like division will compete in a full round-robin of dual meets during the season to the maximum extent feasible. Upon conclusion of City Meet, Dual Meet division championship trophies will be awarded to the one team in each division compiling the best record against their respective division. In the event of a tie, the following system will be used to break the tie:

- (a) If the teams met in a dual meet then the winner of that meet is champion
- (b) Best overall record
- (c) The higher finisher between the tied teams at the City Meet
- (d) Order of priority will be given to (a), then (b), then (c). (Modified Feb 2015)

Section 14. A swimmer's age group for all meets during the season is determined by the swimmer's age on June 1 of the current year.

Section 15. Failure of a team to comply with a Board ruling shall result in that team forfeiting the right to the division/league championship.

Article X

Dual Meet Regulations

Section 1. The order of events shall be freestyle, backstroke, freestyle relay, breaststroke, butterfly and medley relay and shall be swum youngest to oldest (6 & under, 7-8, 9-10, 11-12, 13-14, Senior – in that order).

Section 2. USA Swimming rules for strokes, Distance, Starts, Turns and Officiating will be followed unless otherwise stated and approved by the Board.

Section 3.

(a) Individual Events -Swimmers must swim in their respective age groups. Age groups for individual events will be 6 and under, 8 and under, 9-10, 11-12, 13-14, and senior. The 6 and under age group will only swim freestyle and backstroke individual events.

(b) Relay Events -An individual may not swim in more than four (4) relays per meet. The classification for relay events for both dual meets and the City Championship Meet will be 8 and under, 10 and under, 12 and under, 14 and under and Senior and under.

(c) A swimmer 10 years of age or older qualifies as a Senior in individual events and relays in dual meets.

(d) A swimmer may swim the summer season following his/her graduation from High School. A swimmer can not have reached his/her nineteenth (19) birthday and swim. Special cases may be presented to the Board of Directors in writing prior to the start of the season. The Board of Directors will act upon the request one week after the President receives a written request.

Section 4. Scoring for dual meets shall be 6-4-3-2-1 points for 1st, 2nd, 3rd, 4th and 5th place, respectively in individual events. One team can score only three of the top 5 places. In dual meet relay events, scoring shall be 7-3 for 1st and 2nd place respectively. (*Modified March 2011*).

Section 5. A swimmer may enter a maximum of three individual events per league meet. Exhibition swims will be allowed upon approval of the coaches of the teams involved.

Section 6. Distances for competition are as follows:

<u>Age Group</u>	<u>Distances (Yards/Meters)</u>	<u>Individual Events</u>	<u>Relays</u>
6 and under	25	Free and Back	-
8 and under	25	Free, Breast, Fly, & Back	25 each
9-10	50	Free, Breast, Fly, & Back	50 each
11-12	50	Free, Breast, Fly, & Back	50 each
13-14	50	Free, Breast, Fly, & Back	50 each
Senior	50	Free, Breast, Fly, & Back	50 each

Time in meters X .914 = Yards

Section 7. The visiting team shall provide the home team with a Team Manager meet entry file no later than 48 hours prior to the start of the meet that shall contain the swimmer's name, the team and the seed time. The home team will print a minimum of 4 copies (2 for each team) of the Meet Program Heat Sheets.

Section 8. A double dual meet shall not be contested in a pool that does not allow each team at least two lanes in which to compete. When a double dual meet is held in a pool that does allow each team two lanes, but an unequal number of open lanes (e.g., an 8 - lane pool), the coaches of the teams shall meet to coordinate the use of the remaining lanes.

Section 9. The dates of the meets will be determined by schedule. Any change of the date of the meet shall be mutually agreed upon by the coaches and must be forwarded to the president. In cases of inclement weather or for other appropriate reasons that present a danger to swimmers or spectators, the meet referee is solely responsible for the temporary suspension or termination of a meet. If a meet is postponed by the referee, then the coaches or team representatives will meet (within 24 hours of the time the meet is called) to attempt to reschedule the meet. The president must approve the change. However, if within the initial 24 hours, no date can be agreed upon, the president shall pick the date.

Section 10. The scheduled host team is responsible for providing the following qualified officials:

- Two stroke/turn judges
- One head timer
- An equitable number of finish judges and timers

The opposing team or teams are responsible for providing the following qualified officials:

- Two stroke/turn judges
- An equitable number of finish judges and timers

Each team will supply either a starter or referee as agreed upon in advance by said teams. This will be coordinated by the host team.

For the purposes of this league, a qualified referee, stroke judge and turn judge means that each individual is currently certified by USA Swimming or by completing at least one (preferably two) league sponsored stroke and turn clinics. If an individual chooses to become qualified by completing the league provided clinic then their qualification must be renewed on an annual basis. If the host team does not have the above specified and required officials then the home Team should notify the opposing team at least 24 hours prior to the start of the meet. The opposing team will then be allowed to fill the specified vacancies with qualified individuals. Every meet must have a qualified official in the position of referee. If a qualified official can not be secured then the meet will be postponed until one can be found.

Section 11. The scheduled host team shall e-mail the Meet Manager back-up file to the league president within 48 hours after the completion of the meet. Any team that fails to submit the results by the scheduled time outlined above may be penalized as described in Article IX.

Section 12. The referee is totally responsible for the safe conduct of the meet. He/She has the final responsibility for the disqualifications and adjudications as defined in the USA Swimming rules pertaining to the duties of the officials (referee). Disagreements shall be negotiated through the president.

Section 13. Prior to the start of a meet, each team shall give the referee the name of the coach and team representative that will serve as spokesman for their teams. These individuals will be the only people recognized by the referee in regard to the conduct of the meet.

Section 14. The league adheres to USA Swimming rules in regard to officiating, unless otherwise stated and approved by the Board.

Section 15. Awards for dual meets shall be ordered by the league and will be the responsibility of the scheduled home teams. They will consist of ribbons for first through eighth in individual events in all age groups and first and second in relays.

Section 16. The facility hosting the meet is responsible for providing adequate certified lifeguards, in accordance with local regulations, who shall remain on duty during warm-ups and the swim meet. *(Added February 2011)*

Section 17. The current SCSL *Meet Management Guide* shall govern all Dual Meet operating procedures. *(Added March 2012).*

Article XI

City Championship Meet

Section 1. Only swimmers that have met the qualification for this meet and are members of the respective teams belonging to the Savannah Coastal Swim League Association may participate in this meet.

Section 2. Participants will be limited to individual and relay events as determined by SCSL Board and indicated in meet information. To swim the 100 IM in the City Meet, a swimmer must have legally swum all four individual event strokes during the league season. No NT entries will be accepted for City Meet. In order to swim each event, a swimmer must have completed at least one legal swim of the event entered.

Section 3. Each team will be allowed to enter an unlimited number of relay teams per age group in relay events. Only the top finishing relay from each team will be scored.

Section 4. Events and procedures for the meet will be decided by the Board.

Section 5. USA Swimming rules for starts, turns, and officiating will govern the meet. unless otherwise stated and approved by the Board.

Section 6. Each team is responsible for providing timers, stroke judges, turn judges, finish judges, table workers, refreshment workers, award workers and/or other personnel, as decided by the Board.

Section 7. Participating teams must be in good standing with the Association.

Section 8. The only official times for consideration for the meet are times from the regular league meets of the current season and other offered meets as approved by the Board. Swimmers must meet the qualifications outlined in Article X, Section 9.

Section 9. Medals will be awarded 1st through 8th place, ribbons 9th through 16th place in individual events. Medals will be awarded 1st thru 8th place.

Scoring will be in accordance with USA Swimming rules.

An individual may only swim in their own age group category in individual events at City Meet.

Section 10. The cost per swimmer for individual events and the team assessment for individual relays will be determined by the Board.

Section 11.

- (a) The first, second, and third place teams, overall or in divisions, will receive trophies.
- (b) High Point trophies will be awarded to the high point male and female swimmer in each age group.
- (c) All-star recognition will be made to the top 8 swimmers in the age categories: 6 and under, 8 and under, 9&10, 11&12, 13&14, and Seniors.
- (d) The team with the greatest increase in total score from the previous years' city meet will receive a trophy as the "Most Improved" team. Note: League champion and any member teams in their first year of competition with the league are ineligible for this trophy. (Modified Feb 2015)