

# BY-LAWS OF THE ROCKET CITY SWIM LEAGUE

## ARTICLE 1: OFFICES

The principal office of the corporation in the State of Alabama shall be located in the City of Huntsville, Madison County. The corporation may have such other offices, either within or without the State of Alabama, as the Board of Directors may designate or as the business of the corporation may require from time to time.

The registered office of the corporation, required by the Alabama Nonprofit Corporation Act to be maintained in the State of Alabama may be, but need not be, identical with the principal office in the State of Alabama, and the address of the registered office may be changed from time to time by the Board of Directors.

## ARTICLE II: PURPOSE AND PROGRAM

**Section 1.** The purpose of the Rocket City Swim League shall be to provide an organization to encourage and to facilitate the successful participation of amateur swimmers and divers in Huntsville and Madison County, Alabama in water sports.

**Section 2.** In order to accomplish the purpose outlined in Section 1, the Rocket City Swim League shall organize and govern age group aquatic competition in affiliation with the City of Huntsville and Madison County to encourage and provide the opportunity for boys and girls to successfully participate in aquatic competition.

## ARTICLE III: MEMBERSHIP

**Section 1.** Only those organized groups in Huntsville and Madison County, Alabama having access to adequate facilities shall be eligible for membership.

**Section 2.** Additional organizations may apply to become members by submitting to the League Secretary written willingness to accept the Articles, By-Laws, and Rules of Competition and by paying the appropriate fees as set by the League when the organization is accepted in the League. Additional memberships shall be approved by a majority of the full League Council.

**Section 3.** Any member organization may terminate its membership without prior notice or be terminated by a two-thirds majority vote of the total Council membership.

## ARTICLE IV: LEAGUE COUNCIL and EXECUTIVE BOARD

**Section 1.** Council and Board Defined

(A) The governing body of this organization shall be a League Council composed of the duly authorized representative of each member organization with the City of Huntsville Aquatics Director acting in a liaison capacity.. Coaches employed in the League may also attend Council meetings in an advisory capacity. Each member organization at the Council meeting shall have one vote.

(B) The officers of the League Council shall constitute an Executive Board. These officers do not have to be an authorized representative.

(C) These shall be referred to hereafter as Council and Board, respectively.

**Section 2.** The Council shall give policy directions to the Board and shall have the right to overrule decisions of the Board by a two-thirds vote of the total Council membership. The Board shall have the responsibility and the authority to direct all operations of the League subject to the direction of the Council.

**Section 3.** There shall be at least four meetings of the Council each year. These meetings should be scheduled in April, May, July, and September. Additional Council Meetings may be held at the request of one-half of the members, such request to be submitted in writing to the League President. The Board shall have such meetings as it deems necessary.

## ARTICLE V: OFFICERS

- Section 1.** The officers of the League Council shall be a President, First Vice-President, Second Vice-President (Swimming), Second Vice-President (Diving), Second Vice-President (Records), Secretary (Swimming), Secretary (Diving), Treasurer, and Assistant to the First Vice-President (Assistant to City Meet Director (ACMD)).
- Section 2.** A Nominating Committee shall be appointed by the President to select and present a list of nominees to be presented to the Council at the September meeting. Nominations from the floor can be presented at this time for election.

## ARTICLE VI: DUTIES OF THE OFFICERS

- Section 1.** The President shall preside at all meetings of the Council, Board, and Competition Committee and shall have such usual powers of supervision and management as may pertain to the Office of President. He shall be an ex-officio member of all committees. He shall decide all tied decisions.
- Section 2.** In the absence of the President, the First Vice-President shall serve as President. He shall be responsible for recommending League divisions and competition schedule at the April Council meeting. He shall serve as the City Championship Meet Director, Swimming.
- Section 3.** In the absence of the President and First Vice-President (Swimming), the Second Vice-President (Swimming) shall preside at the Board and Council Meetings. He shall serve as Chairman of the Swimming Protest Committee. He shall prepare and administer appropriate tests to certify officials. He shall also be responsible for organizing an officials' training course to be held before the first meet.
- Section 4.** The Second Vice-President (Diving) shall be responsible for organizing a Diving Officials' training course by the first meet. He shall serve as Chairman of the Diving Protest Committee. He shall establish and publish the Diving Meet Schedule and serve as the City Championship Meet Director, Diving.
- Section 5.** The Second Vice-President (Records) shall serve as the Chairman of the Publicity and Records Committee.
- Section 6.** The Secretary (Swimming) shall keep minutes of all Board and Council meetings, notify members of meetings, supervise mailing, and other duties appointed by the President.
- Section 7.** The Secretary (Diving) shall keep minutes of all Diving meetings, notify members of all meetings, and other duties needed by the Second Vice-President (Diving).
- Section 8.** The Treasurer shall collect and receive all moneys due and shall make all authorized disbursements. He shall keep a permanent record of all income and expenditures, present a report at all regular Council Meetings, and submit the financial records for audit, by the Board, before leaving office. He will order and distribute meet ribbons and awards for the League.
- Section 9.** The Assistant to City Meet Director shall assist the City Meet Director (CMD) as needed with primary responsibility serving as the Volunteer Coordinator.
1. Shall ensure all pools complete submission of required volunteer positions for City Meet jobs.
  2. Shall compile all pool volunteers into City Meet Master Volunteer Template.
  3. Shall meet with CMD and pool point of contact (POC) at designated time/day for dry run of City Meet jobs.
  4. City Meet Job volunteers will report to pool POCs. All pool POCs will report to ACMD during the City Meet.
  5. Shall facilitate securing appropriate permits.

## **ARTICLE VII: COMMITTEES**

- Section 1.** There shall be standing committees in charge of Competition, Publicity and Records, Protest, and City Championship Meet. Unless otherwise provided, the President shall appoint them from the Council. The President may authorize and appoint special committees when necessary.
- Section 2.** The Swimming and Diving Competition Committee shall be responsible for recommending and enforcing meet regulations, and other such duties as may be necessary to ensure successful intra-city competition. The President shall serve as Chairman and the Board will be the committee.
- Section 3.** The Publicity and Records Committee shall be responsible for receiving a copy of all meet results and for seeing that these results as well as other League activities are publicized in the public news media and keeping copies of RCSL related publications for historical records. It shall be responsible for keeping all member teams regularly informed of top performance and maintaining a permanent book of records set in League competition. This committee shall also be responsible for keeping Dual Meet score sheets until the end of the current season and records of official registration of competitors. This committee will also administer processes necessary to verify all swimmers' eligibility.
- Section 4.** Swimming and Diving Protest Committees: The Second Vice-President (Swimming) shall serve as Chairman of the Swimming Protest Committee, and the Second Vice President (Diving) shall serve as Chairman of the Diving Protest Committee. The respective chairmen shall select one representative from each League's competitive divisions to serve on these respective committees. It is preferred that the committees' members be certified officials. The Protest Committees are responsible for arbitration of all protest and rules' infractions. All dual meet protests must be submitted to the Second Vice-President of the respective group in writing within 24 hours of the event. The protest must also be given in writing to the Dual Meet referee within one hour after the referee's final decision is made. Only the coach or the pool representative can appeal. The Protest Committee's ruling is final and binding.
- Section 5.** The City Championship Meet Committee shall consist of the Board. The First Vice President shall serve as chairman and preside at all committee meetings. The Committee shall decide general procedures and regulations and appoint all officials for the City Championship Meet.

## **ARTICLE VIII: FINANCIAL ADMINISTRATION**

- Section 1.** A proposed Budget for the season shall be submitted by the Board to the Council at the May meeting for approval.
- Section 2.** The Council will assess upon each member organization dues adequate to meet the budget. Dues shall be payable prior to the first competition.

## **ARTICLE IX: AMENDMENTS**

This By-Laws may be amended at any regular Council meeting provided that any proposed amendment has been distributed in writing to all Council members twenty-one (21) days prior to the Council Meeting at which the amendment is to be presented for vote. A two-thirds majority vote of the attending Council membership shall be required for adoption.

Updated 3/3/2011