

**BYLAWS**  
**OF THE MINNEAPOLIS UMPIRES ASSOCIATION**  
**OF THE AMATEUR SOFTBALL ASSOCIATION**

**PREAMBLE**

The Minneapolis Umpires Association shall foster a high standard of athletic competition in the city of Minneapolis and its surrounding communities in Hennepin County, encourage the growth of softball, promote goodwill and sportsmanship in the community, and examine and qualify candidates for membership in this Association.

**ARTICLE I**

**MEMBERS**

Section 1. Member classes.

Subsection A. Active Members. An active member is a member who is physically able to carry out the activities of an umpire, as outlined in Chapter 1 “PRE-REQUISITES FOR GOOD UMPIRING” in the UMPIRE MANUAL – OFFICIAL RULES OF SOFTBALL, attends a minimum of one Minneapolis Umpires clinic per year, is available a minimum of two nights and/or days per week for assignment with the Association, unless excused by the Minneapolis Umpires Association Umpire-in-Chief (“UIC”). An active member should work only those softball programs that make their umpire assignments through the Association assignors, including special requests to the Association or its members from outside the organization, and to not work games outside the Metro Minneapolis area except on an “invitational” basis. All requests for outside assignments should be approved by the President of the Association or the UIC. All “invitations” should be verified by the approving official, with the exception of official assignments to Amateur Softball Association (“ASA”) tournaments.

Subsection B. Inactive Members. An inactive member is a member who is not eligible for assignments due to the fact that the member does not meet all of the requirements of active membership, voluntarily requests that the Board of Directors place him/her on inactive status, and/or is suspended as an active member under the procedures listed in Article VII. Inactive members are not allowed to vote. However, they may request that their voting rights be reinstated by a majority vote of the Board of Directors.

Section 2. Membership Eligibility. A person shall be eligible for active membership provided such person applies and is qualified for membership and pays the annual dues for the first year.

Section 3. International Federation. Active membership also qualifies a member for membership in the International Federation of the Amateur Softball Association with all its privileges and responsibilities.

Section 4. Dues. The annual dues shall be fifty (50) dollars, payable before the first regular or tournament paycheck is issued. The Treasurer shall notify members one (1) month in arrears, and those whose dues are not paid within two (2) months shall be automatically dropped from membership in the Association.

Section 5. Honorary Member. An honorary member is one who has rendered outstanding service to the Association or ASA and is recommended to be an honorary member by the Board of Directors and is approved by a majority of the general membership. All recommendations for this honor must be in writing and submitted to the Board of Directors. An honorary member shall have none of the obligations of membership in the Association, but shall be entitled to all of the privileges except those of making motions, of voting, and of holding office.

## **ARTICLE II**

### **OFFICERS**

Section 1. Officers. The officers of the Association shall be a President, a Vice-President, a Treasurer, a Secretary, and three Directors.

Section 2. Nomination Procedure, Time of Elections. At the first meeting of the Board of Directors during an election year, the chairman of the Nominating Committee shall be elected from the membership of the Board of Directors. The chairman shall appoint two members to the Nominating Committee: one a member of the Board of Directors and one an active member not serving on the Board of Directors. The President may not serve on the Nominating Committee. It shall be the duty of this committee to nominate candidates for the offices to be filled at the annual meeting. The Nominating Committee shall report at the annual meeting, prior to the election. After the report of the Nominating Committee and before the election at the annual meeting, additional nominations from the floor shall be permitted.

Section 3. Ballot Election, Term of Office, Removal from Office. The officers shall be elected by ballot to serve for two years or until their successors are elected, and their term of office shall begin at the close of the annual meeting at which they are elected. Officers may be removed from office at the pleasure of the membership as provided in the parliamentary authority.

Section 4. Office-Holding Limitations. No member shall hold more than one office at a time, and no member shall be eligible to serve two consecutive terms in the office of President. Only active members shall be eligible to serve as an officer.

## **ARTICLE III**

### **DUTIES OF OFFICERS**

Section 1. Duties of the President. The President shall preside at all meetings, call special meetings of the Board and membership as needed, direct all functions of the Association for the successful continuation, improvement and growth of the Association, and other duties as directed by the Board of Directors.

Section 2. Duties of the Vice-President. The Vice-President shall serve in absence of the President, assist the President and Board of Directors in the administration of the affairs of the Association, record accidents involving our program including field accidents, serve as chairman of all standing committees except Nominating Committee and Auditing Committee, and other duties as directed by the President or the Board of Directors.

Section 3. Duties of the Treasurer. The Treasurer shall have information and claim procedures available for members, invoice and collect all monies due, deposit all the moneys to the Association's account, pay all accounts due after approval by the Board of Directors and the President and keep receipts of disbursements, pay tournament and other assignment fees to the members for services rendered upon receipt of funds, keep the Association's financial records which are to be audited at the end of each year in the month prior to the annual meeting, register all Association members and prepare a roster of members each year, administer payroll 1099 vouchers to those requiring them for income tax purposes, prepare and submit corporate income taxes for the Association, and other duties as directed by the President or the Board of Directors.

Section 4. Duties of the Secretary. The Secretary shall record and keep the minutes of all regular, annual, and special meetings of the Board of Directors and membership, distribute minutes to the membership of the Board within two weeks of the meeting, and other duties as directed by the President or the Board of Directors.

Section 5. Duties of the Directors. The Directors shall develop ideas for discussion and decision and conduct any business delegated by the Board of Directors, recommend members to the UIC for local, state, regional, and national assignments, enforce all rules and regulations of the Association, shall serve on at least one standing committee, and other duties as directed by the President or the Board of Directors.

## **ARTICLE IV**

### **MEETINGS**

Section 1. Annual Meetings. The annual meeting shall be held at a time determined by the Board of Directors and shall be for the purpose of electing officers, receiving reports of officers and committees, and for any other business as determined by the Board of Directors. A call to the annual meeting will be made available to all members at least thirty (30) days before the meeting via the same method that schedules are made available.

Section 2. Special Meetings. Special meetings may be called by the President or by the Board of Directors and shall be called upon the written request of ten (10) active members of the Association. The purpose of the meeting shall be stated in the call, which shall be made available to all members at least fourteen (14) days before the meeting via the same method that schedules are made available.

Section 3. Quorum. Fifteen active members, including one officer of the Association, shall constitute a quorum for any regular or special meeting. Four members of the Board of Directors shall constitute a Quorum for a special meeting.

Section 4. Proxy voting. Active members may vote by proxy, received before any regular or special meeting.

## **ARTICLE V**

### **BOARD OF DIRECTORS**

Section 1. Board Composition. The officers of the Association, including the Directors, shall constitute the Board of Directors.

Section 2. Board's Duties and Powers. The Board of Directors shall have general supervision of the affairs of the Association between annual meetings, fix the hour and place of meetings, make recommendations to the Association, and perform other such duties as are specified in these bylaws.

Section 3. Board Meetings. Unless otherwise ordered by the Board, regular meetings of the Board of Directors will be held quarterly. Special meetings of the Board may be called by the President and shall be called upon the written request of three (3) members of the Board. A special meeting of the Board is called when notice is given at least seven (7) days prior to the date of the meeting.

## **ARTICLE VI**

### **COMMITTEES**

Section 1. Awards and Gifts Committee. An Awards and Gifts Committee of at least two members and chaired by the Vice-President shall be appointed by the President to recommend recognition awards to past officers as well as others associated with the Association.

Section 2. Banquet Committee. A Banquet Committee of at least two members and chaired by the Vice-President shall be appointed by the President to recommend to the Board of Directors a date for the annual meeting and banquet; set the time, place, menu, and program; prepare and either mail or e-mail notices of the banquet to members and guests; and handle reservations and expenses with the assistance of the Treasurer.

Section 3. Constitution Committee. A Constitution Committee of at least one member and chaired by the Vice-President shall be appointed by the President to review the Bylaws for presentation to the Board of Directors annually and present a formal presentation to the membership at the annual meeting once every two years.

Section 4. Grievance Committee. A Grievance Committee of at least three members and chaired by the Vice-President shall be appointed by the President to handle complaints of the members, present findings to the President, and present findings at any formal trial before the Board of Directors or membership.

Section 5. Auditing Committee. An Auditing committee consisting of the President and two other members, one a member of the Board of Directors not serving as Treasurer and the other an active member not serving on the Board of Directors, appointed by the President, shall audit the Treasurer's accounts at the close of the fiscal year and to report at the annual meeting.

Section 6. Other Committees; President's Ex-Officio Committee Membership. Such other special committees may be established by the Association as it shall from time to time deem necessary to carry on its work. Their members shall be appointed by the President unless this rule is suspended by a two-thirds vote before their appointment. The President shall be ex officio a member of all committees except the Nominating Committee and the Grievance Committee, as well as the Grievance Committee, of which the President is chairman.

## **ARTICLE VII**

### **DISCIPLINARY PROCEDURE**

Section 1. Improper Uniform and/or Equipment. As defined by ASA and the Association, a member having been found wearing an improper uniform and/or using improper equipment may be disciplined. After the first occurrence, the member shall receive a warning by the President and/or UIC. After the second and any further occurrence, the member will receive a fine not to exceed one (1) game's pay.

Section 2. No Appearance at Assignment and No Call to Assignor. A member who does not appear for an assignment or notify the Assignor, may be disciplined. After the first occurrence, the member will receive a fine of two (2) game's pay. After the second and any further occurrence, the member will receive a fine of two (2) game's pay and may be suspended by the President, subject to review by the Board of Directors.

Section 3. Same Day Cancellations. If you are not able to cover an assignment please call the Assignor as soon as possible. After the first occurrence of a Same Day Cancellation, the member will receive a warning by the President. After the second and any further occurrence the member may be suspended by the President, subject to review by the Board of Directors.

Section 4. Late Arrival at Assignment. A member who arrives less than ten (10) minutes prior to an assignment's start time may be disciplined. After the first occurrence, the member shall receive a warning by the President, UIC, and/or Field Supervisor. After the second and any further occurrence, the member will receive a fine not to exceed one (1) game's pay and may be suspended by the President, subject to review by the Board of Directors.

Section 5. Incompetence. A member having been found to lack in adequate strength, capacity or qualification as described in the requirements for active membership may be disciplined. After any occurrence, the member may receive a warning from the UIC or Field Supervisor or be placed in inactive status by a two-thirds vote at a meeting of the Board of Directors or majority vote of the membership.

Section 6. Procedure for Suspension of a Member. The President or UIC shall notify the member of the suspension in writing, indicating the length of time of the suspension. This is subject to review by the Board of Directors.

Section 7. Appeal by Disciplined Member. Any member disciplined under the previous sections may appeal to the Grievance Committee in writing. If the appeal is denied, the member may appeal to the Board of Directors by request to the President. If this appeal is denied, the member may appeal to the membership at the annual meeting.

## **ARTICLE VIII ASSIGNMENTS**

Section 1. Assignors. Regular season games and weekend tournaments staffed by the Association's members shall be assigned by one or more individuals selected by the Board in conjunction with the Minneapolis Park and Recreation Board Program Director. The Board shall approve the details and procedures for assignment to all programs and tournaments.

Section 2. Tournament Assignments. The UIC, in conjunction with the assignor(s), will schedule umpires for playoff tournaments of the league's officiated by the Association. The Board may make recommendations for playoff tournament assignments.

## **ARTICLE IX**

### **PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Articles of Incorporation, these bylaws and any special rules of order the Association may adopt.

## **ARTICLE X**

### **AMENDMENT OF BYLAWS**

These bylaws may be amended by a two-thirds vote at any regular meeting, provided that the amendment has been submitted in writing by the method used to make schedules available to members at least fourteen (14) days prior to the meeting, or at any properly-called special meeting, provided that the amendment was included in the call to that special meeting. The Secretary shall make available the notice of any such amendment by making it available as previously mentioned.

*Revised – ???? ??th, 2012*