

# South Wind Swim Conference Bylaws

## Article I. Membership

- Section 1:** The Conference: The Conference name shall be South Wind Swim Conference (SWSC). SWSC is a league member of the AAU Arkansas Association.
- Section 2:** Membership: Membership shall be open to any team whose goals and objectives conform to SWSC's purpose and are within good standing with the AAU Association. Membership shall be determined by voting of the Representative Assembly. If a team stays inactive for more than 2 consecutive years or more shall be considered as a new team.
- Section 3:** Finances: Dues shall be set by the executive Board. Membership dues of \$100 shall be due to the SWSC Treasurer on or before the day of the Spring Meeting. Team dues paid after the spring meeting will incur an additional fine of \$100.
- a. A unanimous vote by the president, vice president, and treasurer must approve more than \$150 for items other than AAU fees and Finals meet expenses.
- Section 4:** General Membership Meeting: There will be two (2) annual meetings to be held in the spring and fall. Each member team shall have two voting representatives, each with one vote. Representatives shall be sent to the President before or on the day of the spring and fall meeting.
- Each team representative(s) shall be represented at the following meetings. If a team is not represented, it is ineligible to compete in the Finals meet that season unless the Rules Committee excuses it for an emergency absence. The following meetings shall be held at a location to be announced by the president of SWSC. These meetings may take place on a Saturday or Sunday. The meeting shall be held at a location the president sets, with each member team given at least twenty-one (21) days' notice.

- The Spring Representative Meeting will be held during the second weekend in April but no later than the first weekend in May.
- Fall Representative Meetings will be held on the first Sunday in October but no later than the second weekend.
- If a team does not have a second representative they may petition to have an additional available person to vote as their secondary representative.

**Section 5:** Emergency Meeting: The President will call emergency meetings on matters of major or unusual importance to SWSC representatives, if time permits. If a quorum cannot be formed, then the Executive Board will handle the matter.

**Section 6:** Insurance: All swimmers must have AAU membership insurance.

**Section 7:** Applying for Membership: To join the conference, a team must apply for membership to the conference President. A majority vote of the Representative Assembly is required to admit a team to the conference. However, to compete in the upcoming season, the team must apply at least a week before that Season's Spring meeting.

- In special circumstances a team can petition to join the conference with approval of the Executive Board if after the Spring meeting to be brought to the board for vote.

**Section 8:** Communication: Teams must update their email and phone contact information with the President and Secretary to receive information timely.

**Section 9:** Proof of Membership: To abide by the AAU Code, proof of club (team) membership for the current year (AAU year is September 1st through August 31st) must be provided on or before the day of the Fall meeting.

## Article II. Purpose

**Section 1:** Purpose: The Purpose shall be to provide organized swimming competitions that are wholesome and fun. At the same time, we will provide all participants with an insight into the sport of swimming. We will be dedicated to honesty, integrity, and good sportsmanship in this environment. We aim to achieve quality training and a healthy social environment and encourage peer and family participation through this.

### **Article III. Executive Board and Board Duties**

**Section 1:** Executive Board: shall serve a two-year term and, at the end of their term, decide whether to nominate themselves for the same or a different position, serve on a committee, or step down from the board. The nominations and voting shall occur every two years at the Fall Meeting. The current board will train and orientate new members so that they may fill their roles as of the Spring Meeting.

**Section 2:** The following Executive Board shall be elected at the Fall Representatives Meeting:

- President - shall call and preside at SWSC meetings, represent SWSC at AAU Arkansas Association, appoint committees when necessary (Rules, Workshop, Scheduling, etc.), and serve on the Rules Committee for the following year.
- Vice-President- shall assist the Conference and President when needed and preside over the meeting in case the President is absent.
- Secretary- shall assist the Conference and President and Vice-President when needed. Shall keep all SWSC records and be responsible for recording all meeting minutes and distributing to the representatives.
- Treasurer- shall collect SWSC dues and finals meet entry fees, pay SWSC membership to AAU Arkansas Association, keep accurate records of income and expenses, pay bills as directed, and provide financial records and statements at Spring (Oct-April) and Fall Meetings (May-Sept).

**Section 3:** Vacancies: The president shall fill any vacancies until the next general meeting.

**Section 4:** Protest: Protests shall be sent in email to the President after an incident has happened. Any representatives involved in the protest will not vote on the matter.

### **Article IV . Committees**

**Section 1:** Rules Committee: The committee's function is to interpret and enforce SWSC's by-laws and rules and handle all grievances and protests should they arise. It shall also assist the Workshop Committee with the officials' certification. Three members shall make a quorum. The committee shall be as follows:

- Three members
- The President and Vice President
- The chairman shall be designated.

**Commented [1]:** To be discussed.

**Section 2:** Officials Committee:

**Commented [2]:** Additional information needed

## Article V. SWSC MEET REQUIREMENTS

**Section 1:** Eligibility:

- Swimmer: may choose the team they wish to compete for. Once a swimmer is officially listed on a team roster for a season, that swimmer may change teams but only score points for the new team if they have changed school districts.
  - Swimmers may not change team affiliation during any one swimming season unless permanent residency changes.
- Exhibition Swimmers: The following shall be eligible as exhibition swimmers and not compete for awards or points in SWSC meets.
  - Team coaches are permitted to participate based on age as of May 31st.
  - Two articles of clothing are required when acting as a coach (e.g., an XL t-shirt over a swimsuit, shorts over a swimsuit, a towel over a swimsuit).
  - SWSC team coaches are defined as those currently being paid or being coached.
  - SWSC team coaches are defined as those currently being paid or being coached. Collegiate swimmers are permitted to participate based on their age as of June 1st.
  - Non-members of SWSC teams, defined as any swimmer who does not meet the requirements (attendance, dues,

etc.) set by that team, cannot compete for awards or points in SWSC meets.

- Determination of Age: A swimmer's age as of May 31st shall determine the age group in which they will swim all season. However, should a swimmer wish to swim up an age group, they must submit the name and birth date to the SWSC President by the swimmer's first meet of the season. Once this decision is made, it cannot be changed.
- Age up: Swimmers will be allowed to swim up in the next available age group to participate in events not offered in their age group following the subsequent guidelines:
  - Such swims must be offered in their age group at Junior Olympics
  - Such swims must be pre-entered and labeled as exhibition
  - Such swims are counted as part of their event limit

**Section 2:** Rules of the Conference: The Conference shall be governed by the current USA Swimming rules.

**Section 3:** Awards: (Required minimum)

- The host team shall pay the cost of the meeting.
- Ribbons shall be given as follows:
  - Individual events: 1<sup>st</sup> – 6<sup>th</sup> place.
  - Relay events: 1<sup>st</sup> – 3<sup>rd</sup> place ribbon to each relay member.
  - Heat ribbons for each heat winner of every event.
  - Participation ribbons for six and under exhibition events.
  - Heat ribbons will be given to the winner of every heat of every event at the meet.
  - Consolation ribbons shall be awarded for 9<sup>th</sup> – 16<sup>th</sup> place.

**Section 4:** Every team shall:

- Participate

- Host two meets. If a team hosts less than two meets and one or both are co-hosted with another SWSC team, then an additional meet, which may also be co-hosted, is required. A team is required to host up to three hosted/co-hosted meets.
  - The hosting and co-hosting teams will share the responsibilities and cost of running a swim meet as mutually agreed upon by both teams.

**Section 5:** Rules and Requirements:

- Each team shall provide timers, etc., as requested by the host team.
- No one under the age of 16 shall be allowed to time, and no meet participants will be allowed to meet, regardless of age.
- This shall follow SWSC By-Laws, Rulebook/Meet Procedure, and U.S.A.  
Swimming applies to SWSC.
- Permitted deviations shall be made upon all participating teams' unanimous enter agreement before meeting information is sent.
- Emergency deviations necessary after meeting information has been mailed shall be made by unanimous agreement of all teams involved. Examples include weather cancellations, pool malfunctions, etc.
- In case of weather cancellation, the meet will count toward the swimmer's Finals Meet eligibility requirements as long as even numbers are turned in by the host team deadline and signed by the coaches.
- Cancellations shall be written seven days before the scheduled date.
- Failure to comply with the Rules Committee ruling will result in suspension from SWSC until the reapplication is accepted. The SWSC president will review the reapplication

within seven days of receipt, and a full representative meeting will be held.

- All teams will submit a team roster to the conference President and each team in the conference by June 1 of the current year with the following information on each swimmer: name, gender, date of birth, competition age, and AAU number.
- All teams will submit a team stroke and turn official roster to the conference President and each team in the conference by June 1 of the current year.
- A Red Cross-certified lifeguard will be on duty at all swim meets.

**Section 6:** Officials: Meet officials shall be SWSC certified.

- All teams shall provide officials based on the number of swimmers entered in a meet. Teams who are unable to provide the appropriate number of officials will be fined \$25 per official. Teams with less than eight swimmers are not required to have an official and will not be fined; 9-19 swimmers require one team official or be fined \$25; 20-39 swimmers require two officials or be fined \$50.
- Individuals shadowing to become an official can count towards the team's number of officials provided at meets.

## **Article VI. SWSC COACHES**

**Section 1:** Coaches: All head and assistant coaches must complete the PCA for the first year of coaching.

## **Article VII. Finals Meet**

**Section 1:** Facility: The meet shall float among member teams with a standard-size short course pool (the Location will be decided upon at the Fall Meeting).

- Section 2:** Number of Events: Host teams may decide how many individual events (3-5) and relays can be swam at regular meets.
- Section 3:** Splashes: Splash fees will be \$5 per individual event and \$10 per relay event.
- Section 4:** Allowances: The conference will not grant allowances for teams hosting Finals Meets.
- Section 5:** Rules: Meet procedures, order of events, and scoring shall be followed as outlined in the SWSC Rules/Meet Procedures.
- Section 6:** Finals Meet:
- It shall be held close to the third Saturday in July and before the Junior Olympics.
  - The host team shall be decided at the Fall Representative meeting for the following year.
- Section 7:** Eligibility:
- Only meets hosted by a SWSC team may be counted as one of the three meets required to swim in the SWSC finals. If the three meet criteria are met, then any time achieved at a sanctioned AAU meet during the current season can be used as a qualifying time for the SWSC finals.
    - Swimmers shall participate in at least six events at the minimum of three SWSC meets and have a legal time to qualify for finals.
    - Events resulting in a DQ can count as one of the six events.
    - A swimmer's age on May 31st shall determine age group entry.
    - Short course times shall be submitted (meters if in a 25-meter pool and yards if in a 25-yard pool).
- Section 8:** Entries:
- Relays—Only two relay entries per event by a team will score points. Additional entries will be marked as exhibitions.

- Any team member may swim relays at finals.

**Section 9: Awards:**

- Individual Events: Medals shall be awarded 1<sup>st</sup> - 8<sup>th</sup> place.
- High point trophies shall be awarded to the swimmer who accumulates the highest points in each age group, boy and girl.
- Relays: For each relay team member, Medals shall be awarded for 1<sup>st</sup> - 4<sup>th</sup> place and ribbons for 5<sup>th</sup> - 8<sup>th</sup> place for each relay event.
- Team Awards: Banners will be given to the 1<sup>st</sup> place team in two divisions: large and small. The team size divisions will be determined by the team rosters submitted for finals, and there will be an equal number of teams in each division. If an odd number of teams are entered, the large team division will have an extra team. The host team will notify coaches of the division of teams by noon on Thursday before finals. In the event of a tiebreaker for the finals meet, the original roster sent to the conference president shall determine the tiebreaker. If the rosters include the same number, a coin toss will be performed before commencing the meet. The Rules Committee will resolve any complaints or requested deviations from the above division of teams before the finals meet begins.
- The most improved team award will be based on points from the prior year but cannot be among the high-point teams.

**Article VIII. Penalty and Fines or Suspension**

It is the goal of everyone in this conference to abide by these by-laws since P.F.S. can only be based on circumstance and may or may not warrant such intervention. We must work together, communicate appropriately with the elected officials, and usually meet

directors and referees. Communication can resolve 90% of all problems. Respect for each team's hard work in putting meets together must be strongly considered. Deviations from standard practice meet requirements, and attending meetings shall be addressed by the Rules Committee. Their decision, whether fines, suspension, or penalty, will be administered according to the facts leading to the issue. The Rules Committee shall act independently of all teams. If an infraction occurs, the Rules Committee will make a unanimous decision on whether or not the kind of P.F.S. is appropriate. If a consensus cannot be reached, the President shall decide on any P.F.S. Our objective and goals are not to reprimand teams. However, suppose there is a lack of effort and consideration for these by-laws and the Rules and Regulations set forth by USA Swimming as they apply to our conference. Penalties, fines, and Suspensions will be in order in that case.

#### **Article XI. Amendment**

Amendments to the SWSC By-Laws and Rulebook/Meet procedure shall only be acted upon at the Spring, Winter, and Fall Meetings and require a simple majority vote. Any proposal voted on at a SWSC meeting can only be changed once it has been tried for one season. Any amendment must be in writing and submitted to the President two weeks before a Representative meeting. Some amendments are bylaws, and some are rules. The newer entries will be at the end, and older entries will be superseded.