



NBAABO Constitution

Adopted September, 2013

Article 1 - Name

The name of the organization is the Association of Approved Basketball Officials Incorporated (AABO Inc.). The organization may informally be known as the New Brunswick Association of Approved Basketball Officials (NBAABO).

Article 2 - Head Office

The head office of the AABO Inc. is the place of residence of the President.

Article 3 - Fiscal Year

The fiscal year of the AABO Inc. shall be September 1 to August 31

Article 4 – Objectives

The objectives of this organization are:

1. To promote a high standard of basketball officiating in the province.
2. To help develop, among officials and others, a thorough understanding of the rules.
3. To encourage officials to enforce all the rules of the game, both in letter and spirit.
4. To provide qualified officials, when requested by teams, leagues and tournament organizers.
5. To maintain a roster of qualified officials to meet the expected demand for their services.
6. To recruit, train and qualify new members.
7. To work closely with other provincial and national organizations for the good of sport in general and basketball in particular.

Article 5 - Board of Directors/Executive

1. A Board of Directors governs the AABO Inc. The Board is comprised of the immediate Past President, President, Vice President, Interpreter, Secretary-Treasurer, and all Regional Representatives.
2. The Executive Committee of the association shall be the immediate Past President, the President, Vice President, Secretary-Treasurer, and the Interpreter.

Article 6 - Honorary Officers and Members

1. In addition to the officers listed heretofore, the AABO may, from time to time, elect a President Emeritus, who shall hold office for life, and any number of Honorary Life members.
2. A nominee for President Emeritus or Honorary Life member shall be proposed by the Executive Committee and shall be voted on at the next Annual General Meeting. In considering a nominee for the position of Honorary Life member, the Executive Committee is to be guided by the principles that the honour is intended to recognize outstanding and long-standing contributions, within New Brunswick, to the AABO, its

members and basketball. Nominees considered for President Emeritus shall have made significantly higher contributions than those considered for Honorary Life Member.

3. In order to be elected President Emeritus or an Honorary Life member, an individual must receive a simple majority from those in attendance and eligible to vote at the Annual General Meeting.

Article 7 - Duties of Board Members and Executive

1. The President is the Chief Executive Officer of this association. The President shall act as Chair at all meetings, be responsible for the affairs of the association and, with the assistance of the Board, execute and administer the policies established by the members and carry out all other duties normally associated with this position. The President or the President's designate from the Executive Committee shall represent the AABO at the CABO supervisor's annual meeting. The President has the authority to act on any matter not specifically covered by the Constitution or Operational Procedures. The President shall report all such matters, in writing, to the Executive Committee.
2. The Vice President will, in the absence of the President, perform the duties of that office, will chair the Fees and Expenses Committee, and, in the absence of another appointee from the Executive Committee, will be the AABO liaison with the NBIAA.
3. The immediate Past President will chair the Nominating Committee, and, in the absence of another appointee from the Executive Committee, will be the AABO liaison with BNB.
4. The Secretary-Treasurer is the corporate secretary and the Chief Financial Officer of the AABO. The Secretary-Treasurer is responsible for all written and financial records of the AABO. The Secretary-Treasurer is responsible for all monies of the AABO, preparing an annual financial statement, chairing the Audit and Budget Committee, keeping up-to-date record of names and addresses of all AABO members, recording and distributing the minutes of all meetings, and performing other duties assigned by the President.
5. The Interpreter shall chair the Education and Interpretations Committee and is responsible for ensuring that all duties assigned to the Committee are carried out. The Interpreter is the AABO representative to CABO in respect to interpretations.
6. Each Regional Representative is responsible for carrying out the work of the AABO in a specified region, representing the views of members, chairing regional meetings, and having general responsibility for recruiting, clinics and training programs, interpretations, and administration.
7. The Board of Directors shall have the authority to modify the Operational Procedures of the AABO, in exceptional circumstances. Any such modification is valid only until the next Annual General Meeting of the AABO.

Article 8 - Elections

1. Executive:
 - a. The President, Vice President, Interpreter and Secretary-Treasurer shall be elected for a term of two years
 - b. The election of officers shall be at the Annual General Meeting of the association with:
 - i. The President and Vice President being elected in odd-numbered years;
 - ii. The Secretary/Treasurer and Interpreter being elected in even-numbered years.

- c. Term Limits:
 - i. While there shall be no maximum on the total number of terms elected, no person shall be elected as President in more than two consecutive elections.
 - ii. There are no term limits for the positions of Vice President, Interpreter, or Secretary-Treasurer.
 - d.
 - i. Active members who are in good standing and have paid their membership dues and all assigning fees are eligible to stand for election for an Executive Committee position.
 - ii. The President shall not also hold a Regional Representative position.
 - e. Should a member of the Executive wish to have their name stand for election for an alternate position, they must step down from their current position, effective the next Annual General Meeting.
 - f. All candidates for Executive Committee positions must be made known to the Nominating Committee at least 16 days prior to the date of the Annual General Meeting of each election year. This information is to be transmitted to the Secretary-Treasurer for notification to be provided to all members at least 15 days prior to the Annual General Meeting. Nominations for Executive Committee positions will not be accepted from the floor at the Annual General Meeting.
 - g. To be elected, a candidate must secure a majority of the votes cast (50% + 1).
 - h. If an elected position becomes vacant, the Executive Committee shall be empowered to fill it on an interim basis until the next Annual General Meeting when either
 - i. an election will be held to fill the position for the remainder of the term or
 - ii. the next regularly scheduled elections will take place.
2. Regional Representatives and Assignors
- a. Each Regional Representative and Assignor shall be elected annually at a Regional General Meeting.
 - b. Members resident in the region, who are in good standing and have paid their memberships dues and all assigning fees, shall be entitled to vote and stand for election as either Regional Representative or Assignor.
 - c. To be elected, a candidate must secure a majority of the votes cast (50% + 1).
 - d. There shall be separate elections for each position; however, one person may fill both positions.
 - e. If a Regional Representative or Assignor position becomes vacant, a replacement shall be elected at a Regional General Meeting to be convened as soon as possible after the vacancy occurs. The elected replacement official shall hold office until the next regularly scheduled elections.

Article 9 - Standing Committees

- 1. The standing committees of this association shall be:
 - a. Executive
 - b. Board of Directors
 - c. Education and Interpretations
 - d. Evaluations and Assignments
 - e. University Board
 - f. Collegiate Board
 - g. Honours and Awards

- h. Nominating
 - i. Game Fees and Expenses
 - j. Audit and Budget
 - k. Discipline
2. With the exception of the Executive, Board of Directors, and the Discipline committees, the Chair and members of each committee shall be appointed annually by the Executive. The term of each committee chair and members will terminate with each annual election. The Executive, on an as required basis, will appoint the Chair and members of the Discipline Committee.
 3. Duties of the standing committees:
 - a. The Executive Committee is responsible for the day to day governance of the AABO. The executive is empowered to approve non-budgeted expenditures during the course of the year, but must report on these expenditures to the Board and the next Annual General Meeting.
 - b. The Board of Directors is responsible for the overall governance of the AABO and for oversight authority of the Executive Committee.
 - c. The Education and Interpretations Committee oversees rules and interpretation clinics within each region. Chaired by the Interpreter, they work with CABO and other officials' organizations in holding inter-provincial clinics, provide common rule interpretations and mechanics, and train regional clinicians.
 - d. The Evaluations and Assignments Committee establishes rating and upgrading procedures, conducts evaluations, makes recommendations regarding non-regional assignments (with the exception of University-level or Collegiate-level tournament assignments), establishes on-going evaluation procedures, ensures the training of a sufficient number of evaluators, and is responsible for the inter-regional exchanges.
The Evaluations and Assignments Committee shall:
 - i. be comprised of at least one member of the Executive Committee
 - ii. be comprised of at least three members in total, representing at least three different Regions
 - iii. with the exception of NBIAA Sectionals, be ineligible for any assignments within the tournament(s) under consideration.
 - e. The University Board Committee is responsible for appointing officials to the University Board and regional/national University-level tournaments, making assignments at the University level, and evaluating those officials on the University Board or who wish to be considered for the University Board.
 - f. The Collegiate Board Committee is responsible for appointing officials to the College Board and regional/national Collegiate-level tournaments, making assignments at the Collegiate level, and evaluating those officials on the College Board or who wish to be considered for the College Board.
 - g. The Honors and Awards Committee recommends to the Executive Committee any persons to be honored by AABO. It recommends for recognition to the AABO, BNB, and CABO those who have demonstrated a long-term dedication to basketball and have brought distinction to the AABO and basketball in general. The committee is responsible for the AABO service awards
 - h. The Nominating Committee, chaired by the Past President, recommends to the Annual General Meeting the names of persons to be considered for election to the Executive Committee. Should the immediate Past-President not be a member in good standing of the AABO, or be unavailable to chair, the Nominating Committee shall be chaired by any member in good standing of the

AABO, who is not a current Executive Committee member nor plans to have their name stand for election for an Executive Committee position, as appointed by the President.

- i. The Game Fees and Expenses Committee, chaired by the Vice President, recommends to the Board of Directors, changes to the game fees and expenses to be charged.
- j. The Audit and Budget Committee, chaired by the Secretary/Treasurer, in conjunction with the Executive Committee, prepares and submits the annual budget for the AABO, and conducts an internal review of the previous year's financial transactions.
- k. The Discipline Committee hears matters relating to alleged violations of the Constitution or the Operating Procedures by a member.

Article 10 - Membership / Voting

1. Membership

- a. There shall be three classes of membership in this association - Active, Provisional, and Honorary Life.
- b. An Active member is one who is actively engaged in officiating or is qualified to do so. A Provisional member is one who has passed the written test, but has not yet completed a floor test. An Honorary Life member may or may not be active in officiating.
- c. Non-payment of membership dues or assigning fees will result in automatic termination of membership in the AABO.

2. Voting

- a. Only Active members, who are in good standing and have paid their membership dues and all assigning fees, or Honorary Life Members who are active in officiating and in good standing, are entitled to vote at meetings of the AABO.
- b. Meeting Chairs shall only be permitted a vote in cases where:
 - i. vote is by secret ballot
 - ii. the Chair's vote would affect the result

Article 11 - Game Fees and Expenses

Game fees and expenses to be charged by members of the AABO shall be set at an annual or special meeting called for that purpose. A meeting shall accept or reject a report of the Game Fees and Expenses Committee, which has been approved by the Board of Directors.

Article 12 - Meetings

1. The Annual Meeting of the AABO shall be held on a date set by the Executive Committee with every effort given to hold the meeting on a Saturday or Sunday between September 15 and November 1. Should there be no satisfactory date in that timeframe, the Executive Committee is empowered to find the next best date.
2. The AABO Board of Directors shall meet at least twice annually. It is the responsibility of Board members to attend these meetings.

3. Board or special meetings may be called at any time by the President or by a majority of the Board of Directors.
4. Executive Committee meetings shall be held as required at the call of the President or a majority of the Executive Committee.
5. Executive Committee and Board of Director meetings may be held in person or via conference-call.
6. Annual budget including membership dues, and Financial Statements shall be approved by the members at an Annual General Meeting, or special meeting held for that purpose, by a majority of the votes cast (50% + 1)

Article 13 - Regions

1. Each Region shall be responsible for electing a Regional Representative and an Assignor.
2. For purposes of the AABO, the province is divided into the following six regions:
 - a. Zone 1: Woodstock
Includes all communities in the counties of Madawaska, Victoria, and Carleton, and extends to the south into York County to include the village of Canterbury and town of Nackawic.
 - b. Zone 2: Fredericton
Includes all communities in York County east of Nackawic and McAdam, all communities in Sunbury County, those communities in Queens County located north of the Washademoak Lake, and extends into Northumberland County to include communities up to Doaktown.
 - c. Zone 3: St. Stephen
Includes all communities in Charlotte County, and extends to the north into York County to include the village of McAdam.
 - d. Zone 4: Saint John
Includes all communities in the counties of St. John and Kings, and those communities in Queens County located south of the Washademoak Lake.
 - e. Zone 5: Moncton
Includes all communities in the counties of Albert, Westmorland, and Kent.
 - f. Zone 6: North Shore
Includes all communities in the counties of Restigouche and Gloucester, and all communities in Northumberland County north of Doaktown.

Article 14 - Quorum

1. For Executive meetings, three members in good standing constitute a quorum.
2. For Board meetings, six members in good standing constitute a quorum.
3. For Annual or special general meetings, ten members in good standing constitute a quorum.

Article 15 - Emblem

The Board of Directors may, from time to time, adopt any mark, design, device or symbol, or emblem for use of the AABO.

Article 16 - Discipline

1. Any member, who violates the provisions of this Constitution, Operating Procedures, or who commits an act contrary to the good of basketball or AABO, may face disciplinary action. This disciplinary action may include written reprimand, loss of assignments, suspension, and/or removal from any elected position(s).
2. Any complaint about an official must be in writing and filed with the appropriate Regional Representative.
3. Action will only be taken by the AABO on written and signed documents.
4. In matters involving unethical behavior by officials,
 - a. It is the responsibility of the Regional Representative (or Assignor in the event the complaint involves the Regional Representative) to make a preliminary investigation and determine if further action is required.
 - b. The Regional Representative (or Assignor as the case may be) shall keep the President advised of all developments by copies of all correspondence.
 - c. If disciplinary action is felt to be necessary, the Regional Representative (or Assignor as the case may be) shall, without issuing a disciplinary decision, refer the matter to the Executive Committee for review.
5. If discipline is deemed to be necessary, the Executive Committee shall appoint a Discipline Committee.
 - a. Once the decision to appoint a Discipline Committee is undertaken, the member shall not receive any officiating assignments until such time that the Committee's decision has been rendered.
 - b. The member shall be notified, in writing, by the Executive Committee of the alleged violation.
 - c. The Discipline Committee shall comprise one nominee of the Executive Committee, one nominee of the member, and an independent Chair chosen by the two nominees.
 - d. The decision of the Discipline Committee must be rendered within seven days of the decision to appoint a Committee.
 - e. The member shall be given an opportunity to present a defense before the Discipline Committee.
6. Should the member wish to appeal the decision of the Discipline Committee,
 - a. The member shall notify the Executive Committee within two days of the Discipline Committee's decision being rendered.
 - b. The appeal shall be handled by the Board of Directors, whose decision shall be final. Should any member of the Board of Directors
 - i. have served on the Discipline Committee, or
 - ii. be the individual against whom the original complaint has been lodged, they shall not be involved in the hearing or deciding of the appeal process.
 - c. Both the member and the Discipline Committee shall present written reports to the Board of Directors within five days of the notice of appeal.
 - d. The Board of Directors shall render their decision within three days of all documents being received.

Article 17 - Rules of Order

Robert's Rules of Order shall apply to resolve disputes at all meetings.

Article 18 - Affiliations

The AABO Inc. is affiliated with Canadian Association of Basketball Officials (CABO), New Brunswick Interscholastic Athletic Association (NBIAA), Basketball New Brunswick (BNB), Atlantic University Sport (AUS) and Atlantic Collegiate Athletic Association (ACAA). It works co-operatively with those organizations in accordance with mutually agreed to terms and conditions. These agreements are subject to review by the Executive Committee from time to time.

Article 19 - Amendments

1. This Constitution may be amended by a two-thirds majority vote of those members, in good standing, present at an Annual General Meeting, or special meeting held for that purpose, provided that at least 30 days notice of the meeting has been given to the members.
2. A Notice of Motion to amend the Constitution shall be sent to the Secretary-Treasurer, in writing or electronically, at least 30 days prior to the Annual General Meeting or special meeting held for that purpose. The Secretary-Treasurer shall send copies of the Notice to the members at least fifteen (15) days prior to the Annual General Meeting or special meeting.