

# **Schohanna Board of Baseball and Softball Umpires Association, Inc.**

## **By-Laws**

### **(Adopted March 2020)**

#### ***Article I - Name***

This organization shall be known as the Schohanna Board of Baseball and Softball Umpires Association, Inc. (Herein referred to as the Association.) The Schohanna Board of Baseball and Softball Umpires Association, Inc. is a charter member of the New York State Board of Baseball Umpires and the New York State Softball Officials Organization.

#### ***Article II - Purpose***

The purpose of Association is to promote, develop, and improve the game of baseball and softball through the development and training of amateur baseball and softball umpires, and to cooperate to the fullest extent with the New York State Baseball Umpires Association (NYSBUA) and the New York State Softball Officials (NYSSOO).

#### ***Article III - Membership***

##### **Section I: Membership**

Membership in this association shall be open to all persons of the age eighteen and older who have integrity and good character. No person shall be declined membership solely on race, religion, nation of origin, sex, sexual preference or gender identification.

1. There shall be four (4) classifications of membership:
  - a. Probate
  - b. Certified
  - c. Inactive
  - d. Lifetime (Honorary)

**A. Probate Member:** A probate member shall be any new member who has paid full state and local dues. Probate members who have paid full state and local dues are eligible to vote on all matters concerning the association only after completing one year of service at the probate level. Prior to umpiring any game, probate members must achieve, at the minimum, full probate status which includes fingerprint clearance, payment of current membership dues, attendance at the minimum number of required meetings set forth herein, and the achievement of a minimum score on a written examination in the respective sport being officiated. The New York State Softball Officials Organization (NYSSOO) minimum passing score for a softball probate (con't)

is a 64% on a closed book NYSSOO approved examination. The National Federation High School (NFHS) minimum passing score for a baseball probate is 80% and will be taken online each year. Probate members who are in their first year of membership are not allowed to work the plate for high school varsity games, but otherwise have no umpiring restrictions.

**B. Certified Member:** A certified member shall be a member in good standing of the association, and has served a minimum of 2 years at the probate level. Certified level members will be eligible to officiate in any game, in any capacity, covered by the association. To be advanced to the certified membership level, probates must be a member in good standing with the organization for a minimum of 2 consecutive years. A probate level official must also be positively evaluated a minimum of 6 times over that two-year period by a certified official or coach within their respective sport. Additionally, to become and maintain the level of a certified umpire, members must achieve an annual score of at least 80% on the NFHS online exam for baseball and 84% on the NYSSOO closed book exam. Recommendations for advancement to the certified level will be based on received evaluations (6 minimum over a two-year period) and other input from fellow certified members. There will be an evaluation committee comprised of the executive board members in addition to an evaluation committee chairperson for each sport. The Evaluation Committee Chairperson, will be an individual chosen by the entire membership to represent each sport on an annual basis. The evaluation committee and executive board will meet at least once a year prior to the new season's start and members will be notified of their status prior to the year's first meeting.

**C. Inactive Member:** An inactive member shall be a member who is currently not officiating, and pays inactive dues as set by the board. Members in inactive status may remain in that status for up to three years. During that time, they cannot receive assignments or officiate as a representative of this board. Inactive members do not receive insurance coverage. Inactive members do retain their voting rights. An inactive member may rejoin the board at the membership level attained at the time he or she declared their inactivity by notifying the Secretary/Treasurer of their intention to return to active status and by meeting all membership duties and obligations. Officials may remain at the inactive status for three (3) consecutive years. Upon returning, an inactive member may return to the association as a certified member after successful passing the respective test from either NYSSO or NFHS and a field test supervised by a committee appointed by the association President or by completing the requirements set forth herein for applicant members. Any members who have been inactive for more than three years and/or have not paid their inactive dues must rejoin the board at the probate status and adhere to all requirements within the probate tier membership. Inactive fees for members will be set at \$20.00, and must be collected by the Secretary/Treasurer by the last scheduled pre-season meeting. Should a certified member not comply with these obligations, the member will lose their certified status with the association.

**D. Lifetime (Honorary) Member:** A lifetime (honorary) member shall consist of members who have retired from active service and have been voted to such status by the general membership or the Executive Board. **Note:** The association does not prohibit members from belonging to any other New York State or nationally sanctioned baseball organization or any other organization that covers games in the Schohanna Baseball and Softball Umpires Association's jurisdiction, but not governed by the association. Members are considered to be independent contractors and are allowed to be members of other groups that officiate different levels of games (i.e., college, summer, or adult baseball).

### **Section II: Progression of the Probate to Certified Level**

The progress of a probate member shall be based upon the evaluations (6 minimum) submitted by certified umpires, coaches, or appointed evaluator(s) and received by the evaluation committee for annual review. The advancement of the member will be determined by the evaluation committee which will consist of a minimum of three (3) certified officials proceeded over by the evaluation chairperson. The committee may be comprised of as many as seven (7) certified officials and will be appointed by the president of the association. The evaluation chairperson shall be the Baseball Rules Interpreter or the Softball Rules Interpreter for softball officials. If the Rules Interpreter is not able to fulfill this duty the president may appoint another certified member for this role. The committee will act solely based on the reports submitted by active certified members, any assigned evaluators, and evaluations completed by coaches. A probate member who has not progressed to the certified member tier within five (5) years of joining the board may be expelled from the association upon recommendation of the Evaluation Committee and a majority vote by the general membership. At the end of the season all non-certified members will be notified of their status for the upcoming year.

### **Section III: Transfer Member**

A Transfer Member, upon acceptance to the association, shall be afforded all the privileges and responsibilities of a Certified Member and will be eligible to officiate under the by-laws of the association provided he or she has at least one year of umpiring experience. A transfer member who is or has been a member of another board, but who has been inactive or has left their previous board before having one-year experience as an eligible official shall be considered a probate member.

## **Section IV: Membership Fees/Dues**

Annual membership dues shall consist of a single fee and shall qualify all members for eligibility for certification at all levels. The amount of said membership dues shall be determined at the first regularly scheduled business meeting of the year. Dues are to be paid in full by the last regular meeting in February. If membership dues are not paid by the last regular meeting in February, (con't) there will be a \$20 late fee assessed and no member will receive assignments until said dues and late fees are paid in full. Also, said members will not be in good standing with the association and will not receive game assignments until all fees are paid in full.

## **Section V: Voting**

Any member in current good standing and who has paid dues in full and has a minimum of 1 year of service with the association, shall have the right to vote or hold office. Absentee ballots must be signed and postmarked by the next business day of the vote or be delivered in person. Any member currently not in good standing with the board shall have their voting privileges, and their right to hold an executive board office suspended until such time as they are deemed to be a member in good standing.

## ***Article IV - Officers and their Duties***

### **Section I**

The Officers of the Board shall be as listed below:

1. President
2. Baseball Chairperson
3. Softball Chairperson
4. Secretary / Treasurer
5. Baseball Rules Interpreter
6. Softball Rules Interpreter
7. Assignment Commissioner

The duties of each officer shall be:

A. **President:** to set the time and place for meetings, preside at such meetings, and perform all duties relating to his/her office. The president shall conduct meetings in accordance with Robert's Rules of Order as much as possible.

B. **Baseball Chairperson:** to preside in the absence of the president and act for him/her.

C. **Softball Chairperson:** to preside in the absence of the president and the Baseball Chairperson and act for him/her. (con't)

D. **Secretary/Treasurer:** to keep the minutes of all the meetings of the association and Executive Board Meetings. The Secretary/Treasurer will also process all correspondence of the Association other than that relative to the Assignment Commissioner, collect all dues and income, make disbursements by the order of the president and prepare a financial report for the first business meeting of the year.

E. **Baseball Rules interpreter:** to conduct and administer the admission of membership candidates through exam prep classes, including the administration of all exams, and to present rules and mechanics interpretations at each general meeting. The Baseball Rules Interpreter will also facilitate the process involved in resolving any protested baseball games. Members are required to notify the Baseball Rules Interpreter of any baseball game protests or ejections immediately following the completion of the game.

F. **Softball Rules Interpreter:** to conduct and administer the admission of membership candidates through exam prep classes, including the administration of all exams, and to present rules and mechanics interpretations at each general meeting. The Softball Rules Interpreter will also facilitate the process involved in resolving any protested softball games. . Members are required to notify the softball Rules Interpreter of any softball game protests or ejections immediately following the completion of the game.

G. **Assignment Commissioner:** to assign all games. The Assignor shall be paid a set fee (5% of game base fee not to include mileage) to be determined at the first business meeting of each year. All association members receiving assignments will pay the appropriate fees by the scheduled due dates.

## ***Article V - Elections***

### **Section I: Election of Officers**

With the exception of Assignment Commissioner, elections shall take place at the last preseason meeting of each year to take effect the following year. Election of the Assignment Commissioner shall take place at the end of the first meeting of each year. No member may hold more than one elected office during a year.

### **Section II: Nominations**

Nominations for President, Baseball Chairperson, Softball Chairperson, Secretary/Treasurer, Baseball Rules Interpreter, Softball Rules Interpreter, and Assignment Commissioner shall come from a designated nominating chairperson or from the floor, with a proper second, on the day of elections. Members with voting rights shall elect candidates. Candidates who receive the largest number of votes shall be declared elected to the office for which they were nominated.

### **Section III: Term of Office**

All elected officers shall be elected for a term of one (1) year. With the exception of Assignment Commissioner, the term of office shall commence on October 1st and end on September 30th. The Assignment Commissioner's term of office begins following the vote on the first meeting of each year and runs until the following year's first meeting.

### **Section IV: Compensation**

The Secretary/Treasurer, and Website Administrator shall receive an annual stipend in the amount to be determined at the first business meeting each year. The President, Secretary/Treasurer, Baseball Chairperson, Softball Chairperson, Baseball Rules Interpreter and Softball Rules Interpreter shall have his or her dues waived.

### **Section V: Vacancies on the Executive Board**

In case of an office member vacancy, the Executive Board shall appoint an active member to serve in the office until next election. Prior to such appointment the president will make an honest effort to notify all individuals of such vacancy so they may announce their willingness to be considered for the vacancy.

### **Section VI: First Meeting**

The first meeting of each fiscal year shall be held on or near the last Sunday in January as determined by the President.

### **Section VII: Banquet Meeting**

The annual banquet meeting shall be held on a date to be determined by the banquet committee. Any funds appropriated for the annual banquet must be approved by the Executive Board or by majority vote of membership at a scheduled meeting.

### **Section VIII: Special Meetings**

Special meetings may be called by order of the President, or any member of the Executive Board, or by the signed request of at least seven (7) certified members.

### **Section IX: Quorum**

A quorum shall consist of at least one-fourth of the active membership, and there must be a quorum present to carry on business.

## **Section X: Order Standard**

Meeting protocol shall follow Robert's Rules of Order. So that the proper order of business is followed, the President may appoint a parliamentarian at any Meeting.

### ***Article VI – Amendments and Resolutions***

A two-thirds majority vote of the certified quorum at a scheduled meeting shall be necessary for adoption of an amendment.

### ***Article VII - Member Dues and Officiating Fees***

At the first meeting of the year the president, upon perusal of financial records and recommendations of the Secretary/Treasurer, shall present a dues schedule for the upcoming year. The minimum fees, which any member of the board may collect to officiate a baseball or softball game, shall be set no later than the last meeting in March. Any change to non-high school officiating fees may be negotiated by the president or an appointee.

### ***Article VIII - Duties and Obligations of Members Section***

#### **Section I. Attendance**

For each sport officiated, annually each member of the board shall attend at least four (4) rules/mechanics meetings and one interpretation meeting (NFHS for baseball and NYSSO for softball) and pass the state examination. Members in their probationary period must attend annually one mechanics clinic for each sport officiated. Attendance for certified members is encouraged, but not mandatory. If a certified member attends a clinic it shall count as a meeting. Members may also attend other clinics sanctioned by the association to fulfill this membership requirement. It is recommended, but not mandated that all officials attend more than the minimum required number of meetings in order to become better umpires in accordance with the association's previously stated purpose. It is highly recommended, so that the association may meet its aforementioned purpose, that probate members attend all instructional meetings. No assignments shall be given to any member not attaining the aforementioned meeting requirements in this section. Members not able to attend the yearly NFHS interpretation meeting (or NYSSO for softball only officials) may instead watch and attest to the viewing of a recording of the yearly NFHS interpretation meeting (or NYSSO for softball only officials) when available.

## **Section II: Payment of Assignment Fees**

It is the responsibility of each member to pay their assignors' fees in full by the set due dates detailed below. Assignment fees are 5% of all game fees, excluding mileage. All assignment fees will be paid in two (2) installments. The first payment will be due on or before June 30th for all assignments received from the start of the season through June 15th. The second payment will be due on or before October 31st for all assignments received from June 16th until (through) the end of the season. If an assignment is received after October 31st, the assignor fees will be due on or before November 15th. A \$50.00 late fee will be assessed to any member who fails to pay their assignment fees by the above mentioned date. Also, said members will not be in good standing with the association and will not receive game assignments until all fees are paid in full. Furthermore, that member will have all their current assignments withdrawn and will not receive further assignments.

## **Section III: Assignor Notification**

An assigned member must notify the Assignment Commissioner at least three (3) days prior to the assignment if he/she is unable to fulfill the assignment, except in an emergency. For ease of scheduling, all members will strive to make a timely effort to provide the Assignment Commissioner with availability dates as well as close out dates and venues.

## **Section IV: Fines and Penalties**

A. Failure of a member to report for an assignment (except in the case of an emergency) will result in a penalty of 1/2 game fee per member plus mileage as mandated in the contract with Section IV. The penalty will be assessed against the offender(s) and paid to the Secretary/Treasurer within ten (10) calendar days of the missed assignment. The Secretary/Treasurer shall pay the fine to the offended school as per the contract. Failure of a member to report for a non-high school assignment (except in the case of an emergency) will result in a penalty of one game fee and a five (5) working day suspension. The penalty will be assessed against the offender(s) and paid to the Secretary/Treasurer within ten (10) calendar days of the missed assignment. Non-high school assignments are considered any games not governed by the NYSPHSAA.

B. Failure of a duly assigned member to appear in regulation uniform as specified by the appropriate State organization, or the association for non-high school games, shall result in a fine or disciplinary action as specified:

1. If such action is initiated by a fellow member, a coach, or a school official, the first offense shall result in a hearing for the alleged offender before the Executive Board. Subsequent offenses shall be subject to a fine of \$10.00 per offense to the board in addition to any fine assessed by the State Association. (con't)



2. If such action is initiated by the State Association, all offenses shall result in a fine of \$10.00 per offense to the association plus any fine assessed by the State Association.

3. All fines shall be paid to the Secretary/Treasurer within ten (10) calendar days of notification of the offense.

C. Failure of any member to pay assessed fines or penalties within specified time period shall result in the cancellation of any further game assignments for the offender until such time as the fines or penalties are paid.

### **Section V: Protested Game**

In the event of a protested game, the umpire-in-chief must submit, a detailed written statement explaining the reason or reasons for the protest to the President, Secretary/Treasurer, and Baseball Rules Interpreter for baseball games, or the Softball Rules Interpreter for softball games of the association and to the president of the league involved in the protest. This must take place immediately following the contest.

### **Section VI: Fee Tampering**

Any member of the association who adjusts specified fees shall be suspended from active duty for a period of one (1) year.

### **Section VII: Executive Board Member Misconduct**

If and or when any officer or member in good standing of the board is accused by any member or members of the board in writing, of having practiced malfeasance in the execution of their duties, the Executive Board shall act immediately on such matters.

### **Section VIII: Members Misconduct**

Members who fail to conduct themselves in a professional manner, (including their behavior on the field while officiating) or who fail to meet the standards of the association (including failure to attain a passing examination score) may be subject to demotion or expulsion upon recommendation of the Executive Board, and a two thirds (2/3) vote of the members present at a meeting. The association may base its recommendation on a report or reports from another member of this association and/or from coaches. Demotion may change the status of the member from Certified to Probate. Expulsion means the member will give up all rights of membership and will no longer be a representative of this association. The Executive Board, upon complaints filed by other officials and/or coaches may also suspend members who behave unprofessionally as to cause themselves embarrassment and/or cause embarrassment to this association. Such suspension can range from several games to an entire season and any suspended member will not be able to officiate any games until their (con't)

suspension ends. A disciplined member has the right to appeal any imposed sanction to the general membership. Written notification of intent to appeal must be submitted to the Secretary/Treasurer within fourteen (14) days of the Executive Board's final action. The appeal will be presented at a regular meeting or a special meeting called for that purpose. The president will present all the facts and hearing findings to the general membership after which the sanctioned official will be allowed to rebut the Executive Board's presentation. A two-thirds (2/3) vote of the general membership shall be necessary to reverse an Executive's Board's disciplinary action. The Executive Board will not seek further review if its action is reversed by the general membership.

### ***Article IX - Saving Clause***

1. In addition to the powers set forth in these by-laws, the Association shall have further power and authority, as reasonably applied, from the objectives set herein, without necessity of specific amendment to said document.
2. Failure of literal or complete compliance with the provisions of this document, with respect to date and times or sending and receipt of the same, or errors in phraseology which does not cause substantial injury to the right of the members shall not invalidate the actions or proceedings of members at any meeting.
3. Should the association fail to meet its expressed purpose, become inactive or dissolved, the remaining assets of said organization shall be disbursed to such groups that meet the purpose in accordance with Article 2.