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# BEDFORD SWIM TEAM BY-LAWS

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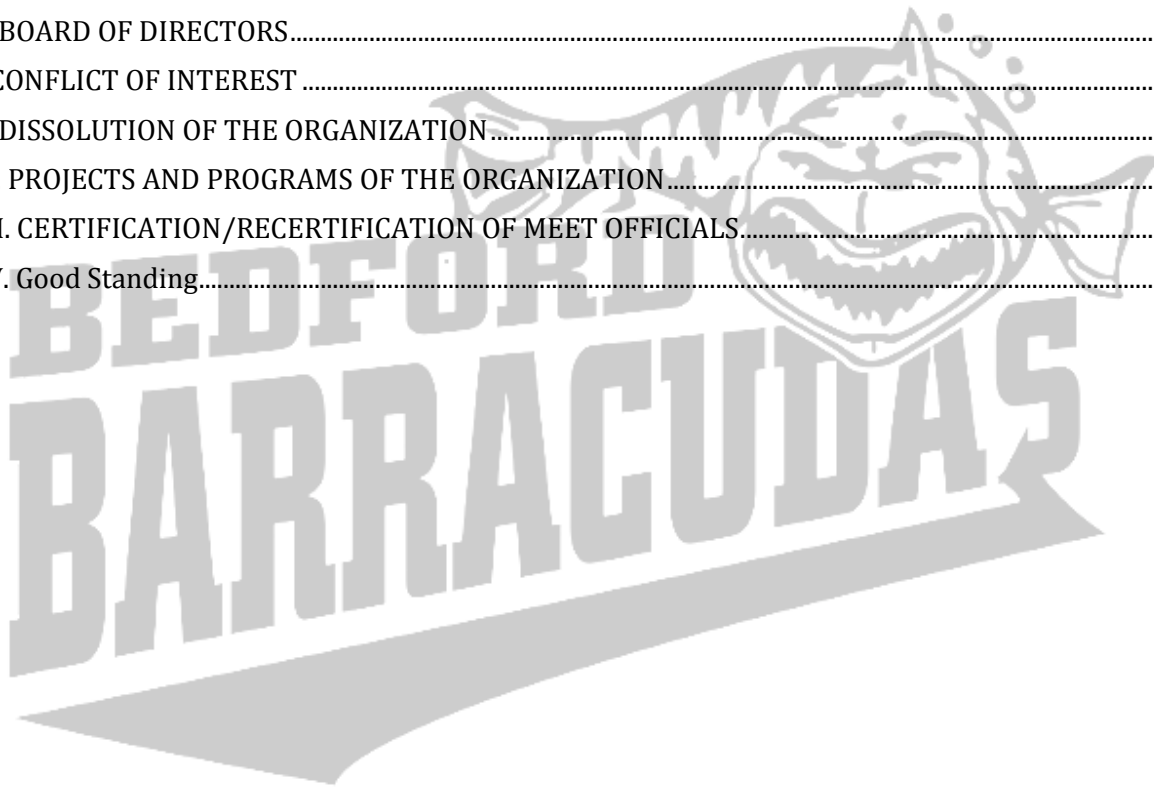
AMENDED FEBRUARY 2, 2012



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## I. NAME OF THE ORGANIZATION

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The name of the organization will be the *Bedford Swim Team*.

## II. PURPOSE OF THE ORGANIZATION

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1. To aid and promote a recreational swim team.
2. To offer a means for increasing athletic ability and character development to our swimmers.
3. To promote a healthy competition among our swimmers.
4. To provide an atmosphere that will enable the swimmers to reach these goals.

## III. MEMBERSHIP

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Membership in the organization is open to all swimmers 19 years and under who can meet the basic stroke requirements as developed by our coaching staff. Parents of these swimmers are considered members by virtue of their children's participation. An annual registration fee is charged to each swimmer in order to pay coaches' salaries and yearly operation expenses. These fees will be adjusted as needed to meet the financial needs of the team.

The Bedford Swim Team will be limited to a maximum of one-hundred fifty to two-hundred (150-200) swimmers. In the event that we must enforce this number limitation, preference will be given to (1) returning members (constitutes past two seasons) in good standing, (2) siblings of returning swimmers in good standing, and (3) Bedford residents. The coaches reserve the right to limit the number of swimmers per age as necessary.

## IV. PARTICIPATION

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1. No swimmer will be allowed to swim in practices or meets with casts, braces or any other supportive device required for a temporary injury.
2. Any swimmer who has an existing injury at the start of the swim season or sustain an injury during the swim season that requires the use of a cast, brace or any supporting device must submit to the Head Coach a Medical Release from the swimmer's attending physician.
3. At the discretion of the Head Coach the swimmer will be allowed to return to full participation after conditions have been met.

## V. FISCAL AND FINANCIAL AFFAIRS

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The Fiscal year will run from January 1<sup>st</sup> through December 31<sup>st</sup>. The elected Treasurer will be responsible for filing the required annual report with Register of Charitable Trusts, if required. In addition, the treasurer will publish in local newspapers a year-end financial statement of income and expenses, if required, and will also submit a semiannual report to the Board of Directors.

In the absence of the Treasurer, the President is authorized to write checks and make savings account withdrawals.

## VI. AMENDING PROCEDURE

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Petitions to amend the bylaws should be submitted for consideration at a scheduled board meeting. The amendment may then be voted in 2/3 majority of the members present at the next regularly scheduled board meeting.

## VII. MEETING

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The membership of the Bedford Swim Team will meet annually to undertake any business necessary to the program and operation of the organization. This meeting shall be held prior to the end of the fiscal year.

## VIII. OFFICERS

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The officers for the organization will include:

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PRESIDENT

VICE-PRESIDENT

TREASURER

SECRETARY

GSSA REPRESENTATIVE  
.....

They will be elected by the members present at the yearly business meeting of the organization. Nominations will be accepted from the floor, followed by majority vote election. Volunteers for the remaining board positions will be accepted at this time, also.

The term of office for all officers shall be one year commencing on October 1 following the yearly business meeting.

## IX. BOARD OF DIRECTORS

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The Executive Board shall also be known as the Board of Directors and will include the four (4) officers and GSSA representative. All give are equally voting members and each shall have one (1) vote. They shall meet as necessary to carry on the day-to-day business of the organization. No Board Member can have a child as a Coach.

## X. CONFLICT OF INTEREST

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Each Director, prior to taking his position on the Board, and all present Directors shall submit in writing to the Chairman of the Board a list of all businesses or other organization of which he/she is an officer, director, trustee, member, owner (either as a sole proprietor or partner), shareholder, employee or agent, with which the Corporation has or might reasonably in the future enter into, a relationship or transaction in which the Director would have conflicting interests. The Chairman of the Board shall become familiar with the statements of all Directors in order to guide his conduct should a conflict arise.

At such time as any matter comes before the Board in such a way as to a conflict of interest, the affected Director shall make known the potential conflict, whether disclosed by his written statement or not, and after answering any questions that might be asked him shall withdraw from the meeting for so long as the matter shall continue under discussion. Should the matter be brought to vote, neither the affected Director nor any other Director with a pecuniary benefit transaction with Corporation shall vote on it.

The Board will comply with all the requirements of New Hampshire law where conflicts of interest are involved, including but not limited to the requirements of a two-thirds vote where the financial benefit to the Director or Trustee is between \$500 and \$5,000 in a fiscal year, and to the requirement of a two-thirds vote and publication in the required newspaper where the financial benefit exceeds \$5,000 in a fiscal year. The New Hampshire statutory requirements are incorporated into and made a part of this conflict policy.

## IX. DISSOLUTION OF THE ORGANIZATION

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In the event the organization is dissolved, all assets shall be distributed to the Town of Bedford, specifically earmarked for use by the Recreation Department for local programming and/or facility development.

## XII. PROJECTS AND PROGRAMS OF THE ORGANIZATION

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Major projects undertaken will include competition in formal swim meets throughout New England. Major projects undertaken by the organization shall have majority approval at the yearly business meeting. Routine commitments and other projects not involving large sums of money may be approved by the Board of Directors.

### XIII. CERTIFICATION/RECERTIFICATION OF MEET OFFICIALS

If an adult volunteer is willing to attend a USA-Swimming Clinic and becomes certified as a Stroke and Turn Judge, Starter, or Referee, the Swim Team will pay in full their certification or recertification fee. In order to be reimbursed the registration fee the certified official must officiate at least/minimum 50% of our up-coming summer meets. Once this stipulation has been met, the official shall be reimbursed in full.

### XIV. GOOD STANDING

Families have both financial and volunteer obligations to the team. The season's obligations will be established by the Board Of Directors prior to registration and will be publicized at registration. Failure to meet these obligations will result in the family losing their good standing on the team. The Board Of Directors may establish policies for dealing with families that are not in good standing - any such policy must be established prior to registration and publicized at registration.

