

Lansdowne YMCA Marlins Parents Association Constitution and Bylaws

Article I Name

The name of this organization shall be the Lansdowne Marlins Parent Association.

Article II Objective/Purpose

The primary objective of the Association is to provide support to the boys and girls Swimming Team of the Lansdowne YMCA. Specifically, we strive to:

1. Promote fan support, spirit, sportsmanship and team unity.
2. Enhance benefits to student athletes beyond what the YMCA budgetary funds cover.

The members of the Association shall adopt and may, from time to time, revise such by-laws as may be required to carry out these objectives.

Article III Membership

There shall be one type of membership open to all persons who subscribe to the purposes and objectives of this club. Membership in the Association shall be open to all parents who have children swimming on the Lansdowne YMCA Marlins Swim Team.

Article IV Dues

1. The fee for Association membership is established each year by a majority vote of the Association Board. The Association shall be a not-for-profit organization. All monies collected via dues and other fund raising initiatives will be used for the benefit of the program.
2. Membership dues shall be per swimmer, payable on or before the first day of November, with family membership voting privileges for all paying family members in attendance at General Membership Meetings.

Article V Meetings

The Association will have two types of meetings: a General Membership Meeting which includes all members of the Association, and formal meetings, which will occur once at the beginning of the season and once at the team banquet. In addition, special meetings of the general membership of the Association may be called either by the President, or a majority vote of the members of the Board. A quorum for any General Membership Meeting shall be those members in attendance.

The other type of meeting is the Association Board Meeting, scheduled each month from August through April. The Association Board sets the time and place of the meetings by a majority vote. The meeting will be attended by the Association Board members, and coaching staff Liaison.

Voting at both General Membership and Board meetings shall be by voice except as directed by the presiding officers. All members who have not paid their association dues are not eligible to vote. Any positions contested during elections shall be determined by written ballot.

Article VI Order of Business

The order of business for the conduct of the Association meetings is:

1. Call to order
2. Review of preceding meeting's minutes
3. Treasurer's report
4. Committee reports
5. Coach's comments
6. Unfinished Business
7. New Business
8. Elections (at Spring Annual General Membership Meeting)
9. Adjournment

Article VII Officers

A Board of Directors consisting of nine members, including the officers of the organization, shall manage the business of this organization. All Board Members shall be parents of a member of the Lansdowne YMCA Marlins Swimming Team, and no person shall serve in more than one capacity. The Board shall be comprised of a President, Vice President, Secretary, Treasurer, Coaching Representative and Auxiliary Members. Only the positions listed below shall be eligible to vote on matters brought before the Board. Each position shall have one vote with the exception of the Head Coach who will be able to veto any Board decisions that he/she feels will be detrimental to the team. The Board shall serve for a calendar year starting with the swim team banquet immediately after the election. (April-April) The Board positions with roles, responsibilities and succession are as defined below:

1. President (2 Yr term)
 - a. Call and preside over meetings
 - b. Serve as liaison with Swimming Coaches and the YMCA Director
 - c. Monitor responsibilities of other Board Members and Committee Chairpersons
 - d. Serves as the banquet coordinator for the entire organization
2. Vice President (2 Yr term)
 - a. Preside at meetings in absence of President
 - b. Oversee fundraising initiatives
 - c. Traditionally nominated for President for subsequent season
3. Secretary (2 year term)
 - a. Take Minutes at meetings and publish these minutes for all Association members.
 - b. Attend to other correspondence as necessary to conduct the affairs of the Association
 - c. Publish a bi-monthly newsletter during the entire year. (April-April)

- d. Be the official custodian of the records of this organization.
- 4. Treasurer (2 year term)
 - a. Maintain fiscal affairs of the club including checking account
 - b. Develop a Budget and provide Treasurer's Report at meeting
 - c. In charge of Post Season Fund Policy
- 5. Team Liaison (2 year term) (3 Positions)
 - a. In charge of taking comments, complaints, and information from all parents and reporting to the coaches in an organized manner
 - b. Recruiting a Meet Set-up/Clean-up Crew for their respective team
 - c. Serves as concession stand coordinator for their respective team
- 6. Apparel Coordinator (2 year term)
 - a. Distribute apparel order forms to the team in the beginning of October of each season
 - b. Collect all order forms and payments from the team in the beginning of November of each season
 - c. Arrange for pick-up and distribution of all apparel approximately 2 weeks before Christmas
 - d. Coordinate with the head coach all ordering ,pick up, and delivery of team-wear throughout the year and post season
- 7. Meet Director (2 year term)
 - a. Post meet volunteer sheets on Sunday of each week prior to a Meet
 - b. Get all meet volunteers and officials ready each Thursday prior to a Meet
 - c. Organize and publish all training opportunities for Officials, Scorers, etc...
- 8. Coaches Liaison (1 year term)
 - a. Member of the coaching staff designated to be present at every meeting

All Association Members are in place by the first meeting of each year.

Board Member positions are for two-year terms. Traditionally, Board Members in two-year term positions succeed as nominees to another position within the Board the following year. However, this is not meant to preclude interest and participation from new members. There is no limitation on the number of terms during which a Board Member may serve. Vacancies on the Board that arise during the term shall be filled by a vote of the Board Members. Except for filling Board vacancies, the election of nominated Board Members is subject to general membership approval as described in Article V.

In addition to the Board Members, several standing committees have been adopted to provide support in specific areas. Individuals selected by the Board from within the general membership coordinate these activities. Board members may also be in charge of these committees. Each support role may involve multiple people

Article VIII Amendments

Amendments to the by-laws may be proposed by the Board of Directors or by petition of 25% or more of the general membership.

The by-laws may be amended by a majority vote of those Board Members present and voting at the meeting, convened specifically for that purpose.