

Article I. Name and Constituency

- (a) The name of this association shall be the Puget Sound Swimming Association. It shall hereinafter be referred to as the PSSA. It shall be governed by the coach or parent representative from each YMCA team in the closed YMCA league, plus a member from the YMCA of USA Management Resource Council (MRC) and selected other members that may be defined in the PSSA Constitution.
- (b) Any swim meet which involves a non-YMCA team, will not meet the accepted standard of a closed YMCA meet, and therefore the times and results will not be allowed for league records. The exceptions to this are YMCA team members who also are USA members participating in USA meets and YMCA Members who are High School students swimming for their High School team in USA Observed meets.

Article II. Objectives

- (a) to promote amateur swimming in the Pacific Northwest area
- (b) to encourage more persons to take an active part in competitive swimming
- (c) to publicize competitive swimming and to make these activities interesting and important sports for both participants and spectators
- (d) to promote superior teaching and coaching of swimming
- (e) to cooperate with other groups interested in promoting aquatic sports
- (f) to disseminate information pertaining to the various activities of PSSA
- (g) to protect and promote the mutual interests of the PSSA
- (h) in general, to act as an authoritative body in the arbitration of controversies and in the final determination of all questions which may arise in swimming activities of PSSA

Article III. Membership

- (a) There shall be three classes of membership, all on an annual basis from September 1 thru August 31 annually.
 - 1) Team members: YMCA's within the Washington area from Longview-Kelso area north to the British Columbia border. All YMCA's are welcome to join PSSA. The annual membership is due in September and is \$50.00. It shall be hereinafter referred to as team member, YMCA team, and/or swim team.
 - 2) Associate Members are those organizations or individuals within the territory who express an interest in promoting YMCA competitive swimming, such as YMCA Swim Officials, former coaches or former parent groups chairs.
 - 3) Athlete members: these are current full privilege YMCA members who are members of PSSA Team teams. It shall be hereinafter referred to as athlete member, athlete, and/or swimmer.

Article IV. Membership Rules

- (a) Team members, Associates members and Athlete members are expected to abide by the rules set forth in the YMCA National Rules that Govern YMCA Sports. Any concerns regarding non-compliance shall be brought before the league at a regularly scheduled meeting and be resolved there.

Article V. Officers and their duties

- (a) Each officer shall be elected by a simple majority of those present at the annual (Spring) meeting and shall begin his/her term of office immediately after election. Replacement terms are done in even years President, Treasurer and Records Clerk; and in odd years for the Vice president, secretary and league commissioner position.
 - 1) In the event that an office becomes vacant due to any cause, the President or his/her successor shall appoint a member to fill the position.
- (b) There shall be five (5) officers of the PSSA and together they form the Executive Committee
 - 1) President: The President shall call meetings as required in Article VII or whenever requested by two or more members. He/she will preside over all meetings, deciding all questions of order and offering for consideration all motions regularly made; he/ she shall appoint all committees; he/she may initiate motions; he/she cannot vote on any questions except in the case of a tie unless he/she is the sole representative of a team at the meeting; and shall also perform such duties as the office may require.
 - 2) Vice President: The Vice President shall perform the duties of the President in the absence of that officer. During the meetings he/she will also perform the duties of the Secretary or Treasurer in their absence.
 - 3) Secretary: The Secretary shall keep a concise summary of a proceedings; he/she shall notify absent members of their duties and assignments; he/she shall conduct all necessary correspondence. Minutes of each meeting shall be distributed within 30 days after the meeting.
 - 4) Treasurer: The Treasurer shall maintain all financial accounts of the PSSA. The Treasurer collects all PSSA funds, pays all PSSA bills and makes full reports at each meeting.
 - 5) League Commissioner: The League Commissioner shall explain, define and interpret any provisions of the Constitution, By-Laws and Rule of Competition or other regulations of PSSA upon request by a member or members; his/her decision shall be final.
 - 6) Records Clerk: Duties listed in Article VIII.

Article VI. Protests

- (a) All protests shall be directed in writing to the League Commissioner, with copies to the other parties concerned and to the Secretary and President.
- (b) A protest must be considered by the League Commissioner immediately. His/her decision must be handed down within 30 days from the date he/she was notified of the protest.

Article VII. Meetings

- (a) There shall be three (3) regular meetings per year
 - 1) A pre-season meeting that is held at least three (3) weeks prior to the first PSSA meet of the year
 - 2) A mid-season meeting as soon after the first of January as possible
 - 3) The Annual Meeting to be held at least two weeks after the last PSSA meet in the winter season, but no later than the end of May
- (b) Written notice of the meeting shall be made by mail or email to all members at least one week in advance of the meeting.
- (c) No meeting will require publication or notification of previous business other than as prescribed in Article V.B.3. This provision will not restrict the Secretary from attempting to establish an agenda for the meeting

- (d) Quorums: At all meeting's a quorum shall consist of one more than 50% of the total team membership
- (e) Email & Telephone votes: At any meeting the President may direct the Secretary to conduct an email or telephone vote for emergency situations where immediate action is imperative, provided that:
 - 1) The Secretary emails or telephones a clear statement of the question to be voted upon to each member; informs the member of the manner by which the votes are to be cast; informs the member of the name and email address to which the vote is to be sent; and informs each member of the closing day, date and time of the vote. Email votes shall close no later than 30 days after they are emailed to the member. Telephone votes shall close no later than 48 hours after they are telephoned to the members.
 - 2) The number of votes required to pass a resolution voted upon in this manner shall be a majority of all team members. The Secretary files all votes cast and produces such votes at the future request of any member
 - 3) The Secretary emails the results of such votes within 7 days following the close of the voting. Results of the vote shall include the number of votes cast for and against and whether the motion passes or fails.
 - 4) All meetings shall be conducted according to Robert's Rules of Order.
 - 5) A fine of \$50 will be charged to any team who does not have representation at a regular meeting.
 - a) For each missed meeting the fees will double. Each team must send a representative to each meeting, it can be a coach, parent, staff, etc. (the fee would reset to \$50 after an attended meeting). Extenuating circumstances will be considered.
 - b) Fees must be paid to enter a PSSA meet with a fee.

Article VIII. Records

- (a) PSSA YMCA Age Group Records
- (b) Records will only be kept for short course yards (25 yards)
 - 1) The Puget Sound Swimming Association shall recognize PSSA YMCA Age Group Records over the following distances:

	8&U	9-10	11-12	13-14	15-21
25 Free, Back, Breast, Fly	x				
50 Free	x	x	x	x	x
50 Back, Breast, Fly	x	x	x		
100 Free	x	x	x	x	x
100 Back, Breast, Fly		x	x	x	x
100 IM	x	x	x		
200 Free		x	x	x	x
200 Back, Breast, Fly			x	x	x
200 IM		x	x	x	x
400 IM			x	x	x
500 Free			x	x	x
1000 Free				x	x

1650 Free				x	x
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SHORT COURSE YARDS RELAY EVENTS

	8&U	10&U	12 &U	14&U	21&U
100 Free Relay	x				
100 Medley Relay	x				
200 Free Relay		x	x	x	x
200 Medley Relay		x	x	x	x
					12-21
400 Free Relay					x
400 Medley Relay					x
800 Free Relay					x

- (c) Age. A swimmer's age for purpose of establishing PSSA YMCA Age Group Records is determined as follows:
- 1) A swimmer's age is determined as of the first day of the YMCA meet.
- (d) Age Group Records are established for the period September 1 - August 31 of each year, as this is the Puget Sound Swimming Associations short course yard competitive year.
- (e) Age Group Record may be established in any closed YMCA meet in which the swimmer represents his/her YMCA, provided the minimum requirements for officials, as established by the National YMCA, are met and that Technical rules were followed for the meet.
- a) Minimum (3) certified officials required for Dual Meets and minimum (4) certified officials for all other meets for the establishment of PSSA YMCA Age Group Record:
 - a. 1 Referee – YMCA Level II
 - b. 2 (1 for Dual) stroke and turn judges - (1) YMCA Level I or II, the Second official can be YMCA or USA Official
 - c. 1 Administrative Official YMCA or USA Official
 - d. Technical Rules: Current YMCA of USA rules/USA Swimming Technical Rules govern throughout the meet
 - e. approved automatic timing equipment, semi-automatic equipment or 3 manual watches
- (f) Records shall be established in hundredths of a second (two decimal places)
- (g) Applications for records must be submitted to the Records Chairperson no later than 30 days from the meet. Applications for records shall be completed for each pending PSSA YMCA Age Group Record.
- 1) Applications must include official application form found on the league website and accompanied by the official printed results of the meet and proof of time signed by the Meet Referee, shall be submitted to the PSSA Records Clerk for his/her approval and verification. For verification purposes, Proof of time can be a copy of timing console report and/or copy of lane timers' sheets/cards.
- (h) **PSSA State Championship Meet Records – Meet records are automatic.**
- 1) Any YMCA swimmer 21 years of age and younger may establish a PSSA State Championship Meet record.
 - 2) A PSSA State Championship Meet Record may be established only in at PSSA Championship Meet.

- (i) All records are to be posted on the PSSA League website within 60 days of verification.

Article IX. Amendments

- (a) No amendments may be made to the Constitution, By-Laws or Rules of Competition except at an annual meeting.
- (b) All amendments adopted shall go into effect the first day immediately following their adoption.
- (c) In the event that two regulations shall be found to be contradictory, the one having the latest date of adoption shall be effective. (Such cases shall be reported immediately to the Secretary
- (d) Proposed amendments must be submitted in writing to the chair by a member in good standing 30 days preceding the annual meeting. Such proposals shall be voted upon at the annual meeting

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Article I. Suspension

- (a) An Athlete Member may be subject to suspension by committing any of the following acts:
 - 1) Refusing to appear and testify before any committee to answer charges of violation of provisions of the Constitution, By-Laws or other regulations of PSSA
 - 2) Acting in an unfair, uncouth, or unsportsmanlike manner in connection with any activities of PSSA
- (b) Team Member shall be subject to suspension by committing any of the following:
 - 1) Aiding and abetting an Athlete Member to violate any provision of the Constitution, By-Laws or other regulations of PSSA
 - 2) Permitting suspended Athlete Member to compete or exhibit in any PSSA activity
 - 3) Permitting ineligible persons to apply for Athlete Membership or to compete or exhibit under club auspices
 - 4) Refusing to appear and testify before any committee to answer charges to violations of provisions of the Constitution, By-Laws, or other regulations of PSSA

Article II. Transfer Requirements

- (a) Transfers (Rule III, Swimming Addendum)
 - 1) YMCA Team to YMCA Team Swimmers who wish to change their membership from one YMCA to another may do so through Transfer by Consent. An athlete may transfer from one YMCA team to another YMCA team and be eligible to compete for his/her new YMCA team immediately upon the written consent of the YMCA that he/she previously represented. This includes transfer from one metropolitan branch to another. The membership transfer shall be completed BEFORE the individual competes for the new association or branch. A Transfer by Consent Form may be found in the Rules That Govern and must be signed by the executive directors of both YMCAs involved. However, the athlete must still be a full privilege member of a YMCA - any YMCA - for 30 days prior to the first day of a YMCA meet in which they compete and be a full privilege member of a YMCA - any YMCA - for at least 90 days prior to the first day of a YMCA district, regional, state or national championship meet in which they compete.
 - 2) Non-YMCA Team to YMCA Team A swimmer may not represent both a YMCA team and a separate USA Swimming team during the current season unless a permanent transfer (lasting the remainder of the current season) occurs from one team to the other. A swimmer who wishes to transfer from a non-YMCA team (USA Swimming team) to a YMCA team during the current season must observe the YMCA membership rules as stated in the Rules That Govern. To be eligible to compete in any YMCA championship meet, including a YMCA National Championship meet, a swimmer may not have represented any organization other than his/her YMCA team (with the exception of closed interscholastic competition) for at least 90 days prior to the first day of the YMCA championship meet.

- 3) YMCA Team to Non-YMCA Team A swimmer may transfer from a YMCA team to a non-YMCA team at any time but once he or she represents that non-YMCA team in competition, the YMCA 90-day representation rule is in effect.

Article III. Multiple Affiliation

- (a) Affiliation with two or more Teams at one time shall not be permitted
- (e) Athlete Members may participate, without penalty, with a summer community swimming team in non-USA sanctioned meets.

Article X. Distribution of Funds

- (a) All entry fees, membership dues and fees and all associated fees belong to PSSA. All monies, receipts, bills, etc. shall be turned in to the Treasurer no later than 120 days from completion of the activity
- (b) All net profits from spectator programs and results sheets, all concessions and other enterprising ventures in conjunction with championship tournaments, carnivals, clinics or exhibitions shall be the sole property of the host teams.
- (c) Team Member Support
 - 1) Athletes and Team Members must apply for funding reimbursement to the Treasurer using the approved form.
 - 2) Funding will only be provided upon completion of one of the following meets and after approval at the annual meeting.
 - a) YMCA National Short Course Championship: up to \$150.00 per swimmer and up to \$150 for one coach per team.
 - b) YMCA National Long Course Championship: up to \$150.00 per swimmer and up to \$150 for one coach per team. The Executive Committee will decide the support based upon current PSSA finances available.
- (d) YMCA Swim Official Trainer Support
 - 1) YMCA Officials must apply for funding reimbursement to the Treasurer using the approved form.
 - 2) Funding will only be provided upon the completion of YMCA Swim Official Trainer Course.
 - a) YMCA Swim Official Trainer: up to \$400 per official.

Article XI. Standing Positions

- (a) Records Committee
 - 1) The Records Committee is to be appointed by the President at each annual meeting
 - 2) The Records Committee shall publish a current list of PSSA records at the close of the year.
- (b) Scheduling Committee
 - 1) The scheduling committee is appointed by the President at either the January or annual meeting.
 - 2) The meet calendar will run from September 1 through August 31.
 - 3) PSSA sponsored meets include but are not limited to assigned dual meets, Fall Festival, Challenge

meets, Championship meets, invitational meets and spring/summer long course season meets.

- a) Bids for PSSA sponsored meets for the PSSA meets will be bid on, at the January meeting for the spring/summer long course meets and at the Spring meeting for the fall short course meets.

(c) Time Standards

- 1) PSSA State "A" time standards will be released in the fall based off the Pacific Region North YMCA Championship Meet and/or YMCA Nationals released Time standards each competition year.

- (d) PSSA State Committee will be made up of Meet Director, Meet Referee, Admin Referee, Records Clerk, and anyone else appointed by the President.

(e) Officials Committee

- 1) This committee will meet annually and be made up of YMCA Level II Officials.
- 2) Committee meetings will be in conjunction to the PSSA Fall or Winter meeting.