

# Sacramento Aquatics Club Parent Boosters

## BYLAWS

### **ARTICLE I: NAME OF CORPORATION**

The name of the organization shall be Sacramento Aquatics Club Parent Boosters ("SACPB"), a non-profit 501(c)3 organization.

### **ARTICLE II: OBJECTIVES**

The Sacramento Aquatics Club Parent Booster is a non-profit 501(c)3 organization created with the objectives of providing educational opportunities in competitive swimming through organized training and competition; promoting good sportsmanship, team spirit, and self-discipline; and providing opportunities to compete individually and as a team at the local, state, and when possible, national levels in USA Swimming. SACPB shall be registered with USA Swimming and each team member shall be required to be a member of USA Swimming.

### **ARTICLE III: MEMBERSHIP**

The organization's membership shall consist of parents or guardians of registered swimmers, active board members and active coaches of Sacramento Aquatics Club ("SAC").

Section 1: Adult membership governs all Sacramento Aquatics Club Parent Booster activities, including, but not limited to:

- A. Setting all team business policies as determined by the Board of Directors ("Board").
- B. Supporting the team in its efforts to promote swimming as a competitive activity with high standards of sportsmanship and conduct.
- C. Promoting cordial interaction and communication between parents, coaches, and swimmers.
- D. Raising funds for scholarships, team bonding, equipment, and other team needs as determined by the Board.
- E. Providing volunteer staffing for swim meets, including officials, as required by each meet.
- F. Supporting the coaching staff as needed.
- G. Electing the Board of Directors.

### **ARTICLE IV: BOARD OF DIRECTORS**

The SACPB Board of Directors (Board) shall consist of 6 members that are elected by popular vote to serve a two year term (3 members each July) plus the Head Coach that serves as the Swim Team Liaison. These six members shall consist of President, Vice President, Secretary,

Treasurer, Activities & Volunteer Chair, and Membership Chair, with positions being determined amongst these board members at the first meeting after elections. Should a position not be filled during voting, the President may appoint someone with the concurrence of the Board by majority vote. Additional member-at-large positions may be appointed by the President with the majority vote of the Board. Board members may also serve as coach or manager.

1. Elected Officers, Officers appointed to the board, and the Head Coach are the only individuals eligible to vote. Individuals can fulfill more than one Board position; however, any individual member of the Board of Directors only has one vote regardless of the number of positions they hold. Related board members will only have one vote per family.
2. To be eligible for a voting board position, the member must have been a member of SAC for a minimum of 6 months and must stay a current member to remain on the board.
  - a. Exceptions may be made on a case by case basis for short term absences in which the Board President may appoint an interim member to fulfill his/her duties.
  - b. The President must have been a board member for a minimum of one year. Should there not be a board member that has served a minimum of one year available or willing to fulfill this position, then the member must have been on the team for a minimum of one year and has previously attended board meetings.
3. All members must complete requirements listed in [Appendix I](#), Board of Directors Requirements, within 30 days of joining the Board.
4. The Board of Directors is authorized to conduct a vote via email on any item which requires a vote by the Board of Directors when the matter is time sensitive and when there is insufficient time prior to the next regularly scheduled board meeting.

#### **ARTICLE V: DUTIES & EXPECTATIONS**

1. Duties for each position are listed in [Appendix II](#), Board Member Job Descriptions.
2. All elected members are expected to attend monthly meetings in their entirety and not miss more than two consecutive meetings.
3. Members shall abstain from voting when there is a conflict of interest.
4. A member may be voted off the board by majority vote due to (1) the inability or failure to perform as required or requested; or (2) unacceptable conduct. The board shall refer to the SAC Grievance Procedure for guidelines.

#### **ARTICLE VI: MEETINGS**

1. General membership meetings: will be held in a public place at least once per year and the entire voting membership must be notified one (1) week in advance of the scheduled meeting.
2. Special meetings: will be held as required and at the discretion of the board. Notification to concerned parties shall be made by telephone/electronic notification/in writing by the Secretary.
3. Regular Board meeting: The board shall meet monthly. Other meetings may be called by the President as needed to conduct business provided at least 48 hours of notice is given to all board members. All meetings of the board shall be public except those

involving confidential personnel or disciplinary matters or as otherwise required in these bylaws. A quorum of currently sitting board members is required to conduct official business and shall consist of 50% plus one.

4. Meetings shall follow the basic principles of Parliamentary Procedure (Robert's Rules of Order Revised) which allows for varying degrees of formality or informality as necessary.
5. For regularly scheduled Board meetings, a notification and minutes will be sent to each board member at least 24 hours prior to meeting. An agenda will be presented at the start of each regular Board meeting.

## **ARTICLE VII: RULES**

SACPB shall maintain an active membership and follow rules & regulations in the following organizations:

- A. USA Swimming, the National governing body for the sport of competitive swimming, in charge of local governing bodies called Local Swim Committees (LSC) and National Team Selection;
- B. Sierra Nevada Swimming (SNS): Our LSC.

## **ARTICLE VIII: FISCAL YEAR**

The fiscal year of SACPB shall begin on the first day of September and end on the last day of August.

## **ARTICLE IX: AMENDMENTS TO BYLAWS**

The Bylaws may be altered, amended or repealed and new Bylaws may be adopted by majority vote of the Board of Directors present at any annual, regular or special meeting, if at least 15 days written notice is given of intention to alter, amend or repeal the Bylaws or to adopt new Bylaws at such meeting.

## **ARTICLE X: TERMS OF DISSOLUTION**

The Board of Directors may not dissipate or transfer assets either monetary or physical, but shall release these assets which shall be kept in the community for re-organization purposes as defined herein.

If this Sacramento Aquatics Club Parent Booster should be dissolved by action of the general membership and no new Sacramento Aquatics Club Parent Booster is reformed by community action after 60 days of dissolution, and if the general membership desires to re-affiliate with an organization other than Sacramento Aquatics Club Parent Booster, all club assets, either monetary or physical, shall be transferable to this new affiliation.

If no action is taken after 90 days of dissolution, these club assets will be distributed to a nonprofit organization that promotes youth swimming. Under conditions of dissolution, the currently elected Board of Directors or their appointee shall execute the distribution of club assets to the newly appointed organization.

**ARTICLE XI: CERTIFICATION**

This document is adopted by action of the Board of Directors of the Sacramento Aquatics Club Parent Booster, at the meeting held on December 15, 2020.

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