

NTBOA Constitution & By-Laws

ARTICLE I. NAME

This organization will be known as the North Texas Basketball Officials Association hereinafter is referred to as "NTBOA" or "Chapter" respectively.

ARTICLE II. PURPOSE

The purpose of this Chapter will be to promote the game of basketball by:

1. Maintaining a membership consisting of capable and experienced officials, who are actively engaged each year in officiating interscholastic basketball games.
2. Providing regular meetings for the discussion and interpretation of the rules, by placing a high priority on the training and development of experienced and new officials.
3. Fostering a high standard of ethics, while encouraging fair play and sportsmanship, by promoting closer cooperation and understanding among basketball officials, players, coaches, team physicians, trainers, school authorities, parents and other persons affiliated with the competing teams.

ARTICLE III. BOARD MEMBERS

1. The elected officers of the Chapter's Board will be President, Vice-President, and four Board Members from the membership at large. They will be elected and will hold office as provided in these By-Laws.
2. The Board of Directors will be comprised of the President, one Vice-President, the immediate Past President, and each of the four board members at large.

ARTICLE IV. ELECTION OF OFFICERS

1. Election of the President and Vice-President will be conducted by secret ballot, by a majority of the Chapter membership present at the first meeting in the month of February in even numbered years for President, and odd numbered years for Vice President. Each officer will serve for a term of two years beginning April 1 of the election year to March 31 of the next numbered year or in the event of a resignation or other vacancy in office, until their successors are elected or appointed and take office in accordance with the By-Laws. Of the four (4) Board Members at Large elected, they will serve as follows: Two (2) Members at Large will be elected on the odd numbered years and Two (2) Members at Large on even numbered years as to avoid complete turnover of all Board of Directors positions in one calendar year.
2. Terms will be limited to 2 terms per elected position. If so desired, a member can elect to run for separate office after term limits expire.
3. To be eligible for any office set out in these By-Laws, a candidate either, elected or appointed, must be a member in good standing. The Presidential and Vice-Presidential candidates must have been a Chapter member for a period of no less than 5 years.

4. Persons seeking election can only run for one office during any chapter held election.

ARTICLE V. GENERAL

The qualification for membership, the duties of Officers, and such regulations as may be necessary and proper for the conduct of business affairs of the Chapter will be provided in the By-Laws.

ARTICLE VI. CONDUCT OF MEETINGS

In the absence of specific provision to the contrary contained in the By-Laws, all meetings and activities of the Chapter will be conducted in accordance with Roberts Rules of Order as amended from time to time. However, as time sensitive issues arise, Board Meetings may be conducted via conference call.

ARTICLE VII. CONSTITUTIONAL AMENDMENTS (AMENDMENTS TO CHAPTER BY-LAWS)

Any proposed amendment to the Constitution or By-Laws must be submitted in writing to the Board of Directors for review, prior to the next board meeting. The proposed amendment will be initially submitted to the membership at the next general meeting and an electronic vote will happen within the next 7-days. An affirmative vote of at least two-thirds (2/3) of the members voting will be required to adopt proposed amendments.

BYLAWS

ARTICLE I. PRESIDENT

The President will preside over all meetings of the Chapter and of the Board of Directors.

ARTICLE II. VICE-PRESIDENT

The Vice-President will perform the duties of the President in the event of the President's absence or inability to act. The Vice-President will perform other duties assigned by the President and/or as designated in the Chapter's Operating Procedures.

ARTICLE III. IMMEDIATE PAST PRESIDENT

Due to their experience during their term of office as the Chapter President, the Immediate Past President will provide continuity for the Chapter's Board of Directors. The Immediate Past President will perform the duties of the President in the absence or inability to act of both the President and Vice-President and will perform other duties assigned by the President and/or as designated in the Chapter's Operating Procedures. If the most recent Past President is unable to serve, then the position will be offered to former Presidents in sequential order. In order to serve as an Immediate Past President, the individual must be a current member in good standing.

ARTICLE IV. ADMINISTRATIVE SECRETARY

1. The Board of Directors is hereby empowered to select, employ, and supervise a person to serve as Secretary of this Chapter and to compensate such employee with funds from the chapter's treasury. The specific amount of compensation will be determined annually.
2. The Secretary will be the primary correspondent for the Chapter, preparing Correspondence as directed by the Board of Directors, its members, and the Assignment Secretary will be responsible for all meeting minutes. Correspondence will be primarily addressed to school representatives, Chapter members and University Interscholastic League (UIL) and other Chapters.
3. The Secretary is authorized to sign letters for the person who requests preparation of the correspondence, should that person so request.
4. The Secretary/Treasurer will be required to be an exclusive member of the North Texas Chapter
5. The Treasurer's primary responsibility is to manage the financial affairs of the Chapter. The Treasurer will make deposits of monies paid to the Chapter. The Treasurer will reflect the names, amount paid, and method of payment, including check number where appropriate, of anyone making payment to the Chapter. The Treasurer will pay the Chapter's bills in a timely manner. The Treasurer will make a minimum of three financial reports to the Chapters' membership annually: At the first and last scheduled meetings of the year, and at one other meeting of his/her choice, but also have a financial report ready upon any Board of Director's Meeting. The Board of Directors may designate one or more additional Board members to sign checks in the absence of the Treasurer.

ARTICLE V: COORDINATOR OF OFFICIALS

The Board of Directors is hereby empowered to select, employ, and supervise a person or persons to serve as Coordinator of Officials of this Chapter and/or Sub-Assignment Secretary(s) and to compensate such employees with funds from the Chapter treasury. The specific amount of compensation will be determined annually and will be stated in the year-end Financial Reports to the Chapter Membership. The Coordinator of Officials will serve at the pleasure of the Board of Directors and will fulfill such duties as may be assigned by the Board, including the administration of the game assignments under Article XVI herein.

ARTICLE VI. BOARD OF DIRECTORS

1. The Board of Directors is empowered, authorized, and charged to supervise and manage the affairs and business of the Chapter and to determine and enforce its polices. The presence of a majority of the Directors at any Board meeting will constitute a quorum for the transaction of business. In the event that a vacancy occurs on the Board of Directors, the Board may either appoint a replacement or call a special election to fill the vacancy. Should the Board appoint a member, said appointee is subject to ratification by a majority vote of those present at the next scheduled general membership meeting. Each year the Board will adopt and make available to the membership of the Chapter the current Operating Procedures. These procedures will follow the By-Laws but may include more specific details for conducting Chapter business.
2. The Board of Directors, through the Administrative Secretary, will keep minutes and records of all meetings of the Board and all such minutes and records (except personnel and legal

actions) will be available to all members of the Chapter at all regular meetings of the Chapter and on the NTBOA website following a meeting.

3. Members of the Board of Directors may not be a member of any other high school basketball officiating chapter.

ARTICLE VII MEMBERSHIP

1. Any person whose application is approved by the Board of Directors will be admitted to membership in this Chapter. To be eligible for membership, an applicant must be at least sixteen (16) years of age at the time the application is submitted.

2. Application for membership will be made in writing to the Secretary on a printed form as prescribed by the Board of Directors. A non-refundable application fee, the amount to be determined by the Board of Directors, must accompany each application.

3. Individuals desiring membership in the NTBOA may make application at any time by completing the required application and availability forms, and by paying the dues and fees by dates established in the Chapter's Operating Procedures.

4. Members in good standing are defined as persons who:

a. Have complied with all the requirements for membership in the State Association and this Chapter.

b. Have attended the number of regular meetings required by the Operating Procedures of this Chapter.

c. Does not decline/turn back an NTBOA game assignment in order to accept a new high school assignment from another assignor. d. Unless registered as a dual member, are not a member of any other UIL/TASO basketball officiating organization (either in state or out of state)

e. Take all state officials examination annually, no later than the date specified by the Board of Directors and attains a minimum score not lower than the minimum passing score established by the Board of Directors.

ARTICLE VIII: MEMBER RE-INSTATEMENT

1. The Board of Directors, upon written request by a former member, may grant such person a hearing before the Board. By an affirmative vote of at least two-thirds (2/3) of the members of the Board, the former member may be reinstated under such terms as the Board deems appropriate.

2. Application for re-instatement to the chapter will be required for all returning members who have been absent from the chapter for a period of one year or longer or have submitted any type of resignation to the chapter.

ARTICLE IX: DUTIES AND ASSESSEMENTS

1. On or before the board mandated deadline each year, each returning member official will pay into the Chapter's Treasury chapter dues and assessments for games and assignments for the following basketball season. The amount for Dues and fines and for late payments of dues by returning member officials will be as stated in the NTBOA Operating Procedures and applicable policies of the UIL.

2. Failure to submit all dues and assessments by close of business on the date specified in the Operating Procedures each year will cause a member to be dropped from the active roster of

the NTBOA. Payment of late fees will apply in all cases. Members who pay dues stated above but who do not officiate with the NTBOA in the season for which dues are paid, may, upon written request of the Board of Directors, have the NTBOA portion of dues payments refunded by the Chapter.

ARTICLE X: MEETINGS

The Board of Directors is empowered to schedule and designate regular or special meetings at such places and times as it deems appropriate. The Board will give notice of regular meetings to the membership.

ARTICLE XI: GAMES

1. All officials must be in the city of a varsity assignment and on school property a minimum of thirty (30) minutes (preferably 1 hour) prior to scheduled tip-off time.
2. No member of the Chapter will consume any mind-altering substance or drink any alcoholic beverage within 6-hours prior to a game in which they are to officiate, time, or score, nor at any time while in the uniform of a basketball official.

ARTICLE XII: CONDITIONS FOR ACCEPTANCE OF GAME ASSIGNMENTS

As a condition precedent to the offering and acceptance of any basketball assignments, each NTBOA official will agree:

- a. To serve as an independent contractor, and not as an employee of NTBOA with respect to any assignments accepted;
- b. That said official will hold blameless NTBOA, its officers, and Board of Directors from any and all liability for injury or damage sustained as the result of such official's acts during, or associated with any game assignment;
- c. That acceptance is limited to the current basketball season. That by accepting game assignments from the NTBOA, said official hereby agrees to uphold and abide by the By-Laws and Operating Procedures of the NTBOA, and the Chapter's Operating Procedures.
- d. Said official understands that failure to abide by the By-Laws, and Operating Procedures may be grounds for cancellation of game assignments in addition to any penalties provided for in the Constitution and By-Laws.

ARTICLE XIII: VIOLATIONS

Violations of Articles or the covenants of the NTBOA Constitution, By-Laws, or the Operating Procedure of the NTBOA may result in punitive actions by the Board of Directors. The Board of Directors, by an affirmative vote of at least two-thirds (2/3) of the members of the Board, may suspend, expel, or terminate the membership of any member for cause after an appropriate hearing at which the Board of Directors will review all evidence supporting any such proposed punitive action. In addition, the member will be given the opportunity at such hearing to present evidence showing why any such proposed punitive action should not be taken.

ARTICLE XIV: NOMINATION AND ELECTION COMMITTEES

1. The Nominating Committee and Election Committee for all elected offices will be chaired by the Immediate Past President and made up of the Division Representatives. The committee will

present its slate of candidates during the last meeting in January. Nominations will be accepted from the floor in this meeting.

2. Absentee voting will be allowed by written vote to the Immediate Past President. Absentee and early voting will conclude midnight on the Friday before the election.

3. The Election Committee will tabulate ballots and certify the election results.

4. Ties will be broken by special election.

ARTICLE XV: COMMITTEES

The President is empowered and authorized to form various committees to assist the Chapter in achieving its purpose as designated in the Chapter By-Laws and to assign responsible persons to each committee. The Board of Directors shall approve all committee chairs by majority vote.