

# University of Delaware Water Polo Club Bylaws

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Updated: 1 March 2008



Water Polo Club  
Since 2005

# **University of Delaware Water Polo Club Bylaws**

We, the Members of the University of Delaware Water Polo Club, adopt and abide by these bylaws, effective on 1 March 2008. These bylaws are designed to provide an organized structure that will allow this Club to function as a club organization in which we work towards developing our athletic abilities, general fitness, sportsmanship, integrity, and also academic excellence that are fundamental to both the sport of water polo and the ideals of the undergraduate program at the University of Delaware.

## **Article I**

### **Naming**

This Organization shall be officially known as the University of Delaware Water Polo Club and will hereby be referred to as the "Club" in this document. The University of Delaware will hereby be referred to as the "University".

## **Article II**

### **Mission**

The objective of this Club shall be to encourage teamwork and good sportsmanship by competing amongst ourselves and with other schools in a friendly sports environment.

## **Article III**

### **Eligibility**

Any full-time matriculated undergraduate student of the University who agrees with the objectives of this organization may become a Member. The Club will allow University affiliates (including graduate students, alumni, and faculty) to play in games in which they are eligible to play providing that they follow what is asked of them by the Officers, and the Club's Members agree that they be allowed to play.

## Article IV

### Officers

All elected and appointed officers of the Club shall hereby be known as the "Officers". All Officers shall be Members of the Club.

#### Section 1: Elections

Regular elections will be held in the first week of March. All Members of the Club will be eligible to vote in the elections and must be present to vote. Nominations will be taken for the positions of President, Vice President, Treasurer, and Secretary immediately preceding the elections. Only Members of the Club will be eligible for nomination and election to office.

#### Section 2: President

##### *Section 2.1: Presidential Qualifications*

The President shall have a minimum of one year's membership with this Club. Exceptions may be made for any Club Members that have held an elected office with another University club sport.

##### *Section 2.2: Presidential Duties*

The President will oversee the overall operation of the Club. The President shall call to order and preside over meetings and represent the Club as liaison to the club sports office and other groups in day-to-day affairs. The President is responsible for ensuring that all forms are filled out in a timely manner. The President shall be responsible for arranging games with other teams, including league membership, tournaments, scheduling, and other games and activities that the Club engages in. The President is to oversee the other officers and keep abreast of all of the Club's financial transactions.

#### Section 3: Vice President

The Vice President shall serve the duties of the president in the event of his or her absence. The Vice President shall ensure that all equipment is in good condition and working order, and shall be responsible for making the necessary arrangements to replace or repair old and damaged equipment, and to obtain new equipment; as well as ensuring that appropriate equipment is available for each game. The Vice President has the power to call meetings to order and preside over meetings. The Vice President shall be responsible for maintaining an accurate roster of active Members and submitting the roster to the club sports office at the appropriate times.

#### Section 4: Treasurer

The Treasurer is responsible for keeping an organized record of all of the financial aspects of the Club, including but not limited to: dues, event fees,

university allocations, and team expenses. This record should be able to be read and understood by the other Club officers and University staff. The Treasurer is to meet regularly with the office of club sports about the financial status of the team and to inform the President of any problems. The Treasurer is also to assist the president in creating a budget for the team and collecting dues.

#### Section 5: Secretary

The Secretary shall attend all Club meetings and record the minutes. The Secretary is in charge of maintaining an organized system for recording forms and paperwork that can be handed down to future officers. The secretary is also in charge of filling out the annual report in the spring. The Secretary shall serve as the travel coordinator and ensure that all appropriate forms relating to Club travel be completed and filed at the appropriate times; this includes club sports travel registration and automobile insurance forms.

#### Section 6: Website Coordinator

The website coordinator shall appointed by the officers of the Club. The website coordinator shall be responsible for the maintenance and upkeep of the Club's website. The coordinator shall keep schedules, results, contact information, and other information accurate and up-to-date. The coordinator shall have rights to all material posted on the website; all material posted by previous website coordinators shall become property of the current website coordinator. The coordinator shall be sure that the website follows the University's guidelines for websites and intellectual property. The coordinator shall also maintain the Club's email list.

#### Section 7: Captains

Each season, the team should decide on up to four (4) team captains. Captains will be decided on by unanimous consensus. Persons selected as a Captain shall have enough water polo experience and confidence to run practices and act as a team leader during competition. Captains will be responsible for running regularly scheduled practices.

#### Section 8: Failure to Act

Should any elected officer be unwilling or unable to fulfill the duties described above, the officer will be removed from office pending a vote by the Club, and the President shall be responsible for filling the vacant spot in a timely manner by the same manner described in Article 4: Section 1.

## **Article V**

### **Meeting Times**

The Club shall meet at any time deemed necessary by the President or Vice President to discuss administrative matters pertaining to the Club. Meeting attendance shall not be mandatory, however any items voted on during the meeting may only be done by those present at the time of voting. The time and locations of the meetings shall be made to accommodate the schedules and travel distances of the majority of the team.

Practice times will be determined for each semester by the President in conjunction with the club sports office and the Carpenter Sports Building staff. Practices shall not be mandatory and no penalty, other than a limit on competition time, shall be imposed on any Member.

## **Article VI**

### **Dues**

Dues shall be decided upon by the Officers at the beginning of each semester. They shall be used to pay expenses for tournament fees, equipment purchase, and social events, and other necessary items that are not covered by the funding given to the Club by the University. Dues will be collected in the fall semester and spring semester separately. Dues for each season will be paid by the Members who intend to compete in any of the scheduled competition for the season as well as any other Members who regularly attend practice and use the services or equipment belonging to or provided by the Club.

Any Member that does not pay dues by the date set each semester by the Officers shall not participate in any Club functions until such time as the dues are paid. If a Member does not pay dues in a given semester, they will not be held responsible for any past dues in the following semesters.

Dues from the current semester may be refunded to a Member no more than one (1) week after the date set each semester by the Officers for dues payment.

## **Article VII**

### **Bylaws**

This collection of rules that has been established to govern the activities of the Club shall be called the Bylaws. These Bylaws shall be enforced by the Officers and are to serve as the set of guidelines for normal operation and for conflict resolution.

Bylaws shall be approved at the beginning of each fall semester. Approval shall take place at an announced meeting of which all Members have been invited. The Bylaws shall be approved by a two-thirds vote in favor of accepting the bylaws as they are written. If the Bylaws are not approved as written, appropriate changes shall be made by the Officers and a vote will again be held following the above procedure.

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Bylaws

Written: 20 February 2006

Updated: 1 March 2008

## Article VIII

### CODE OF CONDUCT

#### Section 1:

*This Club supports the following Code of Conduct:*

Whether in competition, practice, or a social setting, the Members of the Club are to act in a professional manner and to show good sportsmanship. Players will abstain from using explicit language, unnecessary violence, and participating in other conduct that reflects poorly on the Club and University. Members will display the utmost degree of sportsmanship and will always congratulate opponents on a game well played.

While traveling and at hotels: Members shall behave in a manner befitting of the reputation of the University. Members shall not engage in any behavior that could jeopardize the reputation of the University or the Club, destroys property, or cause injury to any person.

While Members are at social functions, they shall abide by general guidelines set forth and discussed yearly by team Members, and they also shall abide by all policies enacted by the University, as well as all local, state, or federal laws that apply.

While Members are outside of official Club functions, they are considered representatives of the Club and the University. Members shall abide by the Code of Conduct in any circumstance.

#### Section 2:

*Penalties for violation of Code of Conduct:*

Any Member found to be in violation of the Code of Conduct shall be subject to review by the Officers of the Club.

A penalty may be imposed on any Member found to be in violation of the Code of Conduct and shall be determined by the Officers. The penalty shall be proportional to the severity of the infraction and shall be consistent with other penalties that have been issued for similar infractions. Breaking the Code of Conduct may result in a Member's permanent dismissal from the Club.