

# **SOUTHERN CALIFORNIA BATON BOOSTER'S ASSOCIATION BY-LAWS and Standing Rules**

## **Mission Statement**

To establish a charitable organization to promote and sponsor baton twirling and baton twirling events in the Southern California area. To stimulate interest by young people in baton twirling as a wholesome form of self-expression and a healthy method of building character and good citizenship; to improve and develop bodily coordination, rhythm, self discipline, and self-confidence and good mental relaxation through the means of a common interest for the betterment of the entire community.

## **ARTICLE I – NAME**

**Section 1** - This organization shall be known as the Southern California Baton Booster's Association and may be referred to as the SCBBA or just BBA.

## **ARTICLE II - PURPOSES & POLICIES**

**Section 1 - POLICIES:** the BBA shall not, in any way, interfere with individual contests, nor influence or control judges at any contest. It is not the aim or intention of this Association to discriminate either for or against any judge, teacher or contestant. Contests sponsored by this Association shall be conducted as closely as possible to the NBTA Rules and Regulations, and qualified judges will be asked to judge Association contests. It is the intention of this Association to work in close harmony with all recognized twirling associations.

**Section 2 – DISSOLUTION:** In the event that the SCBBA is dissolved, the Southern California Twirling Teachers and Judges Association (SCTTJA) will become beneficiaries of all remaining assets of the SCBBA. It is the desire of this organization that all funds be used specifically to promote the purposes specified in these Bylaws and believe the SCTTJA is best equipped to meet this goal.

## **ARTICLE III- MEMBERSHIP & DUES**

**Section 1** - Any legal adult, interested in baton twirling, shall be eligible for membership in the SCBBA. Any current or former twirler, who becomes a judge or gets married, must have his or her own separate membership apart from any previous parental membership.

**Section 2** - A single adult shall be an individual member and entitled to one vote in all matters conducted by the General Association

**Section 3** - A husband and wife shall each be considered BBA members, but only one vote per membership is recognized in all matters conducted by the General Association.

**Section 4** - New members may join the SCBBA in mid year with a payment of \$2.50 for each full or partial month remaining in the twirling year. Dues are payable to the membership chairman or his duly appointed representative. Dues are \$30.00 per year and applied to the twirling year September 1 to August 31. Past members are responsible for annual dues of \$30.00 regardless of what month they renew.

**Section 5** - Membership in the SCBBA shall be delinquent if the Membership Chairman on or before September 1 each year does not receive the annual dues. Membership in SCBBA shall be suspended if the Membership Chairman or his duly appointed representative does not receive the annual dues by November 30 each year. Delinquent membership status shall be removed upon payment of the annual dues.

**Section 6** - A membership in good standing shall be neither delinquent nor suspended and shall be entitled to all voting rights and benefits offered by the SCBBA.

**Section 7** - Twirlers may be eligible for a gratuity from the S.C.B.B.A. if their parents or legal guardians are members in good standing on the day of an event upon which the gratitude is earned by qualifying, the day of gratuity is awarded and have attended seven (7) general association meetings as members in good standing during the twelve (12) months preceding the day qualification is earned for the event for which the gratuity is awarded. Board Members may substitute a maximum of two (2) board meeting per qualifying period in lieu of general meetings, but never getting credit for more than one meeting per month.

**Section 8** - Gratuities must be used for N.B.T.A. National entry fees. Gratuities to be given to qualified members of the BBA will be limited to competitors who place in NBTA State and NBTA Regional contests in events as follows: Men's Twirl, top 8 placements, all ages; Girls Advanced Twirl, top 8 placements, all ages; Advanced and College Pageant, top 3 placements, all ages; Intermediate pageant, 1<sup>st</sup> place winner, all ages; Beginner Pageant, 1<sup>st</sup> place winner, all ages. The amount, not to exceed the base AYOP entry fee plus the fee(s) of the qualifying event(s), is to be determined by vote of those members present at the general association meeting prior to when the gratuities are awarded. The amount rewarded is to be reviewed each year. (becomes affective 07 twirling year

#### **ARTICLE IV - OFFICERS**

**Section 1** - The elected officers shall be President, Vice President, Recording Secretary, Corresponding Secretary, and Treasurer. These officers together shall be known as the Executive Board.

**Section 2** - The Board of Directors shall consist of the Officers and the Chairman of the Standing Committee and, beginning in January 1959, shall also include the members of the immediate past Executive Board.

**Section 3** - Standing committees shall be By-Laws, Contest, Grievance, Hospitality, Membership, Publicity, Social, Ways & Means and any other committees deemed necessary by the President.

**Section 4** - Vacancies in elective offices shall be filled by a member chosen by the Board of Directors. An elected officer must be a member in good standing for one (1) year prior to taking office.

## **ARTICLE V - DUTIES OF OFFICERS**

**Section 1** - The President shall preside at all meetings of the Association and shall call and conduct the Executive Board meetings and meetings of the Board of Directors. He shall appoint all committee chairmen, with the approval of the Executive Board and shall act as ex-officio member of all committees; and shall perform all other duties usually belonging to that office.

**Section 2** - The Vice-President in the absence of the President shall perform the duties of that office. It shall be his responsibility to coordinate the activities of all committees.

**Section 3** - The Recording Secretary shall record the minutes of all business meetings of the Association, the Executive Board, and the Board of Directors.

**Section 4** - The Corresponding Secretary shall handle the correspondence of the Association as designated by the President.

**Section 5** - The Treasurer shall have charge of all the money belonging to the Association and shall with one other member of the Executive Board sign all the checks for bills incurred by the Association. He shall keep a set of books, which shall be open to the Board of Directors and subject to audit at any time by an Auditing Committee.

**Section 6** - The Treasurer and Membership Chairman shall turn over all books for audit after the September meeting and a written audit report shall be given at the October Association meeting.

## **ARTICLE VI - CONFLICT OF INTEREST**

**Section 1** - Those serving as an officer or chairperson for the BBA have a responsibility to promote and support the sport of twirling as a whole. If an officer or chairperson is to gain financially either through personal or business ventures, a vote of the general membership will be required to approve such action. A 2/3 majority vote of attendees at a scheduled general meeting will be required to approve such action.

## **ARTICLE VII- NOMINATIONS & ELECTIONS**

**Section 1** - The Nominating Committee shall consist of five members appointed in March of each year by the President. This committee shall nominate 2 or more

candidates for each elective office, and shall inform the Association of its nominees at the April meeting. Further nominations may be made from the floor at the April and May General meetings prior to the ballots being printed/mailed. The ballots will be mailed within 5 business days after the May General Meeting and no later than 2 weeks prior to the June General Meeting.

**Section 2** - Election of officers shall be held in June of each year and, officers so elected, shall serve a term of one (1) year. The President-Elect shall take over the business of the Association at the close of the September meeting. A member is not required to be present during the voting to cast their ballot. Voting by absentee ballot shall be allowed. The voting shall be on printed or written ballots. The person receiving the greatest number of votes shall be elected.

**Section 3** – Absentee ballots shall be mailed to the Membership Chairman unless that person is a nominee for elective office. If so, then the next person to receive the ballots will be any current Executive Board member who is not on the ballot. In the event all Executive Board members are on the ballot, then the President will appoint an Absentee Ballot Chairman, with the approval of the Executive Board. The ballots will remain sealed and be brought to the June General meeting so that anyone who has already voted by absentee ballot may request that their absentee ballot be returned to them unopened so that they may vote in person instead. Once the in-person ballots have been cast, a committee, selected by the President and approved by the Executive Board, shall open and count the ballots. The committee shall open the absentee ballots and verify that only one ballot was included and is not a duplicated in-person ballot and is from a member in good standing. Once the votes are opened, they shall be included in the stack of in-person votes and then counted as a whole. Great care shall be taken so as not to identify any ballot with any specific member.

## **ARTICLE VIII - MEETINGS**

**Section 1** - The BBA Association meetings shall be held once each month. The meetings may be of a business or social nature, depending upon the needs of the Association.

**Section 2** - The Board of Directors shall meet monthly at a time and place decided upon by the President. Five (5) members of the Board of Directors shall constitute a quorum. Special meetings of the Board of Directors may be held upon the call of the President.

**Section 3** - The Executive Board shall meet at the call of the President. Three (3) members shall constitute a quorum.

## **ARTICLE IX - VOTING**

**Section 1** - To be eligible to vote, a membership must be in good standing for thirty days.

**Section 2** - Each membership in good standing is entitled to one vote.

#### **ARTICLE X - PARLIAMENTARY AUTHORITY**

**Section 1** - "Roberts Rules of Order, Revised" shall be the authority of parliamentary procedure at all meetings.

#### **ARTICLE XI- AMENDMENTS**

**Section 1** - These By-Laws may be amended by a two thirds (2/3) of the members voting at any Association meeting, provided the proposed amendment has been read at an Association meeting at least one month in advance of voting.

#### **ARTICLE XII - POLICIES**

**Section 1** - It is the intention of the Association that complaints relative to contests shall not be presented from the floor at general meetings of the Association.

**Section 2** - Grievances shall be presented in writing and signed, stating names, dates and places and all other pertinent information regarding said grievance, to the Grievance Chairman for consideration. If the Grievance is of such a nature as to require action by the entire membership, the Executive Board shall present it to the General Membership for decision; otherwise the decision of the Executive Board shall be final.

**Adopted November 10, 1973**

**Last Amended March 8, 2009**

## STANDING RULES

1. To clarify qualifications for eligibility for SCBBA sanctioned contest; the SCBBA shall keep a record of 1st place wins. (Mar. 1986, amended 11/81)
2. Honored guests for the SCBBA honors banquet are to include:
  - a. NBTA California and Regional Miss Majorette Pageant top five Advanced winners. First place Basic skills, Beginner, and Intermediate Pageant winners. (Amended 10/01)
  - b. NBTA California State and Regional Twirl top eight; Strut, 2-baton and 3-baton top five Advance winners. (Amended 10/01) First place Novice, Beginner, Intermediate Twirl, Strut, 2-baton and 3-baton. (Amended 6/00)
  - c. NBTA World International Team member from California. Any California contestant qualifying to be a representative at an NBTA National Championship shall be honored at the BBA Banquet. (Jan. 1970, amended 10/84, 1/91, 2/94)
  - d. Honored guests who are BBA members in good standing will receive a free meal at the banquet.
3. Parents of twirlers receiving gratuities from SCBBA shall sign a statement certifying this money will be used to defray expenses to the appropriate National contest. (Jul. 1968)
4. It is the policy of SCBBA to give a nominal gift at the Awards banquet to our 1st place National winners, Miss Majorette of America and Boys Nationals. (Amended 10/01)
5. All first-place "World Open" Twirl-off winners of world qualifying events will be honored at the banquet. (Twirl, Strut, 2-Baton, Duet & Rhythmic Twirl) (Oct. 2001)
6. The BBA Vice-President shall send cards to all California twirlers qualifying to compete at the National Championships (Big One), Miss Majorette of America, Beginner and Intermediate Pageant and Boys Nationals to their residence one week prior to Nationals. (Jan. 1971, amended 11/81, 10/01)
7. SCBBA annual events are:
  - SCBBA Honors Banquet
  - Three SCBBA sponsored open contests
  - SCBBA Charity contest(Jan. 1971, amended 10/05)
8. Every contestant who enters the Miss Majorette contest shall receive a copy of results. State on entry that no results will be put on display at end of the contest. (May 1973)

9. The selection of Mr./Miss Personality will be voted by SCBBA twirlers in good standing on the day of the last 2 contests proceeding AYOP and announced at the SCBBA Honors Banquet. All SCBBA twirlers in good standing in the 16+ or College divisions entered in any SCBBA contest, California State, All-West Regionals, or Miss Majorette of California are eligible to be selected as Mr./Miss Personality. A twirler may win this prestigious award one time only. (Amended 2007)
10. SCBBA members will receive entries for all SCBBA contents (Nov. 1976)
11. The President after his/her election at the June meeting shall appoint his/her committee chairmen by the September meeting. These committees will take over the duties after the September (Banquet) meeting. (Nov. 1973 Amended 10/01)
12. An SCBBA membership must be in good standing to receive any benefits from SCBBA. These benefits include, but are not limited to the Family Plan Discount, lower surcharges, and free entry to certain SCBBA events. (Sep. 1968 Amended 10/01)
13. All monies due SCBBA from Chairman or fundraising events must be turned in to the Treasurer, together with an itemized statement of total receipts and expenditures (receipts for purchases attached thereto) on or before the next following Board meeting or General meeting of the SCBBA, whichever occurs first.
14. The attendance Log Book shall be signed by EACH INDIVIDUAL member only (not Mr. & Mrs.) (Mar. 1969)
15. The Vice President shall hand carry the book to the members and have the signing of the attendance logbook, closed at 9:30 p.m. (Red line after the last name). (Mar. 1970)
16. Printed or typed ballots shall be used in all SCBBA elections. (Nov. 1968)
17. Only SCBBA members are permitted to receive sanctions that cover the use of BBA equipment, if desired, and insurance coverage. Said sanction must be applied for in writing at a General Membership meeting prior to the date of the contest. Anyone receiving a sanction will be sent a form indicating it will cover insurance and equipment. (Jan. 1970, amended 11/86)
18. The SCBBA Newsletter will be published every three months. It will publish dates of USTA and DMA contests only if the date does not conflict with a contest being held by a SCBBA contest director/member. (BD, Nov. 1976 Amended 10/01)
19. A \$50.00 draw fund shall be set up for the Social Chairperson to use as deposit for dinner meeting locations. (Oct. 1978)
20. Whether or not to have an August General meeting is to be reviewed on a yearly basis. December will be a dark month. (June 1982, amended 6/95)

21. Rosin or other products used on gym floor will be cause for disqualification. (June 1982)

22. Fee for concession setting up at SCBBA sanction contest shall be \$25.00. (June 1982)

23. Any outstanding debt by anyone will be sent a notice of bank action to the involved party, giving seven days for payment or the twirler involved will be barred from any function sanctioned by SCBBA (e.g. Contest, Clinics, Banquet, Membership renewal fees, Dinner meetings, Fund Raising, etc.), until outstanding debt including all bank charges are paid. The money to be paid will be cash, money order or certified check. If a contest director wishes the SCBBA to handle the party with a bad check out, first he must notify the party with a registered or certified letter, and then notify SCBBA with a copy of the letter that action has been taken. (Jan. 1986)

24. A \$10.00 service charge will be assessed on all returned checks.

25. The Executive Board Members will have their membership dues paid for during the year of service. Other committee chairmen will have their dues paid based on the number of board and general meetings they attend. Credit to committee chairmen of \$1.25 for each Board meeting attended and \$1.25 for each General meeting attended. In a month there is no General meeting the Board meeting will be credited \$2.50 if attended. Likewise, in a month there is no Board meeting, the General meeting will be credited \$2.50 if attended. In the event there is neither a board nor a General meeting, committee chairpersons will be credited \$2.50. Credit for attending meetings for committee chairpersons will be applied to the following year. The Vice-President will keep records of the meetings and report them at the September Board meeting. (amended 4/92, 10/01)

26. The proceeds of the Charity Contest following the World qualifying year at AYOP will be divided among the eligible twirlers who qualified to be on the United States team and whose families are members of the SCBBA in good standing the year prior to the World qualifying competition as well as the year of the Charity Contest and who actively participate or send a representative to participate at the Charity Contest. The monies will be distributed on a pro-rated basis. Each solo/duet twirler will receive 1 share and team members will receive  $\frac{1}{2}$  (one-half) share. The total number of twirler's shares will be divided into the total amount of money available as voted on by the Board of Directors. The maximum amount awarded per solo/duet twirler will be \$300.00. The maximum amount awarded per team member is \$150.00. Twirlers that qualify as a solo/duet and as a team member will receive the solo/duet maximum of \$300.00. Example: 3 solo twirlers and a 6-member team qualify. One of the solo twirlers is also one of the six team members. 3 full shares plus 5 half shares equals 5.5 shares. There is \$550 to be awarded. Each solo twirler receives \$100 and the other 5 team members receive \$50 each. (January 2003)

27. The Family Plan at all SCBBA contests will be strictly enforced as a perk for SCBBA members in good standing only. (June 2000)

28. Non-Contestants who want to practice at a contest must pay a \$15.00 practice fee. BBA member families may use the family plan for siblings who practice and the second and subsequent siblings have no fee since the surcharge was already paid by the primary child either in the contest entry fee or by paying the primary practice fee.

29. Special BBA events are free to BBA members who have paid for a "like" event, either through an open event or if there is any other opportunity to compete in a like event by virtue of a pageant (e.g. Modeling, X-Strut, Twirl). Non-members may also pay to enter the special BBA events with the same paid-for like event restrictions. There is no double entering for special BBA events.