

# Southern Eastern Great Lakes Figure Skating Council Policies and Procedures

*All SEGL Council information and documents are available on this website.*

**1. Membership-** Membership in the council is open to USFS Full Member clubs or Provisional Clubs within the designated geographical area consisting of, Alabama, Indiana, Kentucky, Mississippi, Ohio- (south of and including Troy), and Tennessee, which have applied for membership and paid current membership dues.

**Application-** Forms are available on the SEGL website or through the SEGL secretary.

**Fees-** Currently, annual membership fees are \$25.00 and are due by February 1st.

**Delegate-** Each club shall be represented by one delegate who shall be a current USFS eligible member, 18 years or older, selected by the member club. This delegate shall serve from February 1- January 31, regardless of the home club's fiscal year.

**Delegate Duties:**

- Serve for one year February 1, through January 31, regardless of individual club elections;
- Receive and distribute SEGL information to your club board and membership;
- Issue current home club information to SEGL Council for the website, newsletter, and database;
- Vote on issues at Council Meetings or appoint a proxy according to the established procedure, and
- Submit skater information to the SEGL treasurer on any of your club members qualifying for the SEGL Qualifying Awards and distribute the awards to your club recipients

**Proxies-** Member clubs may give a proxy for their delegate in the event any such delegate does not attend a meeting in person. The person receiving the proxy must meet the same qualifications required of delegates, except that the proxy holder need not be a member of the same club as the delegate from whom they received the proxy. Proxies may be exercised only at duly called meetings of the SEGL Council Annual Meeting and may be voted only on matters contained in the notice of the meeting.

It is recommended that proxies registered by the delegate with the SEGL Secretary at least one week, seven (7) days prior to the meeting.

**Meetings-** The council meets annually at the SEGL competition prior to the USFS Governing Council Meeting. These meetings are open to all interested members however, only the club delegate or proxy may vote on issues.

**2. Annual SEGL Invitational Competition-** Each year, SEGL Council accepts bids from member clubs to host the Annual SEGL Invitational Competition. At the Annual Meeting delegates vote in the winning bid. The SEGL Council receives 15% of the total registration fees. Member clubs are encouraged to participate in this event which is the council's only source of income other than annual dues.

**Competition bid forms-** May be obtained from the SEGL Secretary or the website

**Competition Manual-** Host clubs should use the SEGL Competition Manual to assist in running a successful event. It is available on the website

**3. SEGL Awards and Scholarships-** Three different Awards/Scholarships are offered annually through the SEGL Council. They are The SEGL Qualifying Awards, Financial Aid Scholarship, and Sportsmanship Award. The amount granted each year is subject to change depending upon the amount of money available to the grant program. Detailed information and application forms are available through the SEGL Secretary or on the website. Applications must be postmarked no later than December 1st.

**SEGL Qualifying Awards-** SEGL Council proudly presents a monetary gift to skaters whose home club is a SEGL member and the skater placed 4<sup>th</sup> place or higher as an individual, pair, or dance team at a Qualifying Competition, thus advancing to Sectionals, Jr. Championships, or National Championships. Fill-ins and byes do not qualify.

**Reporting and distributing Qualifying Awards-** It is the responsibility of the member club delegate/contact to notify the SEGL treasurer of any club members qualifying for this award by January 1<sup>st</sup>. The following information is needed:

Skater's name

Skater's USFS #

Home Club

Competition at which they qualified

Events in which they qualified

Final placement

Club Contact/Delegate

Name

Address

Phone

Email:

**\*The club contact is the person submitting the above information who will also receive the awards (via U.S. Mail) in the form of checks, and distribute them to the club's recipients.**