

COLORADO HIGH SCHOOL BASEBALL UMPIRES ASSOCIATION

CONSTITUTION

ARTICLE I. NAME

The name of this organization shall be the **COLORADO HIGH SCHOOL BASEBALL UMPIRES ASSOCIATION (CHSBUA)**.

ARTICLE II. PURPOSE

The purpose of CHSBUA shall be to serve as the CHSAA sanctioned umpire association by contributing to high school baseball in the state of Colorado a high standard of ethics through the encouragement of fair play and good sportsmanship, and to support and develop the education and training necessary for continued skill improvement of all association members.

ARTICLE III. MEMBERSHIP

Section 1. Types of Memberships

- a. Active
- b. Inactive
- c. Provisional

Section 2. Qualifications of Membership

- a. Active
All CHSBUA members who are in good standing shall be members of the Association and shall remain as long as they meet the membership requirements. Members may register with only one Area and shall be governed by the policies of that Area.
- b. Inactive
A previously active member who desires to remain affiliated with CHSBUA, but who gives up his/her right to umpire baseball games during the period this membership status is elected. This membership status can only be granted to a person who has been an active member for at least three years immediately preceding his/her application for such status. Inactive members are not eligible to hold any elected office.
- c. Provisional
Provisional memberships may be granted at the discretion of the District Area Director of the District Area in which the official is seeking membership. The following restrictions apply to provisional memberships:
 - 1. The official shall not have voting privileges in CHSBUA or the District Area in which they reside; and
 - 2. The official shall not be eligible to officiate varsity games, or hold any elected office.

Section 3. Application for Membership

Membership shall begin on June 1 of each year and end on May 31st the following year. The following requirements shall be met by the applicant in order to qualify for membership in the CHSBUA:

- a. Application for active membership in CHSBUA shall be made in writing (membership form) by the applicant to his/her respective District Area.
- b. The application shall be accompanied by the annual dues imposed by CHSBUA for one year.
- c. The applicant shall pass a written baseball rules and field examination with a passing score as prescribed by the Executive Committee.
- d. Applicants who did not pass may be accepted as provisional members at the discretion of the Area Director.
- e. The applicant shall be eighteen (18) years of age prior to the start of the membership year.

Section 4. Membership in Good Standing

The following requirements shall be met by a member in order to continue Active membership in the CHSBUA:

- a. Comply with the online registration process as established by CHSAA.
- b. Take and pass with an acceptable score an annual on-line exam approved by the Executive Committee; this test must be completed individually and not in a group/crew setting. Members who do not pass the test prior to the established deadline shall be subject to restrictions as determined by Executive Committee on a case-by-case basis.
- c. Meet the attendance requirement (for the previous season) established by their Area Director.
- d. Pay dues by December 31st.

Section 5.

Dues

- a. CHSBUA's annual dues to include a late fee shall be established at the annual meeting of the Board of Directors. The dues shall cover the year beginning in June. Payment of the annual dues includes registration with the Commissioner of the Colorado High School Activities Association (CHSAA). The Board of Directors shall be empowered to levy any special assessments needed to conduct CHSBUA business.
- b. Dues are payable as follows:
 1. April 15 to June 1 - Regular dues as established by the Board of Directors.
 2. June 2 to December 31- Regular dues plus the late fee.
 3. After January 1- Regular dues plus the late fee and eligibility for varsity games may be revoked at the discretion of the Area Director.
- c. All current members of the Board of Directors and Past Presidents are exempt from paying annual dues.

ARTICLE IV. ORGANIZATION

CHSBUA's organization shall consist of the following:

Section 1.

Executive Committee

- a. President
- b. President Elect
- c. Past President
- d. Secretary
- e. Rules Interpreter
- f. Two (2) At-Large members
- g. Treasurer (ex-officio)
- h. CHSAA Liaison (ex-officio)

Section 2.

Board of Directors

- a. Executive Committee members
- b. The District Area Directors

Section 3.

District Area Directors

- a. District 1 shall have three (3) Area Directors.
- b. District 2 shall have two (2) Area Directors.
- c. All other districts shall have one (1) Area Director.
- d. The Board of Directors may authorize additional Area Directors.

ARTICLE V. DUTIES AND RESPONSIBILITIES

Section 1.

Officers

- a. The **President** shall:
 1. Serve as a member of the Board of Directors and Executive Committee;
 2. Fix the time and date and preside over all meetings of the Board of Directors and Executive Committee;
 3. Conduct, in conjunction with the Board of Directors, all negotiations on behalf of CHSBUA and make every reasonable effort to further CHSBUA's policies; and
 4. Establish, in conjunction with the Board of Directors, dates for clinics and special meetings;
- b. The **President-Elect** shall:
 1. Serve as a member of the Board of Directors and Executive Committee;
 2. Fulfill the duties of the President during his/her absence; and

3. Automatically become President in the event the President resigns or becomes incapable of performing his duties.
- c. The **Past President** shall:
1. Serve as a member of the Board of Directors and Executive Committee; and
 2. Serve as an advisor to the President.
- d. The **Secretary** shall:
1. Serve as a member of the Board of Directors and Executive Committee;
 2. Prepare the agenda for all CHSBUA Executive committee and Board of Directors meetings,
 3. Keep the minutes of all CHSBUA Executive committee and Board of Directors meetings,
 4. Send out all CHSBUA notices,
 5. Maintain the CHSBUA website.
 6. Update all documents used by CHSBUA yearly (or when necessary), and
 7. Collect and coordinate all amendments to the CHSBUA Constitution.
- e. The **Rules Interpreter** shall:
1. Serve as a member of the Board of Directors and Executive Committee;
 2. Attend the national baseball rules interpretation meetings on behalf of CHSBUA;
 3. Serve as the Official Rules person at state tournaments and seasonal play; and
 4. Serve as the Official Rules person for each of the CHSBUA District Areas.

Section 2. The **Executive Committee** shall:

- a. Assist the President in managing CHSBUA activities;
- b. Plan, organize, and implement the program for the Colorado Master Umpires Baseball Clinic held in February of each year.
- c. Establish the passing score for the NFHS test and a deadline prior to the start of the season, for both new and veteran members.
- d. Establish policies and procedures to discipline members who violate Article XI of this Constitution.
- e. Ratify the President's nominee for Treasurer;
- f. Ratify the nominees for induction into the Hall of Fame; and
- g. Perform the duties as otherwise specified in this Constitution.

Section 3. The **Board of Directors** shall:

- a. Assist the President in managing CHSBUA activities;
- b. Accept nominations for Officers; and
- c. Prepare the ballot for Officers.

Section 4. The **District Area Directors** shall:

- a. Serve as a member of the Board of Directors and assist in performing CHSBUA's business as prescribed by the CHSBUA Constitution;
- b. Serve as chairman for all meetings called within their respective District Areas;
- c. Establish the time and place for all District Area meetings and notify the District Area membership;
- d. Provide a program agenda for all District Area meetings;
- e. Establish local committees that are necessary to best further the interests of CHSBUA and appoint chairmen to head these respective committees;
- f. Establish, coordinate, and implement effective programs relating to the evaluation, recruitment, training, retention and recognition of umpires within each District;
- g. Maintain proper records supporting each umpire's evaluation, and meeting attendance for the current baseball season;
- h. Submit a report to CHSBUA by April 15th of all District Area umpires who failed to fulfill their membership requirements; and
- i. Attend or send a representative from their Area to every meeting of the Board of Directors. Areas with multiple Directors need only have one Director present. Exceptions must be approved by the President in advance. Unexcused absences may result in sanctions imposed by the Executive Committee.

Section 5

The **Treasurer** shall:

- a. Attend all meetings of the Board of Directors and the Executive Committee,
- b. Keep all financial records, collect all membership dues, and send or pay all invoices authorized by the President or the Board of Directors,
- c. Have custody of all CHSBUA funds,
- d. Place CHSBUA funds in a depository approved by the Executive Committee,
- e. Prepare and distribute an annual Financial Statement of Operations to the CHSBUA membership,
- f. Prepare an annual budget and present it to the Executive Committee at its fall meeting,
- g. Conduct a monthly cash review with the President; and
- h. Prepare and submit the appropriate tax return.

ARTICLE VI. ELECTIONS AND TERMS OF OFFICE

Section 1.

Officers

a. President Elect, President and Past President

The President-Elect shall be elected, in odd-numbered years for a term of two (2) years with the understanding that he/she will succeed; to the office of President for a term of two (2) years and then succeed to the office of Past-President for a term of two (2) years. At the annual meeting before the season, the Board of Directors shall nominate at least two of their members for the office of President-Elect of the Association. Each nominee shall be from a different District Area than the President or President-Elect.

b. Secretary

The Secretary shall be elected in an odd numbered year for a term of two (2) years. At the annual pre-season meeting, the Board of Directors shall nominate at least two members for the office of Secretary of the Association.

c. Rules Interpreter

The Rules Interpreter shall be appointed by the Executive Committee and approved by the CHSAA Liaison.

Section 2.

Executive Committee At-Large Members

- a. Two (2) At-Large Executive Committee members shall be elected by the Association membership in an odd numbered year for a term of two (2) years. At the annual meeting before the season, the Board of Directors shall nominate at least two of their members for each of the two positions.
- b. Each such At-Large member shall not have the right to succeed himself/herself in that office for a period of two years thereafter.
- c. To ensure state-wide representation, each At-Large member shall be elected from a separate region. District Area's will be divided into North/South regions as follows: North Region - Areas 1, 7, 8, 9, 10, and 16; South Region - Areas 2, 3, 4, 5, 6, 11, 12, 13, 14, and 15. Neither shall be from the same area as the President, the President-Elect, or the Past President.

Section 3.

District Area Directors

- a. The Area Directors shall be elected at a called meeting within each Area, and shall serve for a term of two (2) years. The voting shall be electronic using a process approved by CHSAA and monitored by CHSAA personnel.
- b. Newly elected District Area Directors shall not serve more than two (2) consecutive terms, unless no District Area member is nominated to replace him/her.
- c. An Area Director may be recalled by a vote of the membership of the area he/she represents. A petition calling for the recall must be signed by 20% of the active membership of that area. Only active members may vote in the recall election and a simple majority of those present at the vote will determine the outcome. The voting shall be electronic using a process approved by CHSAA and monitored by CHSAA personnel. Should an

Area Director be recalled, those present at the vote will vote to elect a new Area Director to serve the remainder of the term of the recalled Area Director. Removal as an Area Director will not affect the official's membership in the Association.

Section 4. Treasurer

The Treasurer shall be shall be nominated by the President in an odd-numbered year for a term of two (2) years and ratified by the Executive Committee.

Section 5. All elections shall be conducted by electronic ballot extended to all members in good standing. The electronic voting system shall be approved by the Executive Committee. Voting for offices shall be from May 15 to May 31st. Members shall take office on June 1st following the election.

Section 6. No member may hold two offices in the Association concurrently.

ARTICLE VII. OFFICE VACANCIES

Section 1. Officers

a. President

In the event that the President resigns or is unable to perform his/her official duties, the President-Elect shall assume the position of President for the remainder of his term.

b. President-Elect

In the event that the President-Elect resigns or is unable to perform his/her official duties, the Executive Committee shall select a member to fill the remaining term of the President-Elect.

d. Past President

In the event that the Past President resigns or is unable to perform his/her official duties, the position shall remain vacant.

Section 2. Executive Committee

In the event either At-Large member on the Executive Committee resigns or is unable to perform his/her official duties, the Executive Committee shall select a member to fill the remaining term or choose to have the position remain vacant until the next scheduled election.

Section 3. District Area Directors

In the event any of the District Area Directors are unable to fulfill their term of office, the Executive Committee shall determine an appropriate method for filling the position from among the following options: select the next highest vote getter in the most recent election, have the Area conduct a special election, select a member in good standing from the District Area membership or leave the position vacant until the next scheduled election.

ARTICLE VIII. MEETINGS

Section 1. Executive Committee

The Executive Committee shall meet in the fall and at the request of the President to conduct CHSBUA's business. Members of the Executive Committee must be present to vote.

Section 2. Board of Directors

The Board of Directors shall meet annually in February to conduct CHSBUA's business. The meeting shall be held to coincide with the Colorado Master Umpires Baseball Clinic. Members of the Board of Directors must be present to vote.

Section 3. District Areas

a. Meetings

A minimum of five (5) meetings shall be called within CHSBUA's District Areas by the District Area Directors. Each CHSBUA District Area shall set up its own membership attendance requirements and meeting dates. Joint meeting with other organizations shall not be held.

b. Clinics

Each member shall attend a clinic approved by the Executive Committee biannually in order to be eligible to work post-season games.

ARTICLE IX. DISTRICT AREAS

Section 1. CHSBUA shall be organized into the following sixteen (16) District Areas with nineteen (19) Directors as shown:

- District # 1 - Denver Metropolitan Area (3)
- District # 2 - Colorado Springs (2)
- District # 3 - Pueblo Area (1)
- District # 4 - La Junta (1)
- District # 5 - Trinidad (1)
- District # 6 - Lamar (1)
- District # 7 - Brush, Ft. Morgan, Burlington, Limon, and Sterling Areas (1)
- District # 8 - Greeley (1)
- District # 9 - Ft. Collins and Loveland Areas (1)
- District #10 - Boulder and Longmont Areas (1)
- District #11 - Durango (1)
- District #12 - Buena Vista, Salida (1)
- District #13 - Monte Vista/Alamosa (1)
- District #14 - Grand Junction (1)
- District #15 - Montrose and Delta Areas (1)
- District #16 - Rifle, Craig, and Steamboat Springs Areas (1)

Section 2. Modifying District Areas

- a. The Executive Committee shall review the composition of District Areas on an annual basis and shall have the authority to merge or eliminate District Areas. Such action may be appealed to the Board of Directors. Actions which may result in such action include, but are not limited to:
1. Repeated absences of the Area Director from Board meetings.
 2. Failure to participate in scheduled training events.
 3. Failure to adhere to the approved mechanics.
- b. The Board of Directors shall have the authority to create new District Areas provided the following are submitted:
1. Individual applications from a significant number of members who would like to be part of a new District Area.
 2. The concurrence of the Director(s) of the current District Area to which the members belong.
 3. The concurrence of the CHSAA Liaison.

Section 3. District Areas may utilize additional bylaws as long as they do not conflict with CHSAA Bylaws and this Constitution.

ARTICLE X. UNIFORM REQUIREMENTS

The official uniform of this association shall be the uniform prescribed by the National Federation of State High School Associations. It shall be reviewed periodically by the Board of Directors.

ARTICLE XI. STANDARDS AND CODE OF ETHICS

Section 1. It is the duty of each member of this organization to maintain conduct so that the general public, the participants, the coaches, league commissioners, and member schools of the Colorado High School Activities Association have absolute confidence in the integrity of this organization.

Section 2. Each member of this organization, by the act of becoming a member, hereby pledges himself to:

- a. Adhere to the uniform requirements of the Association and strive to obtain and maintain an athletic appearance. Each official is responsible to have appropriate medical examinations prior to officiating to protect their own and other participants' health. Baseball requires the ability to properly cover the plays of a game, including mobility, agility, strength and stamina. Physical fitness and appearance may be considered in the selection of officials for regular season and playoff game assignments.
- b. Prepare for the game conditions of the games assigned.
- c. Comply with the Code of Ethics set forth and published each year by the National Federation of High School Associations.
- d. Conduct himself or herself in a professional manner consistent with the integrity and respect due the game of high school baseball, the student athletes, coaches, game management, parents and fans while representing the Association. Professional responsibility of all officials includes: encouraging, promoting, displaying and enforcing sportsmanship, improving rules and mechanics knowledge, communicating with all game personnel in an appropriate manner, , completing all reports and required documents whether game administration or those required by the assignors or schools for contracting purposes or payment.
- e. Correctly apply the NFHS rules.
- f. Utilize the procedures in the CHSBUA Mechanics Manual to a reasonable extent.
- g. Not use alcoholic beverages, marijuana, illegal drugs or impairing medications on the day of participation as an official in any game or event that this Association is a sponsor or a participant. This prohibition shall continue during said day until the game or event is over and the member is no longer identifiable as a representative of this Association.
- h. Not use tobacco or tobacco products on and in the vicinity of the playing field or on school grounds.
- i. Not gamble on any high school sporting event.
- j. Not solicit from, nor pay a fee or provide other benefit to any individual or organization for the purpose of receiving a game assignment.
- k. Avoid any conduct that adversely affects the ability or appropriateness of the official to perform officiating duties in interscholastic athletics or activities. If the member, as an adult, has been convicted of or pleaded "guilty" or "no contest" to any criminal charge, felony or misdemeanor, that impugns the officials' reputation, integrity or fitness to act as an official it shall be considered unacceptable. Any type of conviction for a crime of domestic violence, financial impropriety, illegal acts involving a weapon, or moral turpitude shall be considered exceptionally serious and grounds for substantial discipline.
- L. Avoid illegal, unethical, or immoral conduct that adversely affects the ability or appropriateness of the member to perform officiating duties in interscholastic athletics or activities, and conduct that is detrimental to interscholastic athletics and activities.
- m. Abide by any other policies issued by the Board of Directors.

Section 3. Officials who violate subsections 2(c)-(m) of this Article shall be subject to discipline. Reports of possible violations will be investigated and, if substantiated, the member may be sanctioned by the Association. Discipline may include probation, supervision, game suspensions, assignment limitations, or membership restrictions to include a lifetime ban.

- Section 4. Each member is responsible to report violations of subsections 2(c)-(m) of this Article, in writing and signed, to the Area Director(s) of his Area within one week after such violation comes to the attention of the reporting member.
- Section 5. Any representative of a CHSAA-member school may report a possible violation of subsections 2(c)-(m) of this Article to an Area Director, either verbally or in writing. The Area Director may prepare a written summary of the allegation, citing the name and affiliation of the complainant.
- Section 6. Each Area Director, upon receipt of any such report must investigate the allegation. If the Area Director reasonably finds that a violation occurred, the Area Director may assess an appropriate penalty or refer the matter to the Executive Committee for determination of a penalty.
- Section 7. Any official disciplined by this Association may petition to have the finding reviewed first by the Executive Committee which shall have the power to affirm, increase or set aside the penalty. If upheld by the Executive Committee, the official may then petition to have the finding reviewed by the entire Board of Directors, at the Board's next scheduled meeting. The Board shall have the power to make a final decision regarding the finding.
- Section 8. Any member of this Association whose name is stricken from the rolls may be re-admitted to membership only with the approval of the Board of Directors and the satisfactory completion of Article III, Section 3 of this Constitution.

ARTICLE XII. EDUCATION AND TRAINING

- Section 1. Master Clinics
- A clinic shall be held annually for the professional development of CHSBUA members. The purpose of the clinic is to provide a training program which emphasizes CHSBUA's policies, rules, regulations, rules edification, and practical officiating procedures.
- Section 2. District Area Training Programs
- Each District Area within CHSBUA shall be delegated the responsibility for the establishment of programs that provide quality education and training to its respective members. Such education and training shall include, but not be limited to, the conduct of new and veteran umpire classes, field clinics, and scrimmages.

ARTICLE XIII. HALL OF FAME

- Section 1. The President shall appoint a member to serve as committee chairman to oversee the selection of individuals for the Joe Rossi Hall of Fame. The committee shall include a past President who is willing serve.
- Section 2. An annual or biennial Hall of Fame banquet shall be held to include a dinner, induction ceremony, and as an option, a golf tournament.
- Section 3. All nominations must be submitted by an Area Director by November 1st to the Executive Committee and must be ratified by such Committee.
- Section 4. Personnel may be in inducted in either of the following categories.
- a. Criteria I, Retired Umpire
1. At least 15 years active membership in CHSBUA.
 2. Selection shall be based upon the individual's integrity, sportsmanship, character and contributions to the Association.
 3. Retired for at least two (2) years.
 4. Some (but not necessarily all) of the following:
 - (a) Worked a representative schedule of regular season games.
 - (b) Officiated state playoff games.
 - (c) Served as an officer at the local, state, or national level.
- b. Criteria II, Contributor to Umpiring
1. A media or other person who has demonstrated a positive attitude towards game officials and officiating.

2. A league representative or Athletic Director who is responsible for administering baseball programs and hiring officials.

Section 4. Persons who do not qualify for induction, but have otherwise made significant contributions to the association may be nominated for a Distinguished Service Award. The recipients will be invited to the banquet and will receive a certificate of appreciation or other comparable memento.

Section 5. The association may incur limited expenses in hosting this ceremony not to include the payment of hotel or travel expenses for inductees.

ARTICLE XIV. AMENDMENTS

This Constitution may be amended at any scheduled meeting of the Board of Directors by a 2/3 vote of the members of the Board of Directors who are in attendance. The amendment will take effect immediately. Amendments may be proposed by any active member. All amendments must reach the office of the Secretary-Treasurer at least 30 days prior to the scheduled meeting of the Board of Directors. The Secretary-Treasurer shall distribute all proposed amendments via email to all Board members at least two weeks prior to the scheduled meeting of the Board of Directors.

Amended: January, 2017