

**Constitution and By-Laws of the Putnam County Board of
Approved Basketball Officials
Revised 2003
IAABO – Board 161**

Article I - - Name

Section 1. The name of this organization shall be the Putnam County Board of Approved Basketball Officials, Board # 161.

Article II - - Objectives

Section 1. To unite into one organization all approved and registered officials residing in Putnam County as a local Board of the International Association of Approved Basketball officials.

Section 2. To collaborate with those responsible for promoting basketball as a wholesome form of recreation and as a great game for the development of character, good sportsmanship, and citizenship.

Section 3. To study and improve the technique of officiating in basketball.

Section 4. To study the administration and revision of rules, particularly from the standpoint of the official.

Section 5. To promote the inform interpretation and administration of the official basketball rules by all officials within this territory.

Article III – Membership

Section 1. Members shall be classified into groups in accordance with the IAABO Constitution.

Article IV - - Officers

Section I. A nomination committee shall present a slate of officers for election at the meeting immediately prior to the annual business meeting; at this time any other candidates for office must be nominated. The nominating committee shall consist of three members; Two elected from the membership and one appointed by the President at the first regular meeting.

Section 2. The elected officers of the Executive Board shall be:

- a) President
- b) President Elect
- c) Official Rules Interpreter

- d) Secretary/Treasurer
- e) Recording Secretary

Section 3. The election of officers shall take place at the annual business meeting. The election shall be conducted by ballot and a plurality vote will elect. The term of office shall be for two years beginning April first.

Section 4. Duties of Officers.

- a) The President shall call to order all meetings of the Board and of the Executive Committee and preside over all meetings.
- b) The President – Elect shall in absence of the President perform the duties of the President, and serve as chairman of the examining committee. The chairman of the Examining committee shall investigate and pass upon the qualifications of all applicants for membership. The chairman shall be responsible for all arrangements pertaining to the written and practical examinations.
- c) Official interpreter shall interpret any rule change presented by the International Board and describe and demonstrate said changes to our Board. Interpret any rule problems presented to the Board by its members or by schools service by the Board. He shall seek out clarifications from the national interpreter whenever necessary.
- d) The office of secretary/treasurer shall keep a complete and accurate record of all proceedings and monies received and disbursed. He shall disburse all monies under the direction of the Executive Committee. He shall submit a written report of the Treasury at each business meeting. The secretary treasurer shall keep an accurate record of all expenses and be reimbursed for all expenses. The dues for the secretary/treasurer will be paid by the board.

Article V - - Executive Committee

Section 1. The executive committee shall consist of the Past President and the elected officers.

Section 2. A quorum shall consist of four or more members in good standing.

Section 3. The executive committee shall handle all business of the Board occurring between the annual or other meetings of the Board.

Section 4. The financial administration of the Board shall be vested in the Executive Committee.

Section 5. The executive Committee shall arrange for a financial audit, which shall be submitted at the annual business meeting.

Section 6. The Executive Committee shall authorize the President to appoint such committees as are needed.

Article VI - - Membership, Admission, and Dues

Section 1. Applicants seeking membership shall apply to the Secretary/Treasurer. Forms will be filled out and on file with the Secretary/Treasurer. Applicants must be at least 18 years of age and a resident of Putnam County in the State of New York.

Section 2. A member in good standing who subsequently relocates residency outside of Putnam County and joins another board may maintain their membership in board #161 as a "Dual" member. Dual members are entitled to all of the privileges of full membership including serving on committees and running for Executive Board positions.

Section 3. Application forms must be accompanied with an examination fee determined by the Executive Board.

Section 4. Examination of applicants shall consist of:

- a) IAABO written exam, passing grade will be that established by IAABO.
- b) Practical exam – Upon passing the written exam, a practical exam will be given under the direction of the Examination Chairman.
- c) Observe three varsity games and complete form and return to secretary.

Section 5. The recommendations of the examination committee shall be subject to a majority approval of the Executive Board.

Section 6. The annual dues shall be a varsity game fee as per contract. Membership dues must be paid on or before the business meeting.

- a) Failure to submit dues on time will result in a \$25 fine payable by March 1st.
- b) Failure to submit dues and fine by March 1st will result in dismissal from the board.

Section 7. Inactive membership;

- a) Apply to Executive Board in writing stating the reason for such request.
- b) Shall not work any games.
- c) Shall pay dues at a reduced rate decided by the Executive Board.
- d) Shall not retain inactive status for more than two years. Extensions may be extended at the discretion of the Executive Board.
- e) Shall be excused from attending meetings and will not have the right to vote.
- f) Upon return his divisional status will be determined by the executive board.

Section 8. Medical Leave:

- a) Any member may go on medical leave and his divisional status will not change while on leave.
- b) Members are not permitted to officiate games.
- c) IAABO dues must be paid.

Article VII - - Privileges and Responsibilities

Section 1. Secretary Treasurer shall attend the Spring meeting of IAABO if possible and be reimbursed for all expenses from the fund of the general fund.

Section 2. Interpreter shall attend Fall meeting of IAABO and be reimbursed for all expenses from the fund of the general fund.

Section 3. Members are expected to read carefully and observe the policies and requirements as set forth in the Constitution and By-Laws of this constitution and the Constitution and By-Laws and codes of IAABO.

Section 4. Each member shall wear the IAABO official emblem for all sanctioned games in Section I.

Section 5. Meetings:

There shall be at least seven regular meetings including the Interpretations meeting and business meeting.

- a) State regulations require members to attend a rules interpretation meeting, business meeting and three other meetings.
- b) A schedule of meetings will be mailed to all members.
- c) Special meetings may be called at the discretion of the President or upon request of a majority of the Executive Committee, and shall be called when requested in writing by not less than ten members of the Board in good standing. Members shall be given credit toward the required quota of meetings for attendance at any special meeting called.
- d) A quorum of any meetings for the conducting of business shall consist of a majority of the members in good standing.
- e) All meetings shall be conducted in an orderly and professional manner.

Section 6. This board is recognized by the International Association as having jurisdiction over all matters within its territory, as long as it remains in good standing with the International Board and conducts its affairs in conformity with the policies as set forth in the Constitution and By-Laws and Code of the International Association.

Section 7. There are no restrictions upon members as to where they may function, either within the territory of the Board or of any other Board, except as provided hereinafter.

Section 8. The official uniform shall conform to IAABO regulations. Those who do not will be subject to a fine or suspension as the executive board so decides.

Section 9. A copy of this Constitution and By-Laws shall be given to all members.

Section 10. All fines, suspensions, and expulsions shall be at the discretion of the Executive Board. Members shall be entitled to a hearing in such cases.

Section 11. In cases where this board is asked to rule on protested games, the Board shall limit its participation to interpreting the rules of the game and determining the responsibility and correctness of the ruling of the member officials.

Section 12. Code of Ethics

- a) No member shall make any public adverse comment of the judgment of other officials of the Board as a whole.
- b) He shall conduct himself in such a manner while executing his duties as to avoid any action that might be deemed a violation of a professional code of conduct.
- c) Upon written complaint by a member, coach, or league official, the Executive Board shall review said complaint and have the power to levy a just penalty up to and including expulsion from the Board.
- d) Officials shall adhere to the National Federation Handbook and all codes of IAABO.

Section 13.

Members in good standing shall not simultaneously hold elected positions, executive committee positions and any appointed committee positions within the Putnam County Board of Approved Basketball Officials (IAABO Board 161) **and be a member of the NYSPHSAA Section 1 negotiations committee or its lead negotiator.**

Article VIII - - Fees for Officiating

Section 1. The schedule of fees are on file at the office of the Director of Interscholastic Athletics.

Article IX - - Amendments to the Constitution

Section 1. Amendments to the Constitution and By-Laws may be made by 2/3 vote of those present at a duly constituted meeting provided such proposed amendments are presented to the members in writing by the Secretary at least one week prior to any action being taken.

MOTION: The Constitution and by-laws of the Westchester County Basketball Officials Association (IAABO Board 52) be amended as follows

Article VII: Membership Privileges and Responsibilities

Sec. 11 - The official's uniform shall be:

1. Black shoes, leather, with no white showing.
2. Black trousers.
3. Official IABBO, Black and White striped shirt purchased through an authorized dealer. No substitute acceptable. The shirt must be worn inside the trousers.,
4. Black belt.
5. Whistle, all black plastic..
- 6 If used the whistle lanyard shall be black.

AMENDMENT:

Article VII: Membership Privileges and Responsibilities

Sec. 11 - The official's uniform shall be:

1. Black shoes, leather, with no white showing.
2. Black trousers.
3. Official IABBO, Black and White striped shirt purchased through an authorized dealer. No substitute acceptable. The shirt must be worn inside the trousers.
- 4. Official IAABO Jacket purchased through an authorized dealer. No substitute acceptable. The jacket must be worn at all levels when entering the court to begin the game.**
- 5. Black belt, if worn.**
6. Whistle, all black plastic.
- 7. Black whistle lanyard.**

Rational: It has come to the attention of the motion maker that Article VII, Section 11 of our constitution is incorrect. Since the executive board has put forth the provision that all officials shall wear the IAABO jacket when entering the court to begin the game it is necessary to amend the constitution to reflect this position. Also, IAABO and the New York State Board have mandated the use of a black lanyard.

**Constitution and By-Laws of the Putnam County Board of
Approved Basketball Officials
Revised 2003
IAABO – Board 161**

Article I - - Name

Section 1. The name of this organization shall be the Putnam County Board of Approved Basketball Officials, Board # 161.

Article II - - Objectives

Section 1. To unite into one organization all approved and registered officials residing in Putnam County as a local Board of the International Association of Approved Basketball officials.

Section 2. To collaborate with those responsible for promoting basketball as a wholesome form of recreation and as a great game for the development of character, good sportsmanship, and citizenship.

Section 3. To study and improve the technique of officiating in basketball.

Section 4. To study the administration and revision of rules, particularly from the standpoint of the official.

Section 5. To promote the inform interpretation and administration of the official basketball rules by all officials within this territory.

Article III – Membership

Section 1. Members shall be classified into groups in accordance with the IAABO Constitution.

Article IV - - Officers

Section I. A nomination committee shall present a slate of officers for election at the meeting immediately prior to the annual business meeting; at this time any other candidates for office must be nominated. The nominating committee shall consist of three members; Two elected from the membership and one appointed by the President at the first regular meeting.

Section 2. The elected officers of the Executive Board shall be:

- a) President
- b) President Elect
- c) Official Rules Interpreter

- d) Secretary/Treasurer
- e) Recording Secretary

Section 3. The election of officers shall take place at the annual business meeting. The election shall be conducted by ballot and a plurality vote will elect. The term of office shall be for two years beginning April first.

Section 4. Duties of Officers.

- a) The President shall call to order all meetings of the Board and of the Executive Committee and preside over all meetings.
- b) The President – Elect shall in absence of the President perform the duties of the President, and serve as chairman of the examining committee. The chairman of the Examining committee shall investigate and pass upon the qualifications of all applicants for membership. The chairman shall be responsible for all arrangements pertaining to the written and practical examinations.
- c) Official interpreter shall interpret any rule change presented by the International Board and describe and demonstrate said changes to our Board. Interpret any rule problems presented to the Board by its members or by schools service by the Board. He shall seek out clarifications from the national interpreter whenever necessary.
- d) The office of secretary/treasurer shall keep a complete and accurate record of all proceedings and monies received and disbursed. He shall disburse all monies under the direction of the Executive Committee. He shall submit a written report of the Treasury at each business meeting. The secretary treasurer shall keep an accurate record of all expenses and be reimbursed for all expenses. The dues for the secretary/treasurer will be paid by the board.

Article V - - Executive Committee

Section 1. The executive committee shall consist of the Past President and the elected officers.

Section 2. A quorum shall consist of four or more members in good standing.

Section 3. The executive committee shall handle all business of the Board occurring between the annual or other meetings of the Board.

Section 4. The financial administration of the Board shall be vested in the Executive Committee.

Section 5. The executive Committee shall arrange for a financial audit, which shall be submitted at the annual business meeting.

Section 6. The Executive Committee shall authorize the President to appoint such committees as are needed.

Article VI - - Membership, Admission, and Dues

Section 1. Applicants seeking membership shall apply to the Secretary/Treasurer. Forms will be filled out and on file with the Secretary/Treasurer. Applicants must be at least 18 years of age and a resident of Putnam County in the State of New York.

Section 2. A member in good standing who subsequently relocates residency outside of Putnam County and joins another board may maintain their membership in board #161 as a "Dual" member. Dual members are entitled to all of the privileges of full membership including serving on committees and running for Executive Board positions.

Section 3. Application forms must be accompanied with an examination fee determined by the Executive Board.

Section 4. Examination of applicants shall consist of:

- a) IAABO written exam, passing grade will be that established by IAABO.
- b) Practical exam – Upon passing the written exam, a practical exam will be given under the direction of the Examination Chairman.
- c) Observe three varsity games and complete form and return to secretary.

Section 5. The recommendations of the examination committee shall be subject to a majority approval of the Executive Board.

Section 6. The annual dues shall be a varsity game fee as per contract. Membership dues must be paid on or before the business meeting.

- a) Failure to submit dues on time will result in a \$25 fine payable by March 1st.
- b) Failure to submit dues and fine by March 1st will result in dismissal from the board.

Section 7. Inactive membership;

- a) Apply to Executive Board in writing stating the reason for such request.
- b) Shall not work any games.
- c) Shall pay dues at a reduced rate decided by the Executive Board.
- d) Shall not retain inactive status for more than two years. Extensions may be extended at the discretion of the Executive Board.
- e) Shall be excused from attending meetings and will not have the right to vote.
- f) Upon return his divisional status will be determined by the executive board.

Section 8. Medical Leave:

- a) Any member may go on medical leave and his divisional status will not change while on leave.
- b) Members are not permitted to officiate games.
- c) IAABO dues must be paid.

Article VII - - Privileges and Responsibilities

Section 1. Secretary Treasurer shall attend the Spring meeting of IAABO if possible and be reimbursed for all expenses from the fund of the general fund.

Section 2. Interpreter shall attend Fall meeting of IAABO and be reimbursed for all expenses from the fund of the general fund.

Section 3. Members are expected to read carefully and observe the policies and requirements as set forth in the Constitution and By-Laws of this constitution and the Constitution and By-Laws and codes of IAABO.

Section 4. Each member shall wear the IAABO official emblem for all sanctioned games in Section I.

Section 5. Meetings:

There shall be at least seven regular meetings including the Interpretations meeting and business meeting.

- a) State regulations require members to attend a rules interpretation meeting, business meeting and three other meetings.
- b) A schedule of meetings will be mailed to all members.
- c) Special meetings may be called at the discretion of the President or upon request of a majority of the Executive Committee, and shall be called when requested in writing by not less than ten members of the Board in good standing. Members shall be given credit toward the required quota of meetings for attendance at any special meeting called.
- d) A quorum of any meetings for the conducting of business shall consist of a majority of the members in good standing.
- e) All meetings shall be conducted in an orderly and professional manner.

Section 6. This board is recognized by the International Association as having jurisdiction over all matters within its territory, as long as it remains in good standing with the International Board and conducts its affairs in conformity with the policies as set forth in the Constitution and By-Laws and Code of the International Association.

Section 7. There are no restrictions upon members as to where they may function, either within the territory of the Board or of any other Board, except as provided hereinafter.

Section 8. The official uniform shall conform to IAABO regulations. Those who do not will be subject to a fine or suspension as the executive board so decides.

Section 9. A copy of this Constitution and By-Laws shall be given to all members.

Section 10. All fines, suspensions, and expulsions shall be at the discretion of the Executive Board. Members shall be entitled to a hearing in such cases.

Section 11. In cases where this board is asked to rule on protested games, the Board shall limit its participation to interpreting the rules of the game and determining the responsibility and correctness of the ruling of the member officials.

Section 12. Code of Ethics

- a) No member shall make any public adverse comment of the judgment of other officials of the Board as a whole.
- b) He shall conduct himself in such a manner while executing his duties as to avoid any action that might be deemed a violation of a professional code of conduct.
- c) Upon written complaint by a member, coach, or league official, the Executive Board shall review said complaint and have the power to levy a just penalty up to and including expulsion from the Board.
- d) Officials shall adhere to the National Federation Handbook and all codes of IAABO.

Section 13.

Members in good standing shall not simultaneously hold elected positions, executive committee positions and any appointed committee positions within the Putnam County Board of Approved Basketball Officials (IAABO Board 161) **and be a member of the NYSPHSAA Section 1 negotiations committee or its lead negotiator.**

Article VIII - - Fees for Officiating

Section 1. The schedule of fees are on file at the office of the Director of Interscholastic Athletics.

Article IX - - Amendments to the Constitution

Section 1. Amendments to the Constitution and By-Laws may be made by 2/3 vote of those present at a duly constituted meeting provided such proposed amendments are presented to the members in writing by the Secretary at least one week prior to any action being taken.