**BYLAWS OF STONEGATE STINGRAYS SWIM TEAM**

**NAME AND PURPOSE**

**Name:** The name of the organization is STONEGATE STINGRAYS, a nonprofit organization, hereinafter known as SGS.

**Purpose:** SGS shall have and maintain the following purposes: To provide an opportunity for young people to develop swimming skills and gain a positive recreational swimming experience through competition. To provide an organized framework within which coaches, competitors, parents and team officials can operate with courtesy, good will and sportsmanship.

**MEMBERSHIP**

**Eligibility:** Membership shall be limited to Stonegate residents only. The SGS is defined as one that practices and competes as one or more groups (Mini Rays) between May 1st and July 31st and does not hold practice or compete in any events outside of the dates given.

**Team Structure:** The SGS is divided into two groups. The main Stingray Team and the Mini Rays team. The Board shall have the authority to establish and define the team groups and modify such groups in such manner as it deems fair and reasonable.

**Classes of Membership:** The Board shall have the authority to establish and define the classes of membership, e.g., regular membership, Mini Ray membership and/or any other classes of membership established by the Board. Each class of membership shall adhere to all fees, waivers, dues and any other requirements set by the Board or the League’s governing body.

**Resignation/Removal:** A member family may resign from SGS at any time. Resigning and or Removal from any group of the SGS after 14 days of the first practice of that group shall forfeit any dues and fees to the SGS (no refunds given after this time frame). Extenuating circumstances that may occur can be brought to the SGS Board for discussion and determination.

**GOVERNING BOARD**

**Composition:** The SG Board shall consist of a President, Treasurer, Secretary, Parent Representative (PR) and Member at Large.

**Duties and Powers:** The management of the business affairs and overall policy and direction of SGS shall be the responsibility of the Board. Duties of the Board shall include, while not limited to, the following: election of new Board members and PR, review and amend the SGS Bylaws and any other rules or policies of SGS, approve or rescind policies and programs as needed, establish Committee Heads as necessary to assist in the operational aspects of SGS swimming program, assist and act in the advisory capacity to PR as needed, approve or disapprove the activities of the team, and approve or disapprove of any orders and/or purchases for SGS. The governing Board will also be responsible in maintaining a positive working relationship with the Stonegate HOA, Stonegate Viillage Metro District (SVMD) and Pool Management Company.

**Compensation:** Board members and Committee Heads shall not receive any salary compensation for their services but may receive end of the year gifts approved by the Board. Each Board member and Committee Head shall have one swimmer exempt from the annual team fee. The PR will be exempt from the annual fee for all swimmers in their family.

**BOARD INFORMATION AND POSITION RESPONSIBILITIES**

**Titles:** The elected Board members by a majority vote of the current Board shall consist of a President, Treasurer, Secretary, Member at Large, PR and any other title as may be elected in accordance with the provisions of the Bylaws. Not more than one position shall be held simultaneously by the same person. Except in the circumstance a position is open or has opened during the competitive season and the ‘Election and Vacancy of Position’ Bylaw has been followed.

**Election and Vacancy of Position:** The election of Board members shall occur when a vacancy has occurred for any reason. All elections will be by majority vote. Vacancies shall be divided into two (2) election processes: 1) Vacancies created during the swim season and 2) Vacancies outside of the swim season. Vacancy during swim season shall be filled: 1) If the open position is for President, Treasurer, Secretary or PR then the election shall be to have a current Board member take over that role, as well as their current role on the Board. The Board may also elect to have any interested person from the membership group(s) to fill the vacated position. 2) Once the swim season has ended, the Board position that was open shall go through the ‘Vacancy outside of swim season’ process. 3) If the opening is for Member at Large, the ‘Vacancy outside of swim season’ shall apply. Vacancy outside of swim season shall be filled: 1) Once a vacancy occurs it shall be offered to a current PR without competing with the general membership nomination. 2) If no PR takes the position on the Board, the opening then shall be offered to those serving as Committee Heads. 3) If no Committee Head takes the position, it shall be opened for the general membership group(s). 4) Once it goes to the general membership group(s) the Board shall post the opening through the SGS team email and at least one other social media platform. 2) All interested individuals shall contact the Board stating interest. Once the Board receives all interested individuals the Board will hold an election to fill the vacancy.

**Term of Position:**  The members of the Board shall be elected by a majority vote of the current Board and serve up to a three-year term in the current position. If there is no interest from any person from any membership group of the SGS and following the ‘Election and Vacancy of Position’, the Board will be able to extend the term of the open position for one year and shall be able to extend the term until a new person is found and voted in.

**Removal:** Any member of the Board may be removed upon an affirmative vote of the Board majority, whenever in its judgment is the best interests of SGS would be served thereby.

**Voting:**  Each Board member shall have only ONE vote toward matters and decisions of the SGS. If there is more than one PR, as a group, the PR(s) will only have one vote.

**President:** The President or Designee(s), with advice and consent of the Board; calls meetings when and were deemed necessary and presides at all meetings of the Board. Shall be part of appointments or removal of Committee Heads and PR. Shall sign and present the employment contracts of coaches. Shall be the main point of contact with the HOA, SVMD, and pool management company. Be involved in any other duties necessary to run the SGS.

**Treasurer:** The Treasurer or Designee(s) shall receive all the monies, pay all the bills approved by the Board, maintain a detailed accounting of receipts and expenditures, and serve as a co-signer with the Secretary or other Designee of the bank account issued in the name of SGS. Shall be part of appointments or removal of Committee Heads and PR, hiring of coaches and any other duties necessary to run the SGS.

**Secretary:** The Secretary or Designee(s) is responsible for keeping a record of all meetings of the Board and conducting official correspondence, sending meeting notices to the membership of the Board and supplying them with copies of meeting records. Shall be part of appointments or removal of Committee Heads and PR, hiring of coaches and any other duties necessary to run the SGS.

**Parent Representative:** The PR(s) or Designee(s) shall be the liaison between the Board, the coaches, all membership group members, Committee Heads and volunteers. PR will be responsible for communications with other PR(s) within the League before, during and after swim meets. PR shall advise the Board on League policies and procedures as required by the Board. Shall be part of appointments or removal of Committee Heads, hiring of coaches and any other duties necessary to run the SGS.

**Member at Large:**  Currently the Board recognizes this title as Vice President. In an effort to create the greatest amount of interest and involvement from the SGS membership, the title of Vice President will change to that of Member at Large at the end of the current Vice President’s term. Member at Large election shall focus on getting new parents involved outside of the current Board members. This position will focus on including parents that have put forth efforts to be Committee Heads, PR’s and other individuals that have shown a willingness to go above and beyond supporting the SGS. The position would focus on the learning of how the Board functions, SGS and League responsibilities and tasks, and assisting in any compacity that they think would benefit the SGS as a whole.

**MEETINGS OF BOARD MEMBERS**

**Regular Meetings:** The Board shall hold meetings as necessary throughout the year to provide planning, direction, information and seasonal perspective as to meet all SGS needs.

**Order of Business:** All meetings of the Board shall conduct or include the following order of business; reading, correction and adoption of minutes, financial reports and presentation of bills, reports from Committee Heads and Board members, unfinished and new business, announcements, and adjournment.

**Rules of Order:** The President or Designee presiding at any meeting of the Board will determine the rules of order to govern the meeting.

**COMMITTEES**

**Committee Formation:** The Board may by majority vote duly adopt and establish such committees as they deem necessary to ensure all needs of the SGS run smoothly. The establishment of committees shall state the purpose, timeline and authority of each committee. The designation and appointment of any such committee and subsequent Committee Head shall be by majority vote of the Board.

**HIRING AND CONTRACTS**

**Hiring:**  Interviews and hiring of coaches shall be done by any member of the Board and must include a PR (if position is filled). If a member of the Board has a child that is interviewing for a coaching position, that Board member shall not be part of any interviews where a conflict of interest may occur.

**Contracts for Coaches:** It will be established that coaches will be held to certain standards of attendance, participation in SGS activities and positive interaction with swimmers and parents. Coaches also must have CPR certification and any other certification deemed appropriate by the Board or the League. Coaching standards will include the instruction of stroke technique, stroke turns, diving and overall safety of the swimmers. Contract language shall include all the above components and signed by both the President of the SGS Board and employee in order to receive all monies within the contract. The contract standards shall also be used as a guide for end of the year bonuses.

**ANTI-DISCRIMINATION**

SGS, its Board and its membership shall conduct their programs, services and activities without regard to race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression or disability.

**AMENDMENTS**

The Bylaws may be altered, amended or repealed and new Bylaws may be adopted by a majority vote of the Board present at any meeting, if at least a fifteen (15) day notice is given to all Board members of the intention to alter, amend or repeal the Bylaws at such meeting.

**RATIFICATION**

APPROVED ON: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNED: President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vice President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Treasurer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_