

CONSTITUTION AND BY-LAWS
of the
VIRGINIA ASSOCIATION OF USA Track & Field

ARTICLE I - NAME

The name of this corporation shall be the Virginia Association of USA Track and Field, hereinafter referred to as “this Association,” or ”this corporation.”

ARTICLE II - DEFINITIONS

As used in these Bylaws and the Operating Regulations:

A Athlete:

1 Active athlete means any individual who is actively engaged in Athletics or who has represented the United States in international competition held under IAAF jurisdiction in Athletics within the preceding ten (10) years; and

2 Eligible athlete means any athlete who meets the eligibility standards established by USATF for Athletics.

B Athletics means, inclusively, track & field, long distance running, cross country running, road running, race walking, and any other sport discipline recognized by the IAAF.

C Athletics competition means a contest, game, meet, match, tournament, or other Athletics event in which eligible athletes compete.

D Club means a local or national organization whose programs involve competitive member athletes, events, and/or education in Athletics.

E Coach means a person who is currently engaging in the training of athletes on an active basis, whether on a paid basis or not, regardless of the extent to which coaching is a part of the person’s vocation, or retired from the vocation of coaching.

F NABR means the National Athletics Board of Review, as established in USATF Operating Regulation 11.

G Sanction means the document which evidences the authority granted by either USATF or an Association to conduct a competition, and which also evidences that the recipient has complied with the requirements of USATF Article 20 and USATF Operating Regulation 14.

H Sports Organization means a non-profit corporation, club, federation, union, association, or other group organized in the United States which sponsors or arranges any Athletics competition.

I This geographic area means the Commonwealth of Virginia with the exception of the Counties of Arlington and Fairfax and the cities of Alexandria and Falls Church.

J USATF means USA Track and Field, the national governing body.

ARTICLE III - PURPOSES AND DUTIES

This non-profit corporation shall act as the governing body (as defined by the Ted Stevens Olympic and Amateur sports Act of 1998) for Athletics in this geographic area.

A Purposes: This corporation shall have the following purposes:

1 Development: Developing interest and participation in Athletics in this geographic area at all levels;

2 Management: Promoting Athletics and athletes by conducting competitions and other events, and by cooperating with and encouraging other organizations which may do so; and

3 Marketing: Generating public awareness, appreciation, and support for Athletics, USATF, and this Association, creating opportunities for athletes and Athletic events, and generating sponsorships to aid this corporation in fulfilling its purposes and duties.

B Duties: This corporation shall have the following duties:

1 Responsibility to constituency: Being responsible to the persons and sports organizations active in Athletics;

2 Coordination of scheduling: Minimizing through coordination with other sports organizations, conflicts in the scheduling of all practices and competitions in Athletics;

3 Communication with athletes: Keeping eligible athletes active in Athletics informed of policy matters and reasonably reflecting the views of such athletes in the policy decisions of USATF and this Association;

4 Sanctioning of events: Sanctioning competition in Athletics in accordance with the provisions of these Bylaws and Regulations, USATF Bylaws, and USATF Operating Regulations;

5 Participation in Competition: Providing for the participation by eligible athletes in competition in Athletics, in accordance with the provisions of these Bylaws and Regulations, USATF Bylaws, and USATF Operating Regulations;

6 Support of diversity in Athletics: Providing equitable support and encouragement for participation by all persons in Athletics, regardless of gender, age, race or ethnicity, or disabilities;

7 Coordination of certification and education: Providing the means for certification of coaches and officials throughout this geographic area in all disciplines and at all levels of Athletics;

8 Registration and certification of athletes: Registering eligible athletes as members and certifying such athletes as eligible for competition; and

9 Administration of Athletics: Performing all other duties necessary for the administration of Athletics in this geographic area and to achieve this corporation's purposes.

ARTICLE IV - AUTHORITY

This corporation shall be the governing body for Athletics in this geographic area, and shall exercise the following powers:

A Representation: Representing this geographic area in USATF.

B Establishment of Association goals: Establishing Association goals and encouraging the attainment of those goals in Athletics.

C Coordination of Athletics: Serving as the coordinating body for activity in Athletics in this geographic area.

D Jurisdiction: Shall have jurisdiction over Athletics competition in this geographic area, including Association championships, with the exception that any sports organization which conducts closed Athletics competition (participation in which is restricted to a specific class of eligible athletes such as high school students, college students, members of the Armed Forces, or similar groups or categories) shall have the exclusive jurisdiction over such competition.

E Autonomy: This Association shall be autonomous in its governance of Athletics in this geographic area, in that it shall independently determine and control all matters central to such governance in accordance with the USATF Bylaws and Operating Regulations and these Bylaws and Regulations, it shall not delegate such determination and control, and it shall be free from outside restraint except in recognition of its role as a part of USATF. This provision shall not be construed as preventing this Association from contracting

third parties for administrative assistance and support in connection with its purposes and authority.

ARTICLE V - CONSTITUENCY

A Individuals: Any person who meets the criteria for individual membership as determined by USATF shall be eligible for membership. This includes athletes, officials, coaches, administrators, and any other sets of individuals named by USATF. A member of this association may belong to more than this association. However the member can only be registered as an athlete in a single association. Regardless of the number of association a member belongs to full membership fee is due to this association.

B Groups: Any organization that meets the criteria for group membership as determined by USATF shall be eligible for membership. This includes clubs, organizations administering competitions, and any other groups designated by USATF. Member groups must designate in writing who the voting members of the group are to be, and must make any changes to this in a timely manner before such individuals are recognized to vote.

C Applications: Application for membership shall be in accordance with the USATF Bylaws and Operating Regulations.

D Suspensions and expulsion: Any individual or group recognized by this Association which violates the provisions of these Bylaws or Regulations, USATF Bylaws or Operating Regulations, any operating policy approved by the USATF Board of Directors, or any operating policy approved by this association may be suspended, after due notice and an opportunity to be heard by the body designated to conduct such hearings, until the next meeting of this Association, to which meeting action of suspension shall be reported by the Secretary. At such meeting the suspension may be rescinded by a majority of the members, or such individual group may be expelled by a two-thirds vote.

ARTICLE VI - VOTING MEMBERS

All members who are over the age of eighteen are entitled to participate in voting at meetings of this Association. No individual may cast more than one vote on any motion or in any election. All voters must be current members of this Association of USATF at the time that they are voting.

ARTICLE VII - MEETINGS

A Annual meeting: The annual meeting of this Association shall be held in September of each year at such date, time and place as may be fixed by and announced by requisite notice of such meeting.

B Regular Meetings: This Association shall hold a meeting in February of each year at such time and place as the Association president shall determine with input from the membership for the general membership of the Association.

C Special meetings: Special meetings of the Association shall be held upon call by the president or any officer of the Association.

D Meeting procedures: The following shall govern the conduct of all meetings of this Association;

1 Notification of meetings:

a Distribution: Notice of the meeting must be distributed by mail, newsletter, local Association web site, and/or the National Office's web site;

b Prior arrival: The initial meeting notice must be sent by means under which it will arrive at least thirty (30) days prior to the meeting; and

c Changes: Any notice of a meeting change must be at least fourteen (14) days prior to the meeting.

2 Publication of agenda: The proposed meeting agenda shall be included along with the meeting notice. Additional items added to the agenda shall not include any item where action of the committee is necessary, unless seventy-five percent (75%) of the members of the group then present agree to such action;

3 Open conduct of business: All meetings of this Association shall be open to all individual members of the Association except as otherwise provided. There shall be a specified time period in the meeting where any member may give input or make a brief statement;

4 Closed or executive sessions: No part of any meeting shall be closed unless seventy-five (75%) of the members of the group present agree to close the session; and

5 Record of a meeting: The Association and all of its committees shall have a recording secretary. Within thirty (30) days of the meeting, the minutes will be available through the Association office. All written reports or a summary of such reports shall be distributed with the minutes.

E Rules of order: Questions of order shall be decided by the chair in accordance with Roberts Rules of Order (Newly Revised), unless provided in these Bylaws. Decisions by the chair may be appealed to the Association parliamentarian. The President shall designate a qualified parliamentarian for all meetings of this Association.

ARTICLE VIII - VOTING

The following guidelines shall apply to all elections for officers and sport committee and other chairs in this Association:

A Election Notice:

1 Distribution: Notice must be distributed by mail, newsletter, local Association web site, and/or the National Office's web site:

2 Prior arrival: The initial meeting notice must be sent by means under which it will arrive at least thirty (30) days prior to the beginning of the elections process; and

3 Changes: any notice of a meeting change or a change in the election process must be at least fourteen (14) days prior to the meeting.

B Nominating process:

1 Prior to election: Nominations may be made prior to the voting meeting by any member of the Association to the Association's Secretary.

2 In-person meeting nominations: Nominations may be made and must be allowed from the floor at an in-person election meeting.

3 Membership & age criteria: A candidate must be a member of the Association who is at least 18 years of age (at the start of the term of office); and

C Voter criteria:

1 One person-one ballot: One (1) person shall cast only one (1) ballot, regardless of how many positions within the Association the person occupies;

2 Minimum age: Voters must be a minimum of age eighteen (18) on the day of the election;

3 Membership of all voters: All voters must be members of the USATF and this Association;

4 Voting membership deadline: Except for renewals from the previous year, individuals must be members in the month which ends more than one full month preceding the election.

D Conduct of the voting: The Association shall use an open meeting ballot where all members of the Association are eligible to attend and vote.

1 Disputes: Credential disputes must be resolved before the election process is started with nominations and/or the report of the nominations committee;

2 Uncontested: Uncontested elections may be voted by acclamation; and

3 Ballot type: A secret ballot must be used for contested elections.

E Counting of ballots:

1 Panel: A panel of at least three (3) individuals shall count the ballots and sign the tally. All panel members shall be of voting age. The panel shall not include any individual who is a candidate for a contested office;

2 Consultation: The panel may consult as necessary with the chair, secretary, and/or parliamentarian (so long as they are not candidates for contested offices) on procedural matters.

F National Delegates:

1 Election: Election of national delegates shall be at the September meeting of the Association.

2 Appointed: The president may appoint delegates to fill any vacant delegate positions up till and including at the national convention.

3 Categories: The make up of the delegation shall conform to USATF standards.

G Majority requirement:

1 Officers: The officers of the Association must be elected by a majority of the ballots cast;

2 Plurality: A plurality may not be accepted in the first round except for the election of national delegates; and

3 Run-off candidates: In run-off elections, candidates equal to twice the remaining positions shall be on the ballot.

H Election protests:

1 Operating Regulation 11: Except as indicated below, USATF Operating Regulation 11 shall apply to election grievances. Protests may only be made after the election process is concluded;

2 Panel composition: An NABR panel from a different USATF region shall be appointed to conduct the hearing. All hearings shall be by conference call.

3 Invalidation: The NABR panel shall invalidate an election if it is found that one or more infractions occurred and likely changed the outcome of an election; and

4 Further action: The NABR panel may recommend or require changes for future elections in the Association.

ARTICLE IX OFFICERS AND THEIR DUTIES

A Positions: The officers of this association shall be: President, Vice President, Secretary, Treasurer, and Membership Chair.

B Duties: The officers shall perform the following duties as well as any other duties prescribed by these Bylaws, the USATF Bylaws or Operating Regulations:

1 President: The president shall:

a Preside at all meetings of this Association;

b Be an ex officio non-voting member of all committees;

c Manage and supervise the affairs of this Association; and

d Appoint: Appoint such members to positions that he or she is entitled to appoint authorized by these Bylaws after consultation with the other officers. He or she may likewise terminate such appointments for good cause upon written notice to such appointees and the other officers;

2 Vice President: The Vice President shall perform duties assigned by the President. In the temporary absence of the President from a meeting, the Vice President shall serve as acting chair;

3 Secretary: The Secretary shall keep or cause to be kept all records of this association, and all minutes of meetings of this Association, and in general, shall perform all duties normally pertaining to the office of secretary;

4 Treasurer: The Treasurer shall keep or cause to be kept a correct and complete record of account, showing accurately at all times the financial condition of this Association, and, in general shall perform all duties normally pertaining to the office of treasurer; and

5 Membership Chair: The Membership Chair shall collect or cause to be collected all memberships for individuals and groups within the Association, and provide liaison to the USATF National Office in all matters of membership, including reporting and disbursement of benefits.

C Election: All officers are to be elected for a term of four years. A person may not hold the office of President and any other officer position; however, a person may be named in other dual capacities to fill a vacancy.

D Succession and vacancies: There shall be no order of succession to any office. In the event an officer is temporarily unable to serve, the president may name another officer to fill the vacancy temporarily. In the event an officer resigns or is permanently unable to serve, the president shall name a successor until the following annual meeting at which time a special election shall be held for the unexpired portion of the term. Should the president be unable to serve, the Secretary of the Association shall call a special meeting of the Association for the election of a President to serve until the next annual meeting.

E Removal from office: Any officer of this Association may be removed for good cause by a two-thirds vote of those members of the Association present and voting at an annual meeting or special meeting called for this purpose, and provided the requisite notice for such meeting shall properly set forth the removal vote on its agenda.

ARTICLE X - EXECUTIVE COMMITTEE

A Composition: The Executive Committee shall be composed as follows:

1 Voting Members: The voting membership of the board shall be as follows:

- a** The officers of this Association;
- b** The immediate past president;
- c** The chairs of the sport committees; Men's Track and Field, Women's Track and Field, Masters Athletics, Men's Long Distance and Road Running, Women's Long Distance and Road Running, Youth Athletics, Race Walking;
- d** The chair(s) of standing committee(s); Coaches Education

e The chair of the Officials Committee

2 Chair and Secretary: The President of the Association shall serve as chair and the Secretary as secretary.

B General provisions:

1 Fiduciary responsibility: The Executive Committee shall manage and supervise the affairs of the Association and perform those duties specified in these Bylaws: and

2 Meetings of the Executive Committee: The Executive Committee may conduct its affairs either at a meeting or by a conference call. It shall hold meetings as called by the President or upon the written request of any four(4) members of the Executive Committee. At least seven(7) days notice shall be given for any in person meeting and forty-eight (48) hours notice for a conference call. After the members of the Executive Committee call a meeting, the President shall have forty eight(48) hours to determine the venue and make appropriate notice to the remainder of the Executive Committee. For any meeting, notice may be waived by unanimous consent.

C Election or selection of members: All members of the Executive Committee are elected by the membership.

D Terms: The term for members of the Executive Committee shall coincide with the terms of their positions that place them on the committee.

E Quorum: A quorum for meetings of the Executive Committee shall consist of a majority of the members of the Executive Committee.

F Voting: Except as otherwise provided herein, all matters shall be decided by a majority vote of those present and voting. There shall be no voting by proxy.

G Mail balloting: Upon authorization by a majority vote at a duly convened meeting or by call of the officers, the Executive Committee may conduct a vote through the distribution and/or collection of ballots using the U.S. Postal Service or any other service that may be authorized.

H Committees: The Executive Committee may have committees. At least one member of the committee must be a member of the Executive Committee. The President shall appoint the members with the approval of the Executive Committee.

I Expulsion: Failure to participate in two(2) consecutive meetings may, by a 2/3 vote of the Executive Committee members attending, cause expulsion of the member.

ARTICLE XI - ASSOCIATION OFFICE

A Supervision: Association staff shall be under the guidelines as established by the Executive Committee.

B Staff activities: The staff under the direction of the Executive Committee shall perform the duties outlined by the Executive Committee.

C Restricted activities: The members of the paid staff (other than part-time members) shall not participate in any of the following activities:

1 Electioneering: Campaigning for or against any candidate for any elected office or position at any level (Association, committee, national, or international), except that in any reports given as part of their duties they may comment on the performance to date of any USATF incumbent and/or describe the qualifications appropriate for any USATF position; and

2 Voting: Serving as voting members of this Association or any of its committees.

D Complaints against the staff:

1 Notification: A complaint against a member of the Association staff shall be sent to the Secretary of the Association and the President. By agreement, either shall cause the President to receive the complaint within ten (10) days of receipt. The President shall be given not less than thirty (30) days to investigate the complaint, and shall have written report of their investigation at the next appropriate Executive Committee meeting, including any action (if necessary) to be taken to remedy the situation.

2 Response: All complaints against staff shall be acknowledged promptly. A written response shall be made within thirty (30) days of the resolution of the complaint.

ARTICLE XII - COMMITTEES

A Committees: The following committees of this Association are established with such duties, responsibilities, and make-up as outlined here and in Articles reserved for each type of committee:

1 Men's Track and Field;

2 Women's Track and Field;

3 Masters Athletics;

4 Men's Long Distance and Road Running;

5 Women's Long Distance and Road Running;

6 Youth Athletics;

7 Coaches Education;

8 Race Walking;

9 Officials;

10 Mountain, Ultra, Trail.

B General Provisions: The following provisions apply to all of this Association's committees:

1 Terms of members: Unless otherwise provided for, the term for members of all committees shall be two(2) years and shall commence at the conclusion of the annual meeting where elections are held.

2 Committee makeup:

a Non-sport committees: The makeup of each non-sport committee shall be listed in the description for the committee;

b Sport committees: All sport committees shall strive to include at least twenty(20) percent of the membership to be made up of athletes.

3 Membership: All elected and appointed members of all committees shall be members of this association:

a Chairs of committees shall meet USAATF Guidelines being Safe Sport Compliant, background checks, and any other requirements set forth by USATF,

b Committee chairs not in compliant with Article XII B 3(a) at the time of their election must become compliant by time taking office. Committee chairs appointed will have 60 days to meet requirements if not already compliant.

4 Committee Meetings: Each committee shall hold at least an annual meeting, which may be in conjunction with the annual meeting of the association.

C Committee chairs: The chair of each applicable committee shall be elected in accordance with the Association's voting procedures. Unless otherwise specified, the chairs of all other committees shall be appointed by the Association President and shall serve for the same term as the President.

1 Duties of the chair: Chairs of all committees shall:

a Preside at all meetings of the committee;

b Ensure that all duties and responsibilities of the committee are properly and promptly carried out;

c Appoint subcommittees, with the authorization of the committee, as may be necessary to fulfill the duties and responsibilities of the committee;

d Communicate with the committee members to keep them informed of events concerning the committee and decisions to carry out the committees responsibilities;

e Keep the President informed on all committee actions and recommendations.

2 Vacancies: When an elected chair is vacant, the President shall name a successor until the following annual meeting at which time a special election shall be held for the unexpired portion of the term

3 Removal of elected chairs: Chairs may be removed for good cause by a two-thirds of the Executive Committee at an annual meeting or a special meeting called for that purpose.

ARTICLE XIII -COMMITTEES

A Sport:

1 Duties and responsibilities: In addition to the provisions of Article 13, each committee shall:

a Championships: Have jurisdiction over the Association championships in the particular discipline it controls;

b Calendar: Coordinate the local calendar in its discipline; and

c Records: Approve records for the events within its discipline;

2 Committee definitions: The disciplines and age categories under the control of each sport committee in this division are as follows:

a Age Categories:

i Senior athletes are of any age 14 years and over;

ii Junior athletes must be at least age 14 on the day of competition; and

iii Masters athletes shall be at least age 40 on the day of competition; and

iv Youth athletes shall not be 19 before the final day of the National Junior Olympics track & field competition and are divided into specified age categories.

b Jurisdiction:

i Men's Track & Field: Indoor and outdoor track & field activity for junior and senior men, not including track races of greater than 10,000 meters;

ii Women's Track & Field: Indoor and outdoor track & field activity for junior and senior women, not including track races of greater than 10,000 meters;

iii Race Walking: All race walking activity for junior and senior men and women;

iv Men's Long Distance Running: Off-track running at all distances, track running at distances over 10,000 meters, cross country running for junior and senior men;

v Women's Long Distance Running: Off-track running at all distances, track running at distances over 10,000 meters, and cross country running for junior and senior women;

vi Masters Long Distance Running: All off-track running, cross country, and track running over 10,000 meters for masters men and women;

vii Youth Athletics: All youth activity not conducted as junior competition for youth boys and girls, including track & field, road running, cross country running, and race walking; and

viii Masters Track & Field: All track, field, and race walking activity for masters men and women, except track races of greater than 10,000 meters.

B Coaching Education: The committee shall foster the growth of coaches' education in the local area, using such resources as the national committee can provide. It shall participate in the staging of any coaching education school in the geographic area of the Association.

C Officials Committee:

1 Administration: Be responsible for training, certifying, and generally supervising officials within the Association, under such rules and procedures consistent with the directives of the national committee, as it may adopt;

2 Methods: Establish (by examination, rules review, field experience, clinics, and such other procedures as it may chose) their overall program administration, including the direct responsibility of certifying the officiating category of "Association Official" to working officials within its Association;

3 Instruction: Develop and maintain instructional programs for officials, including examinations, rules reviews, clinics, and other such activities as it may prescribe; and

4 Certification: Be responsible for:
a Designating pre-certified officials;
b Certifying Association-level officials; and
c Recommending to the national committee candidates for national- and master-level official certification.

ARTICLE XIV - DISCIPLINARY AUTHORITY

A Disciplinary Authority This Association shall have the authority to discipline any member, delegate, coach, manager, official, trainer, member of any committee, and any other person or entity participating in Athletics who, by neglect or by conduct, (i) acts in a manner detrimental to the purposes of USATF or Athletics, or (ii) has violated any of the Bylaws, Operating Regulations, or Rules of Competition of USATF, or of the Association, or (iii) has violated the rules of eligibility within the geographic boundaries of the Association. The exception of this authority is sexual misconduct allegations which shall be under the jurisdiction of USATF. Any penalties imposed by the Association shall be effective within the jurisdiction of the Association.

B Recommendations to USATF This association may recommend to the Board of USATF to discipline a member, delegate, athlete, coach, manager, official, trainer, member of any committee, or any other person or entity participating in Athletics.

ARTICLE XV – GRIEVANCE AND DISCIPLINARY PROCEEDINGS

A Grievances A grievance may involve any matter within the cognizance of the Association, other than doping offenses.

1. Grievance Complaints A Grievance Complaint shall state the following:

a. Detrimental conduct: Conduct detrimental to the best interests of Athletics, USATF, or the Association has taken place;

b. Association/USATF violations: A violation of any of the Association's or USATF's Constitution, By-Laws of Operating Regulations has occurred;

2. Parties Grievance Complaints may be filed only by and against individuals or entities which were, at the time that the conduct complained or occurred, and at the time the Complaint is filed, members, directors, or officers of the Association or otherwise subject to the jurisdiction of the Association. A Grievance Complaint may only be filed by a person or entity affected by the issues raised in the complaint.

3. Time Limit Except for Sexual misconduct grievances, Grievance Complaints must be filed within one (1) year from the time the complaining party knew or should have known of the act giving rise to the complaint.

B Arbitrators The selection of an impartial three person arbitration panel which will include at least one Active Athlete, to hear and decide the grievance and disciplinary matters will be made by the Executive Committee. The arbitrators shall not be members the Association Board or Executive Committee.

C Challenge The party to a grievance or disciplinary proceeding shall have the opportunity to object to the participation of an arbiter who the party feels cannot act impartially due to a real or perceived conflict of interest. The President shall listen to the challenge and make the determination as to the impartiality of the person being challenged. The President shall replace a member of the arbitration panel if needed. If the President or any member of the Executive Committee is directly involved with the grievance they shall not be involved with the selection of the panel.

D Dates The grievance or disciplinary hearing is to be held within forty-five (45) days of the filing of the proceedings.

E Delay The arbitrators may dismiss or rule against any party who delays the proceedings, is uncooperative or is unprepared to present evidence or a defense at the grievance or disciplinary hearing; provided that proper advance notice of the hearing has been given to the party.

F Appeals The decision of the arbitrators may be appealed pursuant to USATF Regulation 11-P.

G Removal or Replacement of Officers or Committee Chairs Any officer or committee chair may be removed for good cause by a two-thirds vote of those association voting eligible members present at an annual meeting or special meeting called for this purpose, and provided the requisite notice for such meeting shall properly set forth the removal vote on its agenda.

ARTICLE XVI - DISSOLUTION

Upon the dissolution of the corporation, the Executive Committee, after paying or making provisions for the payment of all of the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purpose of the corporation in such a manner, or to such organization or organizations, organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as exempt organization or organizations under Section 501c3 of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Executive Committee shall determine.

ARTICLE XVII - SAVING CLAUSE

Failure of literal or complete compliance with provisions of the Bylaws in respect to dates, times of notice, or the sending or receipt of the same, or errors in phraseology of notice of proposals, which in the judgment of the members meetings held do not cause substantial injury to the rights of members, shall not invalidate the actions or proceedings of the members at any meeting.

ARTICLE XVIII - AMENDMENTS

A General provisions: Amendments shall be considered by this Association as follows:

1 Voting for Bylaws approval: Amendments to the Bylaws shall require for passage a two-thirds vote of those members present and voting, provided notice of the proposed amendment has been submitted in writing to the members of the Association at least thirty (30) days prior to the meeting; and

2 Voting for other regulations approval: Amendments to the other regulations shall require a majority vote of members present and voting, provided notice of the proposed amendment has been submitted in writing to the members of the Association at least thirty (30) days prior to the meeting.

B Exceptions: Notwithstanding paragraph A above, amendments may be considered at any meeting of the Association in any of the following circumstances:

1 Tabled Amendments: Tabled amendments may be acted upon at any subsequent meeting without redistribution of the proposal;

2 Conformity with the law: To make the Bylaws or other regulations conform with federal or local law or regulation;

3 Conformity with USATF: To make the Bylaws or other regulations conform with USATF requirements; and

4 Uniformity: To make the Bylaws and other regulations conform with each other.

C Emergency circumstances: In emergency circumstances, this Association or its Executive Committee may adopt changes as follows:

1 Vote of the membership: Upon a ninety percent (90%) vote at any meeting of this Association; and

2 Vote of the Executive Committee: Where immediate relief is deemed necessary, the Bylaws and other regulations may be amended upon vote of ninety percent (90%) of the total membership of the entire Executive Committee, such amendment to be effective only until the next meeting of the Association.

D Submissions: The following provisions shall govern submissions of amending legislation:

1 Time of submission: Amendments shall be submitted at least sixty (60) days prior to the meeting at which they are to be considered, so as to allow proper review and submittal to the members of the Association. This sixty (60) day requirement may be waived, in emergency circumstances, upon a ninety percent (90%) vote at any meeting of this association;

2 Submitters: Amendments may be submitted only by a member of this Association;

3 Persons receiving submissions: Amendments to the Bylaws and other regulations shall be submitted to the Secretary of the Association;

4 Form of submission: The proposed amendments should be in such form as to show the entire section, subsection, or paragraph, as the case may be, as it will read if adopted, with all proposed additional language underlined or shaded, and all proposed deleted language in double parentheses. Each submission shall be accompanied by a brief statement of the rationale for the submission.

E Effective date: Unless otherwise specified at the time of adoption, amendments to the Bylaws and other regulations shall be effective immediately.

Revised September 2020

