

CONSTITUTION  
of the  
SAN DIEGO COUNTY TRACK STARTERS ASSOCIATION

**ARTICLE I – NAME**

The name of this unincorporated association shall be the San Diego County Track Starters Association, and it shall be referred to in this Constitution and the By Laws as “the Association”.

**ARTICLE II – PURPOSE**

The purpose of the Association shall be to provide quality Track Starter Officiating service; to maintain and strive to improve through education and training programs; to promote fair play and sportsmanship among people involved in Track & Field meets; and to encourage good fellowship among members of the Association and others interested in Track & Field.

**ARTICLE III – MEMBERSHIP**

**A. Eligibility:**

Membership shall be available to any person interested in Track Starting Officiating provided they fulfill the requirements of membership and have complied with the ethical standards of the Association. Members may not currently be enrolled in grades K-12.

**B. Membership Classification:**

1. **Probationary:** Application for membership shall be made in accordance with the procedures and requirements as outlined by the Board. On approval by the Board, the applicant becomes a Probationary member with neither office-holding nor voting privileges.
2. **Transfer:** Transfer membership status will be acknowledged by the Board on receipt of a letter of recommendation from another recognized and accredited Track Starters Association.
3. **Certified:** Certified membership may be voted for a Probationary member by a three-fifths (3/5) vote of the Board provided the member has: (1) served at least two years as a Probationary member, (2) met all the requirements stipulated by the Board and, (3) the joint recommendation of the Instructional and Rating Chairpersons.
4. **Associate:** Associate members are non-officiating members. Requests for Associate membership must be made to the Board in writing. An Associate member shall pay dues, but may neither hold office nor vote. Associate

members may be restored to officiating status on written request to the Board. The Board shall determine the status, Probationary or Certified, when an Associate member resumes officiating.

5. **Honorary:** Honorary members are those people who have been so identified by the Board because of their service to the Association. Included are those people who wish membership in the Association, but do not elect to participate in the activities of the Association. An honorary member shall be exempt from payment of dues, and shall not be eligible to hold office or vote.

## **ARTICLE IV – GOVERNING BODY**

### **A. Membership of the Board of Directors:**

The Board of Directors of the Association shall consist of five Certified members: The President, the Vice-President, the Past President, and two At-Large members elected by the Certified members. These members shall be the governing body of the Association and shall be referred to in the Constitution and the By Laws as “the Board.” The Secretary/Treasurer shall be a non-voting member of the Board.

### **B. Board Powers and Duties:**

The Board shall have the following powers and duties:

1. To control and be responsible for all property and funds of the Association;
2. To fix membership dues, initiation fees and assessments;
3. To determine the requirements of membership;
4. To determine the qualifications and policies for assigning Track Starters;
5. To initiate education and training programs;
6. To have the authority to interpret and execute the various provisions of this Constitution and the By Laws and to adopt policies that the Board deems appropriate for the proper governance of the Association and to implement this Constitution and the By Laws.

## **ARTICLE V - ELECTION OF PRESIDENT, VICE-PRESIDENT, SECRETARY/TREASURER, AND DIRECTORS AT-LARGE**

### **A. Procedure for Nominating and Electing Officers and Directors (Rule for 2016).**

1. At the final general membership meeting of 2016, the Certified members of the Association shall elect the President, Vice-President, Secretary/Treasurer, and two At-Large members to the Board for the following year. One of the At-Large members shall be elected for a term of two (2) years and the other shall be elected for a term of one (1) year.
2. Periodically, prior to the final General Meeting of 2016, the Secretary/Treasurer shall notify the membership of the coming elections. All Certified Members in

good standing who wish to be candidates for an office shall notify the Secretary/Treasurer at least ten (10) days prior to the election of the office(s) for which he or she wishes to be a candidate. No candidate shall be placed on a ballot without his or her consent.

3. Unless the acting Vice-President declines to serve, his or her name shall automatically be placed on the ballot for President for the following year.
4. There shall be a separate election for each position and the elections shall take place in the following order: (1) President; (2) Vice-President; (3) Secretary/Treasurer; (4) At-Large Board member for a two year term; (5) At-Large Board member for a one year term. No candidate may be elected to more than one position. Thus, if a candidate has been nominated for more than one position and is elected to an office, his or her name shall be removed from the ballots in the remaining elections for that year. For example, if Candidate A has been nominated for Vice-President and also has been nominated for the At-Large Board member positions and Candidate A is elected to the office of Vice-President, his or her name shall be removed from the ballots relating to the At-Large positions.
5. For each election, the Secretary/Treasurer shall distribute a ballot with the names of candidates, in alphabetical order, seeking election. If there is only one candidate for a particular office, he or she may be elected by a voice vote without the necessity of circulating written ballots.
6. In order to be elected to an office, the candidate must receive a majority of the votes cast. If no candidate receives a majority on the first ballot, there shall be a runoff between the two candidates receiving the most votes. Ties in any of the elections shall be broken by lot by the President.
7. The Secretary/Treasurer shall maintain a record of the election results and all returned ballots shall be retained and shall be available to the Board at the next Board meeting.
8. Results of the elections shall be announced and the persons elected shall assume their offices at the annual Association Banquet.

**B. Procedure for Nominating and Electing Officers and Directors (Rule for 2017 and subsequent years).**

1. At the final general membership meeting of each year commencing in 2017, the Certified members of the Association shall elect the President, Vice-President, and Secretary/Treasurer, to serve during the subsequent year. Also, at that meeting the Certified members shall elect one At-Large member to the Board, to serve for the following two (2) years.
2. Periodically, prior to the final general membership meeting of the year, the Secretary/Treasurer shall notify the membership of the coming elections. All

Certified Members in good standing who wish to be candidates for an office shall notify the Secretary/Treasurer at least ten (10) days prior to the election of the office(s) for which he or she wishes to be a candidate. No candidate shall be placed on the ballot without his or her consent.

3. Unless the acting Vice-President declines to serve, his or her name shall automatically be placed on the ballot for President for the following year.
4. There shall be a separate election for each position and the elections shall take place in the following order: (1) President; (2) Vice-President; (3) Secretary/Treasurer; (4) At-Large Board member. No candidate may be elected to more than one office. Thus, if a candidate has been nominated for more than one office and is elected to an office, his or her name shall be removed from the ballots in the remaining elections for that year. For example, if Candidate A has been nominated for Vice-President and also has been nominated for the At-Large Board member position and Candidate A is elected to the office of Vice-President, his or her name shall be removed from the ballot relating to the At-Large position.
5. For each election, the Secretary/Treasurer shall distribute a ballot with the names of the candidates, in alphabetical order, seeking election. If there is only one candidate for a particular office, he or she may be elected by a voice vote without the necessity of circulating written ballots.
6. In order to be elected to an office, the candidate must receive a majority of the votes cast. If no candidate receives a majority on the first ballot, there shall be a runoff between the two candidates receiving the most votes. Ties in any of the elections shall be broken by lot by the President.
7. The Secretary/Treasurer shall maintain a record of the election results and all returned ballots shall be retained and shall be available to the Board at the next Board meeting.
8. A member of the Board may not serve more than five years in succession. In the event of vacancies on the Board, the candidate receiving the next highest number of votes in the Board election shall be appointed to the unexpired term of the Board member whose position was vacated. The same procedure shall be followed in the event of subsequent vacancies.
9. Results of the elections shall be announced and the persons elected shall assume their offices at the annual Association Banquet.

## **ARTICLE VI – ELECTED OFFICERS**

### **A. President:**

The President shall be the presiding officer at Association meetings and shall be Chairman of the Board.

The duties and powers of the President shall be the same as are usually attached to such office and other duties as the Constitution, the By Laws, or Board directs.

### **B. Vice-President:**

In the absence of the President, the Vice-President shall assume the duties of the President. The duties and powers of the Vice-President shall be the same as are usually attached to such offices and other duties as the Constitution, By Laws, or Board directs.

### **C. Past President:**

The prior year's President shall be the Past President, shall serve as a member of the Board, and shall act as a resource person to the President, and the Board. In the absence of the President and Vice-President, the Past President shall assume the duties of the President. In the event that the immediate Past President is unable or unwilling to serve, the most recent Past President who is willing and able shall serve in such role.

### **D. Secretary/Treasurer:**

The Secretary/Treasurer shall have such duties as outlined and directed by the Board and shall be responsible for the conduct of Association business, including notification of meetings, taking minutes; handling Board and Association correspondence and communications to the membership; developing and maintaining Association rosters and records; and maintaining Association finances, including accounts receivable. He or she is authorized to sign checks; develop an annual budget for approval by the Board; make financial reports to the Board and membership at least annually regarding the financial status of Association funds. The Board may appoint subordinates to assist the Secretary/Treasurer in his or her duties. The Secretary/Treasurer may be compensated for services as determined by the Board. The Secretary/Treasurer shall be elected each year in accordance with Article V, but shall not be subject to the five year limitation imposed under Article V.

## **ARTICLE VII – APPOINTED OFFICERS**

The Board shall have the authority to appoint officers as needed for an annual term subject to reappointment at the discretion of the Board as needed for conducting Association business. The Board shall outline the duties and responsibilities of these officers and these officers shall be responsible to the Board for their performance in such duties and responsibilities.

Positions shall be advertised when vacancies occur at a time, place and method determined by the President. Interested applicants shall be considered by the Board and ensuing appointments shall be for a period of one year subject to reappointment as provided above.

Compensation for the services of the officers shall be determined on a yearly basis by the Board.

Officers may, with Board approval, appoint subordinates to assist them in their duties. Officers will serve as ex-officio non-voting members of the Board.

## **ARTICLE VIII – COMMITTEES**

The President, with Board approval, may appoint committee Chairpersons and Members. Committees shall perform such duties and responsibilities as outlined by the Board and shall be responsible to the Board for their performance in such duties and responsibilities. Committees shall serve during the term of the President.

## **ARTICLE IX – RATIFICATION AND AMENDING THE CONSTITUTION AND BY LAWS**

This Constitution and the By Laws shall be ratified and may be amended by a three-fifths (3/5) vote of a quorum of the Certified members of the Association.

This Constitution and the By Laws shall have been distributed and noted in the records of the Certified membership meeting at least seven days before a date is set for voting.

## **ARTICLE X – LIABILITY; DISSOLUTION**

### **A. Liability:**

No member or Officer shall have authority to bind or obligate the Association unless specifically authorized by the Board.

### **B. Existence:**

This Association shall continue in perpetuity unless terminated by a vote of three-fifths (3/5) of a quorum its Certified members.

### **C. Assets on Dissolution:**

Upon dissolution, any assets of the Association shall be liquidated after paying expenses of termination of its affairs. Any balance shall be distributed equally among the Certified members so designated at the last official meeting held.

*Adopted unanimously by Certified Members on February 8, 2016*