

# **BRAEMAR BLASTERS SWIM TEAM PARENT ORGANIZATION BY-LAWS**

## ARTICLE I: Name

1. The name of this organization shall be the Braemar Blasters Swim Team.

## ARTICLE II: Purpose

1. Ensure the continued operation of a swim team program with the Braemar Community Association.
2. Ensure that the program shall be open to the children or wards of members of the Braemar Community Association. The Team shall also be open to members residing outside the Braemar Community with Board approval.
3. Organize, finance, and promote the activities of the Braemar Blasters Swim Team.
4. Be non-profit with all money raised from fees and fundraising activities to be spent and invested in coaching, equipment, supplies, and services necessary to the operation of a swim team.
5. Coordinate with the management of the Braemar Community Association to ensure the compatibility of interest and the continued growth of the swimming program for the Braemar Community.
6. Ensure the operation of swim team events as proscribed and set forth by the Prince William County Swim League.
7. The Braemar Blasters will not endorse any one winter swim team.

## ARTICLE III: Membership

1. Membership shall be limited to the children or wards of the Braemar Community Association.
2. Individuals residing outside the community shall be eligible to participate per Board approval, but may not hold any Board position, office, or vote in elections.
3. Voting will be limited to one vote per registered household.

## ARTICLE IV: Executive Board

1. The Executive Board shall consist of the following Officers: President, Vice-President, Secretary, Treasurer, and Team Administrator.
2. Each of these shall be limited to one vote at any Board meeting.
3. Duly elected Officers shall serve a term of one year.
4. Any Executive Board member who misses three board meetings will remain a member of the board but will have their voting rights revoked.
5. The Executive Board shall be charged with the responsibility and authority as necessary to the operation and management of the organization consistent with the purpose of the Swim Team.
6. The Executive Board will be responsible for the hiring of coaching staff, negotiating salary, determining duties, and making decisions and purchases.

## ARTICLE V: Election Procedures

1. A Nominating Committee shall be formed by the President consisting of two members of the Executive Board and two members of the general membership.
2. Nominations will be opened to the general membership two weeks before the determined election date.
3. Nominations must be submitted to the Board in writing and signed with the sponsor's name and address.
4. Sponsors may nominate only one member per Board position.
5. The Nomination Committee shall set forth and publish a deadline for submission of nominations. The Committee shall confirm acceptance of all nominated candidates and create a ballot for membership voting. Ballots shall be identified and distributed one per registered household.
6. Voting shall occur by assigned ballot during the last membership meeting of the season. Results shall be announced immediately after ballots are submitted.
7. A vacancy occurring in any office shall be filled for the unexpired term by a person appointed by the President.

ARTICLE VI: Meetings

1. Board meetings shall be held once a month, unless otherwise agreed upon by the Board. There will be two parents meetings, one at the onset of the swim season and one at the termination of the swim season. Other meetings, as necessary, may be called by the President.

ARTICLE VII: Duties of the Executive Board

1. President
2. Vice-President
3. Treasurer
4. Secretary
5. Team Administrator

ARTICLE VIII: Quorum

1. Board meetings require three Officers to be present, one of which must be the President, to constitute a quorum.

ARTICLE IX: Amendments

1. These by-laws may be amended at any Board meeting.

Revised October 17, 2006