

CONSTITUTION AND BY-LAWS OF THE NORTHERN
NEW YORK BOARD OF APPROVED BASKETBALL
OFFICIALS, INC.

BOARD #59, WATERTOWN, NEW YORK

REVISED NOVEMBER, 2016

CONSTITUTION AND BY-LAWS OF THE NORTHERN NEW YORK BOARD OF APPROVED
BASKETBALL OFFICIALS, INC.
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ARTICLE I

Section 1.

This organization shall be known as the Northern New York District Board of Approved Basketball Officials, Inc.

ARTICLE II

Purposes

Section 1.

The purpose shall be as proposed by Article II of the IAABO Constitution.

ARTICLE III

Membership

Section 1. Active members of this board shall consist of individuals who have passed all examinations as prescribed in procedure of membership and who have been duly elected to active membership in this board. All active members have one vote.

Section 2. Probationary members shall be those officials who are following the procedure to membership, but who have not passed all examinations or have not been voted to active membership.

Section 3. Procedure to active membership is as follows:

Meet minimum requirements as specified in IAABO By-laws.

ARTICLE IV

Officers and Elections

Section 1. The elective officers of this board shall be a President, Vice President, Secretary-Treasurer, Interpreter, Assignor, and two members at large elected from the membership.

Section 2. The above officers, plus the immediate past president, will constitute the Executive Committee.

Section 3. Election of officers shall take place each year at a time established by the Executive Committee. At the last previous meeting before this election, the President shall appoint a nominating committee whose duty it will be to present a complete slate of nominations. Further nominations may be made from the floor by an active member.

Section 4. Term of office for the President, Vice President, Secretary- Treasurer, Interpreter, and Assignor shall be for two years. The term of office for a member at large shall be two years. Officers

shall take office immediately.

NOTE: The President shall serve one, two year term.

Section 5. Any vacancy occurring in the elective offices shall be filled by nominations from the floor, except in the case of the President, in which case the President will be replaced by the Vice President.

Section 6. No person shall hold more than one office in any elected year.

ARTICLE V

Meetings

Section 1. The board shall have a minimum of five (5) meetings per year. Every working member regardless of classification must attend four (4) of five (5) meetings. In a non-election year, members must attend the rules interpretation meeting, the IAABO test night, the last meeting of the year, plus one other. In an election year, the last two meetings are mandatory, which include the nomination and election officers. The Executive Committee will review each situation and a decision rendered (penalty). Failure to comply will result in loss of status for the upcoming season.

Section 2. Special meetings over and above the five (5) required meetings may be called by the President, at the request of the majority of the Executive Committee.

Section 3. A quorum will be a majority of the entire voting membership.

Section 4. The last two (2) meetings of the year will be a mandatory for all members. If this meeting is missed, a letter is to be sent to the President or Secretary-Treasurer giving reasons why. Executive Committee will review this letter and a decision rendered (penalty). Failure to comply with Section 4 will result in a \$25 fine for the first offense. Second offense is \$25 fine and a drop in status.

Section 5. All members shall make the mandatory rule interpretation meeting. If a member misses the mandatory rule interpretation meeting, the member shall be fined \$25; \$15 will go to the board and \$10 will go to the Interpreter for make-up meetings.

ARTICLE VI

Amendments

Section 1. An amendment to the constitution may be introduced in writing at any regular meeting and shall be acted upon not later than at the second regular meeting following the introduction of the amendment.

Section 2. Amendments shall become part of the Constitution when approved by a vote of two-thirds of the members of the organization.

BY-LAWS

ARTICLE I

Roberts Rules of Order shall be the authority pertaining to the Parliamentary Procedure in this Organization.

ARTICLE II DUTIES OF THE OFFICERS

Section 1. President

The President shall preside over all meetings of this board and shall act as the chairman of the Executive Committee. The President shall have general supervision over the administrative affairs of this board and shall have the authority to appoint committees.

Section 2. Vice President

The Vice President shall complete any unexpired term of the President. The Vice President shall preside at meetings in the absence of the President and shall be the chairman of the Membership Committee and Probationary Committee.

Section 3. Secretary-Treasurer

The office of the Secretary-Treasurer shall be a dual office. The Secretary-Treasurer shall keep minutes of all Board and Executive Committee meetings. The Secretary-Treasurer shall attend to all correspondence of the Board. The Secretary-Treasurer shall issue notice of all meetings. The Secretary-Treasurer shall maintain an up-to-date membership file of all members consisting of name, address, phone number, and classifications within the board.

The Secretary-Treasurer shall order the annual IAABO examination, National Federation examinations and make out any required reports for Section III and IAABO headquarters.

The Secretary-Treasurer shall collect all dues, fees, and assessments of the Board. The Secretary-Treasurer shall maintain an accurate record of all receipts and disbursements in books provided by the Board. The Secretary-Treasurer shall deposit all money in a bank checking account in the name of the Board and shall have the power to withdraw on such account to pay the expenses incurred by the Board. The Secretary-Treasurer shall make a financial report at each meeting, and at

such time as he may be so directed.

Section 4. Interpreter

The Interpreter shall conduct at least one rule interpretation meeting for all coaches and officials prior to each season. The Interpreter shall interpret rules at each meeting upon the request of members. The Interpreter shall be the interpreter for Section III of the NYSPHSAA if so requested.

Section 5. Interpretation Meetings

The Interpreter shall represent this Board at the annual IAABO rules interpretation meeting at the expense of this Board. He shall submit a report of the meeting to the Board and shall conduct at least one (1) meeting on rules considered at the IAABO meeting. In the event that the Interpreter cannot attend the IAABO meeting, the President, Vice President, or the Secretary-Treasurer shall attend as the alternate representative.

Section 6. Assignor

The Assignor will assign all Varsity, Junior Varsity, and Modified games.

It is highly recommended by Section III that the assignor not work.

Board Policy revised in November 2001-02 is that the assignor may work.

The assignor shall see and rate each official at least once in a two year period and present those ratings upon request by the Executive Committee,

The Assignor shall send a roster of the preceding information to each school within our territorial jurisdiction each year. The Assignor shall send a revised roster to the schools following the written examination of the Board and notify of status change at any time during the year.

ARTICLE III

Section 1. Standing Committees

The Standing Committee of this Board shall consist of the following: Membership, Public Relations, and Tournament Committee.

Section 2. Appointments

The President shall appoint the Standing Committee and shall designate the chairman of each committee except the Membership Committee chairman, which shall be the Vice President. The President shall be an ex officio member of all committees.

Section 3. Reports

The Standing Committee chairman shall report to the Executive Board before reports are made to the membership at regular meetings. (Upon request of officers membership will be deleted.

Section 4. Membership Committee

The Membership Committee shall act on all matters pertaining to membership. As such, it shall investigate all applications for membership, transfers, and charges of misconduct, unethical practices, immoral character and conduct unbecoming of an official. All charges must be in writing and signed by the person or persons making such charges. The findings of the committee will be reported to the Executive Committee for recommendations to the membership. It shall be the responsibility of this committee to conduct all examinations.

Section 5. Public Relations Committee

The Public Relations Committee shall promote understanding and good will between our Board, the schools and the public in general. The Committee shall communicate any criticisms, suggestions, or problems which the schools and/or officials feel necessary.

Section 6. Executive Committee

The Executive Committee shall be the governing body of the board. As such, they shall act on all matters of business pertaining to the Board and shall report their actions to the membership at the regular or special meetings of the Board. All actions of this committee shall be binding upon the Board and each individual member. The constitution and By-Laws shall be the guide for the committee and the committee shall take no action that is contrary thereto.

The Executive Committee shall examine the reports of the Membership Committee and recommend to the membership, action to be taken on applicants, allocations or complaints.

Minutes of the Executive Committee meetings will be read at the regular meetings of the Board. Any action taken by the committee may be rejected by a two-thirds vote of the quorum at any regular or special meetings.

Section 7. Tournament Committee

The Tournament Committee shall be appointed by the President with the approval of the Executive Board. Responsibilities shall be to make assignments for 50/50 raffles, clean-up committees after tournaments if needed, and any other function the Executive Board deems necessary.

Section 8. Other Committees - The President, with the approval of the Executive Committee, will appoint such temporary committee as it deems appropriate to meet the needs of the membership.

ARTICLE IV MEMBERSHIP

Section 1. Classification

Membership classifications shall conform to the IAABO Constitution.

Section 2. A member shall meet the following minimum requirements:

- Reside within the territorial jurisdiction of this Board.

- Be at least 18 years of age.

Section 3. Three Levels of Membership

I. IAABO Active Probationary (2 year period)

- Must pass a written examination with an 86%
- Must attend a minimum of 3 pre-season review classes conducted by the Interpreter.
- Recommend staying to at least half time of all varsity games
- Take a floor test
- Shall attend and watch a minimum of 3 games worked by your mentor official
- Has full voting rights as an IAABO paying dues member

*A score of 78% will allow the applicant to work games and take the march examination. If an 86% is achieved on March exam then the year will count as the first year of IAABO active probationary. Any score less than an 86% on the March exam will result in the applicant starting over again the next year. A score of less than 78% is considered a non-passing score and is ineligible to work as a certified qualified official.

II. IAABO Active

- Must complete two years of active probationary status
- Allows for full pay per section III contract
- Must meet same requirements of active probationary

III. IAABO Active Varsity Eligible

- Must complete 2 yrs active probationary & 1 year IAABO Active
- Must pass floor test with a score of 86
- Must have attended minimum 9 classes over 3 year period
- Must have completed minimum eligibility requirements of previous 2 levels of membership

IV. A Probationary member may qualify for Active Membership by meeting the following requirements:

- Pass the IAABO written and floor examination with a minimum score of 86%.
- Be recommended to the membership as an active member by the Executive Committee.
- Be accepted by a majority vote of a quorum present at a regular meeting.

Section 3a. Dual Member

To meet the criteria for Dual Membership, the candidate must fulfill the following criteria:

- Provide a letter from his/her primary Board stating he/she is a member in good standing.
- Provide documentation of satisfactory completion of the Rules Interpretation as well as completion of the Federation Test.
- He/She will attend 60% of the scheduled meetings of IAABO Board #59, to include; IAABO test night, the last meeting of the year, as well as two other scheduled meetings.
- Dual members have voting rights.

- Dual members may not hold any office.
- Dual Member will pay the same dues as all other IAABO Board #59 members – a Varsity game fee, plus \$25.00.

Section 4. Inactive Member

The member must request in writing inactive status. The member is allowed this status for two (2) consecutive years of basketball. Board dues (\$35) must be paid each year. After this time period, the member must make a decision to work or be dropped.

Section 5. Membership Rules

All members of the Board must meet the following requirements:

- Have dues paid one (1) year in advance on or before the February meeting. Assessments will be paid on, or before, April 1. There will be a \$25 charge assessed for all late dues or fees.
- Take the written examination each year.
- Attend the required number of meetings (4) as stated in the constitution. There shall be three (3) mandatory meetings (four (4) in an election year), one for rule interpretation and the last two (2) meetings of the year during an election year, or meetings designated at the beginning of the year by the President with the approval of the Executive Board.

Section 6. Dues

All first year candidates will pay \$65.00 (non-refundable) to become a member of this Board. Any person who has not paid for or attended the required pre-season classes may attempt the test on test night. The cost to take the test is a non-refundable fee of \$85.00. Upon passing the exam the fee will cover first year dues.

Section 7. Membership Policy

Violations of the following policies shall result in the suspension for one (1) year for the first offense and automatic expulsion thereafter.

- Solicitation of games.
- Officiate for a fee less than established by the Board. Or when officiating in another IAABO Board's territory, to officiate for a fee less than that established by the host board.
- Work with an official who is not a member in good standing with IAABO.

- Drinking alcoholic beverages on day of game.

The following policies are listed for your guidance and concurrence. Violations will be referred to the Executive Committee for investigation and penalty.

- Members will accept only those games assigned in the usual manner. After having accepted an assignment, officials will not refuse to work that game or change the assigned game for another. Exception: An official may change an assigned game in an emergency and providing he has the consent of the assignor.
- Members must notify the Assignor of any dates on which he cannot accept an assignment for the current season.
- Probationary members may work only within the territorial jurisdiction of this Board. They may accept varsity games only after the list of acceptable Active members has been exhausted.
- No official may work more than one (1) Varsity level high school boys game on a given day. (Penalty- forfeiture of Varsity fee.)
- Tardiness or absence on any assigned game is a serious offense. (Penalty- game fee.)
- All Varsity game officials shall be present by the beginning of the second quarter of the intermediate preliminary game. Consistent violators will be dealt with.
- No official shall work more than five (5) games at the home site (excluding holiday tournaments).

Section 8. Active Membership Ratings

All active officials shall submit a rating sheet each season. Failure to submit a rating sheet will result in a loss of assignments for the first half of the following basketball season. Failure to submit a rating sheet will be reviewed by the Executive Committee and a decision will be rendered on a case by case basis.

ARTICLE V
RATES

HIGH SCHOOL

The rates charged by this Board for High School games will be established through negotiations with the Athletic Council of Section III, NYSPHSAA.

COLLEGE

The College or Jr. College System will establish College and Jr. College rates.

ALL OTHER

Fees for all other games will be recommended by the Executive Committee and approved by the Membership.

