

**CONSTITUTION and BY LAWS of the
CAROLINAS ASSOCIATION of GYMNASTICS JUDGES**

ARTICLE I - NAME and ORGANIZATION

Section 1. This organization shall be known as the Carolinas Association of Gymnastics Judges (CAGJ).

Section 2. This organization shall consist of an unlimited number of members, provided they are accepted as defined within the limits of this constitution.

ARTICLE II - PURPOSE

The purpose of this organization is to promote and advance gymnastics officiating by:

Section 1. The development and maintenance of a membership consisting of experienced and capable officials whose integrity is above reproach, and who are actively involved each year in officiating all levels of gymnastics competition.

Section 2. Fostering a high standard of ethics, encouraging fair play, sportsmanship, closer cooperation and understanding among officials, athletic directors, coaches, and the press.

Section 3. Meeting together for the study and discussion of gymnastics rules and interpretations.

ARTICLE III - OFFICERS

The officers of the association shall be: President, Vice President, Secretary/ Treasurer, and a State Judging Director for each state supported by the CAGJ.

ARTICLE IV - ELECTIONS, TERM of OFFICE,

SUCCESSION
to
OFFICE

Section 1. In even numbered years, all officers of this association shall be elected at the National and J.O. Judges certification courses held in each state supported by the CAGJ by majority vote of the CAGJ members present at each course and voting. The newly elected officers shall take office immediately following the final course once the final vote totals are tallied.

Section 2. All current CAGJ members are eligible to vote once for each officer at only one of the certification courses they attend during each biannual election. Members can vote for only one State Judging Director, Specifically for the director that will represent the state the member resides in or lives closest to.

Section 3. Any current CAGJ member can nominate an eligible candidate at any of the courses. A nomination of an eligible candidate can also be made by mail or E-mail to the secretary/Treasurer within the month preceding the first certification course during an election year. The Secretary/Treasurer shall insure the nomination is listed on the ballot at each certification course.

Section 4. To be eligible for election to any office, a member must have completed at least three years in affiliation with this or any other recognized judging association at the time of his election, and must be a member of CAGJ.

Section 5. All officers shall hold office for a term of two years and may be re-elected.

Section 6. A vacancy in the office of President shall be filled by the Vice-President, who shall hold office for the remainder of the unexpired term. A vacancy in any other office shall be filled by appointment of the President and, that officer shall also serve for the remainder of the unexpired term.

ARTICLE V - MEMBERSHIP

The qualifications for the membership and the duties of the officers, and such regulations as may be necessary for the conduct of the business and affairs of this association shall be provided for in the By-Laws.

ARTICLE VI - AMENDMENTS

Section 1. This constitution may be amended at any meeting by an affirmative vote of two-thirds of the members present and voting; provided however that a written copy of such proposed amendment shall have been mailed to each association member 30 days prior to the meeting at which the vote is to be taken.

Section 2. Members unable to attend are entitled to vote by proxy. This proxy must be returned to the Secretary/Treasurer prior the meeting.

Section 3. There shall be no suspension of the constitution.

CAROLINAS ASSOCIATION of GYMNASTICS JUDGES BY-LAWS

ARTICLE I - PRESIDENT

Section 1. The President shall act as the chief executive of the association and shall preside at all meetings of the association. The President shall conduct all negotiations on its behalf, making every reasonable effort to further the policies adopted by the association.

Section 2. The President shall enforce: the constitution, the by-laws, and the regulations of the association. Along with enforcement, the president shall perform all duties inherent in the office as prescribed in the by-laws and shall also enjoy all the rights and privileges inherent in the office of President.

Section 3. The President shall appoint all committees as in his/her judgement shall be permanently or temporarily necessary or proper. He/she may also appoint additional temporary officers, not specifically provided for the constitution or by-laws, as in his/her judgement may be necessary or proper.

ARTICLE II - VICE-PRESIDENT

The Vice-President shall in the absence or incapacity of the President, be vested with all the powers of the President, and shall perform such other duties as prescribed by the President when deemed necessary.

ARTICLE III - SECRETARY/TREASURER

Section 1. The secretary/Treasurer shall keep a written record of all meetings of the association. He/she shall send out all notices, preserve all records, and have charge of the necessary printing and publications ordered by the association.

Section 2. The Secretary/Treasurer shall receive and investigate all applications for membership, and after they have received the approval required by the by-laws of the association, he/she shall notify each candidate of his/her acceptance or rejection. If accepted, the Secretary-Treasurer shall furnish new members with all publications by and pertaining to the association.

Section 3. The Secretary/Treasurer shall collect and have charge of all fees and dues, and shall place all receipts of this association into one fund, from which all authorized expenses and disbursements shall be made. He/she shall deposit all funds for the association into a bank or credit union which is approved by the Executive Committee.

Section 4. The Secretary/Treasurer or designee shall tally votes for all elections and motions then they occur.

Section 5. Separate written accounts shall be kept for the following types of accounts based on origin of income:

- A. Half of all income to the association shall be logged to the general account.
- B. The other half of any income shall be logged to the state account for the state where the income originated.
- c. Money from these written accounts can be kept in one bank, or credit union account as described in Section 3.

Section 6. An annual financial report shall be made by the Secretary-Treasurer at the annual Judges Cup meets for each state supported by the CAGJ. It shall be audited by the Executive Committee.

ARTICLE IV - EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall consist of three officers of the association and the state judging directors for each state supported by the CAGJ.

Section 2. The Executive Committee shall approve or reject applications for membership and adopt policies governing the qualifications of all members (as stated in the by-laws) and establish judging courses for the development of experienced and capable gymnastics officials.

Section 3. The Executive Committee shall serve as an adjunct committee to the USGF state directors, and the CAGJ will conform to as well as contribute to the USGF State Judging guidelines for each state supported by the CAGJ.

Section 4. The Executive Committee shall investigate all written complaints against any member in the association and take appropriate action. Solicitation or use of gratuities to secure meet assignments by any member of the association is considered a flagrant violation of the constitution and by-laws.

Section 5. An appeal to the membership can be made by the disciplined member or the person(s) complaining within twenty (20) days after the decision of the Executive Committee has been rendered. In case of an appeal, the same shall be heard, after written notice to the membership, at a regular meeting or a special meeting called for that purpose. A two-thirds majority of the members present and voting shall be necessary to uphold the decision of the Executive Committee.

ARTICLE V - MEMBERSHIP

Section 1. To apply for membership, an applicant need only pay the membership fee and attempt to attend at least one judging course and/or meeting per year.

ARTICLE VI - MEETINGS

Section 1. Annual meetings of the association will be held during each Judges Cup meet for each state at the site of the meet at a convenient time.

Section 2. Additional association or Executive Committee meetings shall be called by the President and approved by the Executive Committee if necessary.

Section 3. At association meetings, one-half of the members present for the state the meeting is held in shall constitute a quorum.

ARTICLE VII - EXPENSES

Expenses incurred by the association shall be paid from the available funds of the association provided they are authorized by the Executive Council. Half of all money collected from activities or members from each state shall be used support activities For and by members in that state.

ARTICLE VIII - FEES

Fees shall be paid by each member in the mount set in the by-laws, and within a reasonable length of time. (see appendix A)

ARTICLE IX - RULES of ORDER

Robert's Rules of Order shall control all parliamentary questions in the conduct of all meetings of the association.

ARTICLE X - ORDER of BUSINESS at REGULAR
and ANNUAL
MEETING

Section 1. The order of business shall be as follows:

- | | | | |
|----|---|----|------------------------|
| 1. | Call to order | 5. | Reports from officers. |
| 2. | Roll Call | 6. | Reports for Committee |
| 3. | Reading of minutes of
previous meeting | 7. | Old business |
| 4. | Treasurer's report | 8. | New business |
| | | 9. | Adjournment |

Section 2. This order of business may only be changed or modified by a majority vote of the members present.

APPENDIX A
 RULES and REGULATIONS of the
 SOUTHEASTERN GYMNASTICS OFFICIALS ASSOCIATION

- I. New members shall pay \$15.00 membership fee.
- II. Annual dues shall be \$15.00 per year, payable to the Secretary/Treasurer.
- III. Members can stay in the association until one of the following occurs:
 - A. Resignation or voluntary retirement as a working official.
 - B. Failure to obtain and present a valid regional, national, or FIG card as proof of qualifications.
 - C. Failure to pay annual dues.
 - D. Removal by majority vote of the executive council and two-thirds majority vote of all members.
- IV. A leave of absence may be granted any member by a majority vote of the Executive Committee, and a specified time must be stated.

APPENDIX B - Registration Information

Carolina Association of Gymnastics Judges Registration Form

Name	USGF Pro Number
Address	Certification Level (FIG, NAT, JO)
<i>City/State/Zip</i>	Safety Certification Good to Date
Phone Home	Soc. Sec. Number -----
Work	
FAX	
Email Address	If less than 18, Birth Date __ 1 __ 1 __ Age __
Regional Judging Association	
Local Judging Association	

APPENDIX C - Sample Meet Expense Form

**Contract
and
Judges Assignment/Expense Sheet**

Name: _____ USAG# _____

Address (Complete only if new or changed)

Meet Assigned: _____ Date: _____

Contact Person: _____ Phone: _____

Events Assigned:

Compulsories: _____

Optionals:

Expenses:

		Session	
Certification Level:			2
Rates Per Session	up to	Over	3
	2:29 hrs	2:30 hrs	
			4
Brevet	\$60	\$12 per 1/2 hr	
National	\$55	\$12 per 1/2 hr	5
Junior Olympic	\$45	\$12 per 1/2 hr	

6

Total for All Sessions:

Meals: Breakfast @ \$5.00

Lunch @ \$10.00

Dinner @ \$15.00

\ Total for All Meals:

Tolls:

Number of miles: _____ at \$0.32/ Mile or

Riders fee:

Number of hours: _____ at \$5.00 / Hour

Rooms:

Total cost for Mileage/Riders fee:

Total Expenses:

APPENDIX D - Judges Expenses Compensation Guidelines

Expense Compensation for FULL assignments;

1. Car pool expectations/mileage:

- a. Where practical, judges are expected to car-pool or claim mileage for one direction only (not round trip).
- b. All mileage to and from car-pool start locations is paid.
- c. A rider's fee is paid to judges riding in a car pool.

2. Hotel Rooms:

- a. When hotel rooms are needed, the meet director should send: the name the reservations were made under, the reservation confirmation number, and directions to the hotel along with the meet information when it is sent to the individual judges.
- b. Hotel rooms are provided or expensed 2 judges to a room (one bed per judge) any time a meet spans two days for the middle night.
- c. Hotel rooms are also provided or expensed 2 judges to a room (one bed per judge) when the meet director is notified by a judge at least one week before the meet is scheduled to start when any of the following conditions will occur:
 - d. Where the open stretch for the 1st session starts **at or before 8:15 AM.**
 - ii. The judge has **two** or more hours travel time to a meet where the open stretch for the 1st session starts **at or before 8:30 AM.**
 - iii. The judge has **three** or more hours travel time to a meet where the open stretch for the 1st session starts **at or before 9:30 AM.**
 - iv. The judge has **four** or more hours travel time to a meet where the open stretch for the 1st session starts **at or before 10:30 AM.**
 - v. The judge has **four** or more hours travel time from a meet where the last session of the meet is accurately scheduled to end **after 8 PM.**
- d. If a judge expects family or friends to stay with them, The judge will be responsible half of the cost of the room assigned to them. The meet director must be notified of this request at least one week before the meet is scheduled to start. Partial compensation for a room at another hotel is at the discretion of the meet director.

3. Meals and Per-Diems:

- a. Meals are to be provided or a per-diem paid between each session. This would also include a supper or per-diem paid after the last session of the first day in cases where sessions are scheduled on separate days.
- b. An extra meal (breakfast) or per-diem will also be provided before the first session on the second day of a two day meet.
- c. The continental breakfast provided by most host motels is acceptable for breakfast.
- d. No meals or per-diems are provided before the 1st session or after the last session of a meet except where an overnight stay is required before or after the meet.
 - e. A Breakfast or a per-diem will be provided before the 1st session if an overnight stay is required before the meet.
 - ii. A supper or per-diem will be provided after the last session if an overnight stay is required after the meet.

Expense Compensation for PARTIAL assignments - Coaches & Athletes

1. ~leage for partial assignments:

- a. Where practical, judges are expected to car-pool or claim half of mileage calculated below.
- b. When an athlete competes in the first session of a meet, he will be paid for return mileage or rider's fee only. If he competes in any other session, mileage or rider's fee will be paid for round trip.
- c. When a judge coaches: the first, the last, or both the first and last session of a meet, mileage or rider fee is paid one way not round trip.

2. Hotel Rooms for partial assignments:

Hotel rooms are provided or expensed the same as full assignments with the following restrictions:

- a. The Judge must be assigned to judge the first session of a meet to request a room for the night before the meet starts
- b. The Judge must be assigned to judge the last session of a meet to request a room for the night the meet ends.

3. **Meals for partial assignments:**

Meals are provided or expensed the same as full assignments with - the following restrictions:

- a. Breakfast is provided only if the judge is assigned (Not Coaching) the first session that day.
- b. Supper is provided only if the judge is assigned (**Not Coaching**) the last session of that day.
- c. A meal is provided between sessions only if the judge is assigned to one of two the sessions (**Not Coaching Both Sessions**).