



# THE ASSOCIATION of BRITISH BASKETBALL TABLE OFFICIALS

## CONSTITUTION – Adopted August 2008

### 1. NAME

The organisation shall be called the Association of British Basketball Table Officials, herein after called the ABBTO.

### 2. AFFILIATION:

The ABBTO shall be affiliated to the National Federations of England, Scotland and Wales, FIBA and any other body as befits its nature and purpose and decided by the Executive Committee.

### 3. OBJECTIVES:

The objectives of the Association shall be:

- 3.1 To develop table officials with knowledge, experience and respect within the game.
- 3.2 To further the development of basketball
- 3.3 To promote table officials' education and training
- 3.4 To encourage the sharing of knowledge through publications, conferences, courses and research
- 3.5 To offer a range of expert advice and support such as befits a professional association

### 4. MEMBERSHIP:

- 4.1 The ABBTO shall consist of the Executive Officers, Members, Associate members and Honorary Members.
- 4.2 All qualified table officials holding a National League license are eligible for full membership. Associate membership is available to all other licensed table officials.
- 4.3 In accepting membership, a person agrees to abide by the constitution of ABBTO and the rulings of the Executive Committee.
- 4.4 Annual membership fees shall be recommended to the membership at the Annual General Meeting by the Executive Committee for the following categories of member: FULL; ASSOCIATE.
- 4.5 The annual membership fees as determined at the Association's AGM will remain in force for a period of twelve (12) months from the 1<sup>st</sup> September each year and are payable to the Honorary Treasurer.
- 4.6 The Executive Committee may bestow the award of Honorary Member on any person at its discretion.

### 5. OFFICERS:

- 5.1 The Executive Officers of ABBTO shall be the Chair, Secretary, **Assistant Secretary**, Treasurer, 2 Membership Officers and one representative from each of the Scottish and Welsh Associations.
- 5.2 The election of all Executive Officers of ABBTO shall take place at the Annual General Meeting of the association. The Officers shall be elected on a rolling

programme: year 1 – the Secretary and 1 Membership Officer; year 2 - the Treasurer and 1 Membership Officer; year 3 the Chair **and the Assistant Secretary.**

- 5.3 All Executive Officers of ABBTO shall be elected to serve for a three-year term of office but shall remain eligible for re-election upon completion of that term.
- 5.4 Any officer not wishing to stand for re-election should advise the Honorary Secretary of this intention at least one month before the date of the Annual General Meeting.

## **6. THE EXECUTIVE COMMITTEE:**

- 6.1 The Executive Committee shall have the power to create and fill casual vacancies in its membership and to create and fill any other office, which in its opinion is deemed necessary.
- 6.2 The Honorary Secretary shall convene meetings of the Executive Committee. This committee shall normally meet three times per calendar year.
- 6.3 The quorum necessary for the transaction of business for the Executive Committee shall be four members present and eligible to vote.
- 6.4 Every question at a meeting of the Executive Committee shall be determined by a majority of the vote. In the event of an equality of votes, the Chairperson of the meeting shall have a second or casting vote.
- 6.5 The interpretation of the constitution of ABBTO shall be vested in the Executive Committee, who shall decide all questions relating to ABBTO save those specified in, or involving, an amendment to the constitution.
- 6.6 The Executive Committee shall be responsible for considering any application for membership and shall decide if this application should be accepted.
- 6.7 The Executive Committee shall be empowered to form rules, which shall be binding on all ABBTO members.
- 6.8 The Executive Committee may employ the services of professional officers at its discretion.
- 6.9 To ensure consistency in strategic direction, policy and approach, it is incumbent on elected officers to attend official meetings. Any officer unable to attend 50% of such meetings will offer their seat on the Committee for re-election, unless extenuating circumstances prevail as decided by the Executive Committee.

## **7. THE ANNUAL GENERAL MEETING (AGM):**

- 7.1 The AGM of ABBTO shall be held during the weekend of the Annual Officiating Conference at a suitable venue as determined by joint consultations with England Basketball. At the AGM the reports of the Executive Committee will be presented together with an annual statement of accounts.
- 7.2 At least thirty (30) days preliminary notice of the date of the AGM inviting nominations and resolutions, and at least fourteen (14) days notice specifying the date, place and hour of the meeting, together with the agenda, proposed amendments to the constitution and nominations for the Honorary Members and Executive Officers, shall be given to all members by the Honorary Secretary.
- 7.3 Nominations for the Honorary Members and the vacant Officers' posts must be received by the Honorary Secretary at least twenty-one (21) days before the date of the AGM.
- 7.4 The quorum necessary for the transaction of business at an AGM shall be twelve (12) members who are eligible to vote.

- 7.5 Where a vacancy exists for the position of Honorary Executive Officer as a result of there being no candidate available for election, in accordance with the provisions of 7.3, then nominations for such a vacancy may be taken from the floor of the AGM provided such nominations are properly proposed and seconded by full members of the ABBTO and provided also that the nominees accept such nomination.
- 7.6 Nominations can only be accepted from persons eligible to vote at the AGM.

## **8. EXTRAORDINARY GENERAL MEETING:**

- 8.1 An extraordinary meeting of the ABBTO shall be convened on a resolution of the Executive Committee, or within one month of receipt by the Honorary Secretary of a resolution signed by at least five (5) full members. At least fourteen (14) days notice of an Extraordinary General Meeting shall be given to all members. Only business for which the meeting was convened may be conducted at such a meeting.

## **9. VOTING:**

- 9.1 The voting at **all meetings of the Association** shall be carried out by the Executive Officers and the members, each of whom shall have one vote. No person shall be permitted to vote in more than one capacity.
- 9.2 The order of precedence of assuming the Chair at a General, **Full Committee or Executive** Meeting shall be the Chairperson, the Secretary and the Treasurer. In the event of none of these being present, the meeting shall elect a chairperson from those members present.
- 9.3 Normally all matters shall be decided by the show of hands of those members present and eligible to vote, except that, at the request of any member present, the vote shall be taken by secret ballot.
- 9.4 Approval by at least two-thirds of those present and eligible to vote shall be required to carry any resolution in respect of the constitution of ABBTO. A simple majority shall carry other resolutions. In the event of a tied vote, the Chairperson of the meeting shall have a second or casting vote.
- 9.5 Any person who has not paid his/her membership/registration fees for the past year shall not be permitted to vote at a general meeting of ABBTO or to propose any resolution unless otherwise decided by the meeting.

## **10. FINANCE:**

- 10.1 The financial year of ABBTO ends on the 31<sup>st</sup> May and an audited statement of accounts up to and including this date shall be presented at the Annual General Meeting of ABBTO.
- 10.2 The funds of ABBTO shall be lodged at a bank or building society, or in any other method of investment and all cheques, drafts, etc. drawn on these accounts shall be signed by any two (2) of the following persons, Chairperson, Secretary and the Treasurer.
- 10.3 The income and property of ABBTO shall be applied solely towards the promotion of its objectives.
- 10.4 In the event of ABBTO ceasing to exist, any assets at the time of the dissolution shall become the property of the National Federations of England, Scotland and Wales. No member shall obtain any asset from the ABBTO.

## **11. DISCIPLINE:**

- 11.1 Any breach of the Code of Conduct of the member's National Federation shall be considered a disciplinary matter.
- 11.2 If a disciplinary matter is reported to ABBTO then the disciplinary committee of the member's country will be notified in writing. Written reports detailing the alleged misdemeanour shall accompany the notification.
- 11.3 Any necessary disciplinary action will be taken by the member's national federation.

## **12. CONSTITUTION:**

- 12.1 Proposed additions to, alterations or revisions of the constitution shall be submitted to the Honorary Secretary at least twenty-one (21) days before the date of the AGM or together with a request for an Extraordinary General Meeting. Such resolutions can only be accepted from those entitled to vote at the AGM. No resolution involving an amendment to the constitution may be proposed or amended from the floor of the meeting.
- 12.2 In the event of any question or matter arising, which is not provided for in the constitution, such a question or matter shall be dealt with by the Executive Committee, whose decision shall be final.

## **13. RESIGNATION:**

- 13.1 Members of the ABBTO may tender their resignation at any time by writing to the Honorary Secretary.

2 September 2006