

## **Bylaws of the Lynchburg Aquatic League**

**(LAL)**

### **ARTICLE I**

#### **NAME, PURPOSE AND SPONSORSHIP**

- Section I The name of the organization is the Lynchburg Aquatic League (LAL).
- Section II The sole purpose of the LAL is to serve our community by providing a fun and competitive environment for summer swimming while fostering the benefits of hard work, sportsmanship, self-discipline, leadership, community spirit, health and fitness.

### **ARTICLE II**

#### **MEMBERSHIP AND ELIGIBILITY**

- Section I The LAL is comprised of swim clubs in the Lynchburg Metropolitan Area and is open to any eligible team from within a radius of 25 miles of Lynchburg. The League Secretary will maintain a record of all teams currently in active status as well as those teams that might be on provisional status.
- Section II Swim clubs seeking membership in the LAL must submit a written request to the Chairperson. This request should include a description of the Club's facilities, coaching staff, expected team size and strength, and any other descriptive information about that club. All swim clubs applying for membership in the LAL must maintain a minimum of 35 swimmers. To be admitted as a provisional member requires approval by two-thirds of the LAL representatives. All newly admitted clubs must serve one provisional year. After that, new clubs may be admitted to full membership (or be required to serve another provisional year upon approval of two-thirds of the full membership clubs).
- Section III Any swim club that anticipates its membership will fall below 35 swimmers must notify the Chairperson.
- Section IV Any member of a swim facility who is in good standing with that facility and also meets the eligibility requirements of the LAL may compete in the LAL. Only swimmers who have full swimming privileges at a facility represented in the LAL are eligible to swim for that pool. A swimmer may not represent more than one pool during a season.
- Section V To be eligible to compete in the LAL, a swimmer must have paid his LAL fees prior to competing in a meet and must be a member of one of the clubs listed in the current LAL Bylaws. Swimmers are eligible to swim through the age of 18 years as of June 1. Individuals are also eligible to swim through the summer following their senior year of High School, regardless of age.

## **ARTICLE III**

### **ORGANIZATION**

- Section I      The governing body of the LAL is comprised of one or two representatives from each of the member clubs and the Officers—a Chairperson, a Chairperson-elect, a Secretary, and a Treasurer. Members of this governing body must be a parent or guardian of at least one swimmer who has swum for at least one summer in the LAL, has at least one summer of eligibility remaining, is a member in good standing in the respective club they represent, and is an active member of that club’s swim team. The requirement stating that the representative’s child “has swum for at least one summer in the LAL” may be waived for one year in the case of pool representatives from new member clubs. (Coaches and assistants are not eligible to be members of the governing body of the LAL, nor are Officers eligible to be team representatives, unless approved by a 2/3 vote of the other representatives. This clause may only be used in dire circumstances in which a smaller team is unable to find a parent other than a coach or an LAL Officer who is willing to serve as the team’s LAL representative.)
- Section II      The governing body of the LAL meets at least three times a year at duly called meetings as outlined in Sections IV and VI of Article III and more often if needed to guide the activities of the LAL. All members of the governing body of the LAL are to be notified of the time, place, and purpose of the meeting at least one week in advance of the meeting. A quorum will consist of representatives from two-thirds of the member clubs. A quorum is required to vote on any item.
- Section III      Each club has one vote on each item brought to a vote at the duly called meetings. The Officers do not have a vote, except the Chairperson who may vote in case of a tie. Swim coaches are invited guests at the LAL meetings and cannot vote or make motions. They can serve on committees appointed by the Chairperson. A simple majority of the voting clubs is sufficient to pass all proposals except as stated herein. The Chairperson may use the option of an email vote by representatives if a measure raised at a meeting must be voted on before the next scheduled meeting.
- Section IV      The Chairperson of the LAL will appoint a chairperson of the nominating committee by the July LAL meeting. The nominating committee will present to the governing body of the LAL by the October meeting a slate of proposed officers for the following year consisting of a Chairperson-elect, a Secretary and a Treasurer. The election of the officers will take place at the October meeting. Each term of office will run from October of the current calendar year until October of the following calendar year.
- Section V      In the event that an Officer resigns or is unable to carry out his/her duties, the Chairperson shall appoint a replacement to fill the vacancy.
- Section VI      The Chairperson calls and presides over all meetings of the LAL governing body. He/she appoints committees deemed necessary, which are not outlined in these bylaws, and he/she acts as League Referee. He/she maintains a file of the LAL’s activities and the

master copy of the current Bylaws and Operating Procedures and transfers these files to the new Chairperson at the end of his/her term.

Section VII The Chairperson-elect is elected for a two-year term and automatically becomes Chairperson for the following two-year term. He/she develops the dual meet schedule for the coming year, which is to be presented to the LAL governing body during the January meeting for approval. He/she is responsible for maintaining the results of all City Championship meets as well as the current Target Times (“A times”).

Section VIII The Treasurer of the LAL handles all the funds and keeps the financial records. He/she develops the budget, which is to be approved by the LAL Board no later than the March meeting.

Section IX The Secretary of the LAL takes minutes at the LAL meetings and distributes copies to each team representative and coach.

Section X The following operational positions will be filled each year by the Chairperson: League Recorder, Media Coordinator, June McLean and Terri Proffitt Awards Chairperson (this is generally the league Secretary), Awards Coordinator (this is generally the league Treasurer, who orders the ribbons, trophies, and plaques) and Officials Coordinator.

Section XI The *June McLean Service Award*, which is in memory of June McLean, 1975 LAL Treasurer, will be awarded each year to an adult or a married couple. The purpose of the award is to recognize those people who have made significant contributions to the LAL. The *Terri Proffitt Award for Excellence in Officiating* will also be awarded to one adult each year. This award seeks to honor an LAL official (stroke & turn judge and/or starter and/or referee) who has served not only his/her team but also the entire league (through officiating Championship Meets) over a series of years. The *Rob Quel Award for Swimming Excellence* will be awarded to a graduating Senior swimmer within the LAL. The recipient should embody the qualities that made Rob such a commanding figure within the LAL and community. Some words that best describe Rob are competitive, passionate, motivational, compassionate, committed, dedicated, inspiring, enthusiastic and loud! The Awards Coordinator seeks nominations from each member club representative (Coach – Quel Award), puts the nominations to a vote of the LAL representatives, and informs the Awards Coordinator of the recipient in time for plaques to be ordered. The LAL Chairperson presents the awards at the City Championship A Meet. The league Secretary updates the list of recipients each year.

Section XII The League Recorder receives from each team recorder the dual meet results with times converted to 25-meter length pool times for each event. Only non-disqualified times are recorded (including 8 & Under times). Each member team submits this information on the day following each LAL dual meet by a time established by the League Recorder. The League Recorder uses this information to compile the Weekly Top 20 Times list. The Home team is responsible for providing the League Recorder the official copy of the dual meet results.

Conversion factors for each pool are as follows:

<u>Pool</u>	<u>Conversion Factor</u>
Bedford Area YMCA	1.11
Farmington	1.11
Vista Acres	1.11
Rainbow Forest	0.888
Hill City	1.080 (Diving well)

**No conversions are needed for the following pools:**

Boonsboro, Falling River, FAST, Oakwood, Peakland, and Wildwood

Section XIII The Media Chairperson collects meet results and submits them to the local newspaper. He/she also submits announcements of LAL-related activities to the newspapers and other media and generally attempts to make the community aware of LAL activities.

Section XIV The LAL, through the Chairperson-elect as outlined in Section VII (Article III) schedules regular season meets among members of the League. These meets are typically, but not limited to dual meets, a League B Meet Championship, a League A Meet Championship, and any other meets consistent with Section II of Article I, such as an M&M Relay Meet. Officials, awards, trophies, and facilities are provided for these events by the LAL. The meets are restricted to LAL member clubs. No admission is charged at these meets.

Section XV The LAL will observe USA Swimming rules except as noted in the Operating Procedures.

Section XVI Each year an appeals committee will be formed to provide a vehicle by which a member of the LAL may appeal a ruling or decision made by the league referee during that calendar year. This appeals committee will consist of any three (3) of the following: the Chairperson-elect, the past Chairperson, the league Recorder, the league Treasurer, the league Secretary, or the LAL representative of the team responsible for hosting the A meet or the B meet of the current year as outlined in section V of the Operating Procedures. The above list will serve as an order of succession (ranking) while following these guidelines:

- 1) A member cannot be an interested party from which the appeal has stemmed.
- 2) There shall not be more than one representative from any LAL team.
- 3) The highest-ranking member will serve as chairperson.

It shall be the sole duty of the committee to ensure that all decisions and rulings made will be in accordance of the Bylaws and Operating Procedures of the LAL.

Intent to appeal must be in written form and made within 48 hours of the league referee's decision. The subject for appeal must be in written form and delivered to the LAL Chairperson within five (5) days of the league referee's original decision in order to reach the appeal committee.

A simple majority vote of the three (3) members will determine the ruling. The ruling will also be in written form, signed and attached to the appeal and shall be kept by the league Secretary. In the event that a decision cannot be reached, the ruling made by the league referee will stand.

#### **ARTICLE IV**

##### **AMENDMENT TO THE BYLAWS**

Section I        Amendments to the bylaws must be approved by a two-thirds vote of the LAL governing body at a duly called meeting. Changes to the Operating Procedures are not considered to be changes to the bylaws and require only a majority affirmative vote for approval.

##### **LAL Member Teams**

Bedford Y (BD)  
Boonsboro Country Club (BB)  
Falling River Country Club (FR)  
Farmington (FM)  
Forest Area Swim Team (FAST)  
Hill City (HC)  
Oakwood Country Club (OW)  
Peakland (PK)  
Rainbow Forest (RF)  
Vista Acres (VA)  
Wildwood (WW)  
Winton Country Club (WCC)

Updated April 26, 2018