Swim Team Parent Association
BY-LAWS

The Executive Committee has constituted and approved the following By-Laws.

ARTICLE I

NAME AND ACTIVITIES

Section 1 – Name

The name of the organization shall be Bed-Stuy Piranhas Swim Team Parents Committee (BSP STPC)

Section 2 – Activities and Purposes

1. The swim team is the direct responsibility of the head coach and the assistant coaches. The head coach will report to the Aquatic Director of the Bedford-Stuyvesant YMCA.

2. To guide and encourage the team members to achieve sportsman-like conduct, a high level of competitive effort, personal satisfaction, fun, and a sense of responsibility to the team and the coaching staff.

3. To provide the necessary parent volunteers to supervise, train and encourage the members of the team at both practice sessions and competitive swim meets.

4. To provide a structure by which parents can contribute to the success and growth of the swim team and support the coaching staff.

5. To support the YMCA mission for the purpose of developing the characteristics of Caring, Honesty, Respect, and Responsibility.

ARTICLE II

MEMBERSHIP / FEES

Section 1 – Membership

All members of the swim team must be registered members of the YMCA of Greater NY.

Section 2 – Fees

1. All family/guardians of team members are required to establish a sign volunteer agreement.

2. Families will be required to pay parent committee dues at the beginning of the season. 3. The

Executive Committee will establish the amounts prior to the start of the season.

ARTICLE III

EXECUTIVE COMMITTEE

Section 1 – Powers

The powers of the Executive Committee shall be to establish standards, plan activities, raise and allocate the use of swim team funds, establish meet entry fee account, create volunteer requirements, and monitor the compliance of the Parent committee members.

Section 2 – Composition

1. The Bed-Stuy Piranhas Swim Team Parents Committee shall have Executive Officers consisting of:

    • President

    • Vice President

    • Secretary (Recording and Corresponding)

    • Treasurer

    • Event/Fundraising Planner

    • Parent Coordinator

    • Aquatic Director (ex officer-non voting)

2. The Bed-Stuy Piranhas Swim Team Parents Committee shall have Committee's consisting of: • Fund Raising

    • Events / Banquet

    • Parent Orientation

Section 3 – Special Committee

A special committee shall be formed by the President as necessary for the Bed-Stuy Piranhas Swim Team Parents Association activities.

Section 4 – Elections

1. The Executive Committee shall be elected from among the active members of the Bed-Stuy Piranhas Swim Team Parents Association at the spring meeting. The Executive Committee may elect a replacement from among the active members for any position vacated until the next spring elections.

2. At least six (6) weeks prior to spring (May's) meeting, nominations for Executive Board positions will be accepted. The President will choose a Nominating Chairperson to oversee

the nominations.

3. A ballot election will take place during May's meeting and soon after the results will be announced to all.

Section 5 – Tenure

1. If the office of the President is vacated, the Vice President will assume the duties of the President until the next annual election. If both the President and Vice President offices are vacated, the Executive Committee shall appoint a committee member to serve as acting President until the next annual election.

2. The Executive Committee may remove any Executive Committee member with or without cause by an affirmative vote by at least seventy-five percent (75%) of the remaining committee members.

ARTICLE IV

DUTIES OF EXECUTIVE COMMITTEE / COMMITTEE CHAIPRERSON

- **The President shall:**
  1. Preside at all of the Bed-Stuy Piranhas Swim Team Parents Association (BSP STPA) and Executive Committee meetings.

  2. Oversees & appoints committee chairperson for various committees' as noted in Article III of the By-Laws.

  3. Meets with Director, Aquatic Director & Coaches of YMCA for team updates.

- **The Vice President:**
  1. Preside at all meetings during the absence of the President.

  2. Shall assume the duties of the President in his/her absence with the approval of the other members of the Executive Committee.

- **The Secretary:**
  1. Record the minutes of all meetings of the Parent Association and the Executive Committee.

  2. Responsible for all correspondence to parent association.

  3. Maintains teams contact list both email & phone numbers.

  4. Prepares monthly team calendar for distribution at parent meetings.

• **The Treasurer:**

1. Responsible for the collection of all appropriate fees & monies from members.
2. Prepare financial statement each month for presentation at Executive Committee meeting.
3. Prepare annual statement for end of season presentation at final parent meeting.

• **Committee Chairperson:**

1. Committee Chairperson will be responsible for recruitment and organization of volunteers for the committee they are assigned to oversee.
2. All Chairpersons/committees' shall meet as needed to accomplish their goals during the season with Executive Board.

ARTICLE V

MEETINGS

Section 1 – Regular Meetings

1. The Executive Committee shall hold regular monthly meetings at a date, location and time designated by the Executive Committee at least one week prior to the general parent scheduled meeting.
2. Prior meeting minutes and the monthly meeting agenda are to be distributed to all Executive Committee members at least three (3) days prior to the meeting date.
3. Coaches and Chairpersons may be called on to present committee activity updates at the Executive Committee scheduled meetings.
4. All Bed-Stuy Piranhas Swim Team Parents Association members will be informed of the monthly meetings and be encouraged to attend.
5. Coaches and/or assistant coaches are expected to be present at the general parents meetings.

ARTICLE VI

AMENDMENTS TO THE BY-LAWS

• By-Laws may be amended at the spring (June) meeting and presented to parents at general meetings.

• Amendments will take effect immediately upon approval of the Executive Committee. • An

amendment may be approved by a two-third (2/3) majority vote of the Executive Board.