

**SUGGESTIONS FOR THE DEVELOPMENT OF A CONSTITUTION AND BY-LAWS  
FOR AN ATHLETIC) CONTEST OFFICIALS' ASSOCIATION**

**by**

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**B. S., Friends University, 1967**

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**A MASTER'S REPORT**

**submitted in partial fulfillment of the**

**requirements for the degree**

**MASTER OF SCIENCE**

**Department of Health, Physical Education and Recreation**

**KANSAS STATE UNIVERSITY  
Manhattan, Kansas**

**1975**

**Approved by:**

  
**Major Professor**

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## ACKNOWLEDGEMENTS

I wish to express sincere appreciation to Mr. Raymond Wauthier, my faculty advisor at Kansas State University, for his time and guidance in the development of this report. I also wish to thank the professors of my graduate classes at Kansas State University under whose direction I was able to pursue the degree for which this report is written.

Also deserving gratitude is my wife, Neva, for the assistance she rendered in keeping our three small children occupied while I was completing this report.

## INTRODUCTION

This writer, after six years in the teaching and coaching professions at the high school level, decided to leave the ranks of those that coach. However, the excitement of athletic competition was missed. The writer then decided to enter the field of athletic officiating. Not only did officiating bring back an involvement with athletics, but it also gave a knowledge of the rules and an awareness that was not present while coaching.

It seems obvious, after having been involved in competitive high school athletics in Kansas as a coach and as an official, that athletic contest officials are generally more competent in doing their work than coaches (particularly assistants) are in doing their work. The writer believes this is due in part to the structure of the organizations through which officials of athletic contests often register or join. Certainly there are coaches that are well qualified and perform their duties well; however, it is only through their personal dedication and not because of some organization of which they are members that is striving to make them better at their profession.

Officials in Kansas, that work the majority of contests sponsored by the Kansas State High School Activities Association, must pay a registration fee to the same organization. Part of that registration fee pays for a test of the rules which officials for these sports must take if they are to officiate athletic contests sponsored by the Kansas State High School Activities Association. These sports include the following: girls volleyball, boys football, girls and boys basketball, boys wrestling, girls and boys gymnastics, and boys baseball. Not only must

officials take these tests, but they must also show competency by scoring a predetermined percentage on the tests.<sup>1</sup> All officials who achieve this percentage qualify to officiate post-season competition sponsored by the Kansas State High School Activities Association. One might say that this is an added incentive for having a knowledge of the rules.

Another factor, which can and should be even more advantageous to officials, is the local officials' associations which have been established in some areas of the state. These local associations can provide several benefits which cannot easily be secured from outside the organization.

#### Purpose

Our society is operated by a system of rules and regulations adopted by the people that they are to serve or by representatives of those people. Strength can, and usually is found in unity. When several people band together with a common interest it is generally for the purpose of benefiting themselves and/or strengthening their position. However, organization and continuity within the group is necessary. The purpose of this report is to suggest sensible and workable rules and regulations by which an officials' organization may be governed effectively and efficiently. More formally, these rules and regulations would be called constitution and by-laws.

#### Method of Study

Some of the information used in compiling this report was derived from studying selected constitutions of local official associations,

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<sup>1</sup>Nelson Hartman, Assistant Executive Secretary of the Kansas State High School Activities Association, personal conversation, June 18, 1975.

local umpire associations, and various skilled workers' unions. All constitutions were from organizations based in the state of Kansas, except for one which came from North Carolina. Additional information was gained through personal conversations with the following persons.

1. Mr. Ben Buette, Secretary of Hutchinson Officials' Association
2. Mr. Harold Clark, President of United Brotherhood of Carpenters and Joiners of America, Wichita Local Union No. 201
3. Mr. Ed Custenborder, Past Commissioner of Topeka Official Association
4. Mr. Paul Deese, President of National Baseball Congress
5. Mr. Nelson Hartman, Assistant Executive Secretary of Kansas State High School Activities Association
6. Mr. Cliff Long, Commissioner of Officials for Jayhawk Junior College Conference
7. Mr. Terry Masterson, President of Hutchinson Officials' Association
8. Mr. Mel Moorhouse, Professor of Speech at Wichita State University
9. Mr. Robert Payne, President of Eastern Kansas Umpires' Association
10. Mr. James Prange, Secretary of Wichita Baseball Umpires' Association
11. Mr. Dean Pressler, Secretary of Shawnee County Umpires' Association
12. Mr. Ron Reusch, President of Franklin County Umpires' Association
13. Mr. Howard Roe, President of Wichita Officials' Association

14. Mr. Mike Sgobba, National Supervisor of Officials for National Baseball Congress, and American Basketball Association Official
15. Office personnel of National Baseball Congress
16. Officials of personal acquaintanceship

### Definition of Terms

By-laws. This term refers to all provisions and details which are necessary to amplify and carry out the constitution.<sup>2</sup>

Constitution. This term refers to the fundamental rules defining the structure and government of an organization.<sup>3</sup>

Officials. This term refers to those who officiate athletic contests.

Preamble. This term refers to the introductory part of a constitution stating the reasons for or intent of the constitution.<sup>4</sup>

### DISCUSSION

Usually the constitution and by-laws of an organization are prepared by a committee. It is important that the committee members talk over and understand thoroughly the purposes and plans for the proposed organization before they begin the actual drafting of provisions.<sup>5</sup> Understanding and agreement of basic aims and methods simplify the actual writing of rules. Even experienced members of the committee may find it

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<sup>2</sup>Alice F. Sturgis, Learning Parliamentary Procedure (New York: McGraw-Hill Book Company, Inc., 1953), glossary.

<sup>3</sup>Sturgis, glossary.

<sup>4</sup>Webster's Seventh New Collegiate Dictionary (Springfield: G and C Merriam Company, 1967).

<sup>5</sup>Sturgis, p. 222.



difficult to establish theoretical provisions for the operation and government of the organization and foresee how these provisions will actually work.<sup>6</sup>

Some help in meeting this difficulty can be gained by a study of the constitutions and by-laws which have worked well for other similar organizations. However, it is not advisable to use a complete constitution or by-laws from one organization and expect it to work effectively for another group with different conditions, problems, and needs.<sup>7</sup>

A constitution should be brief and clear. The various articles of a constitution may be divided into sections and subsections. Sturgis has suggested that certain articles should be included in a constitution. These include:

1. Name of the organization
2. Purpose of the organization
3. Qualifications for members
4. Officers of the organization
5. Provision for an executive committee
6. Provision for regular and special meetings
7. Provision for by-laws
8. Method of amending the constitution<sup>8</sup>

On the succeeding pages the writer has assembled a basic guideline for the governing of an officials' organization. Modifications would be necessary to meet the needs of local associations.

Preceding the text of the constitution should be the title of the document. The title generally consists of only the name of the association.

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<sup>6</sup>Sturgis, p. 223.    <sup>7</sup>Sturgis, p. 223.    <sup>8</sup>Sturgis, p. 223.

### Preamble of Constitution

We the members of this organization, (name of association) with a common goal to perpetuate good fellowship, sportsmanship, and fair play during athletic contests, together establish a non-profit organization.<sup>9</sup>

### Article I - Name

The association shall be known as the (name of association).

### Article II - Objectives

The objectives of this association shall be to further the best interests of athletics and to provide competent officials for athletic contests as follows:

A. By aiding officials, coaches, and players in acquiring a thorough knowledge of the rules of various sports

B. By providing a means for the correct interpretations of the rules and uniformity in the mechanics of officiating

C. By encouraging observances of spirit of rules and ethical codes on all occasions<sup>10</sup>

D. By fostering the proper spirit of sportsmanship and fair play

E. By encouraging and assisting men interested in becoming qualified officials to enter the field

F. By fostering a better relationship and understanding among administrators, coaches, and state activities associations

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<sup>9</sup>New River Officials' Association, Constitution and By-Laws, 1975, p. 1.

<sup>10</sup>Wichita Officials' Association, Constitution and By-Laws, 1975, p. 1.

G. By assisting other local associations with any problems that they might have encountered<sup>11</sup>

H. By honoring contracts regardless of possible inconvenience or financial loss

I. By cooperating and being professional with fellow officials and doing nothing to cause them public embarrassment<sup>12</sup>

### Article III - Membership

General membership shall be open to any person interested in officiating, and who is of good moral character, sound judgement, and is physically capable of performing the duties of a sports official.<sup>13</sup>

### Article IV - Officers

The management of the association (name of organization) shall be vested in a governing body consisting of the elected positions of president, vice-president, treasurer, and secretary.

### Article V - Executive Committee

Elected officers shall constitute the executive committee. The executive committee will decide and act on any emergency procedures not covered by other points of this document.

### Article VI - Meetings

The association (name of organization) shall conduct regularly

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<sup>11</sup>Wichita Officials' Association, p. 1.

<sup>12</sup>Topeka Official Association, Constitution and By-Laws, 1975, p. 1.

<sup>13</sup>New River Officials' Association, p. 1.

scheduled business meetings. Special meetings shall also be called if deemed necessary.

#### Article VII - By-laws

The association (name of organization) shall adopt any needed by-laws consistent with the constitution.

#### Article VIII - Amendments

The constitution may be amended in whole or in part at any regular or special meeting by three fourths of the voting power in attendance at the meeting when the proposed amendment is presented. The by-laws may be amended in whole or in part at any regular or special meeting by two thirds of the voting power in attendance at the meeting when the proposed amendment is presented.

#### By-Laws

The by-laws contain the details which are necessary to carry out the provisions of the constitution. As was stated in the preface of the constitution, by-laws may also be divided into sections and subsections as needed. Sturgis suggested that the following subjects be covered in the by-laws.

1. Membership
2. Financial provisions, including dues and initiation fees
3. The term of office, powers, and duties of each officer; plus, a provision for filling a vacancy
4. Committees, including the scope of their work
5. Provision for regular and special meetings
6. Elections
7. Order of business for meetings

8. Parliamentary code adopted as the authority for the organization's procedure.

9. Standing rules<sup>14</sup>

The writer would also add to this list by-laws pertaining to the following subjects.

10. Ethical code

11. Dissolvment

On the following pages are the details (by-laws) for implementing the constitution.

Article I - Membership

Section 1. Any individual shall qualify under Article III of the constitution for membership in the organization, except those engaged in an association, sport, or advisory position which is in conflict with the local association.<sup>15</sup>

Section 2. Membership shall be applied for by submitting a letter of application to the secretary. The application will include, but not be limited to:

- a. Previous officiating experience
- b. Membership in other officials' associations
- c. Sport(s) which the applicant desires to officiate

Section 3. An initiation fee of \$15.00 must accompany each original application. This includes \$10.00 to be credited for annual dues.

Section 4. Upon presenting the original letter of application for membership, and subject to the approval of the voting power of the

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<sup>14</sup>Sturgis, pp. 224-225.

<sup>15</sup>New River Officials' Association, p. 2.

association, the applicant will be a member "pro tem" until the following requirements are met.

- a. Successfully complete a sports season or major portion thereof as an official for the local association
- b. Attend a scheduled class on the association's constitution and by-laws
- c. Appear before the executive committee for verification of sub-paragraph (a), and for final action on the membership application

The above requirements must be met within three months of application for membership. Those applicants who are not selected for permanent membership will not be refunded any portion of their initiation fees if they have received any payment from the association for services as officials. Those applicants who are not selected for permanent membership, and have not received any payment from the association for services as officials, will receive a refund of \$10.00 credited for annual dues.<sup>16</sup>

Section 5. An active member in good standing is one who has been approved by the membership, whose dues are paid, and whose membership is not in suspension.

Section 6. Active membership may be terminated as follows:

- a. By resignation
- b. By an act of the association

Section 7. Former members who have not had their memberships terminated by any action of the grievance committee, and desire reinstatement, shall present the required letter indicating that it is for

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<sup>16</sup>New River Officials' Association, p. 2.

reinstatement, accompanied by the annual dues (\$10.00). Membership will be subject to the approval of the voting power in attendance at the meeting when the matter is brought before the association.

Section 8. Membership may be suspended for any cause of conduct which is contrary to the interests of the association; suspension and the length thereof being subject to action by the grievance committee.<sup>17</sup>

Section 9. A member will have the protection of a hearing at a scheduled meeting of the association's grievance committee prior to suspension of membership.

Section 10. Former members whose memberships have been terminated by any action of the grievance committee, and who desire reinstatement, must present their letters of application and appear before the grievance committee. If the committee acts favorably upon their applications and upon approval of the voting power of the association, the applicant will be reinstated provided that he makes payment to include \$20.00 reinstatement fee, which includes \$10.00 for annual dues.

## Article II - Officers

Section 1. The president will perform all duties pertaining to the office and general supervision of all committee work. The duties include, but are not limited to the following:

- a. Chair all meetings of the association
- b. Appoint all committees not provided for in the constitution and by-laws
- c. Sign all orders on the treasurer authorized by the association

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<sup>17</sup>Topeka Official Association, p. 1.

- d. Assure that all clinics are conducted as necessary
- e. Appoint a member to fill an existing vacancy with consent of the executive committee; however, the person designated to fill the vacancy may hold office only until a special or regular election is held
- f. Call all meetings to order at the appointed time
- g. Announces in its proper order the business which should come before the association
- h. Assigns floor to members who desire to speak
- i. States all motions which have been properly proposed and seconded, and restates all motions which are not clear
- j. Restricts discussion to the question before the association
- k. Votes only in case of ties, except at elections
- l. Announces votes and the results of the votes<sup>18</sup>

Section 2. The vice-president will perform the duties of the president in event the president is absent, and in addition will do the following:

- a. Chair the grievance committee
- b. Interpret the constitution and by-laws of the association
- c. Conduct or cause to be conducted periodically (when required) classes on the constitution and by-laws

Section 3. The treasurer will keep a record of all financial transactions in addition to the following:

- a. Chair the finance committee
- b. Receive all monies and make proper receipt
- c. Collect all dues

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<sup>18</sup>Sturgis, p. 234.



d. Deposit money in a depository designated by the executive committee

e. Submit a bill to each league for all games worked by the association during the preceding month when the association has been contracted by such leagues to provide officials for their games

f. Make payment to association members for league contracted games as soon as funds are received and deposited

g. Prepare a financial statement each quarter with regard to monies received, due, distributed, and a balance as of that date

h. Pay out of the general fund only vouchers countersigned by the president

Section 4. The secretary shall keep an accurate record of all business transactions (except financial), minutes of all meetings, and a complete record of all members and their addresses. Additional duties shall include the following:

a. Chair the public relations committee

b. Receive all original membership applications and present them to the president

c. Present to all new members a copy of the constitution and by-laws

d. Notify all members of any regular or special meetings at least 48 hours prior to the meeting

e. Publish assignments to work contests for those leagues which contract the services of the association

f. Maintain a schedule of filled dates by officials of the association

g. Keep attendance records of regular and special meetings

h. Promote good public relations and contact with various league commissioners and athletic directors in the area<sup>19</sup>

i. Assist members in obtaining dates to officiate

Section 5. The treasurer shall be bonded for a minimum of \$5,000.00. The expense of securing such bond will be paid from the general fund.<sup>20</sup>

Section 6. All terms of office for elected officials shall expire after one year

Section 7. No elected official may hold an office for two consecutive terms

### Article III - Committees

Section 1. The president, subject to the approval of the executive committee, will appoint the following standing committees:

a. Grievance Committee - which will consist of not less than three members and will be charged with the discipline of members of the association. The vice-president will be a member and chairman of this committee.

b. Finance Committee - which will consist of not less than three members and will supervise all financial matters. It will arrange for an annual audit of the association's account book. The treasurer will be a member and chairman of this committee.

c. Public Relations Committee - which will consist of not less than three members and will arrange for the proper dissemination of association achievements to enhance the reputation of the association through-

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<sup>19</sup>Wichita Officials' Association, p. 2.

<sup>20</sup>New River Officials' Association, p. 2.

out the community. The secretary will be a member and chair the committee.<sup>21</sup>

Section 2. The terms of all committee persons shall expire when the terms of the elected officials who chair the committees expire.

Section 3. The president, subject to the approval of the executive committee, may appoint such other committees as he deems necessary for the successful and efficient promotion of the association's work.<sup>22</sup>

#### Article IV - Meetings

Section 1. Regular business meetings shall be held:

- a. Prior to the fall sports season
- b. Prior to the winter sports season
- c. Prior to the spring sports season
- d. At the conclusion of the spring sports season and prior to any summer sports officiated by members of the association

Section 2. The association will inform all members of scheduled rules meetings.

Section 3. Special meetings may be called by:

- a. The executive committee
- b. The committee chairmen
- c. Written request with the signatures of ten members

Section 4. The executive committee shall conduct at least one meeting each month.

Section 5. The grievance and public relations committees shall conduct meetings when necessary.

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<sup>21</sup>New River Officials' Association, p. 6.

<sup>22</sup>New River Officials' Association, p. 6.

Section 6. The finance committee shall conduct, but is not limited to, meetings not more than one week prior to each regularly scheduled meeting of the association.

#### Article V - Amendments

Section 1. Amendments to the constitution or by-laws may be made providing that:

a. Written notice has been given to all eligible members not less than fifteen days prior to the regular or special meeting when the proposed amendment is presented

b. The proposed amendment has been first submitted and reviewed by the executive committee

#### Article VI - Elections

Section 1. The election of officers of the association will be held annually during the last regular business meeting following the spring sports season.

Section 2. Newly elected officers shall begin their terms of office at the close of the meeting at which they were elected.

Section 3. Special elections to fill vacancies will be held at the next regularly scheduled meeting of the association.

Section 4. Nominations for association officers will be presented from the floor.

Section 5. All association elections will be held by secret ballot. In case there is but one nominee for an office, a unanimous ballot will be called for prior to casting ballots for that office.

Section 6. The voting order for officers elected at the annual meeting will be president, vice-president, secretary, and treasurer.

Section 7. All members in good standing, including incumbent officers, will have the opportunity to vote for the officers of the upcoming year provided they are in attendance when the vote is cast for those officers.

Section 8. Those officers elected to fill a vacancy will serve that portion of a year remaining until the next regular election.

Section 9. All voting decisions are subject to a majority vote of the members of the association who are in good standing and are in attendance at the meeting when a vote is cast, except when the issue pertains to the constitution or by-laws.

Section 10. A candidate who receives a majority (over half) of all the ballots cast will be declared elected.

Section 11. If no one candidate receives a majority of all the ballots cast, the candidate(s) receiving the fewest votes will be dropped and another vote cast. In case of a tie for the second position, those candidates involved will be voted upon to determine who will oppose the candidate receiving the highest number of votes on the first ballot.

Section 12. The above procedure will be continued until one candidate receives a majority of the votes cast and will therefore be declared elected.

#### Article VII - Parliamentary Code

The courts hold that any deliberative body conduct its meetings subject to the rules of parliamentary law. This means that every organization, for its own protection as well as guidance, should adopt some code or book of rules on parliamentary law.<sup>23</sup>

This adopted authority furnishes the rules which guide an organ-

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<sup>23</sup>Sturgis, p. 229.

ization on all matters not covered by its constitution, by-laws, or standing rules. The name of the book adopted by the organization as its parliamentary authority should be stated in its by-laws. Two excellent books written on the subject of parliamentary procedure are Robert's Rules of Order and Sturgis Standard Code of Parliamentary Procedure.

#### Article VIII - Order of Business

Section 1. The order of business at all association meetings will be as follows:

- a. Introduction of guests
- b. Taking of roll
- c. Reading of minutes of previous meeting
- d. Report of committees
- e. Unfinished business
- f. New business
- g. Miscellaneous comments
- h. Adjournment

#### Article IX - Monies

Section 1. All monies received other than that which is for direct payment to the members will constitute the general fund.

Section 2. An initiation fee of \$15.00 will be collected with each application for membership, except those applying for reinstatement following dismissal from the association.

Section 3. The secretary of the association shall receive \$5.00 per year out of each membership dues paid for services and duties required of him. In addition, the secretary shall receive five percent of the payment received from leagues which have contracted the services of the

association to provide officials for the various sports of the league.

Section 4. The annual membership dues shall be due at or prior to the first regular meeting preceding the fall sports season.

Section 5. Any member not paying his dues within one month of the due date shall be notified in writing by the treasurer at the last known address of the member that dues are one month overdue. If the dues are not paid within ten days thereafter, the member will be dropped from the membership roll.

Section 6. All debts of the association will be paid from the general fund.

Section 7. Monies of the general fund may be spent in any way so voted by the membership.

Section 8. The association shall develop a recommended fee schedule for the various sports officiated by association members.

#### Article X - Ethical Code

Section 1. If an official has a legitimate problem and must break a contract, it is his responsibility to contact the school contracted with or the secretary who assigned the game. He should also write a letter and keep a copy for his own personal records.

Section 2. Members failing to comply with mandatory rules set up by the association will be subject to suspension or dismissal after action is reviewed by the grievance committee.<sup>24</sup>

Section 3. The following actions subject members to suspension or dismissal by the grievance committee:

a. Violation of the provisions of the constitution and by-laws

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<sup>24</sup>Topeka Official Association, p. 4.

b. Failure to cooperate with committees in maintaining the purpose of the association<sup>25</sup>

c. Failure to fulfill any assignment without making proper notification

d. Failure to appear in proper uniform

e. Failure to appear at the proper time

f. Consumption of any intoxicants within eight hours of the start of any assignment

g. Any flagrant discourtesy displayed towards a fellow official and member of the association at any athletic contest which he might be assigned or at any scheduled meeting

h. Any act of discourtesy on the part of an official that might reflect adversely on the association

i. Knowingly assisting another association which is competing with this organization for officiating contracts

Section 4. Members held in violation of the provisions of Section 3 must be called before the grievance committee within 14 days of the time of the alleged misconduct<sup>26</sup>

Section 5. Each official shall wear the official uniform as designated by the association for the various sports officiated by members of the association. All uniforms shall be worn in such a way that no color other than the basic color is visible.

#### Article XI - Dissolvment

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<sup>25</sup>New River Officials' Association, p. 6.

<sup>26</sup>New River Officials' Association, p. 7.



Section 1. Prior to dissolution, all outstanding debts of the association will be paid by the membership.

Section 2. Upon dissolution, all properties and finances of the association will be donated to an organization(s) selected by the vote of the membership.

### Article XII - Standing Rules

Section 1. The association shall adopt standing rules consistent with the constitution and by-laws.

Standing rules cover points of procedure which are not of sufficient importance to be included in the by-laws. A standing rule may generally be established, amended, or abolished at any meeting by a majority vote and without notice.<sup>27</sup> Sturgis has suggested the following examples as subjects frequently included in standing rules.

1. Limitations on length of speeches
2. Regulations concerning attendance of guests at meetings
3. Entertainment of guest speakers
4. Regulations concerning programs<sup>28</sup>

The adoption of a constitution and by-laws is not difficult, but does require some thought on the part of those voting on it.

As each section is read, the presiding officer calls for a discussion on it and asks for amendments to it. If amendments to a section are proposed, these are discussed and voted upon individually, but no vote is taken on the final approval of the section as a whole. After all sections have been read, discussed, and amended, the presiding officer asks: Is there any discussion on the constitution as a whole or is there any further amendment to it? When any proposed amendment has been disposed of and if no one wishes to discuss the

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<sup>27</sup>Sturgis, p. 228.

<sup>28</sup>Sturgis, p. 228.

constitution further, the chairman takes a vote on the original motion to adopt the constitution. A majority vote is sufficient to adopt a constitution or by-laws.<sup>29</sup>

If no provision is contained in the constitution or by-laws as to when they should go into effect, they take effect immediately after the vote adopting them.<sup>30</sup>

#### SUMMARY

This report was written in an attempt to present guidelines by which referees and umpires could organize into a cohesive unit with common interests. Although this study was directed toward athletic officials, the basic articles could be applied toward the development of any organization.

One might question the importance of organizational membership. One major labor organization has stated that organization promotes the interest of the membership.<sup>31</sup> There are several possible benefits to be derived from the organization and proper management of an officials' association at the local level. Some of the benefits which associations could provide with progressive management include:

1. A bargaining unit for officials' salaries.
2. Periodic group fellowship.
3. Contracts to officiate all games of local leagues with proper public relations work. This would enable the leagues to save money that would normally be paid to league commissioners for the same service, or

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<sup>29</sup>Sturgis, p. 225

<sup>30</sup>Sturgis, p. 226

<sup>31</sup>Wichita Local Union No. 201, By-Laws and Working Rules, 1973, p. 3.

save valuable time of school principals or athletic directors who schedule officials to work games. When associations contract with leagues, the association would fill as many of the official's working dates as possible.

4. Local associations being contacted for officials when emergencies arose by local schools, rather than the schools contacting an area supervisor who may choose from a much larger group of officials.

5. Opportunity to meet for the purposes of (a) discussing similar concerns, (b) discussing rule interpretations, (c) assisting young officials, and (d) providing clinics for personal improvement.

Those organizing the governing document of an officials' association would need to assess the situation within their own locale, and then develop a viable instrument by which the organization could operate.

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### Personal Conversations

Buette, Ben, Secretary of Hutchinson Officials' Association

Clark, Harold, President of United Brotherhood of Carpenters and Joiners of America, Wichita Local Union No. 201

Custenborder, Ed, Past Commissioner of Topeka Official Association

Deese, Paul, President of National Baseball Congress

Gile, Gerald, Regional Umpire-in-Chief for National Baseball Congress

Hartman, Nelson, Assistant Executive Secretary of Kansas State High School Activities Association

Long, Cliff, Commissioner of Officials for Jayhawk Junior College Conference

Masterson, Terry, President of Hutchinson Officials' Association

Moorhouse, Mel, Professor of Speech at Wichita State University

Payne, Robert, President of Eastern Kansas Umpires' Association

Prange, James, Secretary of Wichita Baseball Umpires' Association

Pressler, Dean, Secretary of Shawnee County Umpires' Association

Reusch, Ron, President of Franklin County Umpires' Association

Roe, Howard, President of Wichita Officials' Association

Sgobba, Mike, National Supervisor of Officials for National Baseball  
Congress, and American Basketball Association Official

Smith, Don, President of Salina Umpires' Association

SUGGESTIONS FOR THE DEVELOPMENT OF A CONSTITUTION AND BY-LAWS  
FOR AN ATHLETIC CONTEST OFFICIALS' ASSOCIATION

by

MARION LEE SPATZ

B. S., Friends University, 1967

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AN ABSTRACT OF A MASTER'S REPORT

submitted in partial fulfillment of the

requirements for the degree

MASTER OF SCIENCE

Department of Health, Physical Education and Recreation

KANSAS STATE UNIVERSITY  
Manhattan, Kansas

1975

The purpose of this report was to provide sensible and workable rules and regulations through which an athletic contest officials' association might be governed effectively and efficiently. These rules and regulations are written in the form of a constitution and by-laws.

Information on the subject was derived from studying selected constitutions and by-laws of local official and umpire associations, and various skilled workers' unions. Additional information was gained through personal conversations with persons holding offices at local, state, and national levels, and representing various organizations.

The areas covered by constitution structure include: name, objectives, membership, officers, executive committee, meetings, by-laws, and amendments. Subjects dealt with in the by-laws include: membership, officers, committees, meetings, amendments, elections, parliamentary code, order of business, monies, ethical code, dissolution, and standing rules. At various intervals of the report, points are made concerning the actual "how to" of drafting the constitution and by-laws.

Although the report was written in an attempt to present guidelines by which referees and umpires could organize into a cohesive unit with common interests, the basic articles could be applied to the formulation of any organization.

Also listed are some of the benefits that could be derived from the organization and proper management of an officials' association. Those organizing the governing document of an officials' association would need to assess the situation within their own locale, and then develop a viable instrument by which the organization could operate.