

# MAINE MASTERS SWIM CLUB BY-LAWS

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- 1. OBJECTIVES:** *To promote and develop physical fitness and good health for the benefit of adult swimmers(18 years and older) of all abilities in accordance with the objectives, standards and rules prescribed by United States Masters Swimming, Inc.(USMS). This organization is organized and operated exclusively for charitable purposes within the meaning of section 501(c) (3) of the Internal Revenue Code.*
- 2. NAMES & SCOPE:** *The name of this club shall be the Maine Masters Swim Club (MESC). It shall operate as a member of the New England Local Masters Swim Committee (NE-LMSC) and USMS. MESC shall sponsor only meets sanctioned by USMS.*
- 3. MEMBERSHIP:** *Any individual who is 18 years or older and interested in the purposes of USMS may become a member by completing the required membership application and paying the required membership fee to MESC (which includes the fees to USMS and NE-LMSC). Each applicant will receive a USMS membership card and may attend all general meetings. The MESC membership list shall not be sold or distributed for any purpose to any organization or individual except for the internal communication within MESC, NE-LMSC, or USMS. The duties and powers of members are to:*

  - (a)Elect the officers.*
  - (b)Ratify or rescind policy and programs established by the Executive Committee.*
  - (c)Promote and participate in the program of MESC and USMS.*
  - (d)The right , but not the duty to attend all Executive Committee meetings without a vote.*

**4. MANAGEMENT:** *The elected Board of Directors shall consist of a President, Vice President, Secretary, Registrar/Treasurer, Recorder, Webmaster/Historian, Newsletter Editor, Director of Meets and a Member-at-Large. The Executive Committee shall consist of MESC Board members, one appointed representative from each Local Area Pool Group, the appointed Safety Coordinator, Public Relations Coordinator and the delegate to the NE-LMSC. There will be an annual meeting in the Fall of each year where the membership shall review and adopt the annual budget and to confirm any interim appointments made by the Executive Committee. Biannually at the annual meeting members of the Board of Directors shall be elected by the membership for a term of two years or until a successor is chosen. Only registered members shall be eligible to vote or hold office. The Executive Committee shall act for MESC and its members and shall have the following powers and duties: (a) To establish and implement program and policies consistent with the Code and Rules of USMS, NE-LMSC and the By-Laws of MESC. (b) To prepare the annual budget. (c) To hold regular and special meetings of the Executive Committee. (d) To make interim appointments as necessary. (e) To take proper actions necessary to carry out the operations of the MESC and USMS, including appointments, assignments and removal of individuals from office. Removal of officers for acts of malfeasance requires a majority vote of the Executive Committee.*

**5. DUTIES:** *The President shall be responsible for the day-to-day management of the business affairs of MESC; shall call and preside at meetings; and shall appoint working committees as necessary, all with the advice and consent of the Executive Committee.*

*The Vice President shall have the powers of the President in the President's absence and specialize in promoting and coordinating the affairs of the Local Area Pool Groups through their representatives.*

*The Secretary shall record and distribute the minutes of the MESC Board meetings; prepare official correspondence; issue meeting notices and keeping minutes of meetings; make such reports as may be required by MESC and USMS.*

*The Webmaster/Historian shall be responsible for maintaining the MESC website at [www.mainemasters.org](http://www.mainemasters.org) ; shall keep a file of data having historical significance for MESC or USMS.*

*The Registrar/ Treasurer shall be responsible for the registration of all members and maintaining a tabulated listing of members in compliance with USMS and MESC requirements and shall make submittals to the NE-LMSC Registrar as needed. As Treasurer receive all monies and pay all bills approved by the President or Executive Committee or authorized in the budget; shall maintain all financial records, keeping the President currently posted; shall prepare financial reports for all meetings; and with the Budget Committee shall prepare the proposed budget for approval by the membership at the Annual Meeting.*

*The Recorder shall keep a record of times recorded by MESC members and publish annually an updated version of Maine Masters Top Ten Times.*

*The Newsletter Editor shall publish a Newsletter, at the direction of the President, at least 6 times per year.*

*The Director of Meets shall support and coordinate the competitive activities of member Local Area Pool Groups including compliance with USMS regulations and will request sanctioning of meets from the NE-LMSC; shall maintain a list of all certified officials; shall advise the Executive Committee on technical matters; and will forward all meet results to the MESC and NE-LMSC Top Ten Recorders.*

*The Member-at-Large will be assigned such projects as the President deems necessary.*

*The Representatives of each Local Area Pool Group shall conduct the affairs of the group in compliance with these by-laws and shall advise the Executive Committee quarterly as to the Group's activities.*

*6. DUES and FEES: Each individual member shall pay to the Registrar an annual fee established by MESC, which shall include the USMS and NE-LMSC fees. Dues are payable by January 1 of each year. There will be no pro-rating of MESC annual fees. Local Area Pool Groups affiliated with MESC may, after acquitting financial obligations to USMS and MESC, retain such additional funds as they may generate for the purpose of promoting the sport of swimming.*

*7. ATHLETES BILL of RIGHTS: The Athletes Bill of Rights, Protest Protocol and Notice shall be those contained in the current USMS Code of Regulations.*

*8. AMENDMENTS: Any provision of these by-laws not specifically required by USMS may be amended by an appointed committee by the President for presentation and approval/modification at the next Annual Meeting.*

*9. DISSOLUTION: Upon dissolution the net assets of MESC may not inure to any private individual or corporation, but will be distributed to USMS to be used exclusively for educational or charitable purposes or to any other entity which is exempt under Section 501(c ) (3) of the Internal Revenue Code and to which gifts are deductible under Section 170 (c ) (2), 2055 (a )(92), 2522 (a)(2) thereof. Such gifts shall be used exclusively for educational or charitable purposes.*

**REVISED BY-LAWS – approved at the November 16 , 2007 MESC Annual Meeting.**

