

# **CONSTITUTION OF THE BERGEN COUNTY UMPIRES ASSOCIATION**

## **ARTICLE I - NAME**

The name of this organization shall operate under the name Bergen County Umpires Association. This association shall be an affiliate of the state Baseball/Softball umpires association and anything not specifically covered in the Constitution shall be in accord with the New Jersey Interscholastic Athletic Association (NJSIAA) and anything not specifically covered in this Constitution shall be in accord with the Constitution of the NJSIAA.

## **ARTICLE II - PURPOSE**

The purposes of this organization shall include:

- A. To promote the welfare of the games of baseball and softball by uniformly interpreting and administering the rules of those games as set forth by the New Jersey State Interscholastic Athletic Association (NJSIAA).
- B. To promote and maintain the highest degree of baseball and softball officiating by following a uniform set of mechanics.
- C. To have available at all times an adequate number of thoroughly trained and capable umpires.
- D. To preserve the traditions, foster the ideals, advance the interests and improve the quality and prestige of the baseball and softball umpires through a comprehensive program of recruitment, classroom training and on-the-field experience.
- E. To develop a spirit of friendship and maintain a high standard of ethics among umpires.

## **ARTICLE III - MEMBERSHIP**

**SECTION 1:** Membership in this association shall be open to any person who has attained the age of eighteen (18) years by June 1 of the year that he or she seeks membership.

The membership of this association shall be in one of three categories:

- A.) Active
- B.) Inactive

C.) Honorary

**SECTION 2:** As per the NJSIAA, registration by the Chapter will not be issued or renewed for anyone

a. convicted or adjudicated with a finding of fault, guilt or violation, in regard to an offense against a minor or any sexual offense unless/until such offense has been reversed by proper authority with jurisdiction over the matter, or;

b. convicted or adjudicated with a finding of fault, guilt or violation, in an offense involving any illegal/illicit drug or controlled substance, as proscribed by federal or state law or regulations, prior to five (5) years following the completion of any sentence/parole/probation period for the offense, or;

C. currently serving a sentence or a parole/probation period for any offense or adjudication of guilt imposed by any court, judge or administrative bodies, other than a simple traffic summons.

#### **ARTICLE IV – OFFICERS/EXECUTIVE COMMITTEE**

**SECTION 1:** The officers of this association shall be a President, VicePresident, Secretary, and Treasurer. All officers shall be elected for a two (2) year term and the President and Vice-President shall not be eligible to succeed themselves.

**SECTION 2:** The Executive Committee shall consist of the duly elected officers, and not more than nine (9) members elected from the general membership. Past presidents and the BCUA Constitution Parliamentarian/Historian of the Association shall serve as ex-officio members of the Executive Committee but shall have no voting privileges.

#### **ARTICLE V - MEETINGS**

**SECTION 1:** The association shall conduct regular meetings, the dates of which shall be determined by the Executive Committee.

#### **ARTICLE VI - COMMITTEES**

**SECTION 1:** The President shall have the authority to name committees and appoint committee chairmen as he/she deems necessary. He/she shall

also have the authority to designate the number of members on any committee. He/she shall outline the duties and responsibilities of all committees.

## **ARTICLE VII - AMENDMENTS AND CONFLICTS**

**SECTION 1:** Any amendments to this Constitution must be made at a business meeting, or a special meeting called for that purpose. All amendments must be passed by a vote of two-thirds (2/3) of the members present and voting.

## **ARTICLE VIII : ANNUAL TESTING OF ACTIVE OFFICIALS**

**SECTION 1:** As part of the NJSIAA registration procedures, all active

officials will be required to take and pass an open book review examination for each sport in which they are registered.

## **By-Laws**

### **Membership**

**SECTION 1:** To be eligible for membership in this association, an applicant shall file an application with the association Cadet Chairperson, along with the appropriate fees. All applications and fees must be received by a date established by the Executive Committee in the year that the applicant seeks membership. Neither membership in, nor services provided by the association will be denied to anyone on the basis of race, color, religion, national origin, physical or mental handicap, age, sex, sexual preference,

ancestry, or medical condition. This applies to all groups with the exception of those exempted in.

**SECTION 2:** The applicant shall attend training classes as provided in the association By-Laws and shall pass written and field tests.

**SECTION 3:** All members shall pay annual dues and registration fees in the amount specified by the Executive Committee. The Executive Committee shall also establish a date by which all dues and registration fees shall be paid. Failure to submit fees to the Secretary by the prescribed date shall lead to late fees being assessed. Any member who fails to submit his/her annual dues and registration fees along with assessed late fees by the first membership meeting of the succeeding year shall be removed from the association. The removed member has until June 30<sup>th</sup> of that year to appeal his/her removal.

A) Former members who choose to return to the association after one (1) year lapse in time shall be allocated the opportunity to return based on completing an application and paying the appropriate penalties as determined by the Executive Committee.

B) All former members with more than one (1) year lapse in time shall reapply for membership and meet all of the cadet requirements to become an active member.

**SECTION 4:** The membership of this association shall be in one of three categories:

A. **ACTIVE MEMBERS:** Members in good standing, are those eligible to umpire varsity ball games, have passed their yearly tests, meet their attendance requirements, and pay their dues and registration fees and have fulfilled all Chapter requirements ( i.e.: refresher test, concussion requirements) as required by the NJSIAA and/or the Bergen County Umpires Association. These members are eligible to be nominated as officers, serve on committees, and have voice and vote. If a member chooses to become inactive during any given year notification must be sent in writing or email to the Secretary by March 1 of the requested year.

B. **INACTIVE MEMBERS:** Members in good standing who pay the appropriate dues and registration fees but do not umpire varsity ball games. Inactive members may **not** hold office, **nor** serve on committees **but shall** have voice and vote. An Inactive Member by March 1 of upcoming year may change his or her status to active by informing the Chapter Secretary and

paying the necessary dues, registration and insurance fees and fulfill all chapter requirements ( i.e.: refresher test, concussion requirements) as required by the NJSIAA and/or the Bergen County Umpires Association.. Inactive member may stay inactive for two consecutive years after which point they must be active for at least 1 year or lose his membership status.

**C. HONORARY MEMBERS:** Honorary membership may be extended to any person by the Executive Committee, subject to the approval of the General Membership. Honorary members may not umpire varsity ball games. They shall not pay any dues, registration or insurance fees. Honorary members may speak at any meeting but shall not have any voting privileges. They may serve on committees in an advisory capacity only. Honorary member criteria is set forth by the honorary membership committee. Honorary member criteria may exceed the criteria requirements set forth in this bylaw. Honorary member criteria is a guideline for the committee and the Executive Committee when recommending any person to the General membership for approval.

**D. TRANSFER MEMBERS:** Transfer members who are members in good standing in their current Baseball/Softball Association may be permitted to join the Bergen County Umpires Association based on the following:

- Complete an application form;
- Pay the appropriate dues and fees for the year they wish to join the BCUA.
- Provide documentation from the applicant's current Association that they are members in good standing and up to date on any and all requirements (i.e. Concussion Course, refresher test, etc.)
- Attend all required mechanics and rules meetings as required of all members. Attendance at their former Association or dual Association will be accepted as a replacement for one or more of the BCUA required meetings.
- Any questions regarding transfers will be handled by the Executive Committee.
- The deadline for transfer shall be the same as the last deadline for dues submission.

**SECTION 5:** An official whose registration has been forfeited, suspended or revoked or an applicant who is denied registration, under the provisions of this policy, may petition the chapter for reinstatement or reapplication based on the following:

- a. If suspension, revocation or forfeiture of registration is based upon conviction, adjudication or finding of guilt as a result of an indictable offense: The official/applicant may petition for registration one year after the completion of the parole/probation period; other than conviction of illegal, illicit drugs or controlled substance, where a five year probation period is used, or immediately upon dismissal or reversal of the charge or conviction (provided the offense was NOT involving a minor, or a sexual offense).
- b. If suspension, revocation, forfeiture or denial of registration is based upon any conviction, adjudication or finding of guilt involving a minor or a sexual offense, reinstatement/reapplication will not be permitted until such offense has been reversed by proper authority having jurisdiction over the matter.

#### **ARTICLE IV – OFFICERS/EXECUTIVE COMMITTEE**

**SECTION 1:** The President shall preside at all meetings and preserve order therein. The President may call special meetings as the need arises. He/she shall sign all official documents and papers. The President shall appoint chairperson of all committees and have the right to fill the unexpired terms of elected officers, when those offices are vacated before their expiration. He/she shall serve as an ex-officio member of all committees to see that they function as assigned. All committee and vacancy appointments shall be subject to Executive Committee approval. The President shall cast the deciding vote in any ballot that would otherwise result in a tie vote. He/she shall enforce the provisions of the Constitution and By-Laws and perform all duties that are generally attached to the office of President, at all times endeavoring to further the best interests of the association.

**SECTION 2:** The Vice-President shall execute the duties of President in the absence of the President and shall automatically become President in the case of the disability, resignation or death of the President. The Vice President shall also perform the duties of President whenever requested to do so by the President. In such cases where the Vice-President shall become President because of the death, resignation or other disability of the

President, the Executive Committee is empowered to select a new VicePresident to serve until the original term of office expires.

**SECTION 3:** The Treasurer shall assume care of all monies of the association. He/she shall not pay out any monies unless ordered to do so by the Executive Committee, and all expenditures must be within written and approved budget limitations. He/she shall keep a record of all receipts and other disbursements, showing the day and date of each. Each check shall require **two (2) signatures**, the treasurer's and the secretary's. His/her accounts shall at all times be open to the inspection of any member at the annual business meeting. There shall be an annual audit conducted.

The Treasurer shall perform such other duties as the Constitution, Executive Committee, President and membership shall require for the proper functioning of the association. All expenses incurred by the Treasurer shall be defrayed when they are within the budgetary limits and approved by the Executive Committee.

The Treasurer shall receive an annual stipend, the amount of which shall be determined by the Executive Committee.

**SECTION 4.** The Secretary shall attend meetings of the association and all committees shall send to him, prior to the next regular meeting, a report of business considered. He/she shall record the proceedings of all meetings in a book especially provided for that purpose; give notice to all members of regular and special meetings; notify all members of their appointment to committees.

The Secretary shall perform such other duties as the Constitution, Executive Committee, President and membership shall require for the proper functioning of the association. All expenses incurred by the Secretary shall be defrayed when they are within the budgetary limits and approved by the Executive Committee.

The Secretary, with the approval of the Executive Committee, shall appoint an Assistant Secretary to help in performance of secretarial duties. The Assistant Secretary has no voting power during an Executive Committee meeting.

The Secretary and the Assistant Secretary shall receive an annual stipend, the amount of which shall be determined by the Executive Committee.

**SECTION 5:** The Executive Committee shall consist of the duly elected officers, and not more than nine (9) members elected from the general membership. The Executive Committee members (excluding the elected officers) shall serve three (3) year terms, arranged so that three (3) new



members are elected annually. No member of the Executive Committee may serve consecutive three (3) year terms. (Any executive board member who misses more than 40% of executive meetings in a year may be removed from their position at the discretion of the President and the Executive Committee.) The immediate past president of the association shall serve as an ex-officio member of the Executive Committee but shall have no voting privilege. If a vacancy occurs within the Executive Committee or among the association officers, the vacancy shall be filled by the President subject to the approval of the Executive Committee. Any person chosen to fill a vacancy shall serve the remainder of the unexpired term.

The Executive Committee shall convene at the discretion of the President or at the request of any two members of the Executive Committee. The Executive Committee is empowered to vote and order expenditures between regular association meetings. Such expenditures must be approved by a majority of the Executive Committee. The Executive Committee shall prepare an annual budget. The budget may be amended from the floor when it is presented at the annual business meeting.

The Executive Committee is the policy making body of the Association and shall conduct all normal business of the association. This committee shall approve the payment of all bills as presented by the Treasurer. No business may be conducted officially unless a majority of the Executive Committee is present.

- An elected officer or executive committee member may be removed when sufficient cause exists for such removal. The executive committee may entertain charges against any officer or executive committee member. A person may be represented by counsel upon any removal hearing.
- The elected officers and executive committee shall adopt such rules at its discretion for this hearing as it may consider necessary for the best interest of the BCUA.

## **ARTICLE V - ELECTION OF OFFICERS**

**SECTION 1:** Nominations for officers shall be made every second year by the Nominating Committee. Additional nominations must be made 14 days prior to the business meeting, by emailing the secretary, the names and positions that they are being nominated for so that ballots can be prepared,

if necessary. All nominations must be signed by 2 people, one of whom shall be the nominator and the other being a second. Nominations may not be made from the floor. Elections for officers and Executive Committee Members shall be held immediately after the nominating committee has made its report.

**SECTION 2:** Nominations for members of the Executive Committee shall be made by the Nominating Committee annually. Additional nominations must be made 14 days prior to the business meeting, by emailing the secretary, the names and positions that they are being nominated for so that ballots can be prepared, if necessary. All nominations must be signed by 2 people, one of whom shall be the nominator and the other being a second. Nominations **may not** be made from the floor. Elections for the Executive Committee shall be held immediately after the nominating committee has made its report.

**SECTION 3:** Only association members (Active or Inactive) in good standing may cast ballots for officers or members of the Executive Committee. Honorary members and any member not in good standing may not cast a ballot in any election.

The President shall appoint the clerk and judges of all elections.

**SECTION 4:** The terms of officers and members of the Executive Committee shall commence on July 1 of the year of election. However, no change of administration shall take place until the association's books have been properly audited and certified in order for the preceding fiscal year. Such certification shall be in writing and signed by the chairman of the Auditing Committee.

## **ARTICLE VI - MEETINGS**

**SECTION 1:** A minimum of five (5) regular meetings shall be held prior to the annual business meeting. Four regular meetings shall be held prior to the beginning of the baseball/softball seasons. These meetings shall be designated as Interpretation and/or Mechanics Meetings. All members must attend one (1) Interpretation and one (1) Mechanics Meeting for each sport in which he/she is registered.

Election of officers and members of the Executive Committee shall take place at the Annual Business Meeting.

**SECTION 2:** Special meetings may be called at any time at the discretion of the President or the majority of the Executive Committee members. 14 days must be allowed for the Secretary to inform the membership of any special meeting. Additional meetings may also be arranged by a majority vote of the membership.

**SECTION 3:** The annual business meeting of this organization shall be held at a scheduled meeting of the general membership each and every year. The secretary shall cause to be mailed or emailed, to every member in good standing, at his address as it appears in the membership directory in this organization, a notice telling the time and place of such annual meeting and/or post it on the BCUA website 14 days prior to the meeting. Election of officers and executive committee members shall take place at the business meeting.

**SECTION 4:** No official business may be transacted at any business meeting or special meeting unless a quorum is present. A quorum shall consist of thirty five (35) members.

**SECTION 5:** All active members of the association must attend a minimum of three (3) regular meetings. Letters of explanation for failure to fulfill this obligation will be considered only if received by the Attendance Committee no later than 15 days after the missed meeting. Acceptance of the explanation shall be at the discretion of the Executive Committee.

**SECTION 6:** Letters of attendance from other recognized chapters will be considered if signed by that chapter's Secretary. Failure to satisfy the attendance requirements will result in penalties, as provided.

**SECTION 7:** The Executive Committee will prescribe the following penalties for unexcused absences from the required number or type of meetings:

**FOR FAILURE TO ATTEND THE REQUIRED NUMBER OF MEETINGS**

**First offense:** one (1) year probation (must attend 4 meetings the following year.)

**Second consecutive offense:** one (1) year suspension followed by one (1) year probation (must attend 4 meetings the following year and fulfill basic association requirements).

**Third consecutive offense:** expulsion from the association.

## **FOR FAILURE TO ATTEND THE REQUIRED INTERPRETATION AND/OR MECHANICS MEETINGS**

**First offense:** 1 year probation.

**Second consecutive offense:** one (1) year suspension (not allowed to work varsity baseball or softball games for sport that was in noncompliance) followed by one (1) year probation (must attend 4 meetings and fulfill basic association requirements).

**Third consecutive offense:** expulsion from the association.

- A member may not become inactive after being placed on probation and/or suspension.
- The member shall fulfill the requirements of probation and /or suspension before the member is eligible for active status.

## **ARTICLE VII - COMMITTEES**

**SECTION 1:** The Standing Committees of this association shall include: a.

Attendance

b. Auditing and budget

c. Awards

d. Banquet

e. Cadet

f. Constitution and By-laws

g. Fees

h. Grievance and Ethics

i. Insurance

j. Interpretation (baseball)

k. Interpretation (softball)

l. Mechanics (baseball)

m. Mechanics (softball)

n. Nominations

o. Public Relations/Fundraising

p. Uniforms

q. Welfare

r. Honorary Membership

s. Technology

t. Hall of Fame Committee

1. ALL COMMITTEE CHAIRPERSONS SHALL PROVIDE A WRITTEN REPORT TO THE SECRETARY BY A DATE ESTABLISHED BY THE EXECUTIVE COMMITTEE.
2. EACH COMMITTEE CHAIRPERSON OR HIS/HER DESIGNEE MUST BE REPRESENTED AT THE ANNUAL BUSINESS MEETING TO PRESENT THE REPORT TO THE MEMBERSHIP.

**SECTION 2:** The duties of the Grievance/Ethics Committee shall address all written charges against a member remanded down from the Executive Committee.

All charges before the Grievance/Ethics Committee must be made in writing and transmitted to the committee chairman. After reviewing the charges, the Grievance Committee shall recommend whatever action they think is appropriate under the provisions of the Constitution and By-Laws. Such recommendation shall be forwarded to the Executive Committee for further consideration and action.

**SECTION 3:** When charges against a member are certified by the Executive Committee and submitted to the Grievance/Ethics Committee, the following procedure shall be followed:

- A.) The member against whom the charges have been filed shall be informed in writing of all charges against him/her and shall be given copies of all written documents submitted.
- B.) The **GRIEVANCE** Committee shall convene a hearing to consider what action will be taken on the charges filed. A member against whom charges have been filed shall be given fourteen (14) days' notice of the date of any hearing and shall be requested to attend such hearing.
- C.) Any person against whom charges have been filed is entitled to counsel at any hearing or appeal before the **GRIEVANCE** Committee. Such person shall also have the right to call any witnesses to speak on his/her behalf.
- D.) THE RECOMMENDATIONS OF THE GRIEVANCE COMMITTEE SHALL BE PRESENTED TO THE EXECUTIVE COMMITTEE FOR ACTION.

**SECTION 4:** For violations of the Constitution and By-Laws, the Executive Committee may impose the following penalties, at its discretion:

A. A fine, and/or probation for one year, suspension for one year or expulsion from the association.

B. All fines are payable to the Secretary within seventy-two (72) hours of notification (excluding Sundays).

C. Failure to pay assessed fines within the required time limit may result in dismissal action. While such action is pending, the member shall be suspended from working and all assignments shall be returned. The NJSIAA shall be informed of the suspension or expulsion of any member of this association.

**SECTION 5:** A member may appeal any disciplinary action of the Executive Committee to the Umpires Association of New Jersey (UANJ).

**SECTION 6:** No member of this association may be suspended or otherwise disciplined except in accordance with the procedures established in the Constitution and By-Laws.

## **ARTICLE VIII - LISTING OF MEMBERSHIP**

**SECTION 1:** The Secretary shall PROVIDE annually a list of the members of the association. The list shall include members' names, addresses, home, business, cell phone numbers, and e-mail addresses (where applicable). This roster shall be made available to all members of the association and to all athletic directors in the area serviced by this organization.

The roster shall be **PROVIDED** and distributed prior to the first regular meeting and will contain the names of all members who are in good standing and have paid all dues and registration fees.

All members serving penalties on probation or suspension will be so listed in a separate section.

**SECTION 2:** After the first regular meeting, the Secretary, SHALL HAVE AVAILABLE , UPON WRITTEN REQUEST, a supplemental roster with the names of all applicants who are desirous of becoming new members of the association.

**SECTION 3:** A membership in this association does not lapse until one year has elapsed. A member may meet his/her financial obligation to the association at any time during the year to remain in good standing. This may involve the payment of late registration fees.

A member who is delinquent in paying dues and registration fees may not have his/her name printed in the annual roster book.

**SECTION 4:** The fiscal year of this association shall run from July 1 to June 30.

## **ARTICLE IX - DISTRIBUTION AND RATIFICATION**

**SECTION 1:** Copies of this Constitution shall be AVAILABLE AND POSTED ON THE BCUA WEBSITE FOR members of this association. Ratification shall be by two-thirds (2/3) vote of those members present and voting. No ratification action shall occur until all members have had this Constitution **AVAILABLE TO THEM** for **14 DAYS**.

## **ARTICLE X - AMENDMENTS AND CONFLICTS**

**SECTION 1:** FOURTEEN (14) DAYS notice must be given of any proposed amendment or any special meeting to be held for the purpose of voting on amendments to the Constitution.

**SECTION 2:** Should a conflict arise between the New Jersey State Interscholastic Athletic Association's constitution and the constitution and by-laws of this association, the regulations of the State Association will prevail.

## **ARTICLE XI - CADET PROGRAM**

**SECTION 1: Documentation** - All persons wishing to register as new members (cadets) in this association must submit the following documentation to the Cadet Chairperson:

- a. Proof of age (applicants must be eighteen years of age or older by June 1 of the year that he or she seeks membership.
- b. Two (2) Letters of Reference
- c. Properly completed BCUA cadet application form and full cadet registration fee. All documentation listed above must be submitted to the CADET CHAIRPERSON by a date established by the cadet committee.

**SECTION 2: Attendance** - All cadets should attend all "RULES-INTERPRETATION CLASSES" for the sport(s) in which they wish to be certified. Cadets must attend 3 of the 5 Rules Classes. Failure to do so will exclude them from taking the NFHS Exam(s). All cadets should attend all "MECHANICS CLASSROOM" and "MECHANICS ON-THE-FIELD" sessions for the sport(s) in which they wish to be certified. Classes will be taught by the association's Baseball and Softball Interpreters and Mechanics Chairs and/or their designated assistants. Classes will

emphasize baseball and softball rules as well as umpiring techniques and procedures and mechanics. Any missed Mechanics Sessions will result in the Cadet observing their Mentor one (1) additional times for each absence.

**SECTION 3:** Cadets will be required to complete the "MENTOR PROGRAM". Cadets will observe their assigned Mentor three (3) times in each sport(s) in which they wish to be certified. Cadets will demonstrate appropriate levels of competence in both plate and base phases of umpiring..

**SECTION 4:** Cadets will also be required to demonstrate a thorough knowledge of baseball and softball rules by passing designated Cadet Exam given by the Cadet Instructor(s).

**SECTION 5:** Any person who fails to fulfill the requirements of sections 1 through 4 of this article may be dismissed from the cadet program with forfeiture of all fees.

SECTION 6: Any cadet who passes the state test but does not fulfill their mechanics or mentoring requirements will remain a cadet for the entire following year. Cadets will have until the end of the current high school season of the test year to complete all mentoring or mechanics requirements. If by the end of year two (2) the Cadet has not met all of their requirements, they will be dropped from the association.

## **ARTICLE XII : ANNUAL TESTING OF ACTIVE OFFICIALS**

SECTION 1: The examinations shall be selected by the NJSIAA and presented as directed by the NJSIAA (online or hard copy).

\*\*\*\*The passing grade for THE RE-CERTIFICATION TEST shall be DETERMINED BY THE NJSIAA

Members shall access the electronic online test (Arbiter) no later than seven (7) days prior to the due date of the annual re-certification test. THE BCUA Secretary will provide written instructions annually to all members for taking the recertification test and to assist with Arbiter (online) protocol. If the annual recertification Arbiter protocol is not followed the member subjects themselves to the penalties and sanctions as outlined in the by-laws Article XII, Section 4.

SECTION 2: The **NJSIAA** will establish a date by which all completed review examinations must be submitted.

SECTION 4: Any member who fails to take the required review examination(s) or who fails to submit the review examination(s) by the required date, or does not



achieve a passing grade shall be subject to the following penalties and /or sanctions:

- a. Any member who does not achieve a passing grade must attend a one hour rules review session in each sport involved.
- b. Any member who fails to submit the examination(s) by the required date will be suspended for that sport(s) for that season.
- c. Members who fail to attend the required rules reviews session(s) will be suspended for that season.
- d. A member on suspension may not officiate any varsity level game in that sport during the period of suspension. The Secretary will inform Athletic Directors, Assignors, and the NJSIAA of any member(s) who are on suspension.
- e. Members who violate paragraphs (b), (c), or (d) of this section may be subject to additional penalties, which may include additional suspension or dismissal from this association.
- f. Any member required to attend a Rules Review session shall pay an instructor's fee as determined by the Executive Committee.

### **ARTICLE XIII: ORDER OF BUSINESS**

All regular business shall be conducted according to Robert's Rules of Order. All committees may adopt their own rules of procedure.

The following adopted order of business is to be followed at all regularly scheduled business meetings:

- a. Call to order
- b. Minutes of the previous regular or special meeting
- c. Minutes of Executive Committee meetings
- d. Correspondence
- e. Treasurer's Report
- f. Reports of Standing Committees
- g. Reports of special committees
- h. Old Business I. New Business
- j. Speakers, program, etc.
- k. Adjournment

### **ARTICLE XIV: UNIFORMS**

All members shall wear the approved uniform, as follows:

**SHOES:** Official's plate or base shoes. Socks should be black or blue.

**PANTS:** Heather gray or charcoal with black belt.

**SHIRT:** Shirts should be navy (baseball) or light blue (softball). The NJSIAA patch should be worn on the left sleeve of all shirts.

**WINDBREAKERS:** Blue with NJSIAA patch on left sleeve.

**PULLOVERS:** Blue with NJSIAA patch on left sleeve.

**SWEATER:** Navy blue V-neck. No emblem to be worn on sleeve. **CAPS:**

To be worn by both plate and base umpires. Navy blue, no emblem.

Hockey style masks without hats are acceptable behind the plate.

**EMBLEM:** To be worn on all shirts, windbreakers, and pullovers on the left sleeve approximately one inch below the seam.

**NOTE:** Both umpires should be similarly dressed. Umpires not in compliance with the uniform regulations may be subject to disciplinary action.

### **ARTICLE XV: RETIRING MEMBERS**

It shall be the policy of this association to honor all retiring members with at least ten years' service. These members shall be honored at the annual banquet provided they meet the following requirements:

- a. The retiring member must have at least ten years of active service in good standing in this association.
- b. The retiring member must submit a letter certifying his/her retirement to the Secretary. This letter must be received prior to May 15 of the year in which the retirement is to take place.

### **ARTICLE XVI: NON - DISCRIMINATION**

Nothing in this Constitution or By-Laws shall be construed as discriminating against any person on the basis of race, creed, sex, color or national origin

**Adopted on May 8, 2013**

**Updated February 18, 2023**