

# **GDSA BYLAWS**

**Approved**

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## 1. LIFE MEMBERS

( from Constitution – 4.3)

- (a) GDSA may confer Life Membership on a person who has provided long and meritorious service with GDSA in recognition of their efforts in furthering the interests of GDSA.
- (b) Life Membership may only be conferred by Special Resolution at an Annual General Meeting.
- (c) Nominations for life membership must be submitted through the Clubs, or Individual Members to GDSA and must be received by the Secretary not later than 60 days prior to the relevant Annual General Meeting.

### Criteria:

- 1) For a person to be recommended for Life membership of the GDSA they must have been an active member of a District club for at least 10 consecutive years and their contribution to swimming in Geelong has been exemplary.
- 2) A Life membership may be awarded to more than one person in a season, however not necessarily awarded each year.

## 2. DISTRICT POSITIONS

**Executive** (in addition to duties listed in Constitution)

- **President** - Is on every sub committee and chairs all meetings.
- **Vice President** – currently organises and controls the SATS)
- **Secretary** - enters all District teams in MM and submits them to SV
- **Treasurer** – currently organises catering requirements
- **General Committee** – 2 delegates from each club – appointed by their club. Clubs are also required to appoint two alternate delegates to cover absences of the above.

### Sub Committees

Sub committees may be established by the GDSA Committee and the members of these committees shall be appointed by the GDSA committee. The GDSA committee will appoint the Chair of the committee.

### Grievance Officer

As per the Constitution 24.2

The member shall contact, the Association Grievance Officer, who has been appointed by the Committee, and advise that they have a grievance that they wish to discuss. The identity of the Association Grievance Officer will be communicated to all members of the Association in writing each year. Where a grievance is to be submitted in writing it should be addressed clearly to the Association Grievance Officer, and marked “Private and Confidential”.

The Grievance Officer is Mr John Frame. ( address details – do we put them in or just refer to Sec or Pres)

### Records Registrar

A Records Registrar shall be appointed by the committee to maintain and check the accuracy of all District Records.

### **Trophy Registrar**

A Trophy Registrar shall be appointed by the committee to look after the trophies, purchase the mementos and to organise the awards for presentation night.

### **Proficiency Officer**

A Proficiency Officer shall be appointed by the committee to organize the proficiency meet. They must liaise with the clubs re the appropriate date, accept entries from the clubs and submit them to SV, and organise the required officials etc. The proficiency officer is the SV contact person, and presentation of awards will be done by a member of the District Executive at either the Club's presentation or at the Districts presentation event.

### **Entry Secretary**

An Entry Secretary shall be appointed by the committee to accept, and enter in MM all entries for District run meets. An assistant may be chosen for the smaller meet when two meets run very close to each other (eg. 2010/2011 - All Schools and All Junior). The Secretary provides the details required for the cover and information section and either the Secretary or Treasurer organise the printing.

### **District Web Master**

A Web Master shall be appointed by the committee to update and maintain the District's web site. Requests by general members of the District for information to go on the web site must be approved by a member of the executive.

### **Meet Officials**

- **Technical Committee**

Comprised of all active qualified referees living in the District. They will run all workshops, assess officials and be in charge of the various meets held in the District.

- **Other Meet officials**

The GDSA committee may appoint an official to be in charge of - SATS, Recording, Timekeeping, Announcing and Marshalling within the District.

## **3. COMPETITIONS**

The district currently runs 4 swim meets.

- 1) **The Mini Encouragement carnival** for 10/U held in mid October each year. This meet is not a qualifying meet, but swimmers may progress from this meet to the SV 7 to 10 Encouragement meet in Melbourne.
- 2) **The City by the Bay Sprints** held in November each year – we aim to make this a qualifying meet. The Age Group trophies and the Encouragement trophy are based on this meet. This meet is a qualifying meet. District Championship records can only be broken at this meet.
- 3) **All Junior Elimination** Heats held generally in February each year. This is not a qualifying meet but swimmers may progress from this meet to the semi finals in Melbourne
- 4) **The Geelong All Schools** held in March – open to all children who attend a school in the Barwon region. This is not a qualifying meet.

The clubs in the District also run meets, and the District Freestyle Champions are awarded on the basis of performance over the 4 distances swum at each of these meets including the District Sprint meet. Currently the 400m at Geelong City Aquatic short course ; 200m at Geelong Open; 100m at the Sprints and 50m at the Lara Summer meet.

To encourage swimmers and their clubs to compete at each others meets points are awarded for the club trophies based on attendance and placing's at these meets.

### **Duty Clubs**

Each club takes the responsibility of organizing one of the half or part day meets – from providing the manpower at the gate, runners, to organising drinks and refreshments, Currently GCA are the Duty Club for the Minis, GEE for the All Schools and LAR for the All Junior Eliminations. All clubs share the duties for the City By the Bay Sprints – a full day . A roster is organised for this.

## **4 DISTRICT TEAMS**

### **1) 7 to 10 Team (not really selected)**

A junior team is “selected” after the Minis to compete at the SV 7 to 10 Encouragement Meet held at MSAC in November. “Selection” is based on the actual times of District swimmers at the GDSA Mini Meet – some swimmers may change age group, but they are slotted in according to their times in the higher age group. Up to 6 swimmers may compete in each age group. All swimmers have to complete an availability form to acknowledge that they will attend the meet.

### **2) Interdistrict Team**

One selector from each club attends the selection meeting. The president or one of the executive chair the meeting, and a person is appointed as scribe. The team is picked on the basis of times and availability. The secretary will provide times from team manager providing she has all the swimmers from the clubs in the data base. Each selector must / should bring the best verifiable times for their swimmers to the meeting. It would be helpful if they could prepare for this meeting prior to attending.

### **3) All Junior Semi and Finals (not really selected)**

As with the 7 to 10 team – this is based on times swum at the Eliminations. The fastest 5 (available) swimmers will progress to the Semi finals at MSAC.

### **4) Team Uniform**

The 7 to 10 and the Interdistrict teams are supplied with a polo shirt, a pair of shorts and a cap. These items are expected to last at least for two seasons.

### **5) Forms**

#### **5.1 Availability forms must be completed by all swimmers wishing to be selected in a District Team.**

Sample of Availability form below – printed on District Letterhead

Swimmer's Name \_\_\_\_\_ Club \_\_\_\_\_  
Sex & Age Group (please circle) on the 28<sup>th</sup> February 2009

Male / Female 10/U yr; 11/12; 13/14; 15/16; 17/O DOB \_\_\_\_\_

If selected, I will be available to swim in the 20 \_\_\_\_\_ which will be swum at MSAC  
on the \_\_\_\_\_ .

**Signature** (parent if under 16)

## 5.2 Medical forms must be completed by all selected swimmers.

Sample below – printed on District letterhead.

### CONFIDENTIAL MEDICAL REPORT

This report is compiled to help us, in the case of any eventuality with the children. All information is held in confidence, and these forms will be destroyed after the Meet. We ask parents to note the following requests and abide by them.

**\* Is your child currently taking any medication? YES / NO**

If **YES**, please state name of medication, dosage etc.

We ask that all medication, labelled with the child's name, dosage etc be handed to the team manager prior to departure.

**CHILDREN MUST NOT BE IN POSSESSION OF ANY MEDICINE WHILST ON A DISTRICT 11 TRIP.**

\* Please complete details below:

CHILD'S NAME ..... CLUB .....  
PARENT'S ADDRESS ..... POSTCODE .....  
TELEPHONE: HOME ..... WORK / MOBILE .....

MEDICAL INSURANCE: YES / NO      MEDICARE NO: .....

AMBULANCE SUBSCRIBER: YES / NO

DATE OF LAST TETANUS INJECTION: .....

\* **Indicate if your child suffers any of the following:**

Fits of any type: ..... Heart Condition: .....

Blackouts: ..... Asthma: ..... Migraine: .....

Dizzy Spells: ..... Travel Sickness: ..... Other: .....

\* **Allergies to:**

Penicillin: ..... Any Food: ..... Drugs: .....

Other: .....

\* **What special care is recommended for any of the above:** .....

.....  
**Are you (the parent) attending this meet? YES / NO**

If **NO** - is this the first time your child has been away from home? **YES / NO**

Please sign this statement required by the District for all children attending a District trip.

**I authorise the adult in charge of the team to consent, where it is impracticable to communicate with me, to the child receiving such medical or surgical treatment as may be deemed necessary.**

**Signed:** .....(relationship) **Date:** .....

## 6 Selection Criteria.

Selectors should select – but the following should be considered by them ;

- The best team should represent the District
- Selection times must be recent times (how old) and from approved meets.
- When necessary the selection of relay only swimmers is appropriate.
- Swimmers should have at least two swims.
- Fastest swimmers can be selected in more than one swim where appropriate.
- Emailed availability forms and medical forms can be used as well as hard copy.
- Communication of selection / non selection /events etc to the swimmer to be the responsibility of each club.

Other comments

All details including date of birth, times of all swimmers in all events entered by selectors, and total times for all relays must be handed to the person doing the entries for the meet concerned.

## 5. District Records

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1. Records are kept in Team Manager and all results from SV and District meets are downloaded.
2. Only times from a qualifying Long Course meet are accepted for records.
3. **No notification or verification is required if the meet is an SV or District meet.** If the time comes from other than these listed meets then record notification and verification of the time must be sent to the records registrar ( format - see below )

### GDSA RECORD NOTIFICATION - LONG POOL ONLY

SWIMMER'S NAME

AGE & BIRTHDATE

CLUB.

TELEPHONE

RECORD CLAIMED

MEET NAME & DATE/S

DATE OF SWIM.

EVENT NAME & No (as in Prog)

TIME

RECORD CLAIMED

MEET NAME & DATE/S

DATE OF SWIM.

EVENT NAME & NO (as in Prog)

TIME

Swimmer's/ Parent's Signature

Date

Please use this format for all records claimed other than records swum at an SV or District Meet.

CRITERIA:

1. ALL MEETS MUST BE QUALIFYING MEETS..
2. If time is not achieved at an SV, Geelong district or Club meet (eg City by Bay or Geelong Open) then verification must be provided..

## 6. AWARDS AND TROPHIES

1. The AGM and Presentations are held together – a dinner is organised at a suitable location – (currently at the Grovedale).
2. The following trophies are presented each season to swimmers who have registered and are still registered at the end of the season with clubs affiliated with the Geelong District Swimming Association.

## A. INDIVIDUAL TROPHIES

### 1. AGE GROUP TROPHIES

The following trophies are presented to best performed district swimmers at the **GDSA (City By The Bay) Sprints** in at least three of the four “#” events on the poster for their age group. These trophies are based on the SAL & SVI standard point score - 22, 18, 16, 14, 12, 10, 8, 6, 4, 2.

<b>10/U Champions</b>	<ul style="list-style-type: none"> <li>Girls: “<b>Harry (Snow) Beswick Trophy</b>” (Snow was heavily involved with District Swimming, was a coach of swimmers from all clubs in the GDSA)</li> <li>Boys: “<b>Peter McNeil Trophy</b>” (Peter McNeil was chief referee of the District and an amateur coach of Geelong Swimming Club for many years.)</li> </ul>
<b>12/U Champions</b>	<ul style="list-style-type: none"> <li>Girls: “<b>Betty Searle Trophy</b>” (donated by Mrs. Betty Searle)</li> <li>Boys: “<b>Peter Doak Trophy</b>” (donated by Mr. Peter Doak, Olympic, National, State and Club representative; Peter was also heavily involved in District Swimming for many years)</li> </ul>
<b>14/U Champions</b>	<ul style="list-style-type: none"> <li>Girls: “<b>Cyril Cooke Cup</b>” (donated by Mr. and Mrs. Cyril Cooke in 1963)</li> <li>Boys: “<b>Jack Harris Memorial Cup</b>” (donated to Geelong Western Club by Mr. and Mrs. Harris in honour of a talented swimmer who lost his life during service with the RAAF in 1944. It was later presented to the GDSA)</li> </ul>
<b>16/U Champions</b>	<ul style="list-style-type: none"> <li>Girls: “<b>Mrs. Joan Cameron-Murch Cup</b>” (donated in 1963)</li> <li>Boys: “<b>Walter Champion Cup</b>” (presented to the Geelong Western Club in 1928 and later donated to the GDSA)</li> </ul>
<b>17/O Champions</b>	<ul style="list-style-type: none"> <li>Girls: “<b>Dianne Batten Trophy</b>” (presented in 1963 by Miss Dianne Batten, former club and Country backstroke champion and State representative)</li> <li>Boys: “<b>Henry Young Cup</b>” (presented to the Geelong Western Club in 1926 and later presented to the GDSA)</li> </ul>

### 2. FREESTYLE CHAMPION TROPHIES

The following trophies are awarded to the Women’s and Men’s Open Freestyle champions. They were originally for the 110 yard event, but this was later changed to 100, 200 and 400 metre freestyle. In 2002/3 the 50m event was added.

Each event is conducted at a different district meet:

- Geelong City Aquatic Short Course (August):.....400m freestyle
- Geelong Open (November): .....200m freestyle
- GDSA (City By The Bay) Sprints (November):.....100m freestyle
- Lara Swimming Club (December):.....50m freestyle

In order to be eligible to receive the trophy, a swimmer must compete in at least three of the events listed above. These trophies are based on the SVI standard points score – 22, 18, 16, 14, 12, 10, 8, 6, 4 & 2.

<b>Women’s Open Freestyle Champion: “Ruby Lord Memorial Cup”</b>	Mrs. Ken Clarke presented this cup to the Geelong Western Club (which later presented it to the District) in 1955, in memory of her mother who was President of the Ladies’ Club and an active member of the Victorian Women’s Swimming Association for many years.
<b>Men’s Open Freestyle Champion: “Hitchcock Shield”</b>	This shield was originally presented to the Geelong Sea Bathing Company (established in 1854) by the honorary directors. It was subsequently presented to the Geelong Western Club by the then Mayor of Geelong, Mr. W. M. Hitchcock in 1905. This shield was later presented to the GDSA.

### 3. SPECIAL TROPHIES

**Australia Day Medals** This medal is provided by the Geelong Australia Day Committee, and presented for the best performance by a GDSA swimmer over the Country Championship weekend. Originally for best performance on Australia Day, but because championship dates now vary so much, it was decided to award the medals for the best performance over the whole weekend. Based on the SVI standard point score as generated in Meet Manager.

**Herb Jeffrey Encouragement Award** Awarded to the best GDSA 13/U swimmer - male or female - who did not win a medal at the GDSA (City By The Bay) Sprints. The award is named after Herb Jeffrey who was heavily involved with District Swimming, was a coach of swimmers from all clubs in the District. Based on the point score as generated in Meet Manager.

**GDSA President’s Award** This Award is made by the GDSA President to a member of the GDSA Community (swimmer or non-swimmer) who has made a significant contribution to the District during the season.

#### **Advertiser Cup - Swimmer of the Year**

The Advertiser Cup was presented to the Geelong Western Club by the Geelong Advertiser Pty. Ltd. in 1927. The cup was presented to the district in 1965 by the Geelong Swimming Club.

It was a perpetual challenge cup for individual competition in aquatic events, including diving, swimming in clothes, medley and freestyle. It was competed for by both boys and girls during the Geelong Championships. (up until 1985 only boys could compete).

In the 1992/3 Season, the competition for this cup changed. It is now a club-based competition - two mixed relays involving all age groups and the cup goes to the winning club. The cup was presented to the GDSA by the Geelong Swimming Club.

From the 2008/9 Season, the Advertiser Cup will be presented to the GDSA “Swimmer of the Year.” To be eligible for this award swimmers must be registered with a District club for the entire season.

Points as listed below are awarded for performances at Country, State and National Championships.

### **Points for Open Championship Events**

Either Long Course or Short Course – as listed below and at least 2 Heats.

For MC and Age Meets (starting from season 2009/2010) half the appropriate Open points.  
(Amended at Committee meeting 10<sup>th</sup> Feb 2009. For Season 2008/2009 points listed below applied to both Open and Age Events.)

<b>Place</b>	<b>National</b>	<b>State</b>	<b>Country</b>
<b>1st</b>	<b>50</b>	<b>30</b>	<b>15</b>
<b>2<sup>nd</sup></b>	<b>45</b>	<b>25</b>	<b>13</b>
<b>3<sup>rd</sup></b>	<b>40</b>	<b>20</b>	<b>11</b>
<b>4<sup>th</sup></b>	<b>35</b>	<b>15</b>	<b>9</b>
<b>5<sup>th</sup></b>	<b>30</b>	<b>14</b>	<b>8</b>
<b>6<sup>th</sup></b>	<b>28</b>	<b>13</b>	<b>7</b>
<b>7<sup>th</sup></b>	<b>26</b>	<b>12</b>	<b>6</b>
<b>8<sup>th</sup></b>	<b>24</b>	<b>11</b>	<b>5</b>
<b>9<sup>th</sup></b>	<b>22</b>	<b>10</b>	<b>4</b>
<b>10th</b>	<b>20</b>	<b>9</b>	<b>3</b>

### **RECORDS**

<b>National.</b>	<b>State</b>	<b>Country</b>	<b>Country Event</b>	<b>GDSA</b>
50	25	15	10	5

N.B If a swimmer breaks Aust/State record and all comers record it counts as two records.  
(Note - Country Event records date from 1989)

**TOP 10 (Open or Age; Long or Short Course as at end of season)** This has not been used as rankings available have been for only part way through the season.

#### **AUSTRALIAN**

50, 45, 40, 35, 30, 25. 20, 15, 10, 5

#### **STATE**

25, 22.5, 20, 17.5, 15, 12.5, 10, 7.5, 5, 2.5

### **B. CLUB AWARD TROPHIES**

<b>West Coast Shield</b>	<p>This shield was originally awarded to the club which scored the highest number of points at the Geelong Championships. Originally place points plus 1 point for each swimmer in the heats were awarded. In the 2000/1 Season the points system was changed to one point for each meet to be allotted to each club for each of their swimmers who competed in the:</p> <ul style="list-style-type: none"><li>• Northern Dolphins Winter Short Course Meet</li><li>• Geelong Open</li><li>• GDSA (City by the Bay) Sprints, and the</li><li>• Lara Swimming Club Competition.</li></ul> <p>This means that each swimmer can earn four points for their club per season, if they compete in all four meets. The number of meets has varied from five to three, depending on the number of affiliated clubs. In the 2008/2009 season, the Winter Short Course Meet will be held by Geelong City Aquatic.</p> <p>This shield was presented to the GDSA by West Coast in 1992.</p>
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<b>The Charity Shield</b>	This shield is awarded to the club which raised most money for the charity, as nominated by the GDSA for that season. The shield was first awarded for the 2007/8 Season.
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### GDSA INTER-CLUB SERIES

Originally the following shields were awarded over a series of Interclub meets – involving individual and relay events. Because interclub meets have lapsed due to a busy swimming calendar - the shields are now awarded the highest scoring club over the three (originally four) club meets and the City by the Bay Sprints. The first swimmer in an event from each district club is awarded the points on a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place system.

<b>Bill Willmott Shield</b>	This shield was presented to the GDSA by the Geelong Swimming Club in 1968 to honour the work done by Mr. Bill Willmott for District and Club swimming since 1925. It is presented to the club which achieves the best overall results in the GDSA Inter-Club Series.
<b>Browne Shield</b>	The Browne Shield was presented to the District by Mr. and Mrs. R.T. Browne in 1971. It is awarded to the club obtaining the most points in the Boys Division in the GDSA Inter-Club Series.
<b>Touzel Shield</b>	This was presented to the GDSA in 1971 by Mr. and Mrs. Touzel (Life members - now deceased - of Geelong Swimming Club). It is awarded to the club gaining the most points in the Girls Division of the GDSA Inter-Club Series.

### SWIMMING VICTORIA TROPHIES

Each season, a number of trophies are presented at District Meets, by arrangement with Swimming Victoria. The trophies presented in the immediate past include:

<b>George Casper Trophy</b>	George Casper might be the original winner of the men's 110 yd (now 100m) Freestyle Handicap event. An E. Casper was a delegate from the St Kilda Swimming Club when the Victorian Amateur Swimming Association (VASA) was formed in 1893. This trophy is presented by the Geelong Swimming Club on behalf of Swimming Victoria to the winner of the 100m Men's Freestyle Handicap event, conducted at the Geelong Open Carnival.
<b>Lucy Ridgewell Trophy</b>	Lucy Ridgewell was a member of Hawthorn Swimming Club and secretary of the Victoria Ladies Amateur Swimming League (VLASL) from 1928 to 1933. This trophy was presented to the Victorian Amateur Swimming Association (VASA) by the Hawthorn Swimming Club (when the ladies affiliated with the VASA) in order to perpetuate the memory of Lucy Ridgewell. It was first presented for a 110 yd (now 100m) Freestyle Handicap. This trophy is presented by the Geelong Swimming Club on behalf of Swimming Victoria to the winner of the 100m Women's Freestyle Handicap event, conducted at the Geelong Open Carnival.
<b>Alice Burton Trophy</b>	Alice Burton was president of the Victorian Ladies Amateur Swimming League (VLASL) between 1932 and 1938. The VLASL eventually merged with the Victorian Amateur Swimming Association (VASA) in 1964. The trophy was donated by the Hawthorn Swimming Club and first presented in 1946, to Mildred McCuthion (Brighton Beach). This trophy is currently presented by the Lara Swimming Club on behalf of Swimming Victoria. It is awarded to the winner of the 100m Women's Breaststroke Handicap event, conducted at the Lara Swimming Club Competition.

### **C. GDSA ALL SCHOOLS TROPHIES**

Awarded to the highest scoring school in each of the listed divisions – based on standard SV point score generated by Meet Manager . These shields have been named after notable swimming families in the District.

**Primary Boys - Ford Shield -**

**Primary Girls Schofield Shield**

**Secondary Boys Strahan Shield**

**Secondary Girls Batten Shield**