

**CONSTITUTION AND BY-LAWS
OF THE
WESTCHESTER PUTNAM
BASKETBALL OFFICIALS ASSOCIATION (52)
(AKA IAABO Board 52)
Amended March 7, 2016
Amended March 11, 2019
Amended January 23, 2022**

Article I --- Name

Sec. 1 - The name of this organization shall be the Westchester Putnam Basketball Officials Association (W.P.B.O.A.) Board No. 52.

Article II --- Objectives

- Sec. 1 - To unite in one organization all approved and registered basketball officials residing in Westchester and Putnam counties as a local Board of the International Association of Approved Basketball Officials.
- Sec. 2 - To collaborate with those responsible for promoting basketball as a wholesome form of recreation and as a great game for the development of character, good sportsmanship, fair play and citizenship.
- Sec. 3 - To promote the welfare of the game of basketball, its players and officials
- Sec. 4 - To educate, train, develop and provide common instruction for basketball officials.
- Sec. 5 - To maintain the highest standards of basketball officiating.
- Sec. 6 - To have available at all times an adequate number of thoroughly trained basketball officials.
- Sec. 7 - From the standpoint of the official, to study the rules, their administration and any revisions to the rules that may occur.

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Sec. 8 - To promote the uniform interpretation and administration of the official basketball rules by all officials within this territory.

Article III --- Membership

Sec 1 - Membership Application

Membership is open to all persons residing within the boundaries of Westchester and Putnam counties in the state of New York who are eighteen (18) years of age or older and who:

- (a) Establish a satisfactory record of health and character;
- (b) Score a passing grade on the official IAABO written examination;
- (c) Score a passing grade on the practical floor examination; and
- (d) Meet any other requirements of the Examination Committee.

Applicants must be eighteen (18) years of age or older as of the membership application deadline as established by the Executive Committee.

Sec. 2 - Membership Classifications

A. - Board Life (BL) Member

1. To be eligible for Board Life Membership, a member shall
 - a. Have served as an active member for a period of at least twenty-five (25) years, *of which a minimum of fifteen (15) years will have been as a member of this board* or
 - b. Be a past-president of this organization and have served as an active member for a period of at least twenty (20) years, *of which a minimum of ten (10) years will have been as a member of this Board.*
 - c. Apply to the Executive Board in writing requesting a change to life membership. The executive Board will make the recommendation.
2. Board Life Membership Privileges:
 - a. Inactive life members shall have the right to vote.
 - b. Active life members are required to meet the New York State Public High School Athletic Association five (5) point rule and any other requirements set forth by the W.P.B.O.A.

B. - Board Honorary (BH) Member

1. Requirements

- a. Served as an active member for a period of at least twenty-five (25) years, have the recommendation of the Executive Board, and a majority vote of the membership.
- b. Be a past President of this organization.

C. - Active Member

1. Active members shall be those who have complied with the regulations laid down by the International Board and have been accepted as such, by the W.P.B.O.A.. Active members will be classified as follows;

a. Active/Officiating (AO) Member

Active member duly registered to officiate.in compliance with all requirements of W.P.B.O.A., New York State and IAABO. Members in this class shall accept all offered assignments if available.

b. Active/Non-Officiating (AN) Member

Active member duly registered to officiate.in compliance with all requirements of W.P.B.O.A., New York State and IAABO but choose not to officiate or have retired from officiating and choose to remain an IAABO member in good standing.

c. New Active/Officiating (NAN) Member

First and second year members must work a minimum of six (6) SWBOCES games to remain a member with IAABO Board 52.

Membership classification for the next basketball season shall be declared by each member no later than the day of the General Business Meeting (Active/Officiating or Active Non-Officiating). Members have the right to change their classification at any time.

D. - Inactive (I) Member

1. Inactive members shall be those who have complied with the regulations laid down by the International Board and have been accepted as such, by the W.P.B.O.A.

Sec. 3 - Gender/Number

As used in this Constitution, words of any gender shall be construed to include any other gender. Words in the singular shall be construed to include the plural, unless the context otherwise requires.

Article IV --- Officers

- Sec. 1 - A Nomination Committee shall present a slate of officers for election at the meeting *immediately* prior to the annual *business* meeting; at this time any other candidates for office must be nominated. The Nominating Committee shall consist of three (3) members: one retained from the previous year's committee; one elected *by the membership* and one appointed *by the President* at the first regular business meeting of the current season.
- Sec. 2 - The elected officers of the W.P.B.O.A. shall be:
- A. - President
 - B. - Vice President
 - C. - Secretary
 - D. - Treasurer
 - E. - Official Rule Interpreter
 - F. - Chair of the Examining Committee (Examiner)
 - G. - Past President
- Sec. 3 - The election of officers shall take place at the annual general business meeting. The election shall be conducted by ballot and a plurality vote will elect. The term of office shall be for two years (2) beginning April First (1st). In the event the general business meeting occurs after April First (1st) the term of office shall begin immediately following the election. The succession from Vice President to President and Past President shall be automatic. The election of officers shall stagger as follows:
- A. Even year – Vice President and Treasurer
 - B. Odd year – Secretary, Official Rule Interpreter, and Chair of the Examining Committee.
- Sec. 4 - Duties of Officers:
- A. - The President shall call to order all meetings of the Association and the Executive Committee. He shall preside at all meetings. He/she shall appoint Chairpersons to standing committees, establish additional committees as deemed necessary and appoint chairpersons to those committees. Furthermore, the President or their designee shall be the single point of contact with Southern Westchester Board of Cooperative Education Services (BOCES) Section One and the Coaches' Association.

- B. - The Vice President shall, in the absence of the President, perform the duties of the President, and be in charge of attendance. The Vice President along with the Secretary will be responsible for certifying all active members have satisfied the New York State Public High School Athletic Association (N.Y.S.P.H.S.A.A.) five-point Rule.
- C. - The Chair of the Examining Committee shall investigate and pass upon the qualifications of all applicants for membership. The Chair shall be responsible for all arrangements pertaining to the written and practical examinations. All examination papers and Applications are to be turned over to the examination chair at least three (3) days prior to the examination. An examination committee shall be responsible for working with the Chair of the Examining Committee in the scheduling of Board Officials for the County Recreation Basketball Tournament. The Examining Committee shall also be responsible for grading the practical exam of all applicants.
- D. - The Official Interpreter shall interpret any rule change(s) presented by the International Board and describe and demonstrate said change(s) to the general membership of the Board. Interpret any rule problem(s) presented to the Board by its member(s), or by schools serviced by the Board.
- E. - The Assistant Rules Interpreter shall assume the responsibilities in the absence of the Interpreter but is a non-voting member of the executive committee. He/she shall be appointed annually by the President.
- F. - The Secretary shall be responsible for all correspondence with persons having business with the Association, as well as with the N.Y.S.P.H.S.A.A., the New York State IAABO Board (Board 19) and the International Association of Approved Basketball Officials, Inc. Executive Committee. The Secretary shall call the roll of officers and members when so required shall notify officers and committees of their election or appointment and shall issue notices of all meetings of the Association, Executive Committee and standing committees. The Secretary shall be the official custodian of all non-financial records of the association and shall be granted a fee of Five Hundred Dollars (\$500) each year.
- G. - The Treasurer shall keep a complete and accurate record of all proceedings and monies under the direction of the Executive Committee. He/she shall be the custodian of all financial records of the Association. The Treasurer shall be granted a fee of Two Hundred and Fifty Dollars (\$250) each year.

Article V --- Executive Committee

- Sec. 1 - The Executive Committee shall consist of the Past President and the elected officers of the association. .
- Sec. 2 - A quorum of the Executive Committee shall consist of two-thirds (2/3) of the Executive Committee members in good standing. .
- Sec. 3 - The Executive Committee shall handle all business of the Board occurring between the annual or other meetings of the Board.
- Sec. 4 - The Financial Administration of the Board shall be vested in the Executive Committee.
- Sec. 5 - The Executive Committee shall arrange for a financial auditing which shall be made between May 1 and June 1 of each year and a financial report in writing shall be made to the membership at the first business meeting of the fiscal year.
- Sec. 6 - The Executive Committee shall authorize the President to appoint such committees as are needed. The standing committees are as follows: Nomination, Constitution, Rating and Social.

Article VI --- Membership, Admission, and Dues

- Sec. 1 - Applicants seeking membership shall apply to the Secretary for the application forms, which must be completed and filed with the Secretary. Applicants must be at least 18 years of age and a resident of Westchester or Putnam counties..
- Sec. 2 - Application forms must be accompanied by the examination fee as set forth annually by the Executive Committee.
- Sec. 3 - Examination of applicants shall consist of:
 - A. - International Board written examination – The passing mark shall be that required by the code of the International Association of Approved Basketball Officials (IAABO).
 - B. - Practical Examination – All new applicants passing the written examination shall be given a practical Examination under the direction of the Chairman of the Examining Committee.

- C. - Practical Examination – The passing mark shall be that required by the code of IAABO.
- Sec. 4 - The recommendations of the Examination Committee shall be subject to a majority approval of the Executive Committee members.
- Sec. 5 - The annual dues shall be voted on and approved by a majority of those members in good standing that are present at the last Regular Meeting of the year. Membership dues must be paid on or before the annual business meeting.
 - A. - A seventy-five dollar (\$75.00) fine is to be paid if dues are not received on or before the annual business meeting.
 - B. - Members who do not pay dues by the April first (1st) following the annual business meeting can be dropped from the W.P.B.O.A. and IAABO at the discretion of the Executive Committee.
 - C. - Board Life Members shall pay 50% of the cost for annual dues.
- Sec. 6 - Inactive membership – The requirements for Inactive Membership shall be:
 - A. - Apply to the Executive Board in writing, stating the reasons for such a request.
 - B. - He shall not work any basketball games.
 - C. - He shall pay the annual dues of IAABO.
 - D. - He shall not remain on inactive status for longer than two (2) years. Extensions may be granted for an injury, military service, or other extenuating circumstances subject to recommendations of the Executive Committee.
 - E. - He shall be excused from attending meetings of this organization.
 - F. - Upon return, his divisional status will be determined by the Executive Committee.
- Sec. 7 - Accident Insurance coverage shall be carried on behalf of each Active Member.
- Sec. 8 - International Board dues shall be paid for by the general fund for each member.

Article VII --- Membership Privileges and Responsibilities

- Sec. 1 - The representatives to meetings of the International Association of Approved Basketball Officials shall be appointed by the Executive Board.
- Sec. 2 - Board No. 52 representatives are expected to attend the annual and other meetings of IAABO. Their expenses shall be paid from the general fund of this Board.
- Sec. 3 - Members shall be recognized as members of the International Association of Approved Basketball Officials and shall receive their membership cards from the International office, together with a copy of the Officials' Handbook..
- Sec. 4 - Each Active member is entitled to wear the official emblem and uniform of the International Association of Approved Basketball Officials.
- Sec. 5 - Members are expected to read carefully and observe the policies and requirements as set forth in the Constitution and By-Laws and the Code of the International Association of Approved Basketball Officials.
- Sec. 6 - Members are expected to read carefully and observe the policies and requirements as set forth in the Constitution and By-Laws of the W.P.B.O.A. and IAABO.
- Sec. 7 - There shall be at least seven (7) regular meetings including the Annual Dinner meeting and rules interpretation meeting.
- A. - Regulations require members to attend a rules interpretation meeting, the annual business meeting and three (3) other meetings.
 - B. - A schedule of meetings shall be mailed to all members or published on the W.P.B.O.A. home page and all members notified by electronic communications.
- Sec. 8 - This Board is recognized by the International Association of Approved Basketball Officials as having jurisdiction over all matters within its territory, as long as it remains in good standing with the International Board and conducts its affairs in conformity with the policies as set forth in the Constitution and By-Laws and Code of the International Association.
- Sec. 9 - There are no restrictions upon members as to where they may function, either within the territory of the Board or of any other board, except as provided hereinafter:
- A. - An official shall be allowed to be a member of two boards or more, provided it is acceptable to all boards concerned and provided also he maintains membership in the board having jurisdiction over the territory in which he

resides. A member of more than one board may attend meetings of one board if that is agreeable to all boards.

- Sec. 10 - If a member officiates in a game played in a location not under the geographical jurisdiction of this Board, he/she is to be governed by the rules and regulations which govern members in that territory. Before accepting an assignment in such area, members should first acquaint themselves with the rules and regulations.
- Sec. 11 - The official's uniform shall be:
- A. - Black shoes, leather, with no white showing.
 - B. - Black trousers.
 - C. - Official IABBO, Black and White striped shirt purchased through an authorized dealer. No substitute acceptable. The shirt must be worn inside the trousers.
 - D. - Official IAABO warmup jacket purchased through an authorized dealer.
 - E. - Whistle, all black plastic or any other color as may be dictated by IAABO or W.P.B.O.A.
 - F. - A whistle lanyard must be worn and shall be black or any other color as may be dictated by IAABO or W.P.B.O.A.
- Sec. 12 - A copy of this Constitution and By-Laws shall be posted on the W.P.B.O.A. internet site and available to members upon request.
- Sec. 13 - All suspensions and or other disciplinary actions shall be at the discretion of the Executive Committee.
- Sec. 14 - In cases where Westchester Putnam Basketball Officials Association is asked to rule on protested games, the Board shall limit its participation to interpreting the rules of the game and determining the responsibility and correctness of the ruling of the member officials.
- Sec. 15 - Code of Ethics. This Board shall have a code of ethics covering the following points:
- A. - No member shall make any public adverse comment about the judgment of other officials or the Board as a whole.

- B. - No member shall conduct themselves in such a manner, while executing their duties, as to avoid any action that might be deemed a violation of a professional code of conduct.
 - C. - Upon written complaint by a member, coach, or league officials, the Executive Committee shall review said complaint and have the power to levy a just penalty up to and including expulsion from membership of W.P.B.O.A.
- Sec. 16 - Members in good standing shall not simultaneously hold elected positions, executive committee positions and any appointed committee positions within the Westchester Putnam Basketball Officials Association and be a member of the NYSPHSAA Section One negotiations committee or its lead negotiator.

Article VIII --- Fees for Officiating

- Sec. 1 - A schedule of fees are on file at the office of the Director of Interscholastic Athletics as part of the Agreement Between Section One, Inc. and Certified Officials Associations or may be viewed on the W.P.B.O.A. internet site and available to members upon request.

Article IX --- Meetings

- Sec. 1 - There shall be at least seven (7) regular meetings as follows:
- A. - An annual interpretation meeting shall be held prior to the start of the interscholastic basketball season. This is a mandatory meeting.
 - B. - The annual business meeting shall be held in March. This is a mandatory.
 - C. - The dates of the other five meetings shall be decided upon by the Executive Committee.
- Sec. 2 - A special meeting may be called at the discretion of the President or upon request of a majority of the Executive Committee, and shall be called when requested, in writing, by not less than ten members of W.P.B.O.A. in good standing. Members shall be given credit toward the required quota of meetings for attendance at any special meeting held.
- Sec. 3 - A quorum of any meetings for the conducting of business shall consist of at least one-third (1/3) of the members in good standing.

Sec. 4 - All meetings shall be conducted according to “Roberts Rules of Order.”

Article X --- Amendments

Sec. 1 - Amendments to this Constitution and By-Laws may be made by two-thirds (2/3) vote of those present at a duly constituted meeting, provided such proposed amendments are presented to the members in writing by the Secretary through electronic communications at least one week prior to any action being taken.

- NOTE -

No member of the Westchester Putnam Basketball Officials Association (52) shall work any High School games with any suspended official of this Board. Any member who does so shall be brought before the Executive Committee and it shall be at their discretion as to the penalty to be imposed. Note Article VII – Sec. 14.