

## KAIZEN BOARD OF DIRECTORS

The Kaizen League's Board of Directors shall be comprised of two separate but cooperative groups, the Executive Board and the Promoters. It is imperative that both groups work cooperatively to provide the best product (tournament) for our customers (players, parents, officials, staff, teams, and schools) and just as important, each other.

### EXECUTIVE BOARD MEMBERS

- President Rick Cropper
- Vice-President Jerry Piddington
- Secretary/Commissioner Diane DiNapolis
- Arbitrator CJ Mayo
- Chief Coordinator Garrett Collins
- Chief Official Dennis Elliott
- Senior Advisor/Founder Rick Cropper

### PROMOTERS BOARD MEMBERS

- Tumwater City Classic Gabriel Trance
- Triple Crown Tournaments Non-voting
- Rogue Valley Classic Brandon Bennett
- Three Rivers Classis Juan Mendoza
- City of Destiny Classic David Carman/Mike Shintaku
- Mighty River Classic Non-voting

### NON-VOTING EXECUTIVE BOARD MEMBERS

- Head Score Keeper/Timekeeper Lori Tweedie
- Treasurer Mia Pedersen

## **EXECUTIVE BOARD**

The Kaizen Executive Board implements and oversees the policies and procedures of the Kaizen League.

### **Responsibilities**

- Approves or Rejects admission of new tournaments to the league.
- Produces, maintains, and provides for distribution of the Official Kaizen Rule Book.
- Manages and maintains the Kaizen webpage and social media pages.
- Provides certification training for Officials, Event Coordinators, and Ring Staff.
- Oversees the quality and efficiency of all certified Kaizen Tournament Staff.
- Manages, maintains, and provides timely player point data.
- Manages, maintains, and provides (to Promoters) the current mailing and email list for Players, Officials, certified Kaizen Tournament Staff, and Schools/Teams.
- Provides recommendations of rule changes, required divisions, coordination procedures, and Player data collection to the Promoters.
- Must promote, support, and actively attend all Kaizen League event, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

## **PROMOTER BOARD**

The Kaizen League Promoters are to implement the policies and procedures as outlined by the Kaizen League's Executive Board.

### **Responsibilities**

- Implements and follows the rules as outline in the Official Kaizen Rule Book for the entire competition year.
- After the completion of the competition year, the promoters may make recommendations to modify the rules for the upcoming competition year.
- Approves or rejects rule modifications recommended by the Executive Board.
- Provides player data to the Commissioner in a timely manner at the completion of the event.
- Give first consideration to using available certified Kaizen League Staff for event staffing.
- Must promote, support, and actively attend all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the board member is required.
- Promoter voting (1 vote) member, except if the promoter is an Executive Board member. They will not get to vote twice.
- Votes on all matters which directly involve and affect tournament operations (rules, policies, and procedures).

## **DUTIES**

### **Senior Advisor/Founder: Permanent**

- Provides the Vision, Mission, and Goals for the Leagues.
- Provides guidance and ensures that the League's Vision, Mission, and Goals are upheld.
- Executive Board voting (1 vote) member. If holding two positions only one vote is allowed.

### **President: Four (4) Year Term**

- Nominated by the Promoters and/or Executive Board. Voted in by Executive Board.
- Ensures all policies and procedures are in alignment with the Vision, Mission, and Goals of the League.
- Schedules and sets the Agenda for the Board meetings.
- Conducts and leads the Board meetings
- Executive Board voting (1 vote) member. If holding two positions only one vote is allowed.
- Promotes, supports, and attends all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

### **Vice President: Four (4) Year Term**

- Nominated by the Promoters and/or Executive Board. Voted in by Executive Board.
- Acts in the stead of the President when deemed necessary.
- Assists the in implementing the policies and procedures of the League.
- Cooperates and oversees sub-committees
- Focus point for all input and feedback concerning League policies and procedures.
- Executive Board voting (1 vote) member. If holding two positions only one vote is allowed.
- Promotes, supports, and attends all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

### **Secretary/Commissioner: Four (4) Year Term (can be 2 positions)**

- Nominated by the Promoters and/or Executive Board. Voted in by Executive Board.
- Records the Minutes of all League meetings.

- Works with the Chair to finalize and distribute the Meeting Minutes to entire Board.
- Maintains all Official Kaizen League documents (policies and procedures, agenda and minutes, rules, etc.),
- Assists the Arbitrator with maintaining the Kaizen webpage and social media pages.
- Collects and maintains all player data.
- Produces Player Point Standing Records
- Executive Board voting (1 vote) member. If holding two positions only one vote is allowed.
- Promotes, supports, and attends all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

#### **Arbitrator: Four (4) Year Term**

- Nominated by the Promotors or Executive Board. Voted in by Executive Board.
- Assists the Secretary with maintaining the Kaizen webpage and social media pages.
- Final authority and ensures all Kaizen Rules are enforced at Kaizen League events.
- Maintains the Official Kaizen Rule Book.
- Provides recommendations for modification to the Official Kaizen Rules.
- Works under the direction of the tournament promoter.
- Shall be the sole primary Arbitrator for all Kaizen events.
- Conduct Certification Training for Kaizen Tournament Staff as necessary.
- Executive Board voting (1 vote) member. If holding two positions only one vote is allowed.
- Promotes, supports, and attends all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

#### **Chief Coordinator: Four (4) Year Term**

- Nominated by the Promotors or Executive Board. Voted in by Executive Board.
- Recommends proper procedures for coordinating events.
- Works under direction of the tournament promoter.
- Shall be the sole primary coordinator for all Kaizen events.
- Conducts Certification Training for Kaizen Tournaments Coordination.
- Conducts or supports Certification Training for Kaizen Tournament Staff as necessary.
- Executive Board voting (1 vote) member. If holding two positions only one vote is allowed.

- Promotes, supports, and attends all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

#### **Chief Official: Four (4) Year Term**

- Nominated by the Promotors or Executive Board. Voted in by Executive Board.
- Works under the direction of the tournament promoter.
- Ensures that all rings have qualified officials, placing them or replacing them as necessary.
- Conducts or supports Certification Training for Kaizen Tournament Officials and Referees.
- Maintain list with contact information of all Certified Official and Referees.
- Executive Board voting (1 vote) member. If holding two positions only one vote is allowed.
- Promotes, supports, and attends all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

#### **Head Score Keeper/Timekeeper: Volunteer**

- Nominated by the Promotors or Executive Board. Voted in by Executive Board.
- Works under the direction of the tournament promoter.
- Works with the Arbitrator, Chief Coordinator, and Chief Official to ensure that each ring is ran correctly.
- Assists with any score keeping/timekeeping discrepancies and assist with running tie breakers.
- Ensures that all rings have qualified staff, placing them or replacing them as necessary.
- Conducts or supports Training for Kaizen Tournament Staff as necessary.
- Non-Voting member.
- Promotes, supports, and attends all Kaizen League events, except for family or personal emergencies, work requirements, etc. If an event is going to be missed, communication with the other board member is required.

#### **Treasurer: Volunteer**

- Nominated by the Promotors or Executive Board. Voted in by Executive Board.
- Works under the direction of the Executive Board.
- Maintains Accounting and Bookkeeping.

- Provides Accounting Reports as necessary upon request of either Executive Board or Promoters Board.
- Provides Accounting Report for end of year meeting.
- Non-Voting member.
- Not required to attend all Kaizen League events.

## **VOTING AND ELECTIONS**

- The Executive Board member and Promoter Board members each have one (1) vote for relevant issues as outline above.
- Executive Board members may hold more than one position (within the Executive Board) but will only have one (1) vote for relevant issues.
- Board members may not hold a position in both Executive and Promoter boards. If an Executive member is also a Promoter, he/she forfeits their vote as a promoter.
- Every four (4) years at the end of the competition year and prior to the start of the next competition year, the Executive Board member positions shall be opened for nominations.
- The newly elected President shall submit their appointment nominations for consideration by the Promoters.
- The Promoters may also submit appointment nominations to the President for consideration.

## **EXECUTIVE BOARD/PROMOTER REMOVAL**

Executive Board members and Promoters may be removed by a majority vote of the full Board (Executive and Promoters) for the following reasons.

- Repeated failure to follow Kaizen Policies and Procedures
- Repeated non-support of Kaizen League events.
- Repeated failure to attend Board meetings.
- Demeanor which creates a detrimental effect on the Kaizen League.

Prior to consideration for removal and replacement, all attempts must be made to rectify the issues. If no resolution is amenable the member will be considered for removal and replacement.