

**CONSTITUTION OF THE
INTERNATIONAL ASSOCIATION
OF
APPROVED BASKETBALL OFFICIALS
DELAWARE DISTRICT BOARD #11**

**Adopted & Approved
EFFECTIVE DATE
September 10, 2008**

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ARTICLE I-NAME

The name of the Board shall be the International Association of Approved Basketball Officials, Delaware District Board #11 (IAABO Board #11).

ARTICLE II-PURPOSE

The purpose of the Board shall be to:

- Educate, train, develop, and provide continuous instruction for basketball officials.
- Promote the welfare of the game of basketball, its players and officials.
- Maintain the highest standard of basketball officiating.
- Encourage the spirit of fair play and sportsmanship.
- Have available at all times an adequate number of thoroughly trained and capable officials.

ARTICLE III-TERMS/DEFINITIONS

Unless otherwise stated the words used herein and/or in the By-Laws shall have their ordinary and usual meaning. The following words, however, when used shall mean:

SECTION 1. BOARD: Board shall mean the International Association of Approved Basketball Officials, Delaware District Board #11 (IAABO Board # 11).

SECTION 2. INTERNATIONAL OFFICE: International Office shall mean the International Association of Approved Basketball Officials, Inc. (IAABO) and its' constitution.

SECTION 3. EXECUTIVE COMMITTEE: The committee elected by members in good standing and shall be charged with the administration and affairs of the Board.

SECTION 4. IAABO EXAMINATION: IAABO examination shall mean the written test prepared and distributed to the Board by the International Office.

SECTION 5. DIAA: The Delaware Interscholastic Athletic Association.

SECTION 6. FEDERATION: Federation shall mean the National Federation of State High School Associations.

SECTION 7. BASKETBALL YEAR: Basketball year shall mean the time period between September 1st and August 31st of each year.

SECTION 8. BASKETBALL SEASON:

(a) **WINTER BASKETBALL SEASON:** The winter basketball season shall be the time period between November 15th through March 31st.

(b) **SUMMER BASKETBALL SEASON:** The summer basketball season shall be the time period between April 1st to August 31st of each year.

SECTION 9. BY-LAWS: Shall mean the operating procedures of the Board and Committees thereof as approved by the Board.

SECTION 10. NOTICE AND/OR WRITING: Unless otherwise set forth herein, the official means of communication will be via email and/or internet notification (website, assigning programs, etc...). In the event written notice is sent and/or received via email, it shall be sent to the members email address registered on the assigning program and shall be considered received immediately upon sending of the email. If, however, any Committee or member elects to send something US Postal Service, said notice/writing shall be done, via first class mail, postage prepaid, and sent to the members' last known address registered with the Board on the annual registration statement. Any US mail notice shall be deemed received after the 3rd business day.

ARTICLE IV-MEMBERSHIP/RULES AND REGULATIONS

SECTION 1. COMPOSITION OF THE BOARD: The Board shall be composed of all duly qualified members currently in good standing with the Board and the International Office.

SECTION 2. CLASSES OF MEMBERS: The Board shall classify its member as follows:

(a) **Prospective Member:** A prospective member is a member who has not passed the IAABO examination with an 86%, but has received between 80% and 84%. A member in this class will be able to officiate games, however will not be able to vote on any matter before the Board.

(b) **Active Member:** Shall mean as follows:

(i) **Active Officiating Member:** An active member shall be a member who has passed the IAABO examination and is current in their dues and is also in good standing with the Board and/or the International Office. An active member, unless otherwise stated in this constitution, shall be entitled to vote upon all matters put before the Board. Active members are eligible to officiate games assigned by the Board.

(ii) **Active Non-Officiating Member:** An active non-officiating member shall be an active member who because they have retired or otherwise not able to officiate games for any reason, who would like to remain active in all other aspects of the Board. To become active non officiating, the member shall notified the Board Secretary, in writing, that they will not be officiating any games for the Board until further written notification from the member. So long as the members' dues remain current and they meet all other

membership requirements said member will have good standing status in order to participate in the business and activities of the Board.

(c) **Inactive Member:** An inactive member shall be any active member who has notified the Board, in writing, that they will not be officiating any games for the Board or participate in any Board business or activities until further written notification from the member. An inactive member shall not receive any game assignments from the Board and shall not be entitled to vote upon any matters put before the Board until the membership is reinstated. During the period of inactivity a members dues shall not be deducted from their pay, unless said deduction is specifically requested by the member, in writing. If the member seeks to reactive their membership within the time periods set forth in the By-Laws, all missed dues shall be paid by the member before they will receive any game assignments and/or be entitled to vote on matters of the Board. An inactive member shall not be considered in good standing.

(d) **Dual Member:** A dual member is an active member in good standing with a another IAABO Board who has applied to the Board for membership. The Board may grant any applicant dual membership, provided the applicant has successfully passed the IAABO examination given by their parent Board on which they are currently a member in good standing. Once accepted, a dual member shall have all the privileges and obligations as active members of this Board.

(e) **Transfer Member:** A transfer member is an active member in good standing with another IAABO Board who has relocated to the jurisdiction of the Board and wishes to officiate basketball as member of the Board. Such member shall not be required to take the IAABO exam provided they apply for membership to the Board within thirty (30) days of their relocation.

(f) **Board Life Member:** A Board Life member shall be elected by a majority vote of the Board, provided, they served a minimum of twenty (20) years as an active member in good standing of the Board. They shall not be entitled to vote upon any matters before the Board. They are invited to all social events of the Board free of charge-

SECTION 3. WHO MAY APPLY: Any person 18 years of age or over may apply to become a member of the Board. An application will not be accepted from any member who has been expelled from the Board. When a member is deemed expelled by the Executive Committee it shall be forever, with no opportunity to reapply for membership at any time thereafter.

SECTION 4. NOTICE OF DISCIPLINARY ACTION AND RIGHT TO BE HEARD: Prior to any discipline being imposed, a member is entitled to notice of the allegations and opportunity to be heard as set forth herein and in the By-Laws.

SECTION 5. RIGHT OF APPEAL: Any member who has been suspended or expelled by the Executive Committee may appeal to the Appeal Panel in accordance

with the process set forth in the By-Laws. It shall be the responsibility of the member making the appeal to show good cause why the suspension or expulsion should not be imposed. Any member who is suspended shall not be a member in good standing during the suspension period, as set forth by the Executive Committee. Any member who is expelled shall not be considered a member of the Board forever.

ARTICLE V-OFFICERS

SECTION 1. TITLE OF OFFICERS: The officers of the Board shall be as follows:

- A. President
- B. Vice-President
- C. Secretary
- D. Treasurer
- E. Interpreter

SECTION 2. ELECTION OF OFFICERS: The officers shall be elected by written ballot, at the last regularly scheduled meeting for the basketball season, by plurality vote of the members present at the meeting at the time the vote is taken. To be eligible for any office, a member must be in good standing. The election shall be governed by the terms and conditions of the By-Laws.

SECTION 3. TERM OF OFFICE: The term of office shall be for a period of one (1) year, commencing on June 1st and ending on May 31st. In the event an office becomes vacant prior to the natural expiration date, the successor's term shall expire on the scheduled expiration date of their predecessor. Any officer may succeed themselves to any office for any amount of time if duly elected in accordance with the provisions set forth in the By-Laws.

SECTION 4. DUTIES OF OFFICERS: In addition to the duties set forth in the By-Laws, the duties of the officers shall be as follows:

- (a) **President:** The duties of the President shall be as follows:
 - (1) Preside at all meetings of the Board and Executive Committee and supervise the activity thereof.
 - (2) Give a report to the members of the Board and Executive Committee regarding matters that have transpired since the previous Executive Committee meeting.
 - (3) Represent the interest of the Board in matters relating to the International Office.
 - (4) Receive complaints from any member or non-member regarding a member's conduct both on and off the court as it relates to that member's status as a member of this Board and present those

complaints to the Executive Committee for any action it deems appropriate.

(5) In the event any office becomes vacant, the President, may appoint, with the approval of a majority vote of the Executive Committee, an active member of the Board to fill the vacancy for the remainder of the officer's term.

(6) Negotiate the terms of the contracts with the basketball organizations that wish to secure the services of the Board. Any such contract(s) shall be approved by majority vote of the Executive Committee.

(7) Deliver in a prompt and timely manner all records and document to any successor President, to assist in a smooth and orderly transfer of all Board property and affairs.

(8) Power to call a special election to fill the vacancy of any elected non-officer position of the Board.

(9) Delegate duties and establish committee(s) and appoint chairperson(s) as deemed necessary for the operation of the Board.

(10) Serve as a member of the Executive Committee for one (1) basketball year as immediate Past President.

(11) Deliver in a prompt and timely manner all records and documents to any successor Vice-President, to assist in a smooth and orderly transfer of all Board property and affairs.

(b) **Vice-President:** The duties of the Vice-President shall be as follows:

(1) In case of the absence or disqualification of the President the Vice-President shall assume the duties of the President.

(2) Shall be the chairperson of the Incident Committee and shall assume and perform all duties of the Incident Committee chairperson, as deemed necessary by the Executive Committee.

(c) **Secretary:** In additions to the duties already prescribed throughout this constitution, the duties of the Secretary shall be as follows:

(1) Record all minutes of all meetings of the Board and the Executive Committee.

(2) Keep attendance records of all meetings of the Board. Notify the Executive Committee of any members' failure to attend the required number of meetings.

(3) Keep an updated record of contact information of all members of the Board and supply said information to the International Office and DIAA as needed.

(4) Send all notices to members and handle all correspondence to and from the Board and/or the International Office pertaining to IAABO matters.

(5) Order all rules and other hand books necessary to educate and train the members of the Board.

(6) Make available for distribution all written materials to be distributed at the meetings.

(7) Order and assist in administering the IAABO examination.

(8) Handle all paperwork necessary to accomplish an applicants' membership with the Board.

(9) Maintain a file on all Board contracts within the Board's jurisdiction.

(10) Deliver in a prompt and timely manner all records and documents to any successor Secretary to assist in a smooth and orderly transfer of all Board property and affairs.

(11) Receive a yearly stipend as determined by a majority vote of the membership present at the time the vote is taken.

(d) **Treasurer:** The duties of the Treasurer shall be as follows:

(1) Receive and collect all funds of the Board, including, but not limited to, all game fees for all school and league contracts.

(2) Be an authorized signatory, along with such other officer as designated by the Executive Committee, on all checks distributed and/or deposited for the benefit of the Board.

(3) Keep and maintain an accurate record of accounts receivable and accounts payable. In addition, they shall make available to any member who requests a written budget depicting the status of the Board's finances at the time of the request.

(4) Collect all dues, fines and fees required to be paid by a member.

(5) Report to the Executive Committee of any member who has not paid any dues, fines or other fees required to be paid.

(6) Report at all meetings the balance on hand in any of the Board 's accounts.

(7) Make available for review by any member of the Board an annual income and expense statement reflecting the past fiscal year's income and expenses.

(8) Make available for review at the first (1st) regularly scheduled meeting a proposed written budget for the upcoming fiscal year. Said budget to be voted on and approved by the membership at the next regularly scheduled meeting.

(9) Responsible for the preparation the annual tax returns of the Board and applicable licensing and/or State or Federal filing requirements, including but not limited to the maintaining the non-profit status of the Board.

(10) Coordinate with the assignors to prepare the member(s) game fee check(s) for the basketball year and to prepare all necessary tax forms.

(11) Deliver in a prompt and timely manner all books and records to any successor treasurer to assist in a smooth and orderly transfer of all Board property and affairs.

(12) The treasurer shall receive a yearly stipend to be determined by a majority vote of the membership present at the time the vote is taken.

(e) **INTERPRETER:**

(1) Represent the Board at the annual IAABO Interpreter's conference given each year by the International Office with the approval of the Executive Committee. If the Interpreter is unable to attend said conference, the Executive Committee shall designate, by a majority vote of the Executive Committee, a substitute member of the Board to attend said conference in the Interpreter's absence. The Board shall pay for or reimburse the Interpreter or the substitute member for any expenses associated with attending the conference, if financially able to do so.

(2) Organize and preside over the interpretation of rules and training of officials and new applicants, in accordance with guidelines established by the National Federation Rules committee.

(3) Administer the IAABO examination as scheduled by the International Office.

(4) Assist in the administration of the annual Federation exam as required by the Federation each year.

(5) Shall receive a yearly stipend as determined by a majority vote of the membership present at the time the vote is taken.

ARTICLE VI- EXECUTIVE COMMITTEE

SECTION 1. COMPOSITION: The Executive Committee shall be composed of the elected officers, six (6) other elected active members, the school and league assignors, the chairperson of the Rating Committee, two (2) active members from group 2 officials, and the immediate Past President for 1 year only, as set forth in Article V, §4(a)(10) above.

SECTION 2. POWERS: The powers of the Executive Committee shall be as follows:

(1) Act in the best interest of the Board and its members.

(2) Make decisions necessary for the efficient operation of the business and affairs of the Board.

(3) Decide upon any matters not specifically covered by this Constitution and/or the By-Laws as deemed necessary for the best interest of the Board and its members.

(4) Have authority to remove any non-officer elected member of the Executive Committee, if said officer is not fulfilling their obligation(s) to the Board and/or position they hold.

(5) Call special elections to fill any vacancy left by the resignation and/or removal of a non-officer elected position of the Executive Committee.

(6) Discipline members for violating any provisions of the Constitution and/or By-Laws.

(7) Make changes (permanent and/or temporary) to the By-Laws as it deems necessary for the efficient operation of the business and affairs of the Board.

ARTICLE VII-RATINGS/EVALUATIONS

Ratings/evaluation of members shall be governed in accordance with the By-Laws.

ARTICLE VIII-VOTING

SECTION 1. EXECUTIVE COMMITTEE VOTING: Unless otherwise stated herein or in the Constitution or By-Laws, the decisions of the Executive Committee do not have to be voted upon, or approved by the membership. In the event the Executive Committee chooses to put a decision to the vote of the membership the voting shall be in accordance with this Constitution.

SECTION 2. MAJORITY VOTE: Every active member is entitled to one (1) vote on any motion or other business put before the membership for a vote. Except as otherwise stated in the Constitution or the By-Laws, a majority vote of the members present at the time the vote is taken shall prevail on all matters voted upon.

SECTION 3. PLURALITY VOTE: Elections for Officers and Executive Committee members shall be by plurality vote of the members present at the time the vote is taken.

SECTION 4. ABSENTEE BALLOT: The conditions for the submission of absentee ballots shall be governed by the processes set forth by the Nominating Committee, prior to the election for that year.

SECTION 5. NON-VOTING MEMBERS:

(1) Prospective member(s), Inactive member(s) and Life member(s) shall not be entitled to vote on any matter before the Board.

(2) Member(s) not in good standing shall not be entitled to vote on any matter before the Board.

ARTICLE IX-AMENDMENTS

Any proposed amendment to this Constitution shall be submitted, in writing, as follows:

SECTION 1. WRITTEN AND SPONSORED: A proposed amendment shall be submitted to the Executive Committee in writing and signed by the member proposing the amendment and two (2) sponsors.

SECTION 2. EXECUTIVE COMMITTEE REVIEW: The proposed amendment shall be reviewed by the Executive Committee to determine if there is a need for said amendment. In the event the Executive Committee agrees the Constitution needs to be amended, the proposed amendment shall be distributed, in paper form, to the general membership for review and consideration. The proposed amendment shall also be posted in electronic format and the members notified, via email, that said amendment is available for review.

SECTION 3. CONTENTS OF PROPOSED AMENDMENT: In addition to being signed by a member and two (2) sponsors, a proposed amendment shall contain the following:

(a) The provision of the current Constitution it intends to amend.

(b) The reason for said amendment and why it will be in the best interest of the Board.

SECTION 4. VOTING ON AMENDMENT: The proposed amendment can be voted upon by the membership at the next regularly scheduled Board meeting, unless a motion to table the vote is agreed to by the member proposing the amendment. An amendment must pass by majority vote of the members present at the time the vote is taken.

SECTION 5. WITHDRAWAL: A member may withdraw a proposed amendment at any time prior to the vote upon said amendment.