

BOARD POLICY RESOLUTIONS No. 12 (“BP12”)

CHARTERED CLUBS

SWIM CLUB SPECIFIC R & R’s

Of the 29 items in the RCSC’s Resolutions “BP12” for chartered clubs, only the numbers items stated below were deemed to need further clarification as relating to the Sun City Swim Club. A complete list of the RCSC R & R’s (Rules and Regulations) is available at the Chartered Club office.

1. CLUB MEMBERSHIP:

General rules of the Swim Club:

- A. Swim Club dues to be \$10.00 per year. Due at joining club and good from Jan.1st -Dec. 31st.
- B. Practice swim pool etiquette at all times.
- C. Starrs to be flexible at all times re: lane assignments. Starrs members preparing for a sanctioned event will have the use of a dedicated 1 or 2 lanes, 30 days prior to that event. Lanes will be assigned on a first come basis and swimmers must follow the workout unless an open lane is available. Any late arriving swimmer must check with the on-deck leader before trying to enter the pool.
- D. Starrs swimmers can use the diving blocks only during their scheduled pool time.

Skill level:

The Sun City Swim Club is divided into two groups with unique skill levels:

- A. **Swim lesson Workshops** – all skill levels accepted
- B. **Starrs Swim Team** –
 - a. Minimum swim ability required, 50 yards freestyle completed within 1 minute and 30 seconds with no extra equipment. Within 2 months must be able to complete a 500 yard swim with no aids in less than 15 minutes using freestyle for half the yards.
 - b. Must join the United States Masters Swimming (USMS) or, **if a visitor for the first time**, use the USMS 30 day free waiver prior to obtaining their paid membership within that 30 days.
 - c. Participate in workouts at lane skill level

Honorary or lifetime club membership:

- A. Members will be designated as Honorary Members or Lifetime Members based on their service to the Club as voted by the Executive Board.
- B. Honorary or Lifetime Members and their spouses will have their expenses for all club events waived by the Swim Club.

C. All Honorary Members will hold a current RCSC card.

2. Club Committees:

The Swim Club Committees will be drawn from membership appointees or volunteers, i.e., Nominating, Club Rules and Regulation.

3. Executive Board:

The Board shall consist of the President, Vice-President, Secretary, Treasurer, and Representatives of the two swim groups (Lessons, and Starrs). The immediate past President is a non-voting member.

4. Meetings:

- A. The three Membership and Executive Board meeting dates to be set by the Executive Board.
- B. Meeting Agendas - to be set by the President and or Executive Board.

5. Club Officers:

Election of Officers – At the first meeting of the year three volunteers for the Nominating Committee will be voted on by the members present. The slate of officers will be voted on at the last meeting of each year. Elected Officers may serve for 4 years consecutively in any one office. At the resignation of an officer the temporary replacement will serve until the next election.

ELECTION OF OFFICERS – OFFICERS WILL BE VOTED IN FOR A TERM OF TWO YEARS. AT THE BEGINNING OF THE SECOND YEAR THE NOMINATING COMMITTEE COMPOSED OF THREE SWIM CLUB MEMBERS WILL BE VOTED ON BY THE MEMBERS PRESENT. THE SLATE OF OFFICERS WILL BE VOTED ON AT THE LAST MEETING OF THAT YEAR. THERE IS NO LIMIT ON HOW LONG ELECTED OFFICERS MAY SERVE. At the resignation of an officer the temporary replacement will serve until the next election.

A. President – The President shall preside at all club meetings; direct all activities of the club's Executive Board, communicate with RCSC club office, assure that the club's rules and regulations are updated and officially recorded. The President shall assure the officers and membership lists are up to date and filed with the RCSC Club office.

B. Vice-President – The Vice-President shall preside in the absence of the President and shall perform such duties as may be required. The Vice-President shall assure that any changes in the club inventory be accounted for and documented in the annual inventory submitted to the RCSC.

C. Secretary – The Secretary shall record the minutes of all club meetings.

The Secretary or the appointee shall assure the completion, submission and retention of the club's membership roster. The Secretary or the appointee shall assure the information on the RCSC website about the club is accurate and up-to-date.

D. Treasurer – The Treasurer is the custodian of all club funds collected. The Treasurer shall assure that all monies are deposited and recorded accurately and that the club's financial records are properly kept and maintained. The Treasurer shall assure that financial reports are filed with RCSC club office and that federal, state and local tax reports are completed and filed in a timely manner.

Non-elected officers:

E. Temporary Replacement of an Officer – For seasonal officers the temporary replacement will be appointed by the President and appropriate RCSC form submitted. For a vacated position, an Executive Board member will fill the position for the remainder of the year.

F. Registrar – Record all memberships as received. Print or e-mail rosters for both swim groups. Submit required Report(s) to the RCSC quarterly. Record and submit guest card attendance numbers to the RCSC monthly. Retain the original member applications for the current year.

G. Group Representatives' (Lesson Workshops, Starrs) - Call and preside over group meetings when necessary. Collect waivers and dues then submit to the appropriate person(s). Elect or appoint chair person(s) needed for your group. Keep group members informed of upcoming events. Submit numbers attending events and monies (if applicable) to appropriate persons. Attend all board and general membership meetings, and report back to your group. Hand out rosters and other materials for your division. Inform the President of any problems.

H. On-Deck Coach - Insure visitors & guests have signed the Release of Liability and add their names to the Visitor's Roster/Guest Roster. The swimmer must check in with the On-Deck Coach if the swimmer arrives after the official start time.

6. Club Guest Attendance:

Workshop Lessons: No guest - Only swimmers with a RCSC card can participate after signing the waiver and paying the \$10.00 club dues.

Starrs: Attendance by all club guests, USMS members (non-RCSC Cardholders) shall show that card, sign the Swim Club waiver and use a guest punch card.

7. Club Monitors:

Since the Club does not have a meeting room and meets in the pool at Bell, Lakeview, and Sundial no Monitors are utilized.

8. Club Visitors and Guests:

Visitors: Visitors are RCSC card holders and can participate as follows:

Swim Workshop Lessons: observation only.

Starrs: visitors are allowed 5 visits before joining to determine safe endurance level, using the required skill of 50 yard freestyle swim within 1 minute 30

seconds. Visitors cannot displace a club member by increasing the number of swimmers in the pool to exceed 32 swimmers.

Guests: As appropriate for both Swim Club groups

Workshop Lessons: No guests - Only swimmers with a RCSC card can participate after signing the waiver and paying the \$10.00 club dues.

Starrs: Attendance by all club guests, USMS members (non-RCSC Cardholders) shall show their USMS card to the on deck leader, sign the Swim Club waiver and use a guest punch card which is limited to 12 visits annually. The visits are tracked on the sign-up sheet in our drawer at Bell monitor's desk. These guests cannot displace a Sun City Swim Club member by increasing the number of swimmers in the pool to exceed 32 swimmers.

9. Accidents and Injuries: Since both Swim Club groups meet in the pool, no name tags are used. Swimmer emergency information and accident reports are kept at pool side.