

Bylaws
Boulder Valley Summer Swim League
Adopted September 2008

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ARTICLE I: Name

The name of the organization shall be the Boulder Valley Summer Swim League, hereinafter referred to as the BVSSL, or the League.

ARTICLE II: Purpose

Section 1. The purpose of the BVSSL is to provide a safe, healthy, competitive and fun swimming experience to all summer swimmers 18 years old and younger. The BVSSL promotes self discipline, individual achievement and teamwork. The League is predicated on kids learning proper swimming techniques and sportsmanship in a fun and competitive environment. Above all, the BVSSL is dedicated to summer swimmers and their excellence in the sport of swimming.

Section 2. The organization shall be noncommercial, nonsectarian and nonpartisan.

Section 3. The principal address of the organization is Post Office Box 4542, Boulder, CO 80306

Section 4. The fiscal year for the BVSSL shall begin after the post-season meeting.

ARTICLE III: Members

Section 1. Membership of the BVSSL is to be composed of country clubs, private clubs, and recreation departments offering swimming programs.

Section 2. Membership dues shall be \$400.00 per year, payable to the BVSSL, at or before the pre-season BVSSL meeting of each swim season. A late fee of \$50 will be assessed after July 1st.

Section 3. Other reasonable assessments may be applied as required to meet the needs of the BVSSL. Assessments must have a 2/3 approval of the official representatives of the League.

Section 4. Each team must carry liability insurance. A copy of the Certificate of Insurance must be given to the BVSSL President at the preseason meeting.

Section 5. The current membership of the BVSSL is as follows:

Boulder Parks & Rec (Barracudas), Boulder	Louisville Dolphins Swim Team, Louisville
Boulder Country Club, Boulder	Meadowglen, Arvada
Boulder Elks Swim Team, Boulder	The Meadows Club, Boulder
Broomfield Swim & Tennis Club, Broomfield	Mesa Swim Team, Boulder
Fox Hill Country Club, Longmont	Rally Sport, Boulder
High Mar, Boulder	Ranch Country Club, Westminster
Lafayette Parks and Recreation, Lafayette	Rock Creek Flyers Swim Team, Superior

Section 6. No member of the BVSSL shall receive at any time any of the net earnings or pecuniary profit from the operation of the BVSSL in the position of official representative or Officer.

Section 7. The League is limited in size to 16 teams. To maintain 16 teams in the League, new teams will be considered for inclusion in the League only as another leaves.

Section 8. New members:

- A. Teams may enter a written application for consideration of approval by the existing BVSSL teams at the post-season meeting. The application shall include: a summary of the general facility, pool facilities, and coaching staff, a brief history of their swimming team, a statement of intent to apply for BVSSL membership by that team's swimming board or committee, Board of Directors or such appropriate body; and, any other pertinent information about the team.
- B. There is a \$150 application fee due at the time of application. Applications for membership must receive 2/3 approval of the official representatives of the League at the post-season meeting.
- C. The first year after acceptance into the League is probationary. At the post-season meeting, a vote will be taken to determine if the team can permanently join the League.

ARTICLE IV: Officers

Section 1. Officers of the BVSSL shall consist of a President, a Secretary and a Treasurer. There shall be no less than three (3) Officers.

Section 2. Officers must be associated with a BVSSL team in some form.

Section 3. Officers will have the general supervision of the BVSSL, shall perform the duties prescribed by these Bylaws and the parliamentary authority adopted by the BVSSL.

Section 4. The business and property of the BVSSL shall be managed and controlled by the Officers.

Section 5. Officers will be elected at the annual post-season meeting by a majority of the representatives present by secret ballot except where there is only one nominee for an office.

Section 6. Officers shall serve for a term of one year or until their successors are elected. Their term of office shall commence after the election.

Section 7. Any Officer may resign at any time by giving written notice to the other Officers.

Section 8. A vacancy occurring with the Officers shall be filled by a vote of the majority of the representatives present of the League.

Section 9. Officers may be removed from office by 2/3 approval of the official representatives of the League by secret ballot. Election of Officers shall immediately follow the removal and the new Officers shall serve out the remainder of the term of office.

Duties of the Officers

Section 1. President Shall:

- A. call and preside over all meetings of the BVSSL and Officers; arrange for a proper meeting place; prepare and distribute the meeting agenda for the BVSSL and Officers;
- B. act as the official representative of the BVSSL; coordinate all work of the Officers and all committees; arrange for all personnel, paid or volunteer, for the championships; coordinate the collection of the Certificates of Insurance from all teams at the pre-season meeting; and, coordinate the BVSSL Swimmer Eligibility waivers at the heating meeting prior to Championships.

Section 2. Secretary Shall:

- A. record the minutes of all BVSSL and Officer meetings including: all motions, decisions, major topics of discussion and business of the BVSSL. Motions are to include the person's name and team making the motion, and the person's name and team seconding the motion; the tally of the vote shall be recorded for all votes; and, compile a permanent record of the minutes of all BVSSL and Officer meetings;
- B. arrange for the printing and distribution of meeting minutes to all official representatives of the League; arrange for the printing and distribution of all necessary forms; handle correspondence as delegated; keep copies of all written committee reports; shall make available meeting minutes to any official representative of a BVSSL team; shall distribute revised Bylaws as amendments are made; prepare and distribute the dual meet schedule; and, make arrangements for all awards for BVSSL dual meets and championship meets;

Section 3. Treasurer shall:

- A. receive all monies of the BVSSL to include: dues, late fees, ribbons, championship programs, BVSSL apparel

- sales, entry fees, sponsor fees, ad fees, and all other reasonable fees;
- B. keep accurate reports of the receipts and expenditures; distribute funds as authorized by the BVSSL or Officers; be prepared for an audit of the books at any time; present a written summary of financial activity at the pre- and post-season meetings; at the post-season meeting present a budget for the following swim season which is to be voted on at that meeting; budget approval takes 2/3 of the official representatives of the League.

Section 4. Dues and all monies of the BVSSL shall be used for the following:

- A. event cards, scoring sheets and awards for dual meets;
- B. Officials, awards, venue and other expenses for the championships;
- C. All other reasonable expenses by the BVSSL in furtherance of their goals and purpose.

Section 5. The Officers may appoint agents and representatives of the BVSSL with powers and to perform acts and duties on behalf of the BVSSL as the Officers see fit, so far as it may be consistent within these Bylaws, to the extent of the law.

Section 6. Officers may authorize any Officer or agent to enter into any contract or execute and deliver any instrument in the name of and on behalf of the BVSSL, and such authority may be general or confined to specific instances.

Section 7. All mailings from the BVSSL or entity therein, are to be **emailed** to a designated coach and team representative for each team.

ARTICLE V: BVSSL Meetings

Section 1. Regular meetings of the BVSSL shall be held once prior to the swim season, a "preseason" meeting, and once after the swim season, a "post-season" meeting.

Section 2. The day, hour and place for meetings will be established at the post-season meeting for the following swim season. Amendments to those dates can occur with written notification postmarked 14 days in advance of the meeting.

Section 3. In addition to the pre- and post-season meetings each season, other meetings may be held when, in the opinion of the President or a majority of the official representatives of the BVSSL, there are matters of concern or importance requiring a meeting. Notification of this meeting shall be in writing.

Section 4. Each swim team is allowed two voting representatives, referred to as the official representatives, at meetings. Official representatives from each team are comprised of one coach and one other person, not a coach, who is associated with the swim team, and is referred to as the team representative.

Section 5. A coach, paid or unpaid, is a person who runs or oversees workouts or swim meets of a BVSSL team.

Section 6. Each team is entitled to two votes, one from the coach and one from the team representative, on all matters requiring a vote. Each vote is to be cast by the official representatives of the team. Official representatives can change per team.

Section 7. In addition to the official representatives, each team may send a maximum of two non-voting representatives to meetings. These representatives may participate in discussion, but may not vote. This excludes Officers and Officials.

Section 8. Voting shall be by voice or a show of hands on all matters except election, removal of Officers, and protests.

Section 9. It is mandatory that each team is represented at the pre- and post-season meetings by at least one person. A \$50 fee will be assessed for noncompliance.

Section 10. Amendments to the Bylaws of the BVSSL shall require a 2/3 approval of the official representatives of the League. Amendments can only be made at the post-season meeting.

Section 11. A preseason meeting of the BVSSL is to be held each year approximately one week prior to the first dual meet scheduled for the season. The purpose of this meeting is as follows:

- A. collection of yearly membership dues and Certificates of Insurance;
- B. reception of financial report;
- C. task assignments for each team for championships; verify venues for championships
- D. determine the Championships Meet Coordinator and Officials;
- E. proposal of Bylaws amendments and changes in the League organization;
- F. proposal of new team applications;
- G. verify dates of any additional meets;
- H. and, consideration of business necessary for furtherance of the BVSSL.

Section 12. A post-season meeting of the BVSSL is to be held each year within two weeks of Finals. The purpose of this meeting is as follows:

- A. review of the past competitive season;
- B. reception of financial report;
- C. return all unused ribbons and event cards;
- D. consideration and vote on new teams;
- E. consideration and vote of Bylaws amendments and changes in the League organization;
- F. election of Officers;
- G. review and vote on a budget for the following swim season;
- H. and, any other business necessary for the furtherance of the BVSSL.

ARTICLE VI: Committees

Section 1. No committee shall be created without the consent of the Officers.

Section 2. The President shall be, *ex officio*, a member of all committees.

Section 3. Committees shall be comprised of a chairperson and as many other members as are interested in participating with no more than two participants from the same team.

Section 4. A committee chairperson may volunteer or be appointed.

- A. The chairperson shall provide to the Officers information regarding the committee's progress.
- B. The chairperson shall also provide to the Secretary a list of persons participating on each committee and/or assisting with the project or event.

Section 5. Committee members may volunteer or be appointed by the Officers.

Section 6. Special committees may be appointed by the President and the Officers when necessary.

Section 7. Each standing and special committee shall make reports to the Officers and shall submit a written report of its activities to the Secretary.

ARTICLE VII: Parliamentary Authority

Section 1. The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern the BVSSL in all cases to which they are applicable, where they are not inconsistent with these Bylaws and any special rules of order the BVSSL may adopt.

Section 2. A proposal that BVSSL take a certain action must be presented as a motion by one of the voting representatives. A motion must be seconded by another voting representative of the BVSSL. A motion which has been made and seconded is subject to debate and one or more of the following actions by the BVSSL:

- A. approval - voted acceptance of the motion;
- B. defeat - voted denial of the motion;
- C. amendment - alteration of the originally stated proposal;
- D. deferment - motion tabled until a future date;
- E. call to question - request by a representative that discussion cease and voting begin;
- F. or, withdrawal - proposed request that debate cease and no vote be taken.

Section 3 The President will present for vote any motion that is in order when debate on the proposal has ended, or the motion has been called to question by a voting representative.

Section 4. All other rules and regulations concerning BVSSL competition, meets, etc., shall be established by decision of the BVSSL. The BVSSL shall not be bound by any rules and regulations of any other group or association unless specifically adopted by the BVSSL.

ARTICLE VII: Dissolution of BVSSL

In the event of the dissolution of the BVSSL, a committee will be formed to create a plan to distribute any assets or liabilities.

ARTICLE IX: Swimmer Eligibility

Section 1. To represent a team in a dual meet, a swimmer must be registered in writing or be on that team's roster, and met the team's financial obligations. A swimmer may represent only one team in the BVSSL in any one season. Once a swimmer competes in one dual meet, team membership is determined for that swim season.

Section 2. Eligibility does not preclude a team offering financial assistance on an as needed basis.

Section 3. A BVSSL Swimmer Eligibility form must be signed by a swimmer's parent/guardian and given to the team representative prior to their participation in the first meet. Eligibility form must be turned in to the BVSSL President with the team roster at the championship heating meeting prior to the beginning of Championships. A swimmer will not be able to compete without a signed form.

Section 4. There are ten divisions, five each for boys and girls, as follows: 8 & under, 9-10, 11-12, 13-14, and 15-18.

Section 5. The age for each swimmer is determined for the season by the age of the swimmer on May 15th of that swim season.

Section 6. A swimmer may not swim in a younger age group than their age. Furthermore, a swimmer's age group is determined by the age group he or she swims for points during their first dual meet.

Section 7. A swimmer must compete in two (2) dual meets to be eligible to compete in the championships.

Section 8. Each team must electronically submit a roster to the League President at the championship heating meeting prior to the beginning of Championships.

Section 9. A swimmer may participate in stroke clinics, lessons or can work out on their own at any time during the year.

Section 10. A swimmer may swim with a year round team and compete in meets from the day after the BVSSL Championships through October 31st of that same year. From November 1st through the end of the BVSSL Championships there can be no activity, attached or unattached, with a USS year round swim team except as noted in ARTICLE X, Swimmer Eligibility, Section 9.

Section 11. Swimmers may swim with their high school team during the regular high school swim season without restriction.

Section 12. A swimmer who competes in swimming at college (as a club or team sport) is not eligible to return and swim in the BVSSL.

Recruiting

Coaches, team representatives, and board members may not initiate contact with any swimmer who has swum for another BVSSL team the previous season with the intent to recruit.

Protests

Section 1. It is the intent of the BVSSL to work out differences between teams and coaches at the grass roots level. The filing of a protest is the last resort when both parties have seriously and diligently attempted to reconcile the conflict. The BVSSL will not consider any protest unless such action has been taken by the interested parties.

Section 2. If the above mentioned steps have been undertaken and a conflict is still not resolved, a written and signed protest by the coach or team representative is to be submitted to the BVSSL President with copies to all other Officers

no later than five (5) days after the last effort to resolve the conflict. The protest should include who, what, where, when, why and a proposed resolution.

Section 3. The BVSSL President will then:

- A. appoint a review committee of five (5) League members comprised of an Officer, coaches and team representative not from either team involved in the protest. Committee members can not be from the same team;
- B. schedule a meeting time and place within ten (10) days for both parties to present their side of the story. Testimony may be given by no more than five (5) people per party, refer to ARTICLE X, Protest, Section 3. G;
- C. cross examination can occur from and to both parties and their witnesses;
- D. the committee will then retire for deliberation and take a secret vote, by majority;
- E. and, return to the meeting to announce their ruling in the protest.
- F. The decision on the Board is final and binding to all parties.
- G. In a time sensitive case, as determined by the BVSSL President, the case must be heard and voted upon within 24 hours;
- H. A full report of the protest and outcome is to be prepared by the BVSSL President and distributed to each team representative and coach within one (1) week of the vote.

Penalties

The review committee determines penalties. The worst penalty is being out for next season; penalty given to individual in violation, not their team.

ARTICLE X: Dual Swim Meets

Section 1. The Bylaws of the BVSSL refer to the current National Federation of State High School Association Swimming Diving and Water Polo Rulebook as the source and basis for its rules with exceptions:

- A. It should be stated that in some cases, the BVSSL deviates from the hard line stances that the rule book takes on such issues as dimensions and specifications of both a facility at which a swimming event may occur except where a swimmer's safety is concerned. If pool water is not 4'-0" in depth, 12" out from the starting end wall, swimmers must start from the deck or in the water. Starting blocks can be no more than 30" above the water level measured from the front edge of the starting surface. The penalties at the end of rule 2, on page 10 in the 1994-95 version refer to situations that are rarely checked in the BVSSL, and if violations were detected, surely such punishments would not be invoked. The same could be said for the section on page 13 on penalties for illegal entries, particularly speaking about the punishment for violation, of say an incomplete entry card. However, a team should, in all cases, attempt to meet and satisfy these criteria, despite the lack of attention to and concern for these guidelines. Another area where the League tends to deviate is in its administration of various meets. In general, it can be said again, the League takes a relaxed approach to checking and enforcing things such as rule 4, section 1, article 1 outlining the necessary personnel for the various meet. Rarely are all these officials used. In addition procedures such as the signing of the score sheet by any official other than perhaps the scorer, is rarely practiced.
- B. There are other exceptions. BVSSL does not penalize for variances in pool design and layout; missing an event other than having that event count as an entry for that competition; incomplete entry cards; suits and caps as long as they are of decent appearance and do not have message derogatory of an opposing team and/or individual(s); jewelry; use of tobacco, although it is highly recommended against its use.

Section 2. A schedule is published by the League for dual meets for the season indicating the weeks two teams are to meet and which team is to host the meet. It is to be strictly adhered to as related to which teams swim whom which week.

Section 3. Meets are to be held on Saturdays unless amicable prior arrangements are made by both teams.

Section 4. Before the Thursday prior to a meet, a hosting coach will contact the visiting team coach to confirm time, location, pool restrictions, events, ~~if entries will be computerized or on paper,~~ officials needed, and other items necessary for their meet.

Section 5. Only registered swim team members may swim during a dual meet.

Section 6. Each swimmer may swim in a maximum of three individual events and two relays in any dual meet for points.

Section 7. During dual meets, one heat of each event will be swum, except for multiple heats of the sprint frees (events

21-30). (6 lanes vs. 4, 5, and 8 lanes)

- A. If a team would like to swim more than one heat of the other events, they can ask the other team if they would like to also. If both teams are not in agreement, it defaults back to one heat. Extra heats can be swum after the meet has concluded.
- B. The decision to swim more than one heat must be determined by the Thursday prior to that dual meet.

Section 8. Only one heat will be scored for points (for a 6 lane pool), except the sprint frees. Sprint frees are scored by times not heat. Scoring is as follows: 1st through 5th place for individual events and 1st through 3rd place for relay events.

Section 9. In dual meets, each team may enter three (3) relays per age group and gender for a 6 lane pool.

Section 10. The following guidelines are recommended for warm-up periods at all meets:

- A. A designated supervisor shall be on the deck during the entire warm-up period;
- B. Swimmers shall enter the water feet first except for starts which are limited to specific lanes;
- C. Place a cone marker or similar sign on starting platforms in lanes not specified as one-way sprint lanes;
- D. Specify center lanes for circle swimming (two lengths of the pool beginning at the starting end of the pool);
- E. May specify lanes for relay practice during the last 15 minutes of the warm up;
- F. Coaches should stand at the starting end of the pool and verbally start swimmers for sprint or pace work.
- G. Swimmers should not be allowed on a starting platform when a backstroker is executing a start in the same lane.

Section 11. Common event descriptions and numbers are to be used for dual meets and are as follows:

<u>Boys#</u>	<u>Event</u>	<u>Girls#</u>	<u>Boys#</u>	<u>Event</u>	<u>Girls#</u>
1	8 & under 100m Medley Relay	2	45	11-12 50m Backstroke	46
3	9-10 200m Medley Relay	4	47	13-14 100m Backstroke	48
5	11-12 200m Medley Relay	6	49	15-18 100m Backstroke	50
7	13-14 200m Medley Relay	8	51	8 & under 50m Freestyle	52
9	15-18 200m Medley Relay	10	53	9-10 100m Freestyle	54
11	8 & under 100m Freestyle	12	55	11-12 100m Freestyle	56
13	9-10 200m Freestyle	14	57	13-14 100m Freestyle	58
15	11-12 200m Freestyle	16	59	15-18 100m Freestyle	60
17	13-14 200m Freestyle	18	61	8 & under 25m Breaststroke	62
19	15-18 200m Freestyle	20	63	9-10 50m Breaststroke	64
21	8 & under 25m Freestyle	22	65	11-12 50m Breaststroke	66
23	9-10 50m Freestyle	24	67	13-14 100m Breaststroke	68
25	11-12 50m Freestyle	26	69	15-18 100m Breaststroke	70
27	13-14 50m Freestyle	28	71	8 & under 100m IM	72
29	15-18 50m Freestyle	30	73	9-10 100m IM	74
31	8 & under 25m Butterfly	32	75	11-12 100m IM	76
33	9-10 50m Butterfly	34	77	13-14 100m IM	78
35	11-12 50m Butterfly	36	79	15-18 200m IM	80
37	13-14 100m Butterfly	38	81	8 & under 100m Freestyle Relay	82
39	15-18 100m Butterfly	40	83	9-10 200m Freestyle Relay	84
41	8 & under 25m Backstroke	42	85	11-12 200m Freestyle Relay	86
43	9-10 50m Backstroke	44	87	13-14 200m Freestyle Relay	88
			89	15-18 200m Freestyle Relay	90

Conversions: yards to meters = time (in seconds) x 1.1; meters to yards = time (in seconds) x .909

Example: yard time of 1:25:67; change to 85.67 x 1.1 = 94.237= 1:34.24

Section 12 Pink, for girls, and blue, for boys, event cards should be filled out completely by the coach for that swimmer's team, prior to the meet and shall include the swimmers name, age, event number, heat and lane. If a swimmer or relay is exhibition, it should be indicated boldly on the top of the event card.

Section 13 In dual meets, the home team swims in the odd lanes, the visiting team swims in even number of lanes. In a 5 lane pool, two heats are scored, alternate lanes for the two heats. In the first heat the home team will swim in the odd lanes and in second heat the home team swims in the even lanes. The fastest three swimmers and fastest three relays from each team score, except in events 21-30.

Section 14 .A coaches meeting should be held at the heating table a minimum of 10 minutes prior to the start of the meet.

Section 15. The home team must provide a Clerk of the Course to heat swimmers prior to their events.

Section 16. Prior to the start of the meet, coaches shall give a copy of their line up sheet to the Clerk of the Course.

Section 17 Each team is responsible for having its swimmers at the heating area well in advance of their event, to have their event card and be prepared for the Clerk of the Course to heat the event.

Section 18. Each home team must have a Starter to start each race. The Starter is also considered the referee in the case of a protest to a disqualification (DQ).

Section 19. The starter cannot be a Stroke Judge unless agreed upon by both teams.

Section 20. A minimum of two Timers per lane are to be used for each dual meet. The official time, when three (3) watches record different times, is the time of the middle watch. If two (2) watches record the same time, that time is official. If only two (2) watches are available, the official time shall be the average of those two times. The digits representing thousandths of a second shall be dropped with no rounding.

Section 21 .The home team must have at least one person to place pick every race in dual meets. Place pick determines order of finish over times; if times do not agree with the place pick, write "PP" on the event card and score sheet.

Section 22. There will be a minimum of two stroke judges on deck during the entire meet. A Stroke Judge must be 19 years of age or older. If the home team does not have adequate personnel, they can request a Stroke Judge from the visiting team. A copy of League Stroke Judge rules should be available by the home team with the Referee. A Stroke Judge must follow the current National Federation of State High School Association Swimming Diving and Water Polo Rulebook with exception as stated in ARTICLE XI, Dual Swim Meets, Section 1. and as outlined in the "BVSSL Stroke Judges Clinic Notes".

Section 23. The visiting team may provide a Stroke Judge at away dual meets.

Section 24. Stroke Judges should attend the preseason officials' stroke judges' clinic sponsored by the BVSSL. A copy of the stroke judges' notes should be with the referee at each meet.

Section 25. If an individual swimmer or relay is disqualified, "DQ" should be written in the 'place' box on the front of the event card, and the infraction is to be indicated on the back of the event card.

Section 26. During the first two (2) calendar weeks (not necessarily the first two meets) of the dual meet schedule, 8 and under swimmers will be warned regarding illegal strokes and will NOT be disqualified. All other age groups will be disqualified from the first week of the season for illegal strokes. Beginning with the third calendar week of the dual meet schedule, all age groups will be disqualified for illegal strokes.

Section 27. The home team is responsible for scoring the meet using the software Meet Manager and for providing a Meet Manager backup file and hard copy of the scoring to the visiting team at the end of the meet. Visiting team is responsible for providing meet entries to the host team in Team Manager file prior to the start of the meet.

Section 28. Ribbons are to be prepared during dual meets as follows: 1st through 6th place for individual events and, 1st through 3rd place for relay events

Section 29. The home team is responsible for filling out the ribbons for both teams and giving the visiting team their ribbons when the meet is over.

Section 30. Coaches need to provide Team Manager roster to the League at the spring meeting and to the hosting team for each dual meet.

Section 31. All event cards should be returned to the respective teams.

Section 32. The home team provides a location for the visiting team to assemble, set up their tents, etc.

Scoring at Dual Swim Meets

Section 1. Scoring for individual events at dual meets is as follows:

6 points for first place,	2 points for fourth place,
4 points for second place,	1 point for fifth place.
3 points for third place,	0 points for sixth place

Section 2. A team can only score points for three (3) places in individual events, except in events 21-30. In events 21-30, a team can take all five (5) places and the corresponding points for those places.

Section 3. Scoring for relay events at dual meets is as follows: 8 points - 1st place, 4 points - 2nd place, 2 points - 3rd place

Section 4. A team can score points for all three (3) places in relay events.

Section 5. In a 4 lane pool, two heats are scored. The fastest three swimmers and fastest three (3) relays from each team score, except in events 21-30.

Section 6. In a 5 lane pool, two heats are scored. Alternate lanes for the two heats. In the first heat the home team will swim in the odd lanes and in second heat the home team swims in the even lanes. The fastest three swimmers and fastest three relays from each team score, except in events 21-30.

Section 7. In an 8 lane pool, one heat is scored. The three (3) designated swimmers from each team for individual events and three (3) relays from each team score, except in events 21-30. Exhibition swimmers should swim in the outside lanes with EXHIBITION marked on their cards.

Officials for Dual Meets and Their Duties

Section 1. The Referee is the head official and is responsible for making decisions on matters not specifically covered by the rules, setting aside application of a rule during a meet or ordering a race re-swum when there is obvious unfairness. The Referee shall have general supervision of other officials and shall meet promptly with them in order to make a ruling on any situation. The Referee's decisions are final. At least 30 minutes before the meet, the Referee shall be available to:

- A. see that all equipment necessary for proper conduct of the meet is in the proper place and condition;
- B. see that the pool is properly marked;
- C. assign or delegate duties to officials as necessary for proper meet management and review responsibilities with each;
- D. During the meet the Referee shall:
- E. check that each swimmer takes their proper lane;
- F. order an event to start without delay when a contestant fails to report promptly;
- G. be in position and carry a sounding device to assure a fair start and notify each swimmer who is disqualified for a false start.
- H. resolve any disagreement in a race in a timely manner;
- I. see that the meet progresses without delay;
- J. assure that all competition is conducted according to the rules;
- K. signal by raising one hand over head with open palm immediately upon discovering any violation, except on relay takeoffs in meets using dual confirmation;
- L. prohibit the use of any bells, sirens, horns or other artificial noisemakers during the meet.

Section 2. The Starter shall:

- A. announce the event;

- B. carry out the provisions of a fair start; assume full control of swimmers until a fair start is achieved;
- C. order the recall rope dropped or recall device activated as soon as a signal is given for a recall;
- D. can also be the Referee.

Section 3. Stroke Judges: There shall be a minimum of two (2) stroke judges at each dual meet. One stroke judge may be from each team. Stroke Judges shall:

- A. be a minimum of 19 years of age;
- B. from the start of the race, examine the swimming stroke, from end wall to end wall, of the competitors assigned to the lanes in the half of the pool nearest the side from which they are observing;
- C. during takeoffs, the judge shall be positioned on each side of the pool to judge the takeoff lanes in their nearer half of the pool at the starting end;
- D. examine the last stroke prior to the turn, the turn, the exit from the turn until completion of the first full stroke and the finishes of the competitors in their assigned lanes;
- E. signal by raising one hand overhead with open palm immediately upon discovering a violation of the legal swimming stroke, kick or body position;
- F. report the violation to the Referee immediately following the race.

Section 4. Timers:

- A. A chief timer shall instruct each timer before the meet how to time a race, read a watch, when to reset the watch and how to determine the official time.
- B. A head lane timer shall be assigned to each lane where more than one timer per lane is being used. This person shall record the times for the assigned lane and make the time card available for the Runner to retrieve.
- C. In meets where only manual timing is used to determine official times, there shall be a minimum of one timer per lane with the chief timer being a back up timer for all lanes.

Section 5. Clerk of Course:

- A. shall assure that swimmers are ready at least three heats prior to their event;
- B. shall check each entry card to assure that swimmers are in place for the proper event.
- C. Each respective team is responsible for passing out their swimmer's event cards prior to being heated.

Section 6. The Scorer shall:

- A. record the official time, order of finish, swimmer's name(s), team and points scored for each event;
- B. maintain current cumulative team scores for the meet after the recording of each event;
- C. make available a final score for each team.

Section 7. The Place Picker records the order of finish of all swimmers in each event in accordance with the judging procedure operative for the meet.

ARTICLE XI: The Championships

Section 1. See Article XI, Section 1.

Section 2. A heating meeting is held the Sunday prior to Championships for the purpose of submission of entries for Prelims. Other business for the furtherance of the League, in particular as it relates to Prelims and Finals, may also be discussed.

Section 3. Without exception, only registered swim team members submitted on the team roster, with a BVSSL Swimmer Eligibility waiver submitted at the championship heating meeting prior to the beginning of Prelims, and have swum in two dual meets may swim at the championships.

Section 4. Each swimmer may swim in a maximum of three individual events and two relays in the championships.

Section 5. Coaches shall have a master line up electronically prepared using Team Manager, not pink and blue event cards, completely filled out with swimmers times, in meters, prior to the start of the seeding meeting prior to the championships. No changes to lineups will be allowed once the discs have been submitted without the approval of the Executive Committee.

Section 6. Each team may enter only one relay team per relay event per age group and gender in the

championships; up to eight (8) names may be listed for each relay and any of those listed may swim in either Prelims or Finals.

Section 7. No late entries for the championships will be accepted for any reason.

Section 8. The same event descriptions and numbers will be used in Prelims and Finals as are used for dual meets.

Section 9. Entry fees for Prelims are as follows: \$2.00 per individual entry; \$5.00 per relay entry.

Section 10. Entry fees are due with entries at the Championship Heating Meeting. Failure to submit fees by August 31st incurs a \$50 penalty.

Section 11. Each team is responsible for having its swimmers at the heating area well in advance of their event.

Section 12. A swimmer can be disqualified in an event at any championship meet.

Section 13. Volunteers from each team are mandatory to run championship meets.

Preliminaries

Section 1. Prelims are held the week prior the Finals.

Section 2. 8 and under swimmers have their Prelims on the Monday prior; 9-10 on the Tuesday prior; 11-12 on the Wednesday prior; and 13-14 and 15-18 on the Thursday prior. The Friday prior is reserved as a rain date.

Section 3. Eligible swimmers from any team in the League may enter Prelims.

Section 4. Seed times are to be submitted by a coach in meters. The final three heats will be "barrel" seeded.

Section 5. A coaches meeting will be held at the heating table a minimum of 30 minutes prior to the start of each Prelim. The purpose of this meeting is to declare false start (DFS), scratch, and any other announcements pertaining to that championship meet.

A. A declared false start is the withdrawal of a competitor from a specific event.

B. A scratch is the withdrawal of a competition from the remainder of their events in the meet.

Section 6. Three (3) watches per lane are to be used for Prelims. The official time, when three (3) watches record different times, is the time of the middle watch. If two (2) watches record the same time, that time is official. If only two (2) watches are available, the official time shall be the average of those two times. The digits representing thousandths of a second shall be dropped with no rounding.

Section 7. During Prelims, manual timing is official except when timing pads and automatic timing are used.

Section 8. If a record attempt is being made by the lead off swimmer of a relay, three (3) coaches from different teams other than the swimmer attempting the record need to time the swimmer.

Section 9. Prelims are timed but not scored.

Section 10. No awards are given for Prelim results except heat winners in the 8 and under, 9-10, and 11-12 age groups.

Section 11. The fastest 16 swimmers plus two alternates for each event from Prelims will advance to Finals.

Section 12. If a swimmer or relay team scratches and/or declares a false start from an event, they can not re-enter that event.

Finals

Section 1. Finals are held the Saturday after Prelims.

Section 2. The fastest 16 swimmers plus two alternates for each event from Prelims advance on to Finals.

Section 3. Swimmers in the 9th through 16th places will swim first in a consolation round. Swimmers in the 1st through 8th places will then swim in a final round. Swimmers in the consolation round can not place higher than 9th place overall.

Section 4. Place and lane positions are determined by times swum at Prelims.

Section 5. A coaches meeting will be held at the heating table a minimum of 30 minutes prior to the start of Finals. The purpose of this meeting is scratch, declare false starts, and other announcements pertaining to Finals. This is not a time for other business not related to Finals.

Section 6. In the event a swimmer in the final round is unable to compete, the 9th place swimmer moves up from the consolation round to the final round and an alternate is added to the consolation round. The 9th place swimmer moves up into the 8th place position and all other swimmers in the final round are moved up in position, and lane positions are adjusted accordingly. This will only happen prior to the swimmers being heated.

Section 7. In the event a swimmer in the consolation round is unable to compete or moves into the Final round, the first alternate is added to the consolation round. The alternate swimmer moves into the 16th place position and all other swimmers in the consolation round are moved up in position, and lane positions are adjusted accordingly. This will only happen prior to swimmers being heated.

Section 8. During Finals, electronic timing is official. In the event the electronic timing fails, places are determined by official time of the three hand timers from each lane. Any other problems that arise are solved with contingencies prepared by the scorers or by the meet committee.

Section 9. During Finals, if there is a record attempt, three (3) coaches for teams other than the swimmer making the attempt, each using a stop watch, need to obtain an official back up time. No record is established if the electronic system is not used and there are not coaches timing to obtain an official back up time. In all cases involving records, the Starter and electronic timing table and scoring should be made aware by the coach of the attempt at the heating meeting.

Section 10. If a swimmer or relay team scratches and/or declares a false start from an event, they can not re-enter that event.

Scoring at the Finals Meet

Section 1. Scoring for individual events at Finals:

20 points for first place,
17 points for second place,
16 points for third place,
15 points for fourth place,
14 points for fifth place,
13 points for sixth place,
12 points for seventh place,
11 points for eighth place,
9 points for ninth place,
7 points for tenth place,
6 points for eleventh place,
5 points for twelfth place,
4 points for thirteenth place,
3 points for fourteenth place,
2 points for fifteenth place,
1 point for sixteenth place.

Section 2. Scoring for relay events at Finals:

40 points for first place,
34 points for second place,
32 points for third place,
30 points for fourth place,
28 points for fifth place,
26 points for sixth place,
24 points for seventh place,
22 points for eighth place,
18 points for ninth place,
14 points for tenth place,
12 points for eleventh place,
10 points for twelfth place,
8 points for thirteenth place,
6 points for fourteenth place,
4 points for fifteenth place,
2 points for sixteenth place.

Championship Meet Awards

Section 1. Medals will be awarded for 1st through 16th place for individual and relay events.

Section 2. Trophies will be awarded to teams for all places.

Section 3. In the event of a tie, all points are added and split evenly between the contested places.

Section 4. High Point plaques will be awarded to teams for 1st, 2nd & 3rd place in each of five age groups.

Section 5. Individual High Point plaques will be awarded to the boy and the girl in each age group who has accumulated the most individual points (1st, 2nd and 3rd places);

Section 6. In the event of a tie, additional plaques or trophies will be awarded.