

Midcoast Umpire Association By-Laws

(As of March 1, 2020)

ARTICLE I: NAME & TERRITORY

The name shall be “Midcoast Umpire Association:” hereafter referred to as "Midcoast" or the “Board” . The territory of the Board shall primarily include the Maine counties of Knox, Lincoln, and Waldo Counties. The Board is certified as a non-profit entity with the Secretary of State of the State of Maine.

ARTICLE II: PURPOSE

1. The purpose of this association shall be:

- a. To promote the best interests of the games of baseball and softball.
- b. To have available an adequate number of thoroughly trained and capable umpires to provide a professional and functional service for umpiring schools and teams within the three counties in both baseball and softball;
- c. To promote uniform interpretations and administration of baseball/softball rules by all umpires on the Board;
- d. To collaborate with schools, their representatives and other organizations with the purpose of advancing the interests of baseball and softball;
- e. To assist in the development of high standards of character and citizenship and to encourage good sportsmanship through competition.

ARTICLE III: MEMBERSHIP

1. PROVISIONAL MEMBERS

Any person who is at least 18 years of age desiring to become a member of the Board may join as a Provisional Member. Applicants must complete the following requirements:

- a. Pass a written rules exam with a score of 75% or higher.
 - i. Examination components shall be determined by the Executive Committee in concert with partner association requirements, such as National Federation of State High School Associations (NFHS), USA Softball, State of Maine Baseball Umpire Association (SMUA), and the Maine Principals Association (MPA).
 - ii. Any candidate missing greater than 25% of exam questions administered may be allowed to re-take the exam following their probationary season, at the discretion of the Executive Committee. Said members may not work without a Board Active Member.
- b. Pass an end of season field evaluation administered by the baseball and/or softball Interpreter, or their designee.
- c. Pay applicable dues and applicant fees, as determined by the Executive Committee.

- d. Upon fulfillment of the above requirements, and following a one (1) spring athletic season probationary period, Provisional Members shall become Active Members, as defined by Article III, Section 2.

2. MEMBERSHIP STATUS

All members of the Board shall be in one of the following categories:

- a. **ACTIVE MEMBERS:** Umpires who are in good standing with the Board by passing applicable annual examinations, attending required meetings and clinics, and paying annual dues and other fees as determined by the Executive Committee.
- b. **INACTIVE MEMBERS:** Any umpire who fulfills the above requirements but chooses not to accept assignments shall be considered an Inactive Member. Time accumulated as an Inactive Member shall not count towards an umpire's experience calculation.
- c. **HONORARY MEMBERS:** Umpires who have retired or resigned from umpiring and are given special recognition for their contributions to baseball and/or softball and the Board.
- d. **TRANSFER MEMBERS:** Umpires who were members of another umpiring Board, recognized by the SMUA, USA, or are recognized by NFHS as an out of state Board, which have transferred to the Midcoast Board. They must have a verification letter which provides a summary of performance and status within that Board. Transfer Members will be provided either Active or Provisional Membership based on their transfer records, as determined by the Executive Committee.
- e. **DUAL MEMBERS:** Umpires who are members of another umpiring association, and are recognized as having dual membership with the Board. Dual members must have a verification letter which provides a summary of performance and status within their originating association. Dual Members will be provided either Active or Provisional Membership based on their transfer records, as determined by the Executive Committee. A Dual Member's primary association for assignment purposes shall be declared by the umpire in writing prior to assignments being released. Dues shall be assessed at the same rate as that of an Active Member.

3. VOTING RIGHTS

- a. Members as defined in Article III, Section 2 may vote on general Association matters.
- b. Provisional Members shall have full voting rights within the Association upon fulfilling Subsection d as cited above. These voting rights shall be verbatim to Active Members.
- c. Proxy voting is prohibited.

4. SPORT CLASSIFICATION

- a. **SOFTBALL MEMBERS:** umpires who will adhere to one of the above classifications in Article III, Section 2. Softball members will be assigned only softball games unless extenuating circumstances arise. Softball umpires must be members of USA.
- b. **BASEBALL MEMBERS:** umpires who will adhere to one of the above classifications in Article III, Section 2. Baseball members will be assigned only baseball games unless extenuating circumstances arise.
- c. **MULTI-SPORT MEMBERS:** umpires who must be proficient and knowledgeable in both sports, as certain rules and mechanics differences do exist. These individuals will also fall into one of the above classifications of this article.

ARTICLE IV: DUES, MEMBER DUTIES AND SUSPENSION

1. DUES

- a. Each member must pay dues as determined by the Midcoast Executive Board. Dues are payable annually no later than March 22nd. Delinquent dues shall carry a penalty of two (\$2) dollars per week after said date until paid. New members shall pay current cost for rule books . Dues financially support the purchase of rulebooks and other learning resources, assignment administration, and other administrative expenses incurred in support of the Board's work and purpose.

2. MEMBER DUTIES

- a. Members, in performing their on field and in game duties as officials, shall be responsible for the following:
 1. Performing a pre-game meeting with their partner prior to entering the field area.
 2. Inspecting team equipment and field conditions, as deemed appropriate by NFHS and USA rules.
 3. Perform a pre-game conference with both head coaches per NFHS and USA rules. Captains may also be present at this conference, if available.
 4. Enforce all rules and use proper mechanics and positioning, as outlined by NFHS and USA rules.
 5. In the case of an ejection of a player or coach, a game report shall be filed with the Interpreter and Assignor.
 6. Complete peer evaluation for each game in a timely manner.
 7. Accept or decline game assignments within the specified time for each individual assignment.

3. SUSPENSION & ATTENDANCE EXCUSAL

- a) Suspension from the Board may result from:
 1. Consistently failing to attend scheduled clinics and meetings.
 2. Non-payment of dues.

3. Violation of uniform policies.
 4. Missing or not completely fulfilling game assignments, without notification to the Assignor.
 5. Unprofessional behavior, including but not limited to:
 - i. At a game that he/she is officating.
 - ii. At a game within the Board assignment jurisdiction that an umpire is attending as a spectator.
 - iii. Mass communication concerning games within the Board assignment jurisdiction via media or social media outlets.
 6. Accepting assignments for games other than through the Assignor that are within the Board assignment jurisdiction.
- b. The President, with approval of the Executive Committee, will have the authority to suspend, place members on probation and/or deduct rating points for violations of the provisions of Article IV, Section 3.
 - c. The Executive Committee shall have the authority to accept a written excuse from meetings. Members shall have the right to appeal any suspension or cited violation within this Article to the Executive Committee. Further appeals may be made to the full membership at a regular or special business meeting. A two-thirds vote of members present at this meeting is necessary to support reversal of action through this appeal.
 - d. Reinstatement of a suspended member requires a two-thirds vote of members present at a regular or special business meeting. Reinstated members shall serve a one-year probation following reinstatement.

ARTICLE V: OFFICERS, EXECUTIVE COMMITTEE AND COMMITTEES

1. The President shall be elected for a two-year term and shall:
 - a. Preside over Board meetings.
 - b. Serve as ex-officio of all committees.
 - c. Assign the State Board Liaison and reimburse said person for expenses.
 - d. Shall name a replacement to serve the remainder of the year should a vacancy occur in the Executive Committee or other Officer position.
 - e. Appoint the Ratings Officer, with consent of the Executive Committee.
 - f. Create and appoint other committees not outlined in these By-Laws, as deemed necessary.
2. The Vice President shall be elected for a two-year term and shall:
 - a. Assist the President and preside at meetings in their absence;
 - b. Assume the office of President, should the position become vacant due to resignation or other reasons.
- 3.

4. The Secretary will be elected for a two-year term and shall:
 - a. Keep written minutes of all Board meetings.
 - b. Receive and mail all correspondence.
 - c. Compile and maintain membership lists.
5. The Treasurer will be elected for a two-year term and shall:
 - a. Keep accurate record of all Board funds.
 - b. Process payment and initiate invoices, as authorized by the Executive Committee.
 - c. Track financial records in a timely manner and report discrepancies to the Executive Committee immediately.
 - d. Coordinate an annual internal audit.
 - e. Take action to insure that the Board's non-profit status with the State of Maine is maintained, via recertification and renewal fee payment.
6. The Assignor will be elected for a two-year term and shall:
 - a. Notify area schools of their assigning role prior to the Spring athletics season;
 - b. Make game assignments in consultation with the Assigning Review Committee.
7. The Baseball and Softball Rules Interpreters will each be elected for a two-year term and shall:
 - a. Conduct clinics on rules and rulebook changes.
 - b. Administer rules examinations and report results.
8. The Executive Committee shall consist of all elected officers and three members elected at large for two-year terms. Two of these positions shall be elected in even numbered calendar years, with one position elected in an odd numbered calendar year.
 - a. The Committee shall exercise all of the powers of the Board and shall have control, supervision and management of the affairs of the Board, except for such powers and authority that are vested in the Board Members by law or the Articles in these By-Laws.
 - b. The Committee shall also have the power and authority to adopt, amend and repeal policies and regulations relating to the governance and operations of the Board as deemed necessary, provided such actions do not contradict these By-Laws or requirements enacted by MPA, SMUA and/or USA.
 - c. Should an individual hold more than one officer position on the Committee, that individual shall only have one vote on business matters that come before the Committee.
9. The Assigning Review Committee shall consist of the Assignor, President and Vice President. The Committee shall see that applicable assigning policies approved by the Executive Committee are administered in concert with the Assignor's responsibilities.

10. The Ethics Committee shall consist of three members, including the Assignor and two Board members. With the exception of the Assignor, no Executive Committee member or Board Officer shall serve on this Committee.
 - a. The Committee shall address any Board membership actions which reflect negatively on the Board.
 - b. Membership on this committee will be determined through the Board's annual elections, and will report directly to the Executive Committee.
 - c. Any actions in relation to a cited ethics violation against a member, including suspension, may only be taken after due process, an Ethics Committee hearing, and majority vote of the Board Executive Committee.

11. The Appeals Committee will consist of the Executive Committee membership.
 - a. The Committee will hear and rule on membership complaints and appeals relevant to all articles of our By-Laws.
 - b. Complaints and appeals by membership shall be made to the Board Secretary in writing and signed by the complainant.
 - c. Appeals must be presented within thirty (30) days of said grievance and will be decided in an expedient manner. The Committee's decisions will be final, unless exceptions apply, as stated under Article IV.

12. Elections shall be held at the June Business Meeting annually. Newly elected officers and Executive Committee members shall take office immediately following their certified election.

ARTICLE VI: MEETINGS, CLINICS, TESTS AND WAIVERS

1. BUSINESS MEETING

- a. Two business meetings shall be held each year on the first Sunday in March and on a date to be determined in June. The time, place and format of the meeting will be determined by the Executive Committee on an annual basis. Special additional meetings may be called by the President at any time. Written notice will be provided by the Secretary to all Board membership.
- b. Attendance at the March Business Meeting is mandatory for all Board members. Since there is no make-up for those missing a meeting, any absent members must submit in writing a "just cause" excusal to the Executive Committee. The excusal shall be sent prior to the business meeting. The Executive Committee will vote on this requested waiver from attendance and shall have the right to accept an excusal request following the stated deadline, should extenuating circumstances arise. The Executive Committee, upon finding of "just cause" may waive the business meeting requirement to maintain membership in good standing. A member excused for a meeting they did not attend shall not be awarded points towards their rating for that meeting.
- c. Elections of officers shall be conducted at the Board's annual June meeting. The President, Vice President and one Executive Committee member shall be

nominated and elected during even numbered years. All other Officer and Executive Committee positions shall be elected in odd numbered years.

2. CLINICS

- a. Rules and Mechanics clinics will be conducted for both baseball and softball. The interpreters will also address new MPA, NFHS, USA and Busline rules for the current year.
- b. The yearly review exams will also be part of the interpreters' clinics, along with any other rule issues the interpreter considers appropriate and important to the Board.
- c. The following clinics and meetings are mandatory for all umpires in baseball and softball:
 1. MPA clinic, for each respective sport.
 2. Exams, mechanics and rule clinic(s), for each respective sport.
 3. Additional rules review clinics for each sport may also be conducted, as deemed necessary by the Interpreters or Executive Committee.

3. ATTENDANCE & WAIVER

- a. The Secretary shall publish and make available to all members, a tentative schedule of Board meetings and clinics for the upcoming year by January 31 of that season.
- b. Members are expected to attend said meetings and clinics as outlined in these By-Laws. For any request, or waiver from attendance for either mandatory or additional rules review clinics, follow the format outlined in this Article. Waiver requests must be submitted prior to the scheduled meeting, or within two weeks of the meeting or clinic date.
- c. Awarding of points applicable to meeting and clinic attendance shall be governed by the Board's ratings policies.

ARTICLE VII: UNIFORM

The uniform shall be consistent with that as provided in the State of Maine Umpire Association and USA uniform guidelines.

ARTICLE VIII: REGULAR SEASON AND POSTSEASON ASSIGNMENTS

Regular season and postseason assignments shall be governed by the Association Assignment Policies.

ARTICLE IX: BASEBALL & SOFTBALL RATINGS

1. Per MPA and SMUA policies, baseball umpires shall be ranked using a board approved ratings program.
2. The Board shall also sponsor a ratings system for softball umpires.

3. These ratings programs shall be administered in the same fashion as other policies managed by the Executive Committee.

ARTICLE X: RULES OF PROCEDURE

The business and proceedings of all Board and Executive Committee meetings shall be conducted in accordance with Robert's Rules of Order.

ARTICLE XI: ADOPTION AND AMENDMENTS

1. These By-Laws upon adoption of the Board membership replace the previously adopted Knox Lincoln Waldo Umpire Association Constitution, and will become the By-Laws of the Midcoast Umpire Association Constitution.
2. Amendments to the By-Laws shall require a two-thirds majority vote of the members present at an annual or special business meeting. Amendments shall take effect immediately upon adoption. Notification shall be provided with regard to a proposed amendment at least ten days prior to the business meeting that the pending amendment will be considered.