

BYLAWS OF THE BRIDGETON SWIM CLUB, INC

ARTICLE I

NAME

Section 1. Name. The name of this organization is the Bridgeton Swim Club, Inc., herein after referred to as the organization.

ARTICLE II

PURPOSE

Section 1. Purpose. The purpose of the organization is to promote swimming for the youth of Bridgeton with sportsmanship, fellowship, and the advancement of youth as prime objectives; to promote higher standards in swimming; and to function as a source of information technical knowledge and demonstration for any organization requesting assistance.

ARTICLE III

MEMBERSHIP AND QUALIFICATIONS

Section I. Classes of Membership

- A. Participating membership shall be granted to all parents and legal guardians of properly registered swimmers. Each participating member has the obligation to support the club with volunteer service.
- B. Associate membership shall consist of individuals or organizations interested in competitive swimming. Admission to associate membership shall be through nomination and vote of the participating membership.

Section 2 Duration of Membership

- A. Participating memberships shall be valid while all current charges are paid up, and while proper registration of the related swimmer is maintained. Valid membership on the last day of the swimming season shall remain valid over any interim period prior to the next subsequent session.
- B. Associate memberships shall be perpetual unless terminated by vote of the participating members. No membership charges shall be required from Associate members.

Section 3. Membership Voting.

- A. Participating members are entitled to attend the regular and special meetings of the organization to raise and discuss motions for consideration of the members, and to vote on business properly brought before the meeting. Only one parent or one guardian is entitled to vote regardless of the number of swimmers they represent.
- B. Associate members are entitled to attend the regular and special meetings Of the organization to give their counsel and to join in the discussion of all business. The voting privilege is not extended to associate members.

ARTICLE E IV
OFFICERS AND THEIR QUALIFICATIONS

Section 1. Enumeration and election of Officers.

The officers of the organization shall be a President, Vice-President, Secretary, and Treasurer. They shall be elected at the Annual Meeting by the participating members organization and shall serve for a period of one year, June 1 – May 31, or until successors have been elected and qualified. All Officers and Directors are on a volunteer basis – no compensation rendered.

Section 2. Duties of Elected Officers.

- A. The President shall:
 - 1. Preside at all meetings
 - 2. Appoint the chairmen of all committees except the Nominating Committee, with the approval of the participating members or the Board of Directors.
 - 3. Serve as an ex-officio member of all committees with the exception of the Nominating Committee.
 - 4. Be responsible for the proper function of all committees, except the Nominating Committee.
 - 5. Notify the participating members, in writing, at least one week, but not more than forty days, in advance of regular or special meetings. Such notice shall contain the purpose or purposes of the meeting.
 - 6. Call special meetings of the organization and inform all members of such meeting.
 - 7. Submit a yearly report at the Annual Meeting.
- B. The Vice-President shall , in the absence of the President, perform all the duties of the President

- C. The Secretary shall:
1. Keep the minutes of all meetings of this organization and its Board of Directors.
 2. Keep a mailing list of the membership.
 3. Keep the members informed of the activities of the Board of Directors.
 4. Keep attendance records of all meetings.

- D. The Treasurer shall:
1. Collect all dues and such other monies of the organization.
 2. Keep an accurate and well ordered account of all monies received and disbursed.
 3. Submit at each Board of Directors meeting a report of all receipts and disbursements since the last meeting.
 4. Act as an ex-officio member of the Budget Committee.
 5. Submit a yearly report at the Annual Meeting.

ARTICLE V
BOARD OF DIRECTORS

Section 1. Number, Manner and selection and Terms of Office.

The Board of Directors shall consist of the officers of the organization and three other elected directors. Two of these directors shall be elected from the participating members and shall hold office until the next annual meeting, or until his successor shall be elected and qualified. One of the directors shall be a registered swimmer who has attained the age of 14 by May 30 of the current swim season. Swimmers who have attained the age of eleven years by May 30 of the current swim season shall be considered eligible to vote for this director. This election shall be held in August each year, and their elected director shall hold office until the following June or until his successor shall have been elected and qualified.

Section 2. Qualifications.

No person shall be elected or appointed or shall continue to serve as an officer or director of this organization unless they are a participating member of the organization.

Section 3. Vacancies

Any vacancy, other than in the office of the President, may be filled, until the next annual meeting, by a majority vote of the remaining members of the Board of Directors. (The Board of Directors may as the Nominating Committee for its recommendations for the office.)

Section 4. Powers and Duties.

The Board of Directors shall have full charge of the property and business of the organization with full power and authority to manage and conduct the same. Expenditures and contractual obligations exceeding \$500.00 must be approved by the participating members. The Board shall plan and direct the work necessary to carry out the program adopted by the members. The Board shall create and designate such special committees as it may deem necessary.

Section 5. Regular Meetings.

Unless otherwise ordered by the Board of Directors, there shall be at least one regular meeting of the Board of Directors per quarter. The President shall notify each member of the Board of Directors of this meeting at least one week before any such meeting. Two unexcused absences by any member shall constitute automatic resignation.

Section 6. Special Meetings.

The President may call special meetings of the Board of Directors, and shall call a special meeting upon the written request of two directors. Members of the Board of Directors shall be given notice of the time, place and purpose of special meetings at least one week prior to the date of the meeting.

Section 7. Quorum

A majority of the members of the Board of Directors shall constitute a quorum and a majority of the members in attendance at any board meeting shall, in the presence of a quorum, decide its action.

ARTICLE VI
FINANCIAL ADMINISTRATION

Section 1. Fiscal Year.

The fiscal year of the organization shall commence on the first day of June each year.

Section 2. Budget

At the annual meeting, the board of Directors shall submit to the participating members, for adoption, a budget for the ensuing year.

Section 3. Budget Committee

The budget shall be prepared by a committee which shall be appointed for that purpose at least three months in advance of the annual meeting. The treasurer shall be, ex-officio, a member of the Budget committee but shall not be eligible to serve as chairman.

Section 4. Fees.

A. Payment of swimmers' registration fees shall constitute payment of participating members' dues.

B. Fees must be paid by the end of the first week of practice. Failure to pay fees results in automatic disqualification of a participating member and forfeiture of office.

Section 5. Audits

The President shall appoint a committee of three members to audit the Treasurers' records. No more than one member of the Board of Directors may serve on that committee. An audit shall be performed each year during the month preceding the annual meeting. Additional audits shall be performed in the event a Treasurer is replaced in mid-term or as deemed necessary by the Board of Directors.

Section 6. Bank Account

The Treasurer shall maintain organization funds in a bank account. Checks against the account shall be signed by an officer with signatory power. The Treasurer shall be responsible for having at least two officers with signatory power authorized by the bank.

ARTICLE VII
NOMINATIONS AND ELECTIONS

Section 1. Nominating Committee.

The nominating committee shall consist of three participating members, including the chairman. The chairman, who shall not be a member of the Board of directors, shall be elected at the annual meeting and shall appoint the committee. Any member may send suggestions to the Nominating Committee.

Section 2. Report of the Nominating Committee and Nominations from the Floor.

The report of the Nominating committee of the single slate nominations (one candidate for each office) for officers, directors, and the chairman of the succeeding Nominating Committee shall be distributed to the membership at least one month in advance of the meeting. Following the presentation of this report at the annual meeting, nominations may be made from the floor provided that the consent of the nominee shall have been secured.

Section 3. Election.

The election shall be by ballot, except that when there is but one nominee for each office, it shall be in order to move that Secretary cast the ballot for the candidate. A majority vote of participating members present in person or by proxy shall constitute an election.

Section 4. Proxy Voting.

At any meeting of members, a member entitled to vote may vote by proxy executed in writing by the member or by his duly authorized attorney-in-fact. No proxy shall be valid after eleven months from the date of its execution, unless otherwise provided in the proxy. The proxy votes must be in writing, deposited with the secretary at the meeting, and be available for examination by any participating member for a period of thirty days after the vote is taken.

Section 5. Disqualification of Officers.

A majority vote of the participating members is required to remove an unsatisfactory officer. In the event of such action the replacement of the officer shall proceed as in the case of resignation.

Section 6. Maximum Terms.

No member shall hold the same office for more than two consecutive complete terms.

ARTICLE VIII
BYLAWS

Section 1. Bylaws Committee

The Bylaws Committee shall consist of three participating members, including the chairman. The chairman shall not be a member of the Board of Directors. Any member may send suggestions to the Bylaws Committee.

Section 2. Report by the Bylaws Committee.

Bylaw proposals shall be submitted, in writing, to the membership at least one month in advance of the annual meeting and clearly indicate whether the proposal is recommended or not recommended by the Bylaws Committee.

ARTICLE IX
PARLIMENTARY AUTHORITY

Section 1 Parliamentary Authority

The rules contained in "Robert's Rules of Order, Newly Revised", shall govern the organization in all cases not inconsistent with these bylaws.

ARTICLE X
AMENDMENTS

Section 1. Amendments

These bylaws may be amended by a two-thirds vote of the participating member present or represented by proxy and entitled to vote at the annual meeting provided the amendment(s) has been presented, in writing, to the participating members of the organization at least one month before the meeting.