

CONSTITUTION  
OF  
NEW YORK SPORTS UNITED BENEVOLENT OFFICIALS ALLIANCE, INC.

ARTICLE 1 - NAME

The name of the alliance shall be the NEW YORK SPORTS UNITED BENEVOLENT  
OFFICIALS ALLIANCE, INC.

A  
CHARTER CHAPTER  
OF  
NATIONAL SPORTS UNITED BENEVOLENT OFFICIALS ALLIANCE, INC.

ARTICLES II - PURPOSE

The purpose of the alliance shall be:

Section 1.

To educate, train, develop and provide continuous instruction for sports officials.

To promote the welfare of all sports, their players and officials. To maintain and uphold the honor and dignity of the avocation in all personal conduct and relation, relative to good officiating.

To study and improve in the rules and mechanics of the game in order to maintain the highest standard of sports officiating, and to encourage the highest degree of fair play and sportsmanship.

Section 2.

To conduct clinics, workshops, seminars, ect., for players, coaches and the general public in various sports in order to develop from among both the youth and adults of communities qualified officials.

Section 3.

To assist the community, agencies. and organizations in the development of sports programs in the interest of furthering youth education and good character, and providing consultant services in the area of fund raising, planning development.

Section 4.

To prepare members for membership in accredited officials Federations and Associations.

To develop members for possible placement as officials in college and professional sports. To encourage youth through sports, to further their education and to use sports as a vehicle to promote organizations, cooperation, and brotherhood.

ARTICLE III - DEFINITIONS

Section I.

ALLIANCE: The Alliance shall mean the National Sports United Benevolent Officials Alliance, Inc. (SUBOA).

NATIONAL: The National shall mean the National Sports United Benevolent Officials Alliance, Inc. (SUBOA)

SUBOA: SUBOA shall mean New York Sports United Benevolent Officials Alliance, Inc.

EXECUTIVE COMMITTEE:

The Executive Committee shall mean all the elected officers and the past President.

## ARTICLE IV - OFFICERS

### Section 1.

The Officers of SUBOA shall be the President, Vice-President, Secretary, Recording Secretary, Treasurer, Interpreter, Supervisor of Officials, Parliamentarian, and two Members-At-Large.

## ARTICLE V - EXECUTIVE COMMITTEE

### Section 1.

There shall be an Executive Committee consisting of all elected officers and the retiring President.

### Section 2.

In the event that a President is elected for two terms, the retiring President shall serve on the Executive Committee for an additional term.

### Section 3.

No member of the Executive Committee shall hold more than one elected office.

### Section 4.

Each member of the Executive Committee shall have one and only one vote.

### Section 5.

The Executive Committee shall cause to be published a handbook which shall include the names and addresses of the Officers, Members of the Executive Committee, Standing Committees and all members of SUBOA. The handbook shall describe the official uniform to be used by members of SUBOA and such other information as may be directed.

### Section 6.

The Executive Committee shall be empowered to act for SUBOA in emergencies between regular meetings. The Executive Committee (in whole or in part) shall serve as negotiating committee for all agreements between organizations and SUBOA. They shall decide what program shall be followed by new members. They shall assist the President in making decisions on matters not elsewhere covered in this constitution. Shall have the power to handle problems concerning conduct and discipline of members They shall consider and act upon nominations for honorary and life membership.

### Section 7.

Approved expenses of those members who have been duly authorized to attend meetings or to otherwise travel on business for SUBOA. Said expenses shall be paid at a rate established by the Executive Committee, and shall be paid when financially feasible.

### Section 8.

The Executive Committee shall cause an audit of all financial accounts annually, ending December 31st of each year Said report shall be provided to the General Membership at the February meeting, along with the Annual Report of SUBOA.

## ARTICLE VI - TERM OF OFFICE

### Section 1.

The term of office for the President and Vice-President shall be two (2) years. He/she may succeed him/herself for one additional term. The President and Vice-President shall be elected in the even numbered calendar year.

### Section 2.

The term of office for all the Secretaries shall be two (2) years, and he/she may succeed him/herself without limits. The Recording Secretary shall be elected in the even numbered year. The Secretary shall be elected in the odd numbered year.

Section 3.

The term of office for the Treasurer shall be shall be two (2) years, and he/she may succeed him/herself without limits, the Treasurer shall be elected in the odd numbered year.

Section 4.

The term of office for the Supervisor of Officials. The Parliamentarian and two Members-At-Large shall be two (2) years, and they may succeed themselves without limits. The Supervisor of Officials, one Member-At-Large and the Parliamentarian in the odd numbered year. The interpreter, one Member-At-Large and in the even numbered year.

ARTICLE VII - DUTIES OF OFFICERS

Section 1. DUTIES OF PRESIDENT

The President shall preside at all meetings, and shall appoint all committees, committee Chairperson, to assist him/her in achieving the objectives and purposes of SUBOA and shall supervise the activity thereof. He/She shall have the power to make decision on anything not elsewhere covered in this constitution and shall seek the assistance of the Executive Committee is so doing. Shall with the assistance of the Vice-President preside over the meetings of the Executive Committee. Shall be authorized to sign checks.

Section 2. DUTIES OF VICE-PRESIDENT

In case of absence or disqualification, the 1st Vice-President shall assume the duties and responsibilities of the President. In addition, the 1st Vice-President shall be responsible to report to the President and Executive Committee all activities related to organization growth and development. Is Chairman of the Membership Committee. Is Chairman of the Negotiating Committee. Shall assist the President in presiding over the meetings of the Executive Committee. Is ex-officio of all committees. Shall be authorized to sign checks. Shall perform such other duties as may be assigned by the President or Executive Committee.

Section 3. DUTIES OF TREASURER

The Treasurer shall be the financial officer of SUBOA and the Executive Committee. Shall keep full and accurate account of all Monies received and shall deposit the same in the name of and to the credit of the New York Sports United Benevolent Officials Alliance, Inc. and in such depository as may be designated by the Executive Committee. Shall disburse all Monies, pursuant to the direction of the Executive Committee and shall present a written financial report at each monthly meeting, and ~~the~~ to the Executive Committee. Shall arrange for an annual audit of all accounts. Shall be authorized to sign checks. Shall perform such other duties as may be assigned by the President or Executive Committee.

Section 4. DUTIES OF SECRETARY

Shall keep all records of the organization and shall maintain the minutes of all Executive Committee and membership meetings. Shall distribute all applications for membership in SUBOA, and with the help of the Recording Secretary shall direct all correspondence between SUBOA and its membership. Shall under the direction of the President and/or the Executive Committee, forward and receive all correspondence of the organization. Shall with the help of the Recording Secretary, receive payments of all dues/assessments from the membership, giving receipt for same. Shall supervise the actives of the Recording Secretary. Shall perform such other duties as may be assigned by the President or the Executive Committee. Shall be authorized to sign checks. Shall forward listing of membership to State and National Office no later than September 30th of each year.

Section 5. DUTIES OF RECORDING SECRETARY

Shall at the direction of the Secretary record all minutes of all Executive Committee and membership meeting. Shall assist the Secretary in the performance of his/her duties and shall in conjunction with the Secretary receive all dues/assessments from the membership, giving receipt for same. Shall perform such other duties as may be assigned by the President, Secretary or the Executive Committee.

#### Section 6. INTERPRETER

Shall be responsible in conjunction with the Supervisor of Officials, and at the direction of the President and the Executive Committee, for conducting training for both new and experienced officials, as well as all clinics, workshops, seminars and interpretation meetings for the membership, coaches, players and the general public in various sports. Shall be responsible for the ordering of all materials related to training, seminars, clinics, upon approval of the Executive Committee. Shall conduct an interpretation meeting for the membership in the interest of uniformity and strict interpretation of the rules, mechanics/techniques of good officiating, both before, during and after any sports season. Shall with the approval of the Executive Committee, appoint experienced members to assist him/her in conducting all necessary programs. Shall be Chairperson of the SNAP program.

#### Section 7. SUPERVISOR OF OFFICIALS

Shall in conjunction with the Interpreter. and at the direction of the President and the Executive Committee, be responsible for the training of those officials who are members of SUBOA. Shall be responsible for the supervision of all officials and their assignments. Shall assign those members of SUBOA who he/(she) feels is qualified. Shall assure that only those members in good standing are given assignments. Shall with the assistance of SNAP personnel designate which new members are capable of receiving assignments and at what level. Shall make recommendations to the Executive Committee for disciplinary action, those officials who are negligent in regards to their assignments and conduct. Shall change assignment of officials bases on the level of the assignment, and the ability of the official to perform at that level. Shall inform the Executive Committee of changes in an officials rating. Shall perform Such other duties that a Supervisor of Officials may perform and such other duties as may be assigned by the President and/or the Executive Committee.

#### Section 8. PARLIAMENTARIAN

Shall supervise all elections. Shall be the chief consultant to any nominating committees. Shall maintain the proper custody of all historical documents of the organization Shall be the official authority relative to constitutional interpretation. Shall perform such other duties as directed by the President or the Executive Committee. Shall be chairperson of the constitution committee.

#### Section 9 MEMBERS-AT-LARGE

Shall aid the officers of the organization in any way possible in order that the necessary business be disposed of promptly, accurately and completely. Shall serve as a liaison between the membership and the Executive Committee. Are members of the Membership and Banquet Committees.

### ARTICLE VIII - COMMITTEES

#### Section 1. STANDING COMMITTEES.

The following shall be the Standing Committees of SUBOA

1. Audit and Budget
2. Constitution
3. Scholarship
4. Fund Raising (Banquet) 8. Negotiating Committee
5. Membership & Membership Services
6. Training & Educatlon (SNAP & CAMP)
7. Hall of Fame

### ARTICLE IX - MEMBERSHIP

#### Section 1. MEMBERS

SUBOA shall be composed of all duly qualified and regularly approved members currently In good standing a manner prescribed in this Constitution.

#### Section 2. ACTIVE MEMBER

A member in good standing is one who has paid all dues, fees and assessments by the prescribed dates, attended the required number of meetings, taking the required rules refresher examination and attended one interpretation meeting, prescribes to all the rules and regulations of SUBOA.

### Section 3. INACTIVE MEMBER

A member in good standing may apply for inactive status who has been an active member for at least two years, with the exceptions being made for physical conditions.

### Section 4. LIFE MEMBERSHIP

Any member of SUBOA who has throughout the years made major contributions to SUBOA, passed all requirements and maintained continuous active membership and has contributed towards the high standards of officiating while a member of this Alliance, may be voted a Life Membership upon the recommendation by the membership committee. Life Members shall not pay dues.

### Section 5. HONORARY MEMBER

Elected by the membership. Nominated by a member in good standing. A member or person who has made outstanding contributions to the SUBOA, and the high standards of officiating, or to sports in general. Honorary Members shall not pay dues.

### Section 6. FOUNDERS

The Founders of SUBOA are considered to be HONORARY LIFE MEMBERS. Founders shall not pay dues.

### Section 7. ASSOCIATE MEMBER

a. A person who by virtue of their concern, interest and commitment to sports officials or youth development may join to provide professional and/or personal support to enhance the goals and objectives of SUBOA. Any person under eighteen years of age, may become a member of this association for the purpose of learning.

b. Associate members shall enjoy all the rights of an Active member except that they shall not have the right to vote or to hold office and may only officiate by consent of the National Executive Committee or their local chapter.

### Section 8. DUAL MEMBER

An active member in good standing with one chapter may apply for dual membership to another chapter(s) which may grant membership as an active dual member. Such dual member shall have all the privileges of each chapter to which he/she has been granted dual status. Dual members shall have the right to vote and may hold office if he/she lives within the area of New York SUBOA. Dual members shall not be subject to any rules or regulations greater than required of a regular member of the chapter. A dual member must meet the requirements of attendance as stipulated by this chapter.

### Section 9. NEW MEMBERS

Applicants for membership in SUBOA must meet the following requirements.

- a. Must attend all training classes.
- b. May submit proper credentials from another accredited association.
- c. Must pay all necessary dues and fees and purchase all required equipment by the prescribed dates.
- d. Must be approved by a screening committee and by the Executive Committee in March following review.
- e. Upon approval, will be on probationary for the rest of that organization year, after which he/she may then be voted into active membership by the Executive Committee.
- f. Anyone not voted into active status, may hold probationary membership status for only one more year. Failing to reach active status after that year, they will be dropped and will have to wait until the next application period to reapply.

### Section 10. SPECIAL MEMBERSHIP

A person who is nominated by two active members for active membership as a table official and who Shall not be eligible to work as a floor official.

### Section 11. APPROVAL

All applications for membership shall be approved by the Executive Committee and ratified by the membership.

### Section 12. HOW TO APPLY

An applicant shall apply in accordance with rules prescribed by the Executive Committee

## ARTICLE X - DUTIES AND PRIVILEGES OF MEMBERS

### Section 1.

All active members and officers of SUBOA must attend four (4) called meetings each year.

### Section 2.

Shall pay all dues, fees, and assessments by the designated dates.

### Section 3.

Must comply with all requirements of this constitution, its by-laws, (the National constitution, and all agreements made by SUBOA on their behalf.

### Section 4.

Shall comply with the schedule of games which they agree to accept.

### Section 5.

Shall wear the official uniform of SUBOA only when officiating games assigned by SUBOA.

### Section 6.

Shall receive a membership card, necessary books in a given sport, and all other benefits as may be provided by this Alliance.

### Section 7.

Probationary members and associate members shall have the same rights as active members except that they cannot vote or hold office.

### Section 8. GROUNDS FOR DISCIPLINE

For the failure to comply with established authority or regulation of SUBOA, the Alliance or Executive Committee, or for delinquency in payment of authorized charges, or for any other conduct conclusively established to be contrary to the best interest of the Alliance, the chapter or good sportsmanship, a member may be placed on probation or suspended for not more than one year, or may be expelled, and/or fined.

### Section 9. APPEAL

Any member who has been suspended or expelled. may appeal such suspension or expulsion to his/her state chapter, who will than rule on same, and then forward it to the National Office for referral to the Executive Committee whose decision shall than be final.

### Section 10. RIGHT OF HEARING

A member charged with any offense shall have the right to be heard in person or by written statement made in their own defense.

### Section 11. EXAMINATION

Every working, active member (floor or table) shall take an annual written examination. The use the annual IAABO refresher examination for this purpose is allowed. The annual examination should be administered by the last date in December. The failure to take the examination will effect the annual rating of each official.

### Section 12. TERM OF MEMBERSHIP

Subsequently and as long as such member shall remain in good standing according to the regulations and other criteria of SUBOA, they shall be entitled, except for the permissible limitation stated in this constitution, concerning dual members, to all the rights and privileges of membership and shall be bound by the rules and regulations expressed herein and by the rules, constitution and by-laws of this chapter.

### Section 13. LAPSED MEMBERSHIP

A member who has allowed his/her membership to lapse for two or more years shall no longer be considered as a member and must follow the same procedures as any new applicant, in order to again become a member of SUBOA. If, however, his/her membership has lapsed for less than two years, reinstatement of member in good standing may be established by paying delinquent dues and assessments for the lapsed period. No written or practical floor test is requisite in order to reinstate membership, but a practical floor test is requisite to established rating.

### Section 14. REQUIRED ATTENDANCE

All active members of SUBOA shall be required to attend not less than four meeting annually, one of which shall be designated as an interpretation meeting.

### Section 15. FINANCIAL OBLIGATION

Members shall be required to pay all dues, fines and assessments by the designated dates.

### Section 16. GOVERNING AUTHORITY

Members shall comply with the requirements of this constitution, by-laws and all rules and regulations, the handbook and such agreements made by SUBOA on their behalf.

### Section 17. DISCIPLINE NOTICE

When a member is suspended or expelled, the chapter shall notify all concerned that such member is no longer able to accept assignments or officiate as member of SUBOA. No member shall officiate knowingly with a suspended or expelled member where possible.

## ARTICLE XI - UNIFORM

### Section 1.

The Executive Committee shall establish the official uniform of SUBOA and establish rules regarding its production, sale and use.

### Section 2.

Members shall wear the uniform as prescribed in the Handbook.

## ARTICLE XII - ELECTIONS

### Section 1. NOMINATION

The President shall in March, appoint a nominating committee. At the April Meeting, the committee shall submit a list of nominees for those offices that are due for election in that calendar year. Additional nominations may be made from the floor by any accredited member at the April meeting. Candidates for officers must be made from the list of active members in good standing.

### Section 2. ELECTION

Election of Officers shall take place at the May business Meeting. Newly-elected Officers shall take office September 1st. If there shall be more than one nominee for any office a written ballot shall be taken for that office. When election is held for an un-expired term of office, such election shall be for the remainder of the original un-expired term. A candidate for office must be elected by a majority of eligible voters present at the election meeting. If a candidate fails to receive a majority, or there is a tie, there will be a run-off election between the two candidates that received the most votes.

### Section 3. VACANCY

The Executive Committee shall have the power to fill a vacancy in any office, except President Said appointment shall be until the next business meeting, where an election shall be held for the remainder of the un-expired term, The Secretary shall notify all members of the election.

### Section 4. ELIGIBILITY OF OFFICERS

Only members who have been in good standing for no less than two years shall be eligible for election as Officers.

Section 5.

The following officers shall be elected in the even numbered calendar years. President, Vice-President, Interpreter, Recording Secretary, and one Member-At-Large.

The following officers shall be elected in the odd numbered calendar years. Secretary, Treasurer, Supervisor Of Officials, Parliamentarian, and one Member-At-Large.

ARTICLE XIII - MEETINGS

Section 1. MEETING

Meeting(s) shall be held on the first Sunday of each month, with the exception of the summer recess. The summer recess shall be the months of July, August, and September. There shall be nine (9) meetings each year.

Section 2. ANNUAL

The Annual meeting shall be held In October of each year. The exact date and location of the meeting shall be determined by the Executive Committee.

Section 3. INTERPRETATION MEETING

The interpretation meeting shall be held each year, The date and location of the meeting shall be determined by the Executive Committee.

Section 4. ATTENDANCE

Members are required to attend four (4) called meetings each year. Members who fall to attend the required number of meetings will be subject to review for possible sanctions by the Executive Committee.

Section 5. EXECUTIVE COMMITTEE

The meeting of the Executive Committee shall be held on the last Sunday of each month, or at the discretion President or Vice-President. Certain months, certain issues must be addressed.

- a. September: preparation for the upcoming season, and decision on persons to be accepted into SNAP.
- b. March: receive report from SNAP, receive and review new applicants and probationary members which must be voted on by April.
- c. May: preparation for summer programs newly elected officer holder orientation

Section 8. SPECIAL MEETINGS

In additional to the above meetings, the President and/or a majority of the members of the Executive Committee may call special meetings.

Section 7. QUORUM

A quorum for all meeting shall be ten percent of the active membership.

A quorum for the Executive Committee meetings shall be six (6)

Section 8. VOTE

A majority vote at all Executive Committee and regular meetings is necessary to make all business transacted there binding.

ARTICLE XIV - OFFICIAL RATING

Section 1.

The Supervisor of Officials and the Interpreter, with assistance from the Executive Committee, shall decide the procedure for rating officials.



## ARTICLE XV - DUES AND FEES

### Section 1.

Annual dues shall be payable on or before the June meeting for the ensuing year. All dues, late fees, and assessments must be received on or before August 31st of each year.

### Section 2.

Candidates for SUBOA's Officials school shall pay a fee for the privilege of applying.

### Section 3.

Probationary members shall pay the balance of movies owed by March 31st, or they will be dropped.

### Section 4.

Inactive and Associate members will pay a fee equivalent to half the fee of a full membership.

### Section 5.

Honorary and Life Members will not be required to pay dues.

## ARTICLE XVI - FINES, SUSPENSION, AND EXPULSION

Members may be fined, suspended, placed on probation, or expelled by the Executive Committee for:

- a. Failing to maintain good standing.
- b. Violation of the rules and regulations.
- c. Violating the policies set by the Executive Committee.
- d. Conduct unbecoming an official.

## ARTICLE XVII - NATIONAL ASSEMBLY MEMBERS

### Section 1.

SUBOA is required to have three members designated as members to the National Assembly.

### Section 2.

The President shall be a designated member to the National Assembly. The Executive Committee shall appoint one member to the National Assembly and the membership shall elect one member to the National Assembly (these designation shall not be made until such time as the National notifies the Chapter that it has officially began to function.

## ARTICLE XVIII - HANDBOOK

### Section 1.

The Executive Committee shall cause to be published a listing of SUBOA members which shall include the names and address of the officers, members of the Executive Committee, Standing Committees, Assembly Members, information regarding sports rules and such other material as the Executive Committee may deem necessary and advisable.

## ARTICLE XIX - ORDER OF BUSINESS

### Section 1.

The order of Business shall conform and be governed by Robert's Rules of Order. Except when a special order of business takes precedence. The order of Business shall be:

- a. Rules discussion
- b. Call of meeting to order
- c. Attendance

- d. Previous meeting's minutes
- e. Treasurer's report
- f. Report of Committees
- g. Unfinished business
- h. New business
- i. Old business
- j. Adjournment

#### ARTICLE XX - AMENDMENTS

This constitution may be amended by a two-thirds majority vote of the members of the National Assembly present at any regular meeting, or special meeting called for that purpose, provided written notice of the proposed amendment shall have been mailed to all members at least thirty (30) days prior to such meeting. Constitutional amendments approved by the members shall become effective immediately.

#### STANDING RULES

Standing Rules can be adopted by a majority vote at any meeting and continues in force until it is rescinded or amended, such a rule can be suspended for the duration of any session by a majority vote.