

Memphis Summer Swim League

Rules & Regulations

MEMPHIS SUMMER SWIM LEAGUE

RULES & REGULATIONS

MISSION STATEMENT: The purpose of these swim league rules is to ensure full participation of all swimmers, regardless of their level of ability.

I. TIME LINE FOR THURSDAY SWIM MEETS

1. 9:00 pm: TUESDAY Sync entries via Team Unify for those meets scheduled on Thursdays. In cases where dual meets are scheduled on other days, the sync time will vary. Entries for dual meets will be capped at 100 swimmers per team. Exceptions can be made to accommodate swimmers by placing them in other events if a free lane exists or clubs can mutually agree upon a maximum number of swimmers.

Note: Missed deadline will jeopardize production of your heat sheets.

2. The MSSL Heat Sheet Coordinator will provide each team with a copy of their heat sheet by noon on Wednesday (or a day prior to the meet in instances when the meet is not on a Thursday). Each team must review the heat sheet and submit any change requests to the MSSL Heat Sheet Coordinator by 4:00 P.M. Wednesday, or the day before the meet. (*any change may be made at this time, including those that impact score. This is your chance to make sure the heat sheet is correctly seeded with swimmers in the correct heats and events. Once this heat sheet is finally approved, NO ADDITIONAL CHANGES MAY BE MADE that will impact score and only in accordance with Section V of these rules.
3. The MSSL Heat Sheet Coordinator will do combos after both teams have submitted changes to and/or approval of heat sheets.
4. 5:00 pm: Warm-ups begin.
5. 5:30 pm: League reps meet with starter/announcer, coaches & judges at announcer's table. Place cards should be given to visiting league rep for distribution.
6. 5:45 pm: Warm-ups end.
7. 5:45 pm: League reps position place judges, sideline judge & timers.
8. 6:00 pm: Meet starts.
9. 10:00 pm: Meet ends at conclusion of event being swum at 10 pm or at the mutual agreement of league reps. Coach picks up DQ slips from the scorer

for their team.

10. 10:00 pm, or end of meet: 10:00 pm: Host rep sends final score and triple winners to the MSSL President.
11. PRACTICE GOOD SPORTSMANSHIP THROUGHOUT THE MEET!

II. LEAGUE DATES & DEADLINES

1. Dual Meet Schedule to be set and approved by the March meeting.
2. Coaches orientation to be set annually and at a location to be determined by the MSSL President:
(Note: Dual Meet Information plus Q&A then City Meet Invite plus Q&A.)
3. Coaches must complete concussion training prior to each team's first practice. Parents and athletes must sign concussion guidelines before the athlete may participate in practice. Practice may begin no sooner than the Monday prior to Memorial Day.
4. By the Second Thursday in June: League Reps are to email their team roster to League President and League Treasurer and mail check for the dues amount set by the MSSL Board per swimmer payable to MSSL to the League Treasurer.
5. City Meet dates, information, deadlines, or specific requirements or expenses shall be presented by the League Vice President and agreed upon by a majority of the Board.

III. TEAM REGISTRATION & FEES

1. League reps are responsible for maintaining their Club's swim team roster and having an updated roster at each meet.
2. Any swimmer who swims in at least one meet is considered a member of MSSL and must pay league dues of \$15. This covers the swimmer's participation in the League and must be paid even if the swimmer does not participate in the City Meet.
3. To participate in the City Meet, a team must be registered and league dues paid on or before the deadline in Section II.
4. On or before the deadline in Section II, an additional check covering entry fees for the City Meet must also be submitted to the League Treasurer with a roster for the city meet.
5. Any team determined to have held team practices or clinics prior to the Monday immediately preceding Memorial Day will be ineligible to place in the City Meet. Individual swimmers may earn points, but their points will not be attributed to a

team. The team will not receive a trophy.

6. League Representative Meetings are generally scheduled for the first Tuesday of the month, with an accommodation for Spring Break in March, additional meetings in the summer and the recap meeting in August after the City Meet. League reps are expected to attend each meeting or to find a substitute.
7. Every club must have a representative attend the January meeting or will be considered out of the MSSL. The club will have to petition the MSSL for membership unless excused.
8. If a club is not represented at any two or more MSSL meetings prior to City Meet, that club will not be able to participate in City Meet unless excused.

IV. SWIMMER ELIGIBILITY

1. The swimmer's family must be a member in good standing of the Club for which s/he swims. The swimmer must be either the child or grandchild of the club member.
2. The swimmer must be on the club's swim team roster and pay dues to the MSSL.
3. The swimmer is eligible to participate if he/she is 19 years of age or younger as of June 1. Any swimmer who has completed a semester of college may not swim for points regardless of age; however, such swimmer may swim as an exhibition swimmer if he or she meets eligibility criteria. To participate in meet, swimmers must be able to swim one length of the pool unassisted. Swimmers are not allowed to use personal floatation devices to compete in any event.
4. An employee of the club or pool facilities who has met all MSSL requirements for eligibility is permitted to score points for his/her team if he/she is not actively being paid at any time during the meet. Violation of this rule will make the swimmer ineligible for the remainder of the respective season, and all races the swimmer participated in will be forfeited. A swimmer must not be employed as a coach for their respective swim team. Any form of pay involving coaching means immediate ineligibility to participate in the MSSL season as a swimmer.
5. To be eligible to swim in the City Meet, a swimmer must be on the team roster of registered swimmers that is submitted to the League Treasurer and League President with the league dues and swim a minimum of ONE regular meet. Invitational meets do not count.
6. In case of a meet being called due to inclement weather, swimmers who are present and prepared to swim will be given credit for that meet regarding City Meet qualification.
7. In Dual Meets a swimmer can participate in up to THREE individual events, TWO relays plus ONE relay in the next older age group. Each swimmer should be given equal opportunity to swim in at least two individual events.

8. In City Meet a swimmer can participate in up to FOUR individual events, TWO relays plus ONE relay in the next older age group.
9. Entries for age groups 9 and up will be limited to 3 heats each or to accommodate swimmer participation as outlined in paragraph 7 above.
10. Entries for 6 and Under are as follows:
 - a. Freestyle as needed to accommodate eligible swimmers
 - b. Backstroke as needed to accommodate eligible swimmers
 - c. Breaststroke and Butterfly limited to 1 heat for the first three meets of the season and 2 heats for the remaining meets of the MSSSL season.
 - d. 50 Freestyle limited to 1 heat for the first three meets of the season and 2 heats for the remaining meets of the MSSSL season.
11. Entries for 7-8 year olds are as follows:
 - a. Freestyle limited to 5 heats if meet is at a 6 lane pool and 6 heats if at a 5 lane pools
 - b. Backstroke limited to 5 heats if meet is at a 6 lane pool and 6 heats if at a 5 lane pools
 - c. Breaststroke and Butterfly limited to 3 heats for the entire season.
 - d. Medley relays (8 and Under) limited to 2 heats per meet
12. No USA Team Logos on water swim apparel will be allowed during MSSSL swim meets. Should a swimmer violate this rule, he/she will be scratched from the entire meet.
13. The swimmer's age group is determined by his/her age on June 1.
14. At the City Meet, swimmers that are deemed eligible for competition may compete as "Team Point Only" swimmers, opting out of the competition for High Point Trophy. Any swimmer electing to "opt out of competition for High Point" must make this declaration at the time their City Meet entry fee is submitted. Should a swimmer elect to do this, their points would still count toward the team standings in the team competition, but their points would not be accumulated toward the individual High Point or Runner-Up awards. These swimmers would still receive their medals for individual events, but would not get a trophy.
15. At the City Meet, coaches are to be held accountable for seeding their swimmers according to times they have swum. These times must be "real times" and verification could be requested at any time prior to the Meet by the City Meet Director.

V. HEAT SHEETS

Once the heat sheet is published, no changes should be made that affect the team scores. Additional swimmers may be written in for individual events if lane space is available, but they will be swimming for times only, not points, and they are not eligible for triple winner.

- It is the responsibility of each team to review and verify the accuracy of the entry sheet including swimmers name, events, age, and seed time before the heat sheet is produced. Once the heat sheet is published entries are

considered final for points.

- Race combinations will be done by the MSSL Heat Sheet Coordinator after 4:00 p.m. Wednesday or the day prior to the meet.
- No new heats or events should be created for write-ins and these additions should not affect the team score.
- On the pool deck, changes should only occur when there has been a “no show” or unexpected “show up.” Changes must NOT place any one swimmer in more than 3 individual races or 3 relays.
- Swimmers who swim more than their maximum number of events will be disqualified from ALL events.
- As a courtesy to the other team, coaches or reps must meet at 5:30 to discuss changes to heat sheets.

VI. RELAYS

1. A swimmer must swim in at least one individual event in order to swim on a relay team.
2. Each relay is composed of 4 swimmers. Those 4 swimmers MUST BE of the same age group. However, if this is not possible, one swimmer, per “relay team”, may be moved up from the age group below. THREE of the swimmers MUST be in the age group of the event.
3. A swimmer may swim a total of THREE relays. Two of the three must be in his or her age group.
4. A swimmer is allowed to swim a third relay in the age group DIRECTLY ABOVE his/her own.
5. Only A & B relays score for points. These relays are to be scored according to the point system for all individual races at the meet.
6. CITY MEET RELAYS: City Meet swimmers are limited to 4 individual events and 2 relays in their own age group as well as 1 relay in the next older age group as outlined above. A swimmer must swim in at least 1 individual event in order to swim on a relay team. Each relay team must have at least 3 swimmers from that age group. If a team can swim a relay with swimmers of that age group, this must be done. For example, if a team has twelve (12) boys in the 9-10 age group, they must create three (3) relay teams. They may NOT create 4 relay teams by moving a swimmer up for each team. The intent is to allow all swimmers to swim in a relay, NOT to create more relay teams. (See chart below) This practice levels the playing field for all teams at the championship meet. Co-ed relays are never allowed at the City Meet.

CITY MEET RELAY EXPLANATION

(Consistent with Dual Meets)

1-age group	0-age-up swimmer	0-relay	1-swimmer out
2-age group	0-age-up swimmer	0-relay	2-swimmers out
3-age group	1-age-up swimmer	1-relay	0-swimmers out
4-age group	0-age-up swimmer	1-relay	0-swimmers out
5-age group	0-age up swimmer	1-relay	1-swimmer out
6-age group	2-age up swimmer	2-relay	0-swimmers out
7-age group	1-age-up swimmer	2-relays	0-swimmers out
8-age group	0-age-up swimmer	2-relays	0-swimmers out
9-age group	3-age-up swimmer	3-relays	0-swimmer out
10-age group	2-age-up swimmer	3-relays	0-swimmers out
11-age group	1-age up swimmer	3-relays	0-swimmers out
12-age group	0-age-up swimmer	3-relays	0-swimmers out
13-age group	3-age-up swimmer	4-relays	0-swimmers out
14-age group	2-age-up swimmer	4-relays	0-swimmers out
15-age group	1-age up swimmer	4-relays	0-swimmers out
16-age group	0-age-up swimmer	4-relays	0-swimmers out

7. Dual Meet Relays: Dual Meet relays are the same as City Meet relays.
8. The Medley Relay (2nd relay) will be held after the regular freestyle, before the other individual strokes, to give the youngest swimmers the opportunity to leave early.
9. To increase the possibility of having relay teams, coed teams and teams of varying ages are permitted only if a relay cannot be made otherwise. You must swim eligible swimmers in their correct relay if possible. A swimmer can swim in a total of 3 relays. The relay is the age group of the oldest swimmer. 2 or more boys make a boy's relay, 3 girls and 1 boy make a girl's relay. Gender takes precedence over age. Names of relay swimmers must be identified on the heat sheet. If swimmers in a relay change after the heat sheet is complete and sent to the teams by the Heat Sheet Coordinator, any changes will be discussed and agreed upon between the team reps and the names noted on the heat sheets for scorers, timers, clerks of course and sideline judges. This is for dual meets only and does not apply to the City Meet.
10. No co-ed relays allowed if a relay can be made within the gender.
11. Co-ed relays do NOT score points and are permitted only to allow more swimmers to participate in Dual Meets.

VII. SCORING

1. There should be one scorer from each team at the Thursday night meets.

2. Only Heat 1 in each event for all age groups will score points for the team.
3. Dual Meet points: Individual 5-3-2-1 Relays 5-3-2-1

Only the 1st four places are scored in a dual meet and one team may only receive two of the four places. Places five & six in dual meets should be given a place card and ribbon and only the scorers need know that there is no score for five & six.

Example: Team A has three swimmers and Team B has two swimmers in the 6 & under freestyle. Team A's swimmers come in 2nd, 3rd, and 4th. Team B's swimmers come in 1st and 5th. Team A would receive 5 points: 3 points for 2nd place and 2 points for 3rd place. Team B would receive 6 points: 5 points for 1st place and 1 point for 4th place. Team A would receive no points for 4th place, and Team B would receive 4th place points because their 5th place would move up to 4th place and receive 4th place points.

In summary, lowered placed swimmers are "moved up" so that all points (1st through 4th) are awarded to the top two swimmers from each club. *This does not change the place cards or the ribbon color that the swimmers receive.*

4. In the event of a tie, there will be 2 of the same places scored. For example, if 2 swimmers tie for first place, second place would be omitted and the third and fourth places scored.
5. In the event of a disqualification in heat #1 of any event, the score must be adjusted. The scorers are responsible for re-calculating the score, even if a DQ slip is received well after the event to which it relates.

Example: If the first place swimmer in heat 1 is disqualified, second through fifth place swimmers "move up" and the points are adjusted and awarded accordingly. It is as if the disqualified first place swimmer never swam. The swimmer is also not eligible for a triple winner for that event. Ribbons, however, are to be issued as though the disqualification never occurred.

6. Scorers should give the score sheets and triple winner sheets to the league reps.
7. Scorers should give the numbered DQ slips to their respective coaches.

VIII. DISQUALIFICATION RULES

1. One Stroke & Turn Judge will be arranged, provided and paid for by the league at each Thursday night dual meet. A judge coordinator will prepare a master schedule of judges prior to the first swim meet of the season. The home team will have a backup judge available to fill in if a judge fails to arrive. USA certified judges will be compensated per meet at a rate to be determined by the MSSL Board annually. League trained judges will only be used as substitutes. They will be also be paid the

same rate as USA certified judges, if they are needed. Judges will be paid by the home team league representative who will be reimbursed by the league treasurer.

2. Host Team only has to provide the Stroke and Turn Runner. This needs to be a person with discretion, who understands that the DQ slip should only be given to the scorer and not shown to any parent prior to presenting it to the scorer.
3. For all meets, the Stroke & Turn Judges are to follow the guidelines for USA Swimming Rules and Regulations for the current year.
4. Remember, there are two basic reasons for disqualification: (1) to keep a swimmer from gaining an unfair advantage over the other swimmers. (2) To help the swimmer learn what he/she is doing wrong, so the mistake can be corrected.
5. The Stroke and Turn Judge's decision is FINAL. The two League Reps act as the liaisons between their parents and the Judges. There is NO appeals process.
6. When a swimmer is disqualified, the Stroke & Turn Judge will fill out a numbered DQ slip and discretely get the runner's attention for the runner to take the slip to the scorer's table for that heat. Points will be adjusted, if necessary, for that event at that time. Only Heat 1 events will be judged.
7. NOTE: If an individual becomes disorderly, the host league representative may request that they leave the meet and/or the premises.

IX. WEATHER POLICIES

1. In case of 100% inclement weather the day of the meet, both clubs' league reps will together confirm cancellation at 4 p.m.
2. In case of threatening weather before the meet (i.e., lightning & thunder) the meet will not be canceled before 6 p.m. The meet could be delayed up to 30 minutes (host Club pool rules apply) but would start no later than 7 p.m. This decision will be made by both clubs' league reps. Therefore, it is important to go to the meet even if the weather is uncertain.
3. In case of threatening weather during the meet, both clubs' league reps decide whether to continue the meet. Pool activities may be suspended for 30 minutes after thunder is heard or lightning is seen, however, it is ultimately at the discretion of the facility based on the weather equipment available at their club.
4. In case of a delayed meet (or any weekly meet), the meet must end at the conclusion of the event being swum at 10 pm.
5. The meet will only be official after 33 completed events.

6. A rained-out meet may be rescheduled on whatever date, location and terms are agreeable to both teams. A rescheduled meet is totally optional.
7. Pool water temperature must be below 90 degrees in order to host a meet. Both clubs' league reps will discuss the water temperature prior to meet, the host club's ability to decrease water temperature, and alternative plans if the host pool water temperature looks likely to reach 90 degrees at the time of the meet. If no alternative plan is available, the final decision to cancel will be confirmed by 4pm the day of the meet.

X. HOST CLUB RESPONSIBILITIES FOR THURSDAY NIGHT MEETS

1. Wednesday: Call League Rep of Visiting Team to discuss the upcoming meet, especially estimated attendance numbers in order to plan for concessions/meals and any needs, i.e. stop watches, volunteers, etc.
2. Pool: Make sure pool is set up for the meet by 5:00 p.m. (lifeguards, lane ropes, backstroke flags, visitors' bullpen area etc.)
3. Starter System: Make sure the starter system has been charged or is charging.
4. Tables: announcer, scoring/triple winner and (awards) ribbons.
5. Chairs: set up for clerk of course behind starting blocks as space allows.
6. Stroke & Turn Judge (1): will need a heat sheet, clipboard, pen/pencil.
7. Sideline Judge (1): heat sheet, clipboard, pen/pencil. Will work with sideline judge from visiting club using one heat sheet.
8. Clerk of Course/Marshal (1+): heat sheet, pen/pencil.
9. Scoring Table (2): scoring sheets, triple winner sheet, pens, calculator, adequate lighting & access to an electrical outlet.
10. Awards table: ribbons for places 1 through 6 for all heats.
11. Place judges: place cards for 1 through 6 (home is even, away is odd).
12. Timers: 3 clipboards with heat sheets, stopwatches & pencil/pen for home team lanes

13. Hospitality: Provide ice water for all workers throughout the meet (recommended following events 10, 30, 50 and 70).
14. Concessions: Make sure food & drink are available for purchase by both clubs. Teams are not to bring coolers. Conversely, clubs are not to mark up prices for this event or to charge non-members premium prices.
15. On-site documents kept in your MSSL notebook:
 - a. Rules & Regulations (this document)
 - b. Team Roster (from Team Manager)
 - c. Heat Sheets (from Meet Manager) – minimum of 10 copies
 - d. Scoring sheets (one set per team) – minimum of 2 copies
 - e. Triple Winner Sheet
 - f. DQ Sheets (photocopy)
 - g. Judges Reimbursement Form
 - h. League Reps phone numbers
 - i. Head Coaches phone numbers
 - j. Season schedule

XI. VISITING CLUB'S RESPONSIBILITIES

1. Directions: Provide your team with directions to home facility & any special instructions re: parking, etc.
2. Onsite Print-outs: A current roster and extra heat sheets other than those provided above.
3. Timers: 3 clipboards with heat sheets, stopwatches & pencil/pen for visiting team lanes
4. Sideline Judge (1): will work with sideline judge from home club using one heat sheet.
5. Volunteers: make sure your team's workers are equipped & in position between 5:45 & 6 p.m. Scorer (1), place judges (3), sideline judge (1), marshal/clerk of course (1) Timers (3).
6. Clean-up: Clean up your team's area before leaving the meet.

XII. MANPOWER REQUIREMENTS FOR THURSDAY SWIM MEETS

	<u>Host Club</u>	<u>Visiting Club</u>
1. Starter/Announcer	1	0
2. Scorer	1	1
3. League Rep on Deck	1	1
4. Awards	1 or 2	0
5. Place Judges	3	3

6. Sideline Judges	1	1
7. Runner for Judges	1	1
8. Clerk of Course	1	1
9. Hospitality	1	0
10. Timers	3	3
11. Stroke & Turn Judge - 1 USA certified		

XIII. RIBBON INVENTORY

1 st : Blue	650 for 3meets/450 for 2 meets per season
2 nd : Red	650 for 3meets/450 for 2 meets per season
3 rd : White	650 for 3meets/450 for 2 meets per season
4 th : Yellow	400 for 3 meets/300 for 2 meets per season
5 th : Green	400 for 3 meets/300 for 2 meets per season
6 th : Pink	400 for 3 meets/300 for 2 meets per season
Total:	3,150 for 3 meets/2,250 for 2 meets per season

For each meet, allow 215 ribbons for 1st to 3rd place and 135 ribbons for 4th to 6th.

Ribbon inventory shall be given by each club to the MSSL President at or before the April meeting, in order for ribbon orders to be made by the MSSL President. The MSSL Board will vote annually to determine whether the Board will pay for the ribbons for all clubs or whether such expense will be the responsibility of each club.

XIV. JOB DESCRIPTIONS

1. Announcer/Starter: Announce the meet in accordance with the Heat Sheet. Note: The starter is responsible for bringing back false starts.
2. Scorer: Score the meet and maintain an on-going reconciliation with the scorer from the opposing team. At the end of the meet, hand the score sheet to the league rep.
3. Triple Winner: Enter the name of the first place winner in the first heat of each event on the line corresponding to that event. Circle the name of any swimmer who wins three or more events in his/her age group. At the end of the meet, hand the score sheet to the league rep.
4. Awards: Distribute place ribbons. Every child in every heat receives a ribbon.
5. Place Judges: Place judges (3 from each team) should stand together

perpendicular to the finish line rather than over the lanes. Host team has even numbers. Visiting team has odd numbers. Place judges will be used at Thursday night meets but will not be used at the City Meet. Places in the City Meet will be determined by touch pad times.

6. Sideline Judge: There should be a sideline judge from the visiting team. In case of a close race, the sideline judge will have the final call. In the event of a tie, there will be two of the same places scored. For example, if 2 swimmers tie for first place, second place would be omitted and the third place points scored.
7. Runner: The runner takes DQ sheets from Stroke & Turn Judges to the scorers' table. S/he takes places cards from the scorers' table back to the Place Judges.
8. Clerk of Course: At the beginning of each heat, the clerk of course directs each swimmer to the correct starting block or chair behind the starting block in the lane where s/he will be swimming. As a courtesy, the visiting team may offer to provide support to the home team.
9. Hospitality: The hospitality person distributes ice water to the starter/announcer, the scorer/triple winner/awards people, the stroke & turn judges, the place judges, the sideline judges, the runner, the clerk of course; the timers and the league reps are offered ice water throughout the meet following events 10, 30, 50, and 70.
10. Timers: Each team may provide its own timers and watches. The host Club swims lanes 1, 3 & 5. The visiting club swims lanes 2, 4, & 6. As a courtesy, timers in lanes for combined heats or events should record the time for the swimmer in their lane and report it to a timer from the swimmer's team.

XV. APPENDICES

1. Dual Meet Order of Events
2. City Meet Order of Events
3. Pool Dimensions
4. City Meet Assignments
5. Board Positions

XVI. SEPARATE DOCUMENTS:

For Coaches & League Reps:

1. Season Schedule
2. Stroke and Turn Judge Assignments
3. Rules & Regulations
4. Team Roster (print out from Team Manager)
5. Head Coach List
6. City Meet Info

For League Reps Only:

1. Score Sheet
2. Triple Winner Sheet
3. DQ Template
4. Judges Reimbursement Form
5. League Rep List^{P}_{SEP}

MSSL Pool Dimensions

Bluff City	6 Lanes	25 yards
Chickasaw CC	6 lanes	25 meters
Colonial CC	6 Lanes	25 yards
Memphis CC	6 Lanes	25 yards
Rhodes Summer Swim Team	6 Lanes	25 meters
Ridgeway CC	5 Lanes	25 meters
TPC Southwind	6 Lanes	25 yards
University Club	6 Lanes	25 meters
Windyke CC	6 Lanes	25 meters

City Meet Assignments

City Meet Director	Board Vice President
Asst. Director	President

Clerk of Course/Bull Pen	TBD annually
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Timers	TBD annually
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Awards Day of Meet	TBD annually
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Ordering Awards	TBD annually
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Awards Pre-Sort	TBD annually
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T-Shirts	TBD annually
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Awards Ceremony	TBD annually
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MSSL Board Job Descriptions

The Board positions will generally rotate annually in successive order from the bottom upward with the exception of the Treasurer, who may be slated and elected to consecutive terms based on certain knowledge needed for such position. The rotation may also be modified, as per the Bylaws, by a majority vote of the Board or in the unlikely event an Officer must stand down and is replaced by a member representative not qualified for the position.

OFFICERS:

President: The President or a representative from their team shall preside over all MSSL meetings. This is a non-voting position as to ensure impartiality regarding motions. President will review/analyze previous years' comments/complaints and bring them to the MSSL representatives for analysis and/or amendments the following year. This is a rotating position and not recommended for a first year representative.

Vice President: The VP coordinates and negotiates the particular if the City Meet. This is a training position for the Presidential seat the following year. It is not recommended for a first year representative.

Treasurer: The Treasurer will handle all financial matters for the MSSL including safeguarding any surpluses, managing non-profit paperwork, reimbursement issues, as well as tracking expenses.

Secretary / Parliamentarian: The Secretary will take detailed minutes including motions, discussion, seconds, and decisions. Minutes are to be typed up and distributed via e-mail in a timely manner after each meeting allowing representatives time to peruse and make amendments prior to the following meeting. They will also serve as sergeant of arms to be sure protocol of making motions and complaints is followed.

ADDITIONAL BOARD POSITIONS:

Stroke & Turn Judge Coordinator: Stroke & Turn Judge Coordinator collects contact information from qualified judges and schedules them for both Dual Meets and City Meet.

Schedule Coordinator: The Meet Schedule Coordinator shall coordinate the Meet schedule by the March meeting of the upcoming season.

2023 Board of the MSSL as follows:

President: Windyke

Vice President: Ridgeway

Treasurer: Chickasaw

Secretary/Parliamentarian: Rhodes

Schedule Coordinator: University Club

Stroke and Turn Coordinator: TPC

Currently not in an assigned position for the board in order: MCC, BCBF, Colonial