

ARTICLE 4 - HOUSE OF DELEGATES

- 4.1 MEMBERS - The House of Delegates of IES shall consist of the Group Member Representatives, the Board of Directors Members, the At-Large Members, and certain IES Committee Chairs and Coordinators.
- .1 GROUP MEMBER REPRESENTATIVES - Each Group Member in good standing shall appoint from its membership a Group Member Representative and one or more alternates. The appointment shall be in writing, addressed to the Secretary of IES and duly certified by the chief executive officer or secretary of the appointing Group Member. The appointing Group Member may withdraw its Group Member Representative or one or more of its alternates and substitute a new Group Member Representative or new alternates by written notice, addressed to the Secretary of IES and signed by the chief executive officer or secretary of the appointing Group Member. The representative of any Group Member is required to be an Individual Member of USA Swimming.
 - .2 BOARD OF DIRECTORS - Board of Director Members as designated in Section 5.
 - .3 AT-LARGE MEMBERS – A sufficient number of athletes to ensure that Athlete Representatives constitute at least 20% of the voting membership of the House of Delegates shall be appointed by the General Chair with advice and consent of the Board of Directors and shall hold office from the date of appointment through the conclusion of the annual meeting of the House of Delegates following such appointment or until their successors are appointed to the House of Delegates.
 - .4 OTHER MEMBERS – All IES committee chairs/coordinators shall serve as members of the IES House of Delegates.
- 4.2 ELIGIBILITY - Only Individual Members in good standing shall be eligible to be elected or appointed as members of the House of Delegates.
- 4.3 DOUBLE VOTE PROHIBITED - An Individual Member entitled to vote in House of Delegates meetings may only have one vote regardless of the number of positions held by such member.
- 4.4 VOICE AND VOTING RIGHTS OF MEMBERS - The voice and voting rights of members of the House of Delegates and of individuals shall be as follows:
- .1 GROUP MEMBER REPRESENTATIVES, BOARD MEMBERS, AT-LARGE MEMBERS, and OTHER MEMBERS
- Each of the Group Member Representatives, Board Members, At-Large Members, and Other Members shall have both voice and vote in meetings of the House of Delegates.
 - .2 INDIVIDUALS - Individuals who are not members of the House of Delegates may attend open meetings of the House of Delegates and its committees and be heard at the discretion of the presiding officer.
- 4.5. DUTIES AND POWERS - The House of Delegates shall oversee the establishment of policies, procedures and programs. In addition to the duties and powers prescribed in the USA Swimming Rules and Regulations, USA Swimming Corporate Bylaws, or elsewhere in these Bylaws, the House of Delegates shall:
- .1 Elect the officers, Athlete Board Representatives, members of the Administrative Review Board, and the committee chairs and coordinators listed in Articles 6 and 7;
 - .2 Review, modify and adopt the annual budget of recommended by the Board of Directors;

- .3 Call regular and special meetings of the House of Delegates;
 - .4 Ratify or prospectively modify or rescind policy and program established by the Board of Directors, except any action or authorization by the Board of Directors with respect to contracts or upon which any person may have relied shall not be modified or rescinded;
 - .5 Establish joint administrative committees, or undertake joint activities with other sports organizations where deemed helpful or necessary by IES;
 - .6 Amend the Bylaws of IES in accordance with Section 9.3; and
 - .7 Remove from office any persons elected by the House of Delegates (Board Members, members of the Administrative Review Board, or committee chairs or coordinators) who have failed to attend to their official duties or member responsibilities or have done so improperly, or who would be subject to penalty by the National Board of Review for any of the reasons set forth in Article 404 of USA Swimming Rules and Regulations. However, no such individual may be removed without receiving thirty (30) days' written notice by the Secretary or other officer designated by the House of Delegates specifying the alleged deficiency in the performance of the member's responsibilities or specific official duties or other reason and an opportunity to respond in writing within twenty (20) days to such allegations.
- 4.6 ANNUAL AND REGULAR MEETINGS - The annual meeting of the IES House of Delegates shall be held in the spring. Additional regular meetings of the House of Delegates may be held in accordance with a schedule adopted by the House of Delegates or the Board of Directors.
 - 4.7 SPECIAL MEETINGS - Special meetings of the House of Delegates may be called by the Board of Directors or the General Chair. Should the Board of Directors or the General Chair fail to call the annual or scheduled regular meetings or should a special meeting be appropriate or helpful, a meeting of the House of Delegates may be called by a petition signed by at least five (5) group members of the House of Delegates.
 - 4.8 MEETING LOCATION AND TIME – Meetings of the House of Delegates may be held at any date, time, and place, including via telecommunication (unless prohibited by state or local laws), as may be fixed in the notice of such meeting. All in-person meetings of the House of Delegates shall take place at a site within the Territory. The House of Delegates or the Board of Directors shall determine the location and time of all meetings of the House of Delegates. All meetings conducted via telecommunications shall include means by which all persons participating in the meeting can hear each other at the same time and which ensures all votes duly cast by voting members are officially recorded.
 - 4.9 OPEN MEETINGS/CLOSED SESSIONS - House of Delegates meetings shall be open to all members of IES. Issues pertaining to personnel, disciplinary action, legal, tax or similar affairs of IES shall be deliberated and decided in a closed session which only House of Delegates members may attend. By a majority vote, the House of Delegates may decide to go into closed session on any matter deserving of confidential treatment or of personal concern to any member of the House of Delegates.
 - 4.10 QUORUM - A quorum of the House of Delegates shall consist of those members present and voting.
 - 4.11 VOTING - Except as otherwise provided in these Bylaws or the Parliamentary Authority, all motions, orders and other propositions coming before the House of Delegates shall be determined by a majority vote.
 - 4.12 PROXY VOTE - Voting by proxy in any meeting of the House of Delegates shall not be permitted.

4.13 NOTICES

- .1 TIME - Not less than twenty (20) days written notice shall be given to each member of the House of Delegates for any annual, regular or special meeting of the House of Delegates. See Section 14.1.3 for the various permitted means of notice.
- .2 INFORMATION - The notice of a meeting shall contain the time, date and site. For special meetings of the House of Delegates, the expected purpose (which may be general) of the meeting shall be stated. If an expected purpose is the amendment of the Bylaws, a copy of the proposed amendment shall be included in the notice. Failure to have included in the notice any germane amendments subsequently adopted by the House of Delegates at the noticed meeting shall not be the basis for any claim that the amendments as so adopted are invalid.