



NORTHERN CALIFORNIA GYMNASTICS JUDGES ASSOCIATION

Constitution and By-Laws

ARTICLE I

Name

The name of the organization shall be:

NORTHERN CALIFORNIA GYMNASTICS JUDGES ASSOCIATION

ARTICLE II

Principle Office

The office will be located at the address of the Executive Secretary.

ARTICLE III

General Organization

It is the purpose of the Association to organize and certify all active officials, see that modern methods of evaluation and judging are maintained, and promote the growth and elevate the quality of gymnastics in Northern California.

ARTICLE IV

Membership

Membership is limited to those officials in good standing who abide by the rules of the constitution. A member in good standing must conform to the following regulations:

- A. ***Each member must attend at least 8 hours of instruction and pass an annual written exam by at least 70%.*** In the event of extenuating circumstances, the Executive Committee will rule on the good standing of the member.
- B. Each member must pay annual membership dues as defined in the By-Laws.

ARTICLE V

Officers

- A. Officers of the Association shall be:

President

Executive Secretary

Vice-President

Assigning Secretary

- B. *All officers shall be elected for the academic year, beginning September 1st and shall hold office for a term of two years.*
- C. Vacancies in any office shall be filled with a temporary appointment by the President, followed by an election at the next regular meeting.
- D. The Executive Committee shall consist of the President, Vice-President, Executive Secretary, Assigning Secretary, and the most recent past President. In the event that a past President is not available, a member-at-large shall be elected.

ARTICLE VI

Requirements of Officers:

- A. Must be a current National Card holder
- B. Must be at least 19 years of age.
- C. They must be actively judging within the previous nominal year.
- D. They must be in good standing with their Association.
- E. *The Executive Secretary must have fulfilled one term as Assigning Secretary.*

ARTICLE VII

Duties of Officers

President

- A. Shall preside at all association meetings.
- B. Shall, with the approval of the Executive Committee, appoint all committee chairs.
- C. During an election year the President shall appoint a nominating committee, and this committee's list of candidates shall be submitted to the members prior to the last annual meeting of the Association.
- D. Shall call the Executive Committee to meet whenever necessary.
- E. The President should initiate the sanction of any invitational meet hosted by or sponsored by the association.
- F. *The salary for the President will be \$250.00 per academic year.*

Vice-President

- A. Shall preside at Association meetings in the absence of the president.
- B. The Vice-President shall be responsible for maintaining the Associations Constitution and By-Laws in a current status.
- C. The Vice-President shall organize, plan, and administer the instructional part of each meeting.
- D. *It will be the responsibility of the Vice-President to oversee the State Apparatus Leader (SAL) program.*
- E. Shall be responsible for planning the procedures for examining, classifying and certifying all members in accordance with the NGJA.
- F. The Vice-President shall sign and distribute certification cards to all members who have fulfilled the requirements.
- G. *The salary for the Vice-President will be \$250.00 per academic year*

Executive Secretary

- A. Shall keep minutes of all meetings and see that each member receives a copy.
- B. The Executive Secretary receives all applications for membership and collects all membership dues.
- C. Acts as treasurer for the Association.
- D. Is responsible for paying national dues and submitting a roster of members to the national office.
- E. Is responsible for billing the Universities and Clubs, which have had competitions during the season, for the Association and assigning fees.
- F. Shall maintain a web page to facilitate communication between the Executive Committee and the members of the Association.
- G. Shall maintain a record of attendance at all meetings.
- H. The Executive Secretary will submit a written financial report to the Executive Committee at the end of the regular season.
- I. Shall inform all members of the time and place of each meeting and distribute information on all judging and safety certification courses.
- J. Is responsible for maintaining a database of all members including their USAG number, expiration date, and safety certification expiration date.
- K. Shall work closely with the Assigning Secretary to facilitate the job of informing the members of the assignments for the upcoming season.
- L. In an election year the Executive Secretary shall mail, receive and count all ballots.***
- M. The salary for the Executive Secretary shall be \$500.00 per academic year.***

Assigning Secretary

- A. Shall be responsible for assigning all local meets, including NCAA and JO competitions.
- B. Shall assign judges from our Association to State, Regional and National competitions, with the approval of the Executive Committee.
- C. The Assigning Secretary shall maintain a schedule of all competitions for NCAA and JO competitions and make a copy available to the Executive Secretary.
- D. Shall maintain a web page with all assignments for the upcoming season, which will be linked to the NCGJA home page.
- E. In the event that the Assigning Secretary cannot maintain the assignment page, the Executive Secretary will assume that responsibility.
- F. For billing purposes the Assigning Secretary will report to the Executive Secretary all competitions that were assigned during the year. The report will include the number of judges and the number of sessions for each competition.
- G. The salary for the Assigning Secretary will be \$500.00 per academic year.***

ARTICLE VIII

State Apparatus Leader (SAL)

- A. The State Apparatus Leaders shall be appointed by the Executive Committee at the end of each season.*
- B. There will be one State Apparatus Leader for each of the six events.*

ARTICLE IX

Duties of the State Apparatus Leader (SAL)

- A. The SAL shall be a member in good standing and have a current National card.*
- B. The SAL will be involved in judging both NCAA and JO competitions.*
- C. Must demonstrate a strong knowledge of the Code of Points and be familiar with all the recent interpretations.*
- D. Must be responsible for the presentation of their event at the annual certification course.*
- E. Shall be head judge at the State Championship, unless assigned to a different event at a Regional or National competition.*
- F. At the end of the season a report summarizing trends, detailing performances of the top athletes, and making recommendations will be submitted to the NCGJA.*

ARTICLE X

Meetings

- A. Meetings of the Association shall be held two times during the academic year. The first will be at the certification course in the fall and the second will be at the State Championships.*
- B. All meetings of the Association shall be conducted according to Roberts Rules of Order.*
- C. A majority of members present shall constitute a quorum.*

ARTICLE XI

Elections

- A. Elections will be held every two (2) years, following the State Championships.*
- B. The President shall form a nominating committee, which will select candidates for the four offices.*
- C. Ballots will be mailed out by the Executive Secretary to be returned no later than May 1st.*
- D. The Executive Secretary will tally the ballots and send the results along with the ballots to the President, who will inform the general membership of the new officers.*

ARTICLE XII

Amendments

- A. This constitution may be amended at any meeting by two-thirds vote of the members present. The proposed amendment must have been submitted in writing to the Association at a previous meeting or submitted to the members of the Association, by mail in writing, at least one week prior to the meeting at which said proposal is to be vote on.

BY-LAWS of The Northern California Gymnastics Judges Association

ARTICLE I

Dues

- A. The annual dues shall be as follows:

1. ***Regular member \$65.00***
2. ***Student \$35.00***

- B. Club and University fees:

1. ***Annual fee for utilizing the services of the Association will be \$25.00.***
2. ***An assigning fee of \$2.50 per judge per session will be assessed for each competition.***

ARTICLE II

Disbursement of Funds

- A. Office supplies necessary to Association business, including stamps, stationary, and printing supplies.
- B. Printing of membership cards.

- C. Cost of registering a domain name for the NCGJA web page.
- D. The authorization of further disbursement of Association funds shall be by approval of a majority of the Executive Committee.

ARTICLE III

Certification of Judges

- A. The Vice- President in accordance with the National Gymnastics Judges Association procedures shall accomplish certification of judges.
- B. The National and JO courses will be held in the fall prior to the beginning of the competitive season.

ARTICLE IV

Assignment of Judges

- A. The Assigning Secretary shall assign all judges to the Invitational and University competitions.
- B. The Executive Committee in conjunction with the NCBGA shall assign judges to all State, Regional, and National competitions.
- C. It is recommended that whenever possible a judge not be assigned to the same championship meet two years consecutively.
- D. Special requests by coaches for judges in dual meets and tournaments can be considered in making assignments.
- E. Failure to appear for a judging assignment shall be considered a serious breach of ethics and shall be referred to the Executive Committee for review. The following action will be taken:
 - 1. A \$25.00 fine will be assessed for missing a meet.**
 - 2. A \$10.00 fine will be assessed for arriving late to a meet. A judge is late if he arrives after the time the meet is scheduled to start.**
- F. If a judge shows up for a meet that has been cancelled or changed and it is an error on the part of the Assigning Secretary, the judge will be paid by the Association.

ARTICLE V

Fee policy for judges

- A. Beginning the academic year 2000 – 2001 each judge assigned by this Association shall be paid for his services in accordance with the following minimum fee schedule:
 - 1. NCAA meets: \$100.00**
 - 2. The following table will determine fees for all JO competitions:**

Fees based on 72 competitors Maximum.

Add \$1.00 per competitor over maximum

Add \$25.00 for one touch warm-up.

Fees based on judge's certification and years of experience.

Certification:	JO			NATIONAL				FIG or SAL
Years Judged:	1	2	3	0 - 2	3 - 6	7 - 10	10 +	Add
Fee:	\$40	\$45	\$50	\$55	\$60	\$65	\$70	\$5

Time between sessions: \$10.00 per 1/2 hr after 2 Hrs.

Travel Reimbursement .33 per Mile
Tolls paid in full
Passenger at \$5.00 / Hr
Hotel room provided if needed.

Airport Parking: \$10.00 per day

Per Diem:	Breakfast	\$8.00
	Lunch	\$10.00
	Dinner	\$12.00

Club Association Fee	\$ 25.00 per season
NCGJA Assigning Fee	\$ 2.50 per judge per session

ARTICLE VI

Amendments

- A. Amendments to the BY-Laws can be made at annual membership meeting by a majority vote of those members present. Amendments to the By-Laws may also be made by order of the Executive Committee and will be in effect until the next membership meeting, at which time they must be presented for approval by the membership.