

**BY-LAWS OF THE
SOUTHERN ZONE COMMITTEE
OF USA SWIMMING**

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**BY-LAWS OF THE
SOUTHERN ZONE COMMITTEE
OF USA SWIMMING**

ARTICLE 1
NAME, OBJECTIVES, TERRITORY, AND JURISDICTION

- 1.1 **NAME** - The name of the committee shall be the Southern Zone Committee (SZC).
- 1.2 **VISION** - Leaders within USA Swimming
- 1.3 **MISSION** - To develop athletes, coaches, and officials who exemplify the highest levels of sportsmanship, honesty, and dedication in the pursuit of excellence.
- 1.4 **OBJECTIVES** - The objectives of the Southern Zone Committee shall be to promote and develop swimming for the benefit of swimmers of all ages and abilities, in accordance with the standards and under the rules prescribed by the Federation Internationale de Natation (FINA), USA Swimming, and the Local Swimming Committees (LSC), as assigned to the Southern Zone Committee (SZC) by USA Swimming.
- 1.5 **TERRITORY** - The territory and designations of the SZC shall be:
Southern Zone - Border, Florida, Florida Gold Coast, Georgia, Gulf, Kentucky, Louisiana, Mississippi, North Carolina, North Texas, South Carolina, South Texas, Southeastern, West Texas, and West Virginia.
- 1.6 **JURISDICTION** - The SZC jurisdiction is limited as prescribed by USA Swimming. The SZC shall:
- .1 Elect two (2) directors to the USA Swimming Board of Directors (one coach and one non-coach, hereafter referred to as Zone Directors).
 - .2 Elect a Zone Secretary/Treasurer.
 - .3 Elect a Zone Age Group Chair.
 - .4 Elect a Zone Officials Chair.
 - .5 Coordinate the activities and distribution of information as required by the LSCs and USA Swimming.
 - .6 Annually conduct the Southern Zone Long Course Age Group Championship Meet.
 - .7 Annually conduct the Southern Zone Senior Championship Meet.

ARTICLE 2
MEMBERSHIP

- 2.1 **LSC MEMBERS** - Each LSC in the Southern Zone is a member of the SZC and shall be entitled to select three (3) representatives to all SZC meetings, provided each LSC representative is a member in good standing of USA Swimming. The General Chair of each SZC LSC shall furnish the Secretary/Treasurer of the SZC the name, address, and phone number of the three (3) SZC representatives selected by each member LSC.

- 2.2 DIRECTOR MEMBERS - The two (2) Zone Directors of the USA Swimming Board of Directors elected by the SZC shall be members of the SZC provided each Zone Director is a member in good standing of USA Swimming.
- 2.3 ELECTED OFFICERS - The Zone Secretary/Treasurer, Zone Officials Chair, and Zone Age Group Chair elected by the SZC shall be members of the SZC provided he/she is a member in good standing of USA Swimming.
- 2.4 ZONE ATHLETE REPRESENTATIVES – The two (2) Southern Zone Athlete Representatives, as selected by the Athletes Committee, shall be members of the SZC provided each Zone Athlete Representative is a member in good standing of USA Swimming. The first elected Southern Zone Athlete Representative shall be designated as the Southern Zone Senior Athlete Representative. The remaining Southern Zone Athlete Representative shall be designated as the Southern Zone Junior Athlete Representative.

ARTICLE 3 MANAGEMENT

- 3.1 SZC REPRESENTATIVES
- .1 Each LSC shall select three (3) representatives to the SZC. A representative shall hold office for one year or until his/her successor is selected.
- .2 The elected Southern Zone Directors of USA Swimming shall be SZC representatives to the USA Swimming Board of Directors. If at the time of election, an elected Zone Director served as an LSC representative, the General Chair of the elected Zone Director's LSC shall appoint a successor LSC representative to serve until the next LSC meeting.
- .3 At all SZC meetings, each LSC is entitled to a maximum of three (3) votes.
- A Each LSC present is entitled to three (3) votes.
- B An LSC may send one or more delegates to the SZC meeting for the purpose of casting its three (3) votes.
- .4 The two Zone Directors, the Secretary/Treasurer, the Zone Age Group Chair, the Zone Officials Chair, and the two Southern Zone Athlete Representatives are each entitled to a vote in all SZC meetings.
- 3.2 DUTIES AND POWERS - The management of the affairs of the SZC is the responsibility of the LSC representatives, subject to those duties and powers as prescribed in the USA Swimming Rules and Regulations and implemented by these By-Laws to:
- .1 Elect annually one (1) Zone Director to the USA Swimming Board of Directors for a term of two (2) years.
- A The director elected in odd years shall be a coach member.

- B The director elected in even years shall be a non-coach non-athlete member.
- .2 Elect a Zone Secretary/Treasurer in even years for a two (2) year term.
- .3 Elect a Zone Age Group Chair in even years for a two (2) year term.
- .4 Elect a Zone Officials Chair in odd years for a two (2) year term.
- .5 Elect annually SZC representatives to USA Swimming National Committees as prescribed in the USA Swimming Rules and Regulations.
- .6 Select the meet location and format of an annual Southern Zone Long Course Age Group Championship meet.
- .7 Select the meet location and format of an annual Southern Zone Senior Championship meet.
- .8 Furnish information to each member LSC as may pertain to its membership in USA Swimming.
- .9 Call regular and special meetings of the SZC.
- .10 Amend the By-Laws of the SZC.

ARTICLE 4 OFFICERS

- 4.1 TITLES - The elected officers of the SZC shall be the Senior USA Swimming Zone Director, a Junior USA Swimming Zone Director, a Zone Age Group Chair, a Zone Secretary/Treasurer, and a Zone Officials Chair.
- 4.2 ELIGIBILITY - Only current USA Swimming members who are also members of a Southern Zone LSC are eligible to hold office.
- 4.3 TERM OF OFFICE - Each officer shall be elected for a term of two (2) years. The non-coach non-athlete Zone Director, the Zone Age Group Chair, and the Zone Secretary/Treasurer shall be elected in even years. The coach Zone Director, and the Zone Officials Chair shall be elected in odd years.
- 4.4 CONSECUTIVE TERMS LIMITATION
- .1 No Zone Director elected to two (2) successive terms is eligible for re-election to that office until after a lapse of two (2) years. A portion of any term served to fill a vacancy in the position of Zone Director shall not be considered in the computation of this consecutive terms limitation.
- .2 No Zone Officials Chair elected to two (2) successive terms is eligible for re-election to that office until after a lapse of two (2) years. A portion of any term

served to fill a vacancy in the position of Zone Officials Chair shall not be considered in the computation of this consecutive terms limitation.

- .3 There is no limitation of consecutive terms for the remaining officers of the SZC.
- 4.5 VACANCIES – Any vacancy that may occur in the list of Officers caused by death, resignation, incapacity or other reason may be filled temporarily by a majority vote of the remaining Officers until the SZC shall have elected a permanent successor at the next meeting of the SZC. A permanent successor shall fill the unexpired term of the vacant office.
- 4.6 NOMINATION - All nominations shall be made from the floor at the annual meeting of the SZC. Elections shall be by secret ballot. A majority vote of the voting members is required for the election of the officers. If no nominee receives a majority of the votes, a runoff election shall be immediately held between the two nominees receiving the most votes cast.
- 4.7 DUTIES - The duties of the officers, in addition to the duties prescribed in the USA Swimming Rules and Regulations, are as follows:
 - .1 The SZC Zone Directors shall serve as Co-Chairs of the SZC and shall call all meetings.
 - A The Senior Chair (first elected Zone Director) shall preside at all meetings.
 - B The Zone Directors shall appoint a Southern Zone Disability Swimming Coordinator, whose function shall be to disseminate information related to Disability Swimming to all SZC LSCs.
 - .2 The Zone Secretary/Treasurer shall be responsible for keeping records of all meetings, conducting official correspondence, issuing meeting notices and copies of the minutes of the SZC meetings, receiving and dispersing all monies as required by the SZC, maintaining financial records and reporting to USA Swimming such data as required.
 - .3 The Zone Officials Chair shall act as the liaison between the National Officials Committee and the SZC, and act as the liaison between the SZC and the Southern Zone LSC Officials Chairs. The Zone Officials Chair shall have specific duties related to the Southern Zone Sectional Championships and the Southern Zone Long Course Age Group Championships as defined in the *Southern Zone Meet Handbook*.
 - .4 The Zone Age Group Chair shall be responsible for fulfilling the duties as defined in the *Southern Zone Meet Handbook*.

ARTICLE 5
MEETINGS

- 5.1 ANNUAL MEETING - The annual meeting of the SZC shall be held at the place and time as designated by USA Swimming in conjunction with USA Swimming's annual meeting.
- 5.2 SPECIAL MEETING - A special meeting may be called by either Zone Director of the SZC or by one-third (1/3) of the SZC representatives.
- 5.3 NOTICES - The notice of the annual meeting of USA Swimming shall be considered notice of the annual SZC meeting. A notice setting forth the location and time of a special SZC meeting, called as provided in the section above, shall be sent by the Secretary/Treasurer to each SZC Officer, the Zone Athlete Representatives, and the General Chair of each LSC in the Southern Zone.
- 5.4 ORDER OF BUSINESS - At all meetings of the SZC, the following shall be the order of business:
- .1 Roll Call
 - .2 Approval of Minutes
 - .3 Officer Reports
 - .4 Report of the SZC Championship Meet Committee
 - .5 Unfinished business
 - .6 SZC Championship Meet Site Selection
 - .7 Elections
 - .8 New Business
 - .9 Resolutions and orders
 - .10 Adjournment
- 5.5 QUORUM - A quorum at all SZC meetings shall consist of those present and eligible to vote.
- 5.6 RULES OF ORDER - Except as otherwise prescribed by these By-Laws, the current *Robert's Rules of Order* are the procedural rules at all SZC meetings.

ARTICLE 6
ZONE CHAMPIONSHIP MEETS

- 6.1 SITE SELECTIONS
- .1 Facility requirements and bid procedures are set forth in the *Southern Zone Meet Handbook*.
 - .2 A majority vote of the SZC representatives at its annual meeting is required for selection of the site location and date for the Southern Zone Long Course Age Group Championship Meet and for the Southern Zone Senior Championship Meet.

6.2 ZONE CHAMPIONSHIP MEET COMMITTEES

- .1 The Southern Zone Age Group Chair shall serve a two (2) year term as Chair and Coordinator of the Zone Championship Meet Committee, fulfilling the duties as defined in the *Southern Zone Meet Handbook*.
- .2 The Senior Zone Director shall appoint members to the Southern Zone Championship Meet Committee following the guidelines set forth in the *Southern Zone Meet Handbook*.
- .3 The Zone Championship Meet Committee shall establish the meet format, order of events, and fees. Any item included in this provision may be rejected by a two-thirds (2/3) vote of the SZC at the annual meeting. An amendment or substitute of a rejected item may be adopted by a majority vote of the SZC.

6.3 ZONE CHAMPIONSHIP MEET RULES - The Championship Meet shall be held in compliance with the Rules and Regulations of USA Swimming.

6.4 ZONE CHAMPIONSHIP MEET REPORTS - A financial report and evaluation of the most recent Championship Meet shall be presented to the SZC at its annual meeting.

ARTICLE 7 DUES AND FEES

7.1 DUES AND FEES - Each SZC LSC shall pay annual SZC dues as established by the SZC. Such fee shall be due and payable to the Secretary/Treasurer on or before the annual meeting of the SZC. Such fees are to be used for administrative expenses or as prescribed by the SZC.

ARTICLE 8 MEETINGS BY CORRESPONDENCE

8.1 MEETINGS BY CORRESPONDENCE - The Zone Directors may present in writing to each Zone LSC such information and proposals as they deem necessary between regular SZC meetings. Each LSC is entitled to three (3) votes and a majority of all SZC LSC votes are required to pass any such written proposal. Ballots by postal mail and electronic mail shall be accepted.

ARTICLE 9
REPORTS AND MINUTES

- 9.1 REPORTS - At least thirty (30) days prior to any SZC meeting, the Secretary/Treasurer shall prepare and mail all pertinent notices, reports and financial records to all SZC officers, the Southern Zone Athlete Representatives, and the General Chair of each SZC LSC.
- 9.2 MINUTES - Within forty-five (45) days of the immediate past annual meeting, the Secretary/Treasurer shall mail a copy of the minutes to all SZC officers, the Southern Zone Athlete Representatives, and the SZC LSC representatives.

ARTICLE 10
ORGANIZATION, AMENDMENT OF BYLAWS, AND DISSOLUTION

- 10.1 AMENDMENTS
- .1 Any provision of these by-laws not proscribed by USA Swimming may be amended at the annual SZC meeting by two-thirds (2/3) vote of the SZC representatives present and voting.
 - .2 Every SZC member must be given at least thirty (30) days written notice of any proposed amendment.
 - .3 Any amendment submitted or proposed after the required thirty (30) day deadline may be adopted only by a nine-tenths (9/10) vote of the members present and voting at the annual meeting of the SZC.
- 10.2 FISCAL YEAR - The fiscal year shall correspond to the fiscal year established by USA Swimming.
- 10.3 MAILING ADDRESS - The mailing address for the SZC shall be the address of the USA Swimming SZC Senior Director.
- 10.4 DISSOLUTION - Upon dissolution, all assets shall be equally distributed to the SZC LSCs or, by majority vote of the SZC LSCs, to USA Swimming.