

PROPOSED CONSTITUTION FOR MICHIGAN CHEER JUDGES ASSOCIATION

Established November 1997

Article I NAME

The name of the Association shall be Michigan Cheer Judges Association.

Article II PURPOSE

1. Educate our members through classes, programs, meetings, and clinics designed to improve the quality of officiating.
2. Provide a high caliber of officiating for cheer/cheerleading competitions.
3. Maintain the status of an approved Association as defined by the MHSAA.
4. Provide mutual support to MCJA members through a professional approach to judging in cheer/cheerleading competitions.
5. Promote the MCJA Code of Ethics.
6. Provide competent quality judges.

Article III MEMBERSHIP AND RULES

Section I Active Membership

Active membership in the association shall be granted upon payment and maintenance of dues.

Section II Honorary Memberships

Honorary membership in the association may be extended to persons deemed worthy of the distinction by the Board of Directors.

Section III Life Membership

Life membership may be granted by the Board of Directors.

Section IV Membership/Fiscal Year

The membership year of the Association shall begin July 1 and end June 30.

Section V Dues

Active and associate dues shall be established by the Board of Directors and are payable to the Treasurer.

Section VI Voting

Only active members will be eligible to cast a vote and hold office.

Article IV OFFICERS AND REGIONAL REPRESENTATIVES

Section I President

The President shall preside at all meetings of the Association Board of Directors and Executive Committee and is responsible for general supervision of all activities of the Association. The President shall appoint committees as herein provided.

The President or his/her appointee(s) shall represent the Association at state and national athletic organizations meetings approved by the Board of Directors.

The President shall appoint, with consent of the Board of Directors, persons to fill any vacancies that may occur on the Board of Directors. Such appointments shall be for the unoccupied term of office.

Section II President Elect

The First Vice President shall perform the duties and exercise the powers of the president at the request of the president or in the event of the President's absence or disability. The first Vice President shall automatically succeed to the office of President at the conclusion of the annual meeting and shall succeed the President for his/her unexpired term in addition to the regular term of office for which the First Vice President has been elected.

Section III Recording Secretary

The Recording Secretary shall keep an accurate record of the minutes of all meetings of the Association and the Board of Directors. The Recording Secretary shall complete the pertinent correspondence as directed by the President and/or the Board of Directors. The Recording Secretary shall distribute the minutes of the meetings to all concerned.

Section IV Executive Director

The Executive Director shall be appointed at the annual meeting by the President and the Board of Directors and may succeed him/herself in office if so selected. The Executive Director shall be the liaison for national and state official's organizations and serve in an advisory capacity to the Board of Directors as a non-voting member. The Executive Director shall maintain a file and disburse all instructional materials developed by the Association.

Section V Treasurer/Membership Secretary

The Treasurer/Membership secretary shall receive and disburse all Association funds and keep records of memberships and financial transactions. He/she will make an annual written report to the members showing all business transactions of the Association for the previous year.

Section VI Regional and At Large Representatives

Representatives will consist of Regional Representatives from four geographic regions of the state (West, East, North and South) and four At-Large Representatives. In order to become a candidate for the position of Regional Representative an individual must have been, an active member of MCJA for at least one year prior to the election at the annual meeting. Individuals wishing to become a candidate for the position of Representative must notify the nominations Committee in writing by April 1. The Nominations Committee will present a slate to the membership for election by the membership. The candidate receiving the majority of votes cast will be elected for a two-year term. These Representatives may succeed themselves in office.

Section VII Past Presidents Council

The Past-Presidents Council shall consist of Past-Presidents with the immediate Past-President serving as chairperson of the Council. This Council shall serve the Presidents and the Board of Directors in an advisory capacity

Section VIII Recruiting/Mentorship Coordinator

The Recruiting/Mentorship Coordinator shall be appointed by the President and the Board of Directors, have served on the MCJA Board for a minimum of one year and may succeed him/herself in office if so selected. The Recruiting/Mentorship Coordinator shall attract participants by making Competitive Cheer officiating information available in writing, online or in person to interested parties. The Recruiting/Mentorship Coordinator shall also provide a practical and impactful mentoring system to train confident and capable competitive cheer officials.

Article V GOVERNMENT

Section I Board of Directors

Administrative control and executive authority of the Association shall be vested in the Board of Directors that shall consist of the President, President Elect, Immediate Past President, Recording Secretary, Treasurer, Membership Secretary, Executive Director, and Representatives.

Section II Meetings

The Board of Directors shall meet at least four times per year, the first meeting taking place in June. The calendar of meetings will be set at the June meeting. Additional meetings to conduct business may be called by the President throughout the year as appropriate.

Section III Duties

It shall be the duty of the Board of Directors to:

1. Act on all matters pertaining to the activities of the Association
2. Enact By-Laws to this Constitution
3. Approve or disapprove proposed amendments to this Constitution

Section IV Voting Procedures

Any actions taken shall be based upon simple majority votes of those present at a regular business meeting.

Voting members of the Board of Directors shall be those elected members and the Immediate Past-President. Only voting members may present and second motions before the Board of Directors.

Section VI Committees

Standing Committees

Standing committees shall be appointed by the President subject to approval of the Board of Directors. The Board of Directors shall name one of the approved committee members as Chairperson of each Standing Committee.

The President may appoint such committees as he/she deems necessary to properly carry out the business and program of the Association. Committees may be dissolved upon a vote of the Board of Directors.

Section VII Rules of Order

Robert's Rules of Order, Revised. (attached) shall govern all meetings of the Association and the Board of Directors.

Article VI AMENDMENTS AND BY LAWS

Section I Procedure

This Constitution may be amended by an affirmative majority of the Association members casting votes provided:

1. The proposed amendment has been submitted to the members in writing 30 days prior to the vote.
2. The Board of Directors has approved the proposed amendment.
3. The vote is taken either at the annual meeting by mail, or electronically.

Section II By-Laws , Adoption, Amendments, Repeal

By-Laws of the Association may be adopted, amended, or repealed by a majority affirmative vote of the Board of Directors at a regular meeting or by a majority affirmative vote of the membership at the annual meeting by mail or electronically.

Section III Elections

There shall be a nominations committee consisting of five (5) active members of the Association three (3) Past-Presidents (when possible) and two (2) active non-officer members. When possible, this committee should consist of two non-officer members, the past presidents available, and the number of at-large representatives needed to comply with the number needed to fulfill this committee. The slate will be presented to the membership for a vote prior to May 1. The Executive Director and two at-large members will conduct the election that will be concluded no later than June. 1. The candidates with the majority affirmative votes will be determined elected. Each of the officers is elected for a two-year term with the exception of President and Vice President.

Last amended June 2019

RobertsRules.org | Robert's Rules of Order - Summary Version

For Fair and Orderly Meetings & Conventions

Provides common rules and procedures for deliberation and debate in order to place the whole membership on the same footing and speaking the same language. The conduct of ALL business is controlled by the general will of the whole membership - the right of the deliberate majority to decide. Complementary is the right of at least a strong minority to require the majority to be deliberate - to act according to its considered judgment AFTER a full and fair "working through" of the issues involved. Robert's Rules provides for constructive and democratic meetings, to help, not hinder, the business of the assembly. Under no circumstances should "undue strictness" be allowed to intimidate members or limit full participation.

The fundamental right of deliberative assemblies require all questions to be thoroughly discussed before taking action!

The assembly rules - they have the final say on everything!

Silence means consent!

- Obtain the floor (the right to speak) by being the first to stand when the person speaking has finished; state Mr./Madam Chairman. Raising your hand means nothing, and standing while another has the floor is out of order! Must be recognized by the Chair before speaking!
- Debate can not begin until the Chair has stated the motion or resolution and asked "are you ready for the question?" If no one rises, the chair calls for the vote!
- Before the motion is stated by the Chair (the question) members may suggest modification of the motion; the mover can modify as he pleases, or even withdraw the motion without consent of the seconder; if mover modifies, the seconder can withdraw the second.
- The "immediately pending question" is the last question stated by the Chair! Motion/Resolution - Amendment - Motion to Postpone
- The member moving the "immediately pending question" is entitled to preference to the floor!
- No member can speak twice to the same issue until everyone else wishing to speak has spoken to it once!
- All remarks must be directed to the Chair. Remarks must be courteous in language and deportment - avoid all personalities, never allude to others by name or to motives!
- The agenda and all committee reports are merely recommendations! When presented to the assembly and the question is stated, debate begins and changes occur!

The Rules

- **Point of Privilege:** Pertains to noise, personal comfort, etc. - may interrupt only if necessary!
- **Parliamentary Inquiry:** Inquire as to the correct motion - to accomplish a desired result, or raise a point of order
- **Point of Information:** Generally applies to information desired from the speaker: "I should like to ask the (speaker) a question."
- **Orders of the Day (Agenda):** A call to adhere to the agenda (a deviation from the agenda requires Suspending the Rules)
- **Point of Order:** Infraction of the rules, or improper decorum in speaking. Must be raised immediately after the error is made
- **Main Motion:** Brings new business (the next item on the agenda) before the assembly

- **Divide the Question:** Divides a motion into two or more separate motions (must be able to stand on their own)
- **Consider by Paragraph:** Adoption of paper is held until all paragraphs are debated and amended and entire paper is satisfactory; after all paragraphs are considered, the entire paper is then open to amendment, and paragraphs may be further amended. Any Preamble can not be considered until debate on the body of the paper has ceased.
- **Amend:** Inserting or striking out words or paragraphs, or substituting whole paragraphs or resolutions
- **Withdraw/Modify Motion:** Applies only after question is stated; mover can accept an amendment without obtaining the floor
- **Commit /Refer/Recommit to Committee:** State the committee to receive the question or resolution; if no committee exists include size of committee desired and method of selecting the members (election or appointment).
- **Extend Debate:** Applies only to the immediately pending question; extends until a certain time or for a certain period of time
- **Limit Debate:** Closing debate at a certain time, or limiting to a certain period of time
- **Postpone to a Certain Time:** State the time the motion or agenda item will be resumed
- **Object to Consideration:** Objection must be stated before discussion or another motion is stated
- **Lay on the Table:** Temporarily suspends further consideration/action on pending question; may be made after motion to close debate has carried or is pending
- **Take from the Table:** Resumes consideration of item previously "laid on the table" - state the motion to take from the table
- **Reconsider:** Can be made only by one on the prevailing side who has changed position or view
- **Postpone Indefinitely:** Kills the question/resolution for this session - exception: the motion to reconsider can be made this session
- **Previous Question:** Closes debate if successful - may be moved to "Close Debate" if preferred
- **Informal Consideration:** Move that the assembly go into "**Committee of the Whole**" - informal debate as if in committee; this committee may limit number or length of speeches or close debate by other means by a 2/3 vote. All votes, however, are formal.
- **Appeal Decision of the Chair:** Appeal for the assembly to decide - must be made before other business is resumed; NOT debatable if relates to decorum, violation of rules or order of business
- **Suspend the Rules:** Allows a violation of the assembly's own rules (except Constitution); the object of the suspension must be specified