



BRITISH ASSOCIATION OF SOFTBALL UMPIRES

CONSTITUTION

ARTICLE 1

NAME AND PURPOSE

This association shall be known as the British Association of Softball Umpires [hereafter referred to as BASU]. The purposes of this association shall be to recruit, train, schedule and promote softball officiating in the United Kingdom [UK] in support of the British Softball Federation [BSF] and its affiliated regions and leagues.

ARTICLE 2

GENERAL PROVISIONS

Section 1 BASU operates in the UK with the consent of the BSF. Operation is contingent on compliance with the requirements and conditions of the applicable BSF regulations.

Section 2 The membership is liable for BASU debts in the event the association's assets are insufficient to discharge liabilities.

ARTICLE 3

OFFICERS AND GOVERNING BODY

Section 1 Elected Officers: Umpire in Chief, Assistant Umpire in Chief, Training Officer, Treasurer, Secretary. All elected officers are automatically deemed BASU members.

The duties of the elected shall be defined in the By-Laws Article.

The elected officers will be known as the Executive Committee.

Section 2 Appointed Officers: Fast Pitch Liaison, Membership Officer, BASU Representative to BSF, other General Officers as deemed necessary.

These officers will be voluntary or appointed by the Umpire in Chief. The appointed officers will be known as the Committee.

A Complaints Committee will be appointed from the Committee by the Assistant Umpire in Chief. Duties will be specified in Article 5 of the By-Laws.

Section 3 Election of Officers: Officers shall be elected by a majority vote of the Membership

ARTICLE 4

MEMBERSHIP AND PATRONAGE

Membership shall last one year from April 1st to 31st March and be renewed at the request of the member. There shall be no membership discrimination based on race, colour, religion, sex, age or national origin.

ARTICLE 5

FINANCE

Section 1 Income from BASU shall be derived from membership fees, tournament fees, merchandise and other fund raising schemes as approved by the Committee.

Section 2 An annual report shall be prepared by the Treasurer and presented at the AGM every year
The report shall detail the assets and liabilities of the association.

The Treasurer will ensure that the association's liabilities do not exceed assets.

Section 3 Audits of the association funds will be enforced when there are any indications of fraud or other serious improprieties as determined by the majority of the Committee or by the majority of the membership.

Section 4 Disbursement of the association funds will require two authorised signatures.

ARTICLE 6

MEETINGS AND QUORUMS

Section 1 Meetings: Committee meetings shall be held twice over the season or when appropriate.

An AGM shall be held during the month of February each year.

Section 2 Quorums: For a Committee meeting, one third of the Committee constitutes a quorum of which two must be from the Executive Committee.
For an AGM, seven members of the committee, of which four must be from the Executive Committee, and seven other BASU members constitutes a quorum. All members must be notified at least four weeks in advance of the AGM date and venue.

ARTICLE 7

ADOPTION AND AMENDMENTS

Section 1 The Constitution of the association may be amended by a majority vote of those members present at the AGM.

In the event of a tied vote the Umpire in Chief, or the Chair in their absence, will have the casting vote.

Amendments must be submitted in writing and approved by the Committee.

Copies of the amendments should be distributed to the membership at the AGM.

Section 2 Adoption of the By-Laws shall become effective upon acceptance of all the Committee present at the Committee meeting.

ARTICLE 8

DISSOLUTION

Section 1 Dissolution of this association shall be by a majority vote of the membership.

Section 2 In the event of the dissolution of this association, the disposal of all assets, in excess of the liabilities, shall be by the recommendation of the Committee.

In the event that the liabilities of the association are in excess of the assets, it shall be the responsibility of the membership to make payment for all liabilities of the association.

Section 3 Indebtedness: No member or associate of this association shall have authority to incur any indebtedness or pecuniary obligation for which the association shall be responsible except to the extent previously authorised by the association or by the Committee.

Should any member or associate obligate the association without prior authority to do so, that member or associate will be held liable.

BY-LAWS

Article 1

Definitions of Membership of BASU - A Member or Associate in good standing shall be defined as follows:

- a. Fully paid annual fees
- b. Attends and passes a training course every four years, and completes a successful practical assessment every two years (full membership)
- d. Does not accept games that conflict with sanctioned BASU games
- e. Does not bring the Association into disrepute

Section 1 Types of membership:

- A Full Member will have access to umpiring equipment and priority umpiring assignments at all levels.

Section 2 Termination of membership:

Membership may be terminated for the following;

- Any member that brings the Association into disrepute
- Any member who accepts games not sanctioned by BASU that interfere with games already scheduled / accepted by a BASU member.
- By informing the Committee in writing that a member wishes to terminate their membership.
- Any members who fail to attend a training course every four years.

Reinstatement will be with Committee approval and the payment of the appropriate membership fee.

Any Committee member who cannot attend a meeting must notify the Chair prior to that meeting; extenuating circumstances will be considered by the Committee.

Section 3 Scheduling of umpires:

Any member that fails to show up for scheduled games without extenuating circumstances, will be fined game fees for the first two offences.

After that their membership may be terminated.

Any member that shows up late for a scheduled game without extenuating circumstances, will be warned on the first instance and then fined game fees for the next two offences.

After that their membership may be terminated.

Article 2

DUTIES OF OFFICERS

The Executive Committee shall consist of the elected officers.

The Committee shall consist of the Executive Committee and the appointed officers.

Section 1 Duties of the Committee are to formulate plans and policies of the association and recommend the same to the membership.

The Committee may authorise expenditure not to exceed £1000.00 [One Thousand Pounds].

The Committee will meet every four months, or as and when required.

Section 2 Newly elected officers and appointed officers will be installed without delay following the AGM. A joint meeting of the outgoing and incoming officers shall be held for the purpose of turning over their responsibilities.

A vacancy in the office of Umpire in Chief shall be filled by the Assistant Umpire in Chief until such time as a new UIC can be elected.

Should a vacancy occur in any other office, the Umpire in Chief shall appoint a replacement with the approval of the Committee.

Section 3 Duties of the elected officers:

Umpire in Chief:

- Shall exercise the power to perform the duties assigned to him by the Constitution and By-Laws of the association
- Preside at all meetings
- Appoint the umpire coordinator / scheduler for each tournament.
- Authenticate by signature the minutes of all meetings after they have been approved corrected or amended;
- Arrange audits as per the Constitution, or sooner if the office of Treasurer becomes vacant or as directed by the Committee.
- Prepare a report for the AGM.

Assistant Umpire in Chief:

- Shall perform duties as may be assigned by the Umpire in Chief
- Perform the duties of the Umpire in Chief in their absence
- Succeed to the Umpire in Chief if that office becomes vacant, until such time as a new UIC can be elected
- Monitor BASU paperwork pertaining to BASU sanctioned tournaments
- Appoint and serve as chairman of the Grievance Committee

Training Officer:

- Administer the production and content of the training material
- Ensure that all training material is ordered and available for training clinics
- Coordinate the provision of training for Members, clubs, leagues, etc
- Maintain training records and issue certificates as and when appropriate
- Liaise with the Membership Officer so a current membership database can be maintained
- Prepare a report for the AGM.

Secretary:

- Prepare agenda's and record minutes of all meetings

- Provide copies of meeting minutes to all officers and any member who requests them
- Deal with/direct any correspondence
- Maintain a file of all correspondence and record all replies
- Purchase all stationery and general supplies to be reimbursed through BASU
- Assume the duties of the Umpire in Chief in the absence of the Umpire in Chief and the Assistant UIC
- Assemble officer reports and distribute, with the agenda, to the Membership at least seven days prior to the AGM

Treasurer:

- Disburse and account for all BASU funds and assets
- Prepare a financial report and forward to the Committee as required
- Document all funds spent with relevant receipts/documentation
- Prepare ledgers for audits
- Submit all personal expense requests to the Committee for approval
- Prepare a report for the AGM

Article 3

ELECTING AND VOTING

Section 1 Any member or associate may nominate a member to stand for election at the AGM.

Section 2 All elections of officers shall be at the AGM, or in extenuating circumstances an Extraordinary General Meeting.

Officers will be elected for the term of one year, by a majority vote of the membership present at the AGM.

All candidates should be available for at least one year to ensure that the elected offices will be filled for the full term of the office.

Article 4

FEES AND EXPENSES

Section 1 Membership fees for Members will be reviewed each year at the AGM. Increases if motioned should be no more than 10% of the fees currently in place.

Section 2 Administration and Game fees will be reviewed each year at the AGM. The administration fee will be retained by BASU, half of which will be paid to the coordinator / scheduler of that tournament or league.

Article 5

SPECIAL COMMITTEES

The Grievance Committee will consist of two Committee Members plus the Assistant Umpire in Chief.

When the Committee receives a complaint about a BASU Member or Associate, the Grievance Committee will meet and submit a recommendation to the Committee of what action to take.

When the Grievance Committee meets against a member, that member can not serve on any Committee until the complaint is resolved.

Article 6

FINANCES

Section 1 Requests for money should be presented to the Committee in writing.

Section 2 The association fiscal year will be from 1st January to 31st December.

Section 3 An audit will be conducted annually in January or when directed.

Article 7

NON-PROFIT WORK

Section 1 Members or Associates may be requested to umpire [free] charity games by the Umpire in Chief or the appointed coordinator / scheduler for that event.

Section 2 Each BASU Member and Associate is required to do their share of charity work.