

NASHVILLE SWIM LEAGUE CONSTITUTION
(Updated for 2006 Season)
Revised 5/5/06

PREAMBLE

This league, herein constituted, shall be a non-profit organization acting for the purpose of fostering, promoting and sponsoring swim meets in Davidson and surrounding counties in Middle Tennessee to promote summer age group swimming.

ARTICLE I

Name and Authority:

The name of this organization shall be the Nashville Swim League, hereafter known as the NSL, and shall operate subject to the standards, rules, and code of conduct set forth by United States Swimming, unless otherwise stated in this document

Membership:

1. Membership in the NSL is completed once the conditions below are met and the current dues are paid.
2. There shall be one category of membership, which entitles a club to participation in all League activities.
3. Application to join the League may be received from country clubs, swim clubs or other organizations sponsoring swimming in Davidson County and surrounding counties of Middle Tennessee, at the nomination of the Executive Board and/or any established membership.
4. Before a club is accepted into the NSL, its facilities must be inspected and approved by a committee of three members of the Board. One of the committee members must be the USS Rules interpreter on the NSL Executive Board.

Acceptance will be granted by a vote of two-thirds (2/3) of the League membership.

When changes in facilities are contemplated, Team Representatives must notify the Executive Board in writing of the changes so that the facility can be re-inspected.

5. Any member club can have its membership revoked by two-thirds (2/3) vote of the majority of the established membership.
6. A swim club or swim organization must have a minimum base of 20 families to become a member of the Nashville Swim League. Once accepted, should the member numbers fall below the minimum required, the situation will be reviewed by the Executive Board, recommendations will be made, and continued membership will be voted upon by the active League membership.

ARTICLE II

Executive Board:

The affairs of the NSL shall be the responsibility of the Executive Board, consisting of the President, President-Elect, City Meet Director, Divisional Vice-Presidents (4), Recording Secretary, Treasurer, Eligibility Chairman, U5S/NSL Swimming Rules Interpreter, President Ex-Officio plus an active coaching representative from each of the four divisions, to be elected by the active coaches each year at the May meeting.

The Executive Board's duties shall include, but are not restricted to the following:

1. Call the meetings of the League
2. Manage the finances of the League and recommend annual assessments to the membership for the proper operation of the League.
3. Faithfully conduct the affairs of the League so as to pursue its objectives as set forth in the Preamble of this Constitution.
4. Nominate selected organizations for membership in the League
5. Enforce the Constitution as voted on by the membership. The Board cannot be called upon to enforce arbitrary agreements between teams
6. Sub-Committee for protests:
This committee shall be made up of the President, President-Elect, the appropriate Division VP's, a coach representative, and the USS/NSL Swimming Rules Interpreter for the purpose of resolving disputes, which come up during the NSL swim season.

ARTICLE III

Amendments to the NSL Constitution:

Amendments may be made to the Constitution by a two-thirds (**2/3**) vote of the membership. The said proposed amendment shall be submitted in writing to the Executive Board at least thirty (30) days prior to the meeting to which it is to be acted upon.

BY-LAWS OF THE NASHVILLE SWIM LEAGUE

ARTICLE I

Management:

1. The affairs of the NSL shall be governed by a majority vote of the active membership at any properly called meeting at which there is a quorum present. The active membership shall be composed of the member teams and the Executive Board. Members of the Executive Board, with the exception of the President, are entitled to vote in all affairs of the League. The President shall only exercise a vote in the case of a tie. No proxy votes shall be accepted.
2. Each club representative shall be entitled to one (1) vote in the affairs of the League. This shall be the responsibility of the Team Representative or their designated alternate. Coaches may be alternates.
3. The Executive Board shall have the authority to act for the League in all matters, subject to the approval of the majority of the membership at a properly called meeting at which there is a quorum present.

4. The Executive Board shall consist of:
- A. President
 - B. President-Elect
 - C. City Meet Director
 - D. **Three Divisional Vice-Presidents**
 - E. Recording Secretary
 - F. Eligibility Chairman
 - G. Treasurer
 - H. President Ex-Officio
 - I. USS/NSL Swimming Rules Interpreter
 - J. **Three Coaches Representatives, one from each division**
5. At the discretion of the membership, officers of the League may be combined as a single responsibility.
6. Duties of the Officers:
- A. **President**
 - 1) Preside at all meetings
 - 2) Coordinate the running of the City Meet with the City Meet Director(s)
 - 3) Be responsible for the investigation and outcome of protests and eligibility requirements
 - 4) Handle all inquiries from Divisional Vice-Presidents
 - 5) Appoint all committees and be an ex-officio member of those committees
 - 6) **Negotiate and sign contracts (in conjunction with the City Meet Director)**
 - 7) Order or appoint others to order and distribute all supplies necessary for the running of the of the League and Dual Meet Season
 - B. **President-Elect**
 1. Assume the office of President in the following year
 2. Conduct the affairs of the League should the current President be unable to comply
 3. Will assume the position of the President for the following season
 - C. **City Meet Director**
 1. Assemble and distribute all materials necessary for the running of the City Meet
 2. Select and coordinate design of the City Meet T-Shirt, with the assistance of the Treasurer.
 3. Responsible for assuring that all Clubs supply workers for the City Meet as outlined in the Miscellaneous Rules Article IV Section 7-A.
 4. Secure Head Timer(s) and SES/USS Certified Officials for the positions of Head Starter, Head Stroke and Turn Judge, Meet Referee and Meet Marshall
 5. Prepare appropriate opening ceremonies for each of the day of the City Meet
 6. Coordinate the operation and running of the City Meet with the Administrative Organization(s)
 - D. **Divisional Vice-Presidents**
 1. Act as a liaison between President, Executive Board and Team Representatives for the purpose of relaying information & requests
 2. Set schedules by the Spring General Membership meeting for Dual/Tri/Quad Meet season their respective divisions and coordinate the time of the meets with the team representatives

3. Receive and collate Meet Analysis Sheets and report any problems or discrepancies to the Executive Board (**with a synopsis/overview of findings at the post season general meeting**). Should also send summary of results to each team in respective division at the conclusion of current season and submit Meet Analysis Sheets to President.

E. Recording Secretary

1. Keep minutes of all meetings (special, committees, executive and general)
2. Handle all correspondence for League activities including, but not limited to, General Meetings, City Meet Invitations, etc.

F. Eligibility Chairman

1. Have on hand all necessary records for checking eligibility of individual swimmers
2. Collect results during winter swim season of those winter meets that have been timed electronically or manually (all "winter league" meets)
3. Compile a list of eligible Open swimmers

G. Treasurer

1. Keep all records of income and expenses
2. In conjunction with Executive Board, establish budget for next fiscal year
3. Send out dues statements to each individual club
4. Collect all moneys due/owed to the League
5. Make all disbursements in conjunction with League business
6. Keep a checking and/or savings account in the League name in an accredited institution
7. Be responsible for the printing and ordering of the City Meet T-Shirt, in conjunction with the City Meet Director.

H. USS/NSL Swimming Rules Interpreter

1. Be at least SES/USS certified and deck trained
2. Advise the Executive Board on rules pertaining to USS swimming and NSL Rules and advise when there are changes made that would affect the running of the Dual/Tri Meet season or City Meet
3. Be responsible for scheduling and conducting (or appointing conductors) of Certification Clinics for all summer league parents and coaches
4. Be a member of any committee that studies and/or changes Novice/Open eligibility rules
5. **Set the standard for summer certification.**

I. Coaches Representatives

1. Act as liaison between coaches and Executive Board
2. Be responsible for holding a coaches meeting before the Dual/Tri Meet season begins

7. The Executive Board shall have the authority to elect members to fill the unexpired terms of any of the above offices left vacant.

8. The Membership may remove from office by two-thirds (2/3) vote, any member of the Executive Board who shall be negligent in the performance of his/her responsibilities to the League.

9. TEAM RESPONSIBILITIES

- A. Pay all dues by January 31st prior to the upcoming season or be subject to a fine as determined by the Executive Board
- B. Have enough adults certified to officiate properly at Dual/Tri meets
- C. Send in team roster by due date with check attached
- D. Check all equipment required for running a Dual/Tri meet, (starting blocks, ropes, timing equipment, etc.)
- E. Secure all supplies necessary to host a home meet (entry, DQ slips, starting gun/horn, etc.). Now is the time to address and stamp envelopes to the

- F. Divisional Vice-President for Meet Analysis Sheets
- F. Pay any assessments by the due date as stated by the League Treasurer
- G. The day before a meet, check to be sure all workers and supplies are secured
- H. Coordinate with your coach to be sure City Meet Coaches Meeting is attended and City Meet Entries are completed and turned in on time

10. TEAM REPRESENTATIVES

- A. Act as liaison with Executive Board establishing good communication between teams, coaches and Board
Attend all General and called meetings of NSL and one NSL clinic. Represent and report to team members and coaches events that transpire at these meetings
- B. Keep Divisional Vice-Presidents current on names and addresses of Coaches and Team Representatives
- C. Be familiar with the Constitution/By-Laws/Miscellaneous Rules of the NSL and basic USS Swimming rules
- D. The Home Team Representative will call the Division VP before the May General Membership meeting to confirm the start times of their meets for the season. The start times of ALL meets must assure that all 10 & Under events are completed no later than 7:00 p.m.
- F. If your start times must be changed due to extenuating circumstances, the host team representative must call the visiting team representative ASAP, but not later than six (6) days before the meet
- G. Fill out Meet Analysis Sheet immediately following meet and send to Division VP within 48 hours
- H. The host team must fax meet results by the designated deadline
- I. All representatives shall discuss the proper meet format with the Visiting Representative. (one session or two sessions, both teams must agree to the session format.)

COACHES

- A. Develop participants for swimming
- B. Set hours of practice and training rules appropriate to his/her position
- C. Maintain discipline at all events of the League.
- D. Make recommendations to the League for a more effective and efficient operation of its events and other affairs
- E. **Coaches should bring list of events that have no swimmers to each meet. There should be three (3) lists. One for the Clerk of Course, Meet Referee and Starter**
- F. **Head Coach(s) and assistant coaches MUST attend the designated coach's clinic at the beginning of the season.**
- G. No member of a coaching staff may act as Clerk of Course at any Dual/Tri Meet

ARTICLE II

Meeting and Elections:

1. The Fall Meeting of the NSL shall be held at the earliest convenient date after the City Meet, but not later than the second week of September in each calendar year at a time set by the Executive Board.
2. Special meetings of the NSL (January meeting, Spring Organizational meeting, City Meet Coaches Meeting, etc.) may be called at any time by the Executive Board or by the written request of at least two-thirds (2/3) of all active members of the League and announced to the

membership at least five (5) days prior to its date.

3. Officers of the League shall be elected for a period of one (1) year, or until their successors are elected.
4. Half of the membership at any properly called meeting shall constitute a quorum. One-third (1/3) of the Executive Board shall also constitute a quorum for that body. The League President shall only vote in case of a tie.
5. Prior to any general meeting of the League, each member organization shall designate a voting representative to the meeting (should be the Team Representative., but in the event he/she cannot attend, a designated alternate may vote). **No proxy votes shall be accepted.**
6. In June of each year prior to the Fall Meeting, the President shall appoint a chairman of the Nominating Committee. There must be at least one representative from each Division of the League (not members of the Executive Board) to nominate officers of the League to the Nominating Committee. There shall be no nominations from the floor. The Nominating Committee shall contact each team for nominations for officers of the Executive Board. The nominating committee shall inform, in writing, at least fifteen days before the Fall Meeting the proposed nominations. Each nominee shall also be informed, in writing, of the slate at least fifteen days before the Fall Meeting. See Appendix C for 2006 season nominating committee.
7. The choice of nominees for office and/or member of the Executive Board shall not be limited to the voting team representatives of the member organization.
8. The Officers shall be elected by a simple majority of the votes cast at the Fall meeting and these officers shall serve, beginning January 1st of the next calendar year.
9. The Team Representatives or a substitute must attend the May "Spring Meeting" to pick up their supplies and to be apprised of any new changes for the up-coming season.

ARTICLE III

Dues and Assessments:

1. The dues and assessments shall be determined by a majority vote of the membership of the League.
2. The fiscal year of the NSL will operate on a calendar year basis, from January 1st to the following January 1st.

ARTICLE IV

Amendments to the NSL By-Laws:

These By-Laws may be amended only by two-thirds (2/3) vote of the League membership.

MISCELLANEOUS RULES OF THE NASHVILLE SWIM LEAGUE

ARTICLE I

General Rules:

1. United States Swimming rules will govern meets unless changed by the rules contained in this document.
2. **The decision of the referee in matters of judgment is considered final for the purposes of the given meet.** However, final interpretation of rules of eligibility of swimmers will be the responsibility of the NSL Review committee. Protests or Notices of Appeal must be made orally, faxed or in writing (if oral or faxed) within three (3) days to the League President with copies to the Divisional Vice-President and Team Representative against whose team the protest or appeal is being made. Should the referee encounter conditions during the meet necessitating disciplinary measures, they shall inform the League President within three (3) days of the circumstances.

Note: The NSL does not recognize video play as evidence in a formal protest.
3. If a swimmer swims illegally, the following penalties will apply.
 - A. If the infraction is discovered before the swimmer competes in an event/meet:
 1. If totally ineligible (i.e. Illegal recruiting, etc.) the swimmer may not participate. The swimmer will be permitted to swim under protest according to section 102.11.3 of USS Swimming Rules
 2. If entered in the wrong events, the swimmer shall be re-entered into the proper event subject to lane availability. No heats to be added
 3. The Coach and Team Representative shall receive a written notice of warning
 4. Any infraction discovered after the swimmer competes in an event/meet must be contested in writing within seven (7) days and at their discretion, the Executive Board may:
 - a. Require all awards to be returned and points and awards be redistributed to the correct swimmer and teams
 - b. Put the Team on probation for a period of one (1) year
 - c. Ban the swimmer involved from participation for one (1) year
4. Coaches and Teams who consistently disregard the By-Laws/Rules of the NSL will be placed on probation. The sponsor organization will be notified. Team and/or Coach will be suspended by a two-thirds (2/3) vote of the League members.
5. In order to assure the safety of all swimmers the following depths shall be taken into consideration. If these conditions are not met, no swimmer will be allowed to start from blocks.
 - A. Any pool with a depth (at starting end) of LESS than 3' 6" shall not be allowed to use starting blocks. Swimmers must start from the pool deck
 - B. Any pool with a depth (at starting end) of LESS than 3' 3" shall not allow swimmers to start from the deck; they must start from a standing position in the water. Backstroke will use the standard start
 - C. Any pool with a depth (at starting end) of 4' shall have their starting blocks no higher than 18" from the pool deck.
6. All alcoholic beverages, controlled substances, tobacco products and profane language are prohibited in the swim meet area during meets. Anyone violating this rule will be asked to leave the area by either the Meet Referee or the Meet Director

ARTICLE II

Participation:

1. Eligibility:

- A. Eligibility for participation in the activities shall be determined by the individual member organizations. Unethical practices (i.e. scholarships, recruiting from other members clubs, etc.) shall be dealt with by the Executive Board. If eligibility is based on employment by the member organization, employee must be on the payroll and working 20 hours each week, during the swim season.
 - B. A club member is defined as:
A member who has club privileges at the sponsoring club (i.e. a club who offers summer swimming memberships must allow those members access to the pool all summer - not just for swim team participation).
2. A child's age as of June 1st determines his/her competitive age for the remainder of the season except for the following:
No swimmer will be eligible to participate during the NSL season if he/she turns nineteen (19) years of age on or before June 1st. A swimmer's eligibility ends after their senior high school summer season. If a swimmer is nineteen (19) and a senior, he/she may apply for an automatic waiver provided he/she has attended only four years of high school
 3. Coaches who are otherwise qualified as members under Paragraph 1 & 2 (above) will also be eligible to enter as competitors.
 4. A team roster listing all swimmers must be sent to the League Treasurer within 24 hours of the first swim meet accompanied by one (1) check at \$3.00 per swimmer. Additional swimmers may be added at any time by sending their names and other information as required with \$3.00 each to the League Treasurer within 24 hours of their participating in their first NSL meet. Teams will be subject to a \$25 fine for all late rosters & checks after the 24 hour grace period.
 5. Once a swimmer has represented a member club, he/she is not eligible to swim for another NSL team (or a team in any other local summer swim league) during the same season. This can be subject to appeal to the NSL Review Committee.
 6. Out of town swimmers coming into the area for the purpose of furthering their swimming skills at our local SES clubs will not be permitted to participate in the NSL.
 7. League meets are open only to members of participating clubs. A swimmer who belongs to one member club and joins a second member club for advanced coaching or under a "scholarship" type situation may not swim with the second club in NSL competition.

ARTICLE III

Dual/Tri Meets:

1. If, during the course of a meet or within thirty minutes after a meet, it is discovered that a swimmer has competed in more than two individual events and an individual medley, all their individual points will be subtracted from the team total. Further, if a swimmer swims in more than two relays, all relay points scored by these relay teams will be subtracted from the team total. NO RIBBONS will be withdrawn, but new ribbons will be awarded. Points will be redistributed.
2. All publicity and reports of meet results will be coordinated by the League Publicity Chairman (appointed by the President). No club parent should phone results to the two major Nashville

Newspapers. NSL Dual/Tri Meet results should be faxed to the designated persons immediately following a meet by the home team.

3. Any participant is considered entered in the meet unless "scratched" before the meet starts. Cards for 10 and Under events are to be turned in to the Clerk of Course before the start of the meet. Cards for 11 and Up events are to be turned in before the start of the second session. If the meet is a One Session meet, all cards are to be turned in before the start of the meet. NO CHANGES OR ADDITIONS will be made once the cards are turned in to the Clerk of Course.
4. Times must be taken on all swimmers in all events. The Middle time from the 3 timers will be the official time. In the event there only two watch times available, the official time is the average of these 2 times. If 2 of the 3 watches are the same, the like times are to be used as the official time.

DUAL MEETS:

- A. Visiting teams are to use lanes 1-3-5 and home teams are to use lanes 2-4-6. When using a 5-lane pool, the home team shall use lanes 2-4, visiting teams shall use lanes 1-3-5. There will be no extra heats over and above those described in the rules of the NSL to accommodate a 5 lane pool.
- B. The fastest swimmers will be in the middle lanes (3 & 4) and in the first heats.
- C. Warm-ups will be thirty (30) minutes long. Home teams will use lanes 1 - 6 for the first 15 minutes and visiting teams will use the same lanes for the second 15 minutes. Warm-ups may be combined upon an agreement of the coaches.

DUAL MEET WORKERS:

The Host and Visiting teams will be expected to furnish the following:

POSITION	HOME TEAM	VISITING TEAM
Meet Director	1	0
*Meet Referee***	1	0
*Starter***	1	0
*Stroke & Turn	2	2
Head Timer	1	0
Timers**	9	9
Scorer's Table 1.	3	3
Clerk of Course****	1	1
Runners	2	0
Refreshment Runner	1	0
Announcer	1	0

*Must be certified SES/USS or NSL Clinic

** 3 TIMERS PER LANE May not serve in this and another capacity at the same time. Must be 12 years old.

***Starter and Referee may not be the same person

Scorer's Table 1. Both teams (home and visitor) must be present at the scorers table.

****May not be a Coach

NOTE: Coaches may not serve as Officials, Referees or Starters

6. TRI MEETS:

- A. Visiting teams in Tri-meets are to use lanes 1 & 4 and 2 & 5, position to be assigned by the home team at least three days before the meet. The home team will use lanes 3 & 6.
- B. The fastest swimmers will be assigned lanes 3, 4 & 5 and will be in the first heats.

- C. Warm-Ups will be no longer than forty-five (45) minutes with each team having no longer than 15 minutes. Warm-ups may be combined if coaches agree.

TRI MEET WORKERS:

The Host and Visiting teams will be expected to furnish the following:

POSITION	HOME TEAM	VISITING TEAM 1.	VISITING TEAM 2.
Meet Director	1	0	0
*Meet Referee***	1	0	0
*Starter***	1	0	0
*Stroke & Turn	2	1	1
Head Timer	1	0	0
Timers**	6	3	3
Scorer's Table1.	3	3	3
Clerk of Course****	1	1	1
Runners	2	0	0
Refreshment Runner	1	0	0
Announcer	1	0	0

*Must be certified SES/USS or NSL Clinic.

** 3 TIMERS PER LANE May not serve in this and another capacity at the same time. Must be 12 years old.

*** Starter and Referee may not be the same person

Scorer's Table1. at least one person from each team must be present at the scorers table

**** May Not be a Coach

NOTE: Coaches may not serve as officials, referees or starters

10. Host team is responsible for providing **all** meet supplies and equipment necessary to run the meet. **Each team supplies their own entry cards, watches, and score sheets.** Ribbons are the responsibility of the home teams.
11. If opposing teams desire an "impartial" referee to preside over their meet, this referee must be SES/USS certified and deck trained. Teams are responsible for any arrangements concerning these referees.
12. Meet Referees, Stroke & Turn Judges and Starters must be certified. If a team cannot provide certified workers for these positions, said team may be penalized 25 points per position per session (application should be made to NSL Review Committee within 48 hours.) Certification may be obtained through USS Swimming or one of the clinics provided by the NSL. Timers must be 12 years of age. Certified personnel may not serve dual roles.

SCORING:

A. Points will be awarded on the basis of five (5) points for 1st, three (3) for 2nd and one (1) for 3rd. If only one swimmer enters an event, only first place points will be given. If two swimmers enter an event, first and second place points will be given. The same rules apply for relays, except point values are ten (10) points for 1st, six (6) for 2nd and two (2) for 3rd. Only three (3) relays per club are allowed per event in Dual Meets and only two (2) per club in Tri Meets. **In case of a tie at the conclusion of an event, the points for the tied places are added together and divided between the 2 swimmers. Hy-Tek Meet Manager should be programmed to score ties in this manner.**

A. Ribbons will be awarded for 4th – 12th place, but no points shall be awarded or scored.

C. Team standing will be decided on the following basis:

- 1) Quad Meets 4 points for winning

		3 points for second 2 points for third 1 point for fourth
2)	Tri Meets	4 points for winning 3 points for second 2 points for third
3)	Dual Meets	4 points for winning 3 point for second
4)	Forfeits	0 points will be awarded

- D. Division champions will be based on total points for the season. In case of a tie, after totaling the points as described in C. above, the winner of the respective division will be the team that won the regular dual meet competition. *Season Dual/Tri Meet trophies will be awarded to the teams finishing in the top three (3) places. Should there be a tie, the cumulative points will be the deciding factor.*
- E. Division placement for the coming season will be determined by the following criteria:
- 1) Total number of swimmers on the team roster
 - 2) Team profile
 - 3) Total number of points scored by each team during the season
 - 4) Total number of points scored against each team during the season
 - 5) City Meet points scored
 - 6) Point differential of each team
- Division placement is decided by the Division Placement Committee and voted on by the NSL Executive Board at the Executive Board Meeting prior to the January General Membership Meeting.
- F. **Dual/Tri Meet High Point winners shall be any swimmer who wins two (2) individual events and the Individual Medley event in either the Novice Category or the Open Category. There will be no cross-over benefit. You either score as Open or as Novice for High Point consideration on all three (3) events.**

14. Regular season Dual/Tri Meet trophies will be awarded to the teams finishing in first, second, and third place in their respective divisions. These trophies will be presented at the City Meet.
15. **Suggestions:**
- A. Try to have at least one meet in the late afternoon to give working parents a chance to see their children in action.
 - B. A swimmer **MUST** swim an event to win a ribbon. For efficiency's sake, if only one swimmer is entered in an event, that swimmer should be combined with the swimmers in the next heat, provided there is an open lane. This applies to heats with only two or three swimmers as well, provided there are lanes available in the following heat. **MAKE SURE** that the stroke and the length is the same in combined heats, (i.e., do not swim a 50 yd. Backstroke with a 25 yd. butterfly.)
Classifications and genders can be mixed. If at all possible, when combining genders, provide an empty lane between male and female swimmers, (i.e., lanes 1,2: female; lanes 4,5,6: male.)
16. **Event Participation**
- A. **Dual Meets** shall be limited as follows; however additional heats may be added upon agreement by the coaches:

FREESTYLE				
O	6 & U	Unlimited Heats	Unlimited Swimmers	
O	8 & U	Unlimited Heats	Unlimited Swimmers	
O	All Others	2 Heats	6 Swimmers	
N	All Others	Unlimited Heats	Unlimited Swimmers	
BACKSTROKE				
O	6 & U	Unlimited Heats	Unlimited Swimmers	
O	8 & U	Unlimited Heats	Unlimited Swimmers	
O	All Others	2 Heats	6 Swimmers	
N	All Others	2 Heats	6 Swimmers	
BREASTSTROKE, BUTTERFLY AND INDIVIDUAL MEDLEY				
O	All	2 Heats	6 Swimmers	
N	All	2 Heats	6 Swimmers	
** RELAYS				
O	All	1 Heat	12 Swimmers	

B. **Tri Meets** shall be limited as follows:

FREESTYLE				
O	6 & U	Unlimited Heats	Unlimited Swimmers	
O	8 & U	Unlimited Heats	Unlimited Swimmers	
O	All Others	2 Heats	4 Swimmers	
N	All Others	Unlimited Heats	Unlimited Swimmers	
BACKSTROKE				
O	6 & U	Unlimited Heats	Unlimited Swimmers	
O	8 & U	Unlimited Heats	Unlimited Swimmers	
O	All Others	2 Heats	4 Swimmers	
N	All Others	2 Heats	4 Swimmers	
BREASTSTROKE, BUTTERFLY AND INDIVIDUAL MEDLEY				
O	All	2 Heats	4 Swimmers	
N	All	2 Heats	4 Swimmers	
** RELAYS				
O	All	2 Heats	16 Swimmers	

Extra Heats of some restricted events may be added by majority vote of the coaches.

Exhibition swims are permitted during dual meets.

****NOTE: Exhibition Swims must be designated on the card as such and the scorers need to be aware that these events do not score.**

- C. Each child may swim two (2) different strokes (a swimmer may not enter both Novice and Open in the same stroke) plus the IM and two (2) relays.
- D. A club may move up one swimmer per relay one age group to compete in the Medley and Freestyle relays. However, no swimmer may swim more than one (1) Medley or one (1) Freestyle relay in one swim meet. This procedure applies only to relays and does not conform to US Swimming rules. **A swimmer may not move up an age group to swim an individual event.**
- E. Swimmers cannot move down an age group to swim in any individual event or relay. If

violated, total points scored by that swimmer will be lost, including relay points. No ribbons will be withdrawn, but new ones will be awarded. Points will be redistributed.

- F. Swimmers are required to Compete in the Open category in a given event if they meet any of the following criteria:

NON-WINTER PROGRAM SWIMMERS

1. 6 & Under placing 1st - 4th in an Open event at the previous year's City Meet. It should be noted that all 6 & Under events are Open.
2. 7 - 10 year old swimmers placing 1st - 4th in a Novice event or 1st - 8th in an Open event at the previous year's City Meet.
3. All other swimmers placing 1st - 8th in a Novice or Open event at the previous year's City Meet.

WINTER PROGRAM SWIMMER

4. *Any swimmer participating in a "winter swim program" who has achieved a "BB" time standard in the actual event or the closest distance event. Age is not a factor. A swimmer who has achieved an "A" time in an event and this translates to a "BB" time as he/she ages up, will continue to swim Open in that event. A swimmer's "Life Time Best" (LTB) time in an event will remain with the swimmer even if the swimmer stops winter training. If there is a protest against a swimmer in a novice event the burden of proof lies with the person(s) issuing the protest. Furthermore, a swimmer who trains in a winter program will be considered a winter swimmer regardless if he/she competes during the year.*

Example:

A 10 year old swimmer achieves an "AAAA" time in the 50 butterfly and this time is a "BB" time in the 17-18 year group. That swimmer will swim Open in that event throughout the swimmers career in the NSL. It is of no consequence if a swimmer ceases to swim in a winter program.

5. Open events are open to all swimmers

NOTE: Winter Swim Programs include but are not limited to:

1. All USS Programs
2. College Swim Teams
3. Junior High/Middle School Teams
4. High School Swim Teams
5. YMCA Swim Teams
6. All teams who participate in the "Winter League Program". Times are legitimate if the event takes place in a short course pool between October 1st and May 31st using automatic, semi-automatic or manual (watches) equipment.

17. Forfeiture Rules:

- A. A club may forfeit a meet only by giving notice through their Team

Representative. This notice of forfeiture must be in written form and be in the hands of the respective Divisional Vice-President and the opposing Team Representative within twenty-four (24) hours prior to the time and date of the scheduled and published meet. The said notice of forfeiture must contain the reasons for the intended forfeiture. The NSL Review Committee of the Executive Board in session will determine the legality of any forfeiture within five (5) days after the date of the forfeiture. Only extraordinary reasons as interpreted by the Committee will be considered a legal or valid justification for forfeiture. Summary or "no-show" forfeitures will be considered illegal except under very extraordinary conditions (Acts of GOD) when prior justification as stated above is impossible.

- B. All swimmers scheduled to swim for the team "forfeited to" will be considered to have participated in said meet for the purpose of eligibility to participate in the City Meet. It will be the responsibility of the Executive Board to determine the eligibility of the swimmers of the team forfeiting based on the justification of the forfeiture.
- C. In case of forfeiture, the forfeiting team will receive zero (0) points. The team "forfeited to" will receive two (2) points for a Dual Meet and teams forfeited to in a Tri Meet will split five (5) points with three (3) points going to the winner and two (2) to the second place team. If two teams forfeit in a Tri Meet, the forfeiting teams receive zero (0) points and the remaining team receives three (3) points.

18. **Postponements:**

- A. If a meet must be stopped for any reason and the teams cannot agree upon a solution, then the teams must wait for one (1) hour. After one hour a meet committee consisting of a representative from each team, a coach from each team and the Meet Referee will confer and vote to re-schedule or take other action. Cards must stay at the facility unless both teams mutually agree that they may be taken and re-seeded. Any swimmer scheduled to **swim** in a meet which was postponed who cannot swim in another make-up meet will be considered to have participated in said meet for their purposes of eligibility to participate in the City Meet, **IF THEIR ENTRY CARDS ARE SENT TO THE LEAGUE SECRETARY IMMEDIATELY FOLLOWING THE POSTPONED MEET.**

- 19. Swimmers may not be aided in any way by artificial means nor may they be joined in the water by a coach or other person. Exhibition swimming will be permitted only after the conclusion of the meet.
- 20. Swimming rules shall be adapted for disabled swimmers. This will be the responsibility of the Meet Referee. Coaches must inform the Meet Referee prior to the start of the meet.
- 21. The following form is to be filled out and mailed within 24 hours of the conclusion of the scheduled meet:
 - A. Meet Analysis - sent to Divisional Vice-Presidents-Exhibit "D"
 - B. Any concerns regarding swimmers or scoring.
- 22. It is recommended that all swimmers on NSL teams wear suits of identical coloring and pattern. Competitors will not be permitted to compete in attire (suits and caps) which include advertising or a name other than the name of the summer league competitor, NSL club, or summer league mascot. A single manufacturer's logos or trademark (e.g., "Speedo") is permitted.

23. Winter program coaches may visit NSL clubs, only if the NSL club coach agrees to the visit. The NSL coach will determine the time, location, and use of any possible recruiting tools. If this visit takes place during a dual meet, the visiting team must also give their permission.

ARTICLE IV

CITY MEET

- I. The City Meet is open only to swimmers who have participated in at least two (2) NSL swim meets during the current year.
2. Seeding will be on the basis of the best competing times accomplished in a 25 yard pool. Times attained in other than 25 yd. pools should be converted to 25 yd. times. NO ENTRIES will be accepted without a time. The Administrative organization is authorized to adjust obviously erroneous or inconsistent times n.
3. **Entries:**
 - A. Relays: There will be Three relay groupings ;A, AA, AAA Swimmers are limited to participating in only one Freestyle and one Medley Relay event.
 - B. Individual Events Swimmers are limited to a maximum of four individual entries in the City Meet. The I.M. is considered an individual event. No swimmer may enter both Novice and Open events in the same stroke.
 - C. Relay and Individual entry cards and/or forms must be properly filled out before being submitted to the Administrative Organization for the City Meet. Relay cards must show the following items at the **time of the race**.
 - 1) Swimmers Name
 - 2) Swimmers Position
 - 3) Swimmers Computer Number

* Alternates do have to be on the relay cards but must be legally entered in the meet and have a computer ID number.
 - D. Late entries will be accepted between the time meet entries are due and the end of the coaches' "correction" period. There will a \$10.00 late fee for each individual and relay in addition to the event entry fees but these entries will be included in the regular seeding. Late entries on the day of the meet will be accepted 30 minutes before the session begins and will be on a lane available basis after the open/novice corrections have been made. There will also be a \$10.00 late fee for each swimmer or relay. These fees will be made payable to the Nashville Swim League.
4. **Awards:**
 - A. Team trophies will be awarded to 1st, 2nd, and 3rd place teams scoring the most points (relay and individual events combined) in each division: The team trophies will be awarded to the top 3 teams in 10 & under following their competition. Team Trophies will be awarded for the top 3 overall teams at the conclusion of the City Meet competition.
 - B. High Point Champion and the top four Runner-Up trophies will be awarded to swimmers (male and female) in each age group (Novice and Open), for their

points accumulated in their four (4) or less individual events. The swimmer must accrue his/her points from events in either the Novice or Open category. Points earned in Novice events will be counted in competition for Novice age group High Point awards. Points earned in Open events will be counted in competition for Open age group High Point awards.

High Point trophies will also be awarded to 6' Under Open Division winners and runners-up.

- | | | |
|----|--------------------|--|
| C. | Relay awards: | Medals for 1 st thru 8 th place
Ribbons for 9 th thru 16 th place |
| D. | Individual Awards: | Medals for 1 st thru 8 th place
Ribbons for 9 th thru 16 th place |

5. **Fees:**

Will be established by the City Meet Director and the Executive Board, subject to approval of the general membership. Payment of all fees (swimmer surcharge, individual and relay event charges) must be made at time of entry. Any team who does not make the entry deadline will be charged a minimum of \$100.00 per day. Entry into the City Meet will be at the discretion of the City Meet Director.

6. **Scoring:**

Points will be scored as follows:

- | | | |
|----|--------------------|---------------------|
| A. | Individual Events: | 9-7-6-5-4-3-2-1 |
| B. | Relay Events: | 18-14-12-10-8-6-4-2 |
- 1) Relay Events: The fastest eight (8) teams in each of the four divisions will earn points in each relay for their team toward 1st, 2nd and 3rd place team awards given in each of the 3 divisions.
 - 2) Individual Events: The fastest eight (8) swimmers in each of the 3 divisions in both Novice and Open events will earn points for their team toward 1st, 2nd and 3rd place team awards given in each of the 3 divisions.
 - 3) Individual Events: The fastest eight (8) swimmers in each event (regardless of division) both Novice and Open will earn points toward individual age group High Point Awards.

7. **Duties of Member Clubs at the City Meet:**

A. Each member team will be assigned city meet responsibilities prior to the start of the season in order to create an equitable distribution of work (see appendix B). In addition, each team will provide workers as assigned prior to the meet.

B. Each team must provide 2 experienced stroke and turn judges for the city meet each day. The names of these officials must be provided to the rules interpreter the week prior to the city meet. The officials will work in rotation for the session they are assigned.

8. Any club not supplying its full complement of workers shall be penalized 25 points per position and fined \$100.00.
9. All protests of eligibility on any swimmer shall be reported to the Eligibility Chairman.

Coaches are allowed to submit "gripe sheets" with questions to the City Meet Director no later than 30 minutes past the time that the results of the final event have been posted. Once that time has passed, on the final day of the Meet, the official results will be logged in by the computer operators. Once the Final Results are printed, there will be no changes made to the results or *final standings* of the City Meet.

10. At the conclusion of the City Meet, if any errors or discrepancies are discovered, the Executive Board of the NSL has the right and duty to correct the abuse; i.e., records may be stripped if it is found that they were obtained under conditions that violated the NSL rules.

AMENDMENTS TO THE MISCELLANEOUS RULES

These miscellaneous rules of swimming may be amended by a majority vote of the representatives at any duly called meeting of the members of the Nashville Swim League.

1. The NSL General Membership voted to supply each team with Hy-Tex Meet/Team manager. Teams will use this program to seed and score each meet. See Appendix A (Jan. 2004)
2. The NSL General Membership voted to give the referee the discretion and the final word as he/she determines necessary to rule in both the Dual/Tri/Quad and City Meet, as per the NSL constitution. (Aug. 2004)
3. The NSL Board voted to implement changes to the AAA, AA & A divisions to North AA & A and South AA & A divisions. These changes will be observed and voted on again at the August meeting. (Jan. 2005)
4. The NSL General Membership voted on a constitutional change to allow the City Meet Director and the President Elect to not be the same person but two (2) positions on the Board. (Jan. 2005)
5. The NSL General Membership voted to implement Open and Novice for the 7 & 8 year olds and a Mini IM (25 Freestyle and 25 Backstroke) in the Dual Meet season only for 6 & Under. (Jan. 2005)
6. The NSL Board voted to provide Hy-Tek Meet Manager to each team for the purpose of running dual/tri/quad meets on a computer. See Appendix A (Jan 2005)
7. The NSL Board revisited and voted to revert back to the traditional three-tier division structure for the 2006 season. (Feb 2006)
8. The NSL Board voted and implemented a structure of job sharing for the city meet that requires each team to take a portion of the meet management. (Feb 2006)
9. The NSL General Membership voted to implement a time standard for 6 and under swimmers *at the city meet only* that requires a swimmer to have posted a time under 2 minutes in the freestyle and back stroke during the regular season. If the swimmer does not make the standard at the city meet, a coach must be prepared to present proof of time. Failure to provide this proof will result in a \$25 fine for the athlete's team per violation. (Feb. 2006)

Appendix A: Use of Hy-Tek Team Manager and Meet Manager Software in the NSL

The Nashville Swim League provides each NSL team copies of Hy-Tek Team Manager and Meet Manager software for the purpose of managing the athletes of member teams and the running of swim meets. This appendix is meant to serve as a guideline for the use of these programs.

1. **Team Manager:** The purpose of Team Manager is to build an athlete data base and enter swimmers in events during the regular meet season and for the official city meet entry. It serves additionally for a team's benefit by building profiles that include addresses, email information, medical and workout information. The information returned to Team Manager after a swim meet, from Meet Manager, provides best time data and improvements for each swimmer. Software support for Team manager is provided to the NSL by calling 252-633-5177.
2. **Meet Manager:** The purpose of Meet Manager is to eliminate the need to hand score a meet and provide the opportunity for computerized seeding, event lists, timer sheets and results.

Suggested procedures for the use of Hy-Tek to set up the running and scoring of a dual/tri/quad meet (regular season).

1. Begin by building a database of team members on Team Manager. The minimum information required is name, team, gender and birth date. See Hy-Tek instruction manual for Team Manager page 12.
2. Create a meet and template of events (single or dual session as appropriate) as outlined in Hy-Tek instruction manual for Team Manager page 13.
3. For each meet, enter swimmers in appropriate events and relays.
4. Export entries to a disk, CD, or flash drive as required by your team computer and the computer being used to score the meet.
5. The host team should receive the export information from the visiting team no later than 2 hours prior to the warm up session of the meet. It is preferred to receive the export the late afternoon before the meet, to allow ample time for creating cards, heat sheets and to ensure that an exception report is run and there are no problems with entries. Coaches should not be the recipients of the export information. The person receiving the information for the meet must maintain exclusive confidentiality. There may be no changes to the entries once they are in the hands of the operator. Note: The visiting team should be present when the export information is provided to the host team and the merge is processed.
6. The host team merges the 2 files of entries and reviews the exception report if one is produced and makes the necessary corrections with the visiting team.
7. The host team produces the following:
 - **Event cards** for both teams.
 - **Timer Sheets** for any race 25 yards in length. This eliminates the need to run cards to timers in short distance races. **In 25 yard/meter races, the cards exist only for placing swimmers on the blocks and should be collected from the swimmer at this point. The timers should verify that the name of the**

swimmer matches the timer sheet when the swimmer exits the pool. Note any corrections on the timer sheet.

- Produce a minimum of 11 **heat sheets** for distribution to the starter, referee, the 4 stroke and turn officials, the clerk of course, one for each coach, the meet director and the scorer's table. In dual session meets, the afternoon heat sheets are not to be distributed until the beginning of the afternoon session.
8. Scoring a meet using Meet Manager:
- Timer sheets or cards from events are brought to the scorer's table. Timer sheets should not be brought until the conclusion of the event. There should be three noted times. The official time will be the middle time. In the event that there are only two times, the average of the two times will be used. If two of the three watches match, this is the official time used.
 - The scorer's table is a joint operation of both teams. Both teams must be equally represented in the review of times, entry of times into the system and the scoring of the meet as it progresses. No time may be changed by any member of the scorer's table without the authorization of the referee.
 - The scorer's table should periodically produce system-generated labels for ribbon distribution.
 - After the system scores the meet, Meet Manager is used to determine the high point winners by producing a special report.
 - Both coaches must review the final meet results and sign the official results form that is used for publication.
9. Post Meet Procedures: Following the meet, the home team should create an export file of the meet results for the visiting team. This information is then imported back to team manager for updating swimmer performance. Team Manager can use this data to provide coaches the following:
- Improvement
 - Best time by age, gender, event
 - Future analysis of relay swimmers
 - A list of swimmers from the meet that can be exported to a spreadsheet for processing payment to the league treasurer (roster).

Additional Help on the features and functions of Meet Manager can be found in the following on line index.

http://www.hy-tekLtd.com/User_Guides_HTML/SwMM2/HTML/index.html

Additional Help on the features and functions of Team Manager can be found in the following on line index.

http://www.hy-tekLtd.com/User_Guides_HTML/SwTM4/HTML/index.html

Appendix B: City Meet Job Distribution 2006

In order to create a more equitable distribution of the city meet work, the NSL board voted to implement a job-sharing program (Feb. 2006). Each team takes a portion of the meet responsibilities as outlined in this chart.

1. **Awards** **WHIT/ LFSC** **Selected by May**
 - a. Previous vender Trophy House
 - b. Trophies
 - c. ribbons
 - d. medals
 - e. sort during City Meet
2. **Tee shirts** **OHCC/ HWCC** **Have shirts for presales at May meeting**
 - a. Coordinate design and choose vendor
 - b. Design
 - c. print
 - d. pre –sell
 - e. sell at City Meet
3. **Clerk of course 7-H/ CBST** **Call to rent in early spring**
 - a. Nashville Tent
 - b. Tents
 - c. tables
 - d. sound equipment inside and out
 - e. volunteers
4. **Hospitality** **SEQ/RCC** **Purchase (NSL pays) and man room all 3 days**
 - a. Food
 - b. beverages
 - c. volunteers
5. **Heat sheets** **ILST/GJCC** **Have cover sheet and inside content before start of meet. Take seeded meet sheets to printer & distribute for presales and man sales table.**
 - a. Print Net
 - b. Cover design
 - c. content with Pres and VP pages
6. **City Meet assignments** **WM** **Must be printed and in City Meet packet 1st of July**
 - a. Pool assignments
 - b. Warm up lane assignments
 - c. Print & distribute City Meet packet to teams by 1st of July
7. **Deck workers** **CAW** **Information must be ready for WM to include in the City Meet packet 1st of July**
 - a. Head Timers
 - b. Timers
 - c. stroke and turn

- 8. Publicity/Media BMCC Set coverage 2 weeks before City Meet**
 - a. News and Newspaper coverage – arrange interviews
- 9. Meet Directors Table Assistants BGCC/ WW/ MD Weekend of meet**
 - a. Provide Runners
 - i. results to hallway
 - ii. Communication w/director & scorers table
 - iii. Stock the clipboards etc for officials
 - b. cover supplies
 - c. collect late entry fees
- 10. Clean up FVP/ GCC/ RWSC**
 - a. Daily run through for inside/outside trash
 - b. Lost and found
 - c. End of meet

Appendix C: Nominating Committee

At the start of each season, the NSL president is to appoint a nominating committee as outlined in Article II, #6 of the league constitution. This list serves to record each year's nominating committee for future reference. The nominating committee may not include members of the NSL board and does not have to be the team representative.

2006 Nominating Committee:

A Division: Bluegrass Country Club

AA Division: Langford Farms

AAA: Seven Hills