

Friends of the Wayne Swim Team, Inc.

BYLAWS-Revised March 2022

Article 1- Name

1. The name of the corporation shall be, Friends of the Wayne Swim Team, Inc.

Article II- Objects

1. This group is organized to support and assist the Wayne swim team sponsored by the Wayne Township Parks and Recreation Department.
2. The control of the Friends of the Wayne swim team Inc. shall be vested in the Board of Trustees, hereinafter referred to as the "Board" which is a body incorporated and is governed by Title 15 of the New Jersey Revised Statutes.
3. Whenever a civil action has been or shall be brought against any person for any act or omission arising out of and in, the course of the performance of his duties as a member of the board, Friend of Wayne Swim Team, Inc. shall defray all costs of defending such action, including reasonable counsel fees and expenses, and shall hold harmless and protect such person from any financial loss resulting therefrom.

Article III- Functions

1. The board shall exercise its powers through the adoption of bylaws for the organization and operation of the corporation.
 - a. Bylaws may be adopted, repealed, or amended at any time, provided such motion shall have been made at a meeting of the Board by a recorded majority vote to the full Board and provided that the motion once read shall remain on the agenda until adopted or rejected.
 - b. Amendments to pending motions to revise bylaws may be adopted at that time by a majority of the full Board. In the absence of the necessary majority, another reading is required.

Article IV- General Membership

He or she

1. Qualifications- shall be a resident of the Township of Wayne and shall be 18 years or older.
2. Dues- Each member will be assessed an amount which shall be set annually by the Board of Trustees
3. Annual Meeting- An annual meeting shall be held the during the first week of August each year at which time the general membership shall elect the officers of the said corporation. This meeting will take place as a Parent Meeting (ALL SWIM PARENTS ARE INVITED). New officers will then be announced at the End of Season Party.

Article V Membership of the Board

1. Number. The board of trustees shall consist of five to nine members, the exact number to be determined annually by resolution of the board of trustees. Board Structure is as follows:

President

1. Shall be the spokesperson for the membership in all dealings with individuals or organizations having business with this corporation.
2. Shall oversee the general operation of all committee and offices established by membership vote.

Vice President

1. Assists president and will stand in when president is not able to attend meetings.

Treasurer

1. Keep an accurate record of all income and expenditures of this corporation and report on the financial condition of this corporation at all regular meetings
2. Responsible for notification of all members delinquent in due and report to the board of trustees at its regular meeting.

Communications

1. Keep minutes of all meetings.
2. Maintains Website, communicates with team and coach through Swimtopia Platform (April 2022).
3. Assigns admin roles for website.

League Delegates – The Lakeland Hills Conference requires a League delegate and an alternate to attend meetings throughout the year.

2. Qualifications- each member of the board shall have the following qualifications:
He or she shall
 - be a resident of the Township of Wayne
 - shall have or have had a child or children on the Township of Wayne Swim Team or been a member of the Township of Wayne swim team.
 - shall be at least 18 years of age
3. Election- Officers shall be elected at each annual meeting for a term of one year in addition two trustees other than the officers, shall be elected for a two- year term.

4. Appointment- Vacancies on the board shall be filled through plurality vote within 30 days of the occurrence. In the event any office becomes vacant, the board shall within thirty days thereafter fill the vacancy for the unexpired term in the same manner as described above.
5. Term- the term of office of each trustee shall be:
 - If elected, for a full one year term, or for the remainder of the unexpired term.
 - If appointed, until the next annual election unless he or she is appointed to fill a vacancy occurring within sixty days immediately preceding such election to a full term, in which case he or she shall serve until the second election next succeeding the occurrence of the vacancy.
 - An officer may not serve more than three consecutive terms.
6. Removal- Whenever a trustee shall cease to be a resident of the Township of Wayne, his membership shall cease immediately. Any Trustee who fails to attend two consecutive meeting of the board without good cause may be removed from office of the board.
7. Compensation- A trustee may not receive compensation for his services.

Article VI- Committees – Restructured March 2022

1. Standing Committees- There shall be the following standing committees:
 - Social Media /Publicity
 - Photographer
 - Social Media
 - Fund Raising
 - Apparel Sales
 - Concession Stand
 - Clinics
 - Special Events
 - End of Year Party
 - Family Fun Night
 - Swim Meet Operations
 - Meet Coordinator
 - Officials Coordinator
 - Statistician
2. Special Committees – Committee may be created at any time by the president or by a majority of the members present at any meeting at which the need for a committee becomes evident. Members of committees shall be appointed by the president and shall serve until said committees are discharged. The president shall be a member ex-officio of all committees. Any board member may refuse a committee appointment with prejudice.

Article VII Meetings

1. Parliamentary Procedure- Robert's Rules of Order shall govern all meetings of all corporations.
2. Quorum- A majority of the trustees shall constitute a quorum. A quorum shall be necessary to conduct any business.
3. Chairman- The president shall preside as chairperson of all meetings of the board. In his or her absence, another officer shall act in place of the president.
4. Stated meetings- A stated meeting of the board shall be held at least once in the following months: January, May, June and September.

The order of business for all regular meetings of the trustees shall be as follows"

- Meeting called to order
 - Roll call
 - Acceptance of the minutes of the previous meeting
 - Reports of the committees
 - Communications
 - Unfinished business
 - New business
 - Adjournment
 - Special Meeting
5. Special meetings- shall be called by the president of the board whenever he or she deems it is necessary by notifying all the members of the board.
 6. Business other than that for which the meeting was called may be transacted only if all members are present and unanimously agreed upon to hear such matters.
 7. Voting- All motions will require a majority vote.
 8. Minutes- Minutes of all meetings of the board shall be recorded by the secretary

Article VIII Miscellaneous

1. If any of these bylaws are made invalid by judicial decision or legislative enactment, all other parts shall remain in full effect unless and until they are amended by the board of trustees of the Friends of Wayne Swim Team, Inc.

Note: Only change made from original version in this copy is use of pronoun. Change made from using "him" to he or she.

