

CCA Marlins

Article I. Membership

Section 1.

Membership in the CCA Marlins consists of all parents or legal guardians of duly registered swimmers involved in the CCA Marlins' programs. It is required that the participating swimmer be a member in good standing who meets all requirements for membership in the CCA Marlins organization. All members and swimmers must also abide by all policies. Swimmer and parent code of conduct must be signed and on file with the CCA Marlins. All fees and other financial obligations must be current and paid.

Article II. Purpose

Section 1.

CCA Marlins is organized exclusively for educational, competitive and recreational purposes. CCA Marlins swim team board members and coaches will formulate and implement the policies and programs of the team, including long term financial planning. The board of directors will also serve to provide input, communication and feedback to the appointed coaches.

Article III. Operational Limitations.

Section 1.

Notwithstanding any other provisions of these articles, the CCA Marlins shall not carry on any other activities not to be carried on by a corporation exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170 (c)(2) or the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

Article IV. Legislative or Political Activities

Section 1.

No substantial part of the activities of the CCA Marlins shall be the carrying on of propaganda or otherwise attempt to influence legislation. CCA Marlins shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Article V. Inurement of income

Section 1.

No part of the net earnings of CCA Marlins shall inure to the benefit of, or be distributed to, its members, trustees, officers, or private persons except CCA Marlins authorized and empowered to pay reasonable compensation for services rendered.

Article VI. Governing Body

Section 1.

CCA Marlins shall be governed by a Board of Directors consisting of:

President

Vice President

Secretary

Treasurer

Head Coach - shall also serve as an ex-officio member of the Board

Section 2. Term

Term of office shall be one year from the 3rd Sunday of September until the following year on the 3rd Sunday of September.

Secretary and treasurer are limited to a maximum of two consecutive terms (years) in one position.

Vice-president, president is a three year rotation.

Section 3. Vacancy.

If a director is unable to serve out the complete term, he/she shall be replaced by election by the current Board of Directors until the next general meeting of the membership.

Section 4. Meetings.

Meetings of the Board of Directors shall be held monthly. Board members are expected to attend all board meetings. A majority of the Directors shall constitute a quorum. The meeting agenda shall be prepared and distributed prior to each board meeting,

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Section 5. Duties of officers:

President: The President shall serve as the chief presiding officer of the association and is primarily responsible for the formulation and administration of the policies of the association. This position is charged with filling appointive posts of the association, preparing the meeting agenda and presides at all meetings of the board, as well as the general membership meeting.

Vice President: The Vice President shall preside at all meetings of the Board and general meetings in the absence of the President. In the case of protracted absence or incapacity of the President to serve, the Vice President shall serve as president.

Secretary: The Secretary shall keep and read the minutes of each meeting held. Minutes shall be posted on the team website.

Treasurer: The Treasurer shall serve as custodian of all financial records for CCA Marlins. All financial disbursements from CCA Marlins accounts require the signature of the Treasurer, President, or Head Coach, and a copy of all check requests will be retained by the Treasurer. The Treasurer will prepare monthly reports for board meetings.

Head Coach: The Head Coach, as an employee of the CCA Marlins, will oversee the day to day operations of all levels of the swim team, including but not limited to the various age group swim teams, learn to swim program, and coaching staff. The Board and CCA Marlins members will oversee the employment and benefits provided to the Head Coach. The Head Coach will oversee the employment of assistant coaches, the team accountant, life guards, and necessary employees to adequately operate the CCA Marlins organization. The Head Coach will present any financial needs and requests to the Board for approval. The Head Coach will oversee the application and enforcement of team members agreed upon team policies and expectation.

Article VII. Committees

Section 1.

In addition to the established Board positions, there will be established committees assisting with seasonal team operations to include but is not limited to:

Hospitality Committee

Fundraising Committee

Swim Meet Committee

Scholarship Review Committee

Additional committees and sub-committees may be appointed by the Board as needed. The President, Head Coach, and Head Age Group Coach shall serve as ex-officio members of all committees.

Section 2. Term.

Term of office shall be one year from the 3rd Sunday of September until the following year on the 3rd Sunday of September

Section 3. Vacancy.

If a committee member is unable to serve out the complete term, he/she shall be replaced by approval of the President, Head Coach, and Head Age Group Coach.

Section 4. Duties of Established Committees.

Hospitality Committee : The Hospitality Committee will organize the following for team hosted meets: hospitality provisions to be provided to judges, coaches, and volunteers; acquire appreciation gifts for judges. The hospitality committee will organize the seasonal team banquet, as well as team party events during the season.

Fundraising Committee : The Fundraising Committee will oversee all fundraising events and programs established for the CCA Marlins. This may include, but is not limited to, the Kroger Rewards program, Amazon Smiles, Scripts, and Swim-A-Thon, concessions, and apparel.

Swim Meet Committee : The Swim Meet Committee will oversee the organization and setup of the swim meet facility and the volunteers needed to operate hosted swim meets. The swim meet committee will organize team travel events when requested by the Head Coach, Board President, and Head Age Group Coach.

Scholarship Committee : The Scholarship Committee will oversee the application process, including but not limited to the design and review of applications for scholarship(s) being provided by the CCA Marlins. The committee will select potential recipient(s) based on their application responses. These potential recipient(s) will be voted upon by the board, and the scholarship(s) will then be presented to the selected recipient(s).

Article VIII Meetings

Section 1.

The annual meeting of the general membership shall be held at a time and place determined by a majority of the Board of Directors and publicized to the members of CCA Marlins in writing (email, website). Additional meetings of the general membership shall be called as needed in a similar fashion.

Section 2.

As outlined in Article VI, Section 4, the board shall meet monthly, more often as needed. Notice of said meetings shall be given at least five (5) days prior to the stated meeting. Notice may be given personally, by telephone or by written notice.

Section 3.

Quorum: Twenty percent of the members of CCA Marlins shall constitute a quorum. Less than a quorum may adjourn the meeting to a fixed time and place with no further notice of any adjourned meeting being required. Each member shall be entitled to one vote in person. A majority of the board shall constitute a quorum at the board meeting.

Article IX Elections

Section 1.

Election of the board members shall take place at the general membership meeting, held at least annually. Nominations from the floor will be permitted at the general membership meeting. The board will be elected for the term specified beginning the third Sunday of September of each year.

Article X By-Laws

Section 1.

These By-Laws may be adopted or amended at any time by the membership at any regular or special meeting.

Section 2.

All amendments shall become effective upon their adoption.

Article XI Conduct

Section 1.

It is fully expected that all members of the board shall perform their duties in an expedient fashion and to demonstrate at all times acceptable moral standards. Failure to carry out these duties and /or the consistent demonstration of disruptive or immoral behavior is grounds for removal from office. A member of the board may be removed by a three-fourths (3/4) vote of the existing Board.

Section 2.

Repeated violations of swimmer/parent code of conducts can be addressed by the coaching staff. If, after disciplinary actions, meetings between parent, head coach, coach & swimmer, and suspension from practice/team or locker rooms, still have not resolved the issues, the board had the right to determine dismissal from the team if necessary.

If a parent repeatedly violates the parent code of conduct, the same procedure will be followed, and disciplinary action by the coaching staff and the advisory committee can include suspension of CCA Marlins related activity, including practice. Continued violatio