



## POLICIES OF THE OKANAGAN MASTERS SWIM CLUB

### SWIM MEMBERSHIPS

Objectives of the swim membership policy:

- to attract and welcome new Masters swimmers to the club
- to manage growth in membership, facilities and coaching
- to make effective use of facilities and coaches
- to ensure financial independence and stability of the club
- to achieve fairness and recognize members' specific circumstances

Swim members:

- a) are welcome to join at any time during the season, subject to availability of swim slots;
- b) who pay fees for the full season in one upfront payment at the start of the season, are eligible for the largest fee discount, since they assist the club to meet its financial commitments;
- c) who purchase swim membership for less than the full season, will pay for the number of months subscribed, in accordance with the fee schedule.

The Executive reserves the right to limit the number of swim memberships, as well as the number of 'part season' swim memberships on a first-come-first-served basis.

### SWIM MEMBERSHIP CATEGORIES

The club offers two swim membership categories in recognition of the diverse needs of Masters swimmers. Fees are structured accordingly. The categories are as follows:

- a) **Level "L"** swim membership: for swimmers who wish to swim up to **twice per week**;
- b) **Level "U"** swim membership: for swimmers who wish to swim an **unlimited** number of times per week (to a maximum of the actual number of sessions)

Members are free to swim at any session, on any day of the week subject only to their membership category and availability of lane capacity. In other words they are not limited to specific days or sessions. Most swimmers settle into a regular routine that works for them. This is encouraged, to aid capacity planning and enable coaches to get to know each swimmer's specific strengths and training needs. To aid capacity planning we prefer members to identify their session preferences up-front.



## **SWIM MEMBERSHIP**

OMSC has two swim seasons during the year:

- Fall-Spring Season                      September through June
- Summer Season                              July and August

## **DROP- INS**

Drop-ins are permitted under the following conditions:

- a) Lane space is available
- b) The drop-in fee of \$10.00 is paid<sup>1</sup>
- c) Swimmer must be a current member of MSABC. If the swimmer cannot verify MSABC membership, he/she must sign a waiver.

Note: The first drop-in swim is free of charge, except for the MSABC insurance fee<sup>2</sup> as above.

## **REFUNDS**

If a swimmer needs to cancel his/her membership for unexpected reasons such as a new medical condition or unexpected transfer away from the area, a fee refund will be calculated as follows:

- a) A refund will be prorated to the portion of the swim season remaining after cancellation, subject to deduction of an administration fee.
- b) The refund value will be determined by the day of month the swimmer cancels his/her membership as follows:
  - (i) If the cancellation is received prior to the 15<sup>th</sup> of the month, half that month's fee will be reimbursed plus the remaining full months already paid for;
  - (ii) If the cancellation is received on or after the 15<sup>th</sup> of the month, the refund will be prorated to the remaining full months already paid for.
- c) The administration fee is \$25.00

## **WAIT LISTS AND RENEWAL OF SWIM MEMBERSHIP**

The club will secure lane times and capacity at the H<sub>2</sub>O Adventure & Fitness Centre in negotiation with the City and the facility Manager. Should the demand for swim memberships exceed the capacity of facilities allocated to the club, applications will be prioritized as follows:-

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<sup>1</sup> The drop-in fee will be reviewed periodically.

<sup>2</sup> The MSABC insurance fee may change. It is currently \$3.00 per drop-in



- a) Paid-up OMSC swim members from the current season at H<sub>2</sub>O Adventure & Fitness Centre will be given first priority to take up swim membership for the following season (his/her name will be put at the top of the wait list).

This priority position falls away if not exercised before the start of the next season. Where exercised in time, it will fall away if the fees for that season are not paid on time.

- b) Second priority will be given to members granted a leave of absence by the Executive, and who re-apply for swim membership within the leave of absence period.
- c) Priority thereafter will be given on a 'first come first served' basis in the order in applicant was entered on the swim member wait list.

Leave of Absence: Leave of absence may be granted to swim members who cannot continue their swim membership for any reason. Leave of absence up to a maximum of 12 months may be granted by the Executive.

### **TRANSFERABILITY OF MEMBERSHIP**

If a member (the 'requesting member') wishes to transfer his/her **prepaid membership** to a third person (the 'beneficiary') either permanently or temporarily, a motivated written application must be submitted to the club President. The President will take the motivation and circumstances into account and provide a decision within 5 business days.

Two categories of transfer are considered: permanent and temporary.

#### **Permanent transfer**

The beneficiary must be a member of the Okanagan Masters Swim Club<sup>3</sup>. If there is any wait list for swim memberships at that time, the application will be declined. If there is no wait list and the President approves the request, benefits of membership will pass from the requesting member to the beneficiary on the date of approval.

The requesting member may not request Leave of Absence concurrent with the application for transfer of membership. The membership may be transferred at the same level or to a higher membership level.

#### **Temporary transfer**

The beneficiary must be a member of the Okanagan Masters Swim Club. Access to facilities and swim membership benefits commence the day after approval.

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<sup>3</sup> NB: This means the beneficiary must also be a paid-up member of MSABC