

**CONSTITUTION and BY LAWS of the  
SOUTHEAST GYMNASTICS JUDGES ASSOCIATION**

**ARTICLE I – NAME AND ORGANIZATION**

- Section 1. This organization shall be known as the Southeast Gymnastics Judges Association (SGJA).
- Section 2. This organization shall consist of an unlimited number of members, provided they are accepted as defined within the limits of this Constitution.

**ARTICLE II – PURPOSE**

The purpose of this organization is to promote and advance gymnastics officiating by:

- Section 1. The development and maintenance of a Membership consisting of experienced and capable officials whose integrity is above reproach, and who are actively involved each year in officiating all levels of gymnastics competition.
- Section 2. Fostering a high standard of ethics, encouraging fair play, sportsmanship, closer cooperation and understanding among officials, athletes, coaches and the public.
- Section 3. To promote independent groups for the purpose of studying and discussion of current gymnastics rules and interpretations.
- Section 4. To promote equality and fair opportunities to all members regardless of their age, race, religion, ethnicity, gender or disabilities.
- Section 5: To establish Standards of Conduct and criteria for recognition of officiating excellence.

**ARTICLE III – OFFICERS**

The officers of the Association shall be: President, Vice President and Secretary/Treasurer.

## **ARTICLE IV – ELECTIONS, TERM OF OFFICE, SUCCESSION TO OFFICE**

- Section 1. In even numbered years, all officers of the Association shall be elected at the SGJA Annual Membership Meeting. The Annual Meeting is scheduled in conjunction with the annual SGJA National and Junior Olympic (JO) Judges Certification Course held during the first part of November. The elections will be determined by majority vote of the SGJA members present at the Annual Meeting. The newly elected officers shall take office immediately following the Certification Course.
- Section 2. All current SGJA members are eligible to vote once for each officer at the certification course during the biannual election.
- Section 3. Any current SGJA member in good standing can nominate an eligible candidate for any office at the Annual Meeting. A nomination of an eligible candidate can also be made via e-mail sent to the current Secretary/Treasurer within the month preceding the Certification Course during an election year. The President will make sure that nominees not physically present at the Annual Meeting will have the same rights as those physically present. The Secretary/Treasurer shall insure that all nominations are listed for consideration at the Annual Meeting.
- Section 4. To be eligible for election to any office, a member must have completed at least three years in affiliation to the SGJA and hold a National Card.
- Section 5. All officers shall hold office for a term of two years. All officers may be re-elected to subsequent terms.
- Section 6. A vacancy in the office of President shall be filled by the Vice-President, who shall hold office for the remainder of the un-expired term. A vacancy in any other office shall be filled by appointment of the President and that officer shall also serve for the remainder of the un-expired term.

## **ARTICLE V – MEMBERSHIP**

The qualification for Membership and the duties of the Officers, and such regulations as may be necessary for the conduct of the business and affairs of this Association shall be provided for in the By-Laws.

## **ARTICLE VI – AMENDMENTS**

- Section 1. This Constitution may be amended at the Annual Meeting by an affirmative vote of two-thirds of the voting members present at the meeting. A written copy of any proposed amendment shall be e-mailed to each member thirty (30) days prior to the Annual Meeting at which the vote is to be taken.
- Section 2. Members unable to attend the Annual Meeting are entitled to vote on any Amendment by proxy. This proxy vote may be delivered via e-mail to the Secretary/Treasurer prior to the Annual Meeting.
- Section 3. There shall be no suspension of the Constitution or By-Laws of the Association.

## **SOUTHEAST GYMNASTICS JUDGES ASSOCIATION BY-LAWS**

### **ARTICLE 1 – PRESIDENT**

- Section 1. The President shall act as the Chief Executive of the Association and shall preside at all meetings of the Association. The President shall conduct all negotiations on its behalf, making every reasonable effort to further the policies adopted by the Association.
- Section 2. The President shall enforce the Association's Constitution and By-Laws; and the regulations of the Association. Along with enforcement, the President shall perform all duties inherent in the office as prescribed in the By-Laws and shall also enjoy all the rights and privileges inherent in the office of President.
- Section 3. The President shall appoint all Committees as in his/her judgment shall be permanently or temporarily necessary or proper. He/she may also appoint additional temporary officers not specifically provided for in the Constitution or By-Laws, as in his/her judgment may be necessary or proper.

### **ARTICLE II – VICE-PRESIDENT**

- Section 1. The Vice-President shall, in the absence or incapacity of the President, be vested with all the powers of the President, and shall perform such other duties as prescribed by the President when deemed necessary.
- Section 2. The Vice-President shall actively assist the President in the performance of his/her duties.

### **ARTICLE III – SECRETARY/TREASURER**

- Section 1. The Secretary/Treasurer shall keep a written record of all meetings of the Association. He/she shall send out all notices, preserve all records, and have charge of the necessary printing and publications ordered by the Association.
- Section 2. The Secretary/Treasurer shall collect and be in charge of all fees and dues, and shall place all receipts of this Association into one fund, from which all authorized expenses and disbursements shall be made. He/she shall deposit all funds for the Association into a bank or credit union, which is approved by the Executive Committee.

Section 3. The Secretary/Treasurer or designee shall tally votes for all elections and motions when they occur.

Section 4. An annual financial report shall be made by the Secretary/Treasurer at the Annual Meeting. It shall be made available to the Membership of the Association and audited by the Executive Committee.

#### **ARTICLE IV – EXECUTIVE COMMITTEE**

Section 1. The Executive Committee shall consist of the three officers of the Association.

Section 2. The Executive Committee shall approve or reject applications for membership and adopt policies governing the qualifications of all members (as stated in the By-Laws) and conduct judging courses for the development of experienced and capable gymnastics officials.

Section 3. The Executive Committee shall serve as an adjunct committee to the USAG State Chairman. The SGJA will conform to as well as contribute to the USAG State Judging guidelines.

Section 4. The Executive Committee shall investigate all written complaints against any member in the Association and take appropriate action. Solicitation or use of gratuities to secure meet assignments by any member of the Association is considered a flagrant violation of the Constitution and By-Laws.

Section 5. An appeal of the Executive Committee's decision can be made to the Membership by the disciplined member(s) or the person(s) who registered the complaint within twenty (20) days after the decision of the Executive committee has been rendered. In the case of an appeal, the same shall be heard, after written notice to the Membership, at a regular meeting or a special meeting called for that purpose. A two-thirds majority of the members present and voting shall be necessary to overturn the decision of the Executive Committee.

#### **ARTICLE V – MEMBERSHIP**

- Section 1. To apply for membership, an applicant need only pay the membership fee and attend at least one Judging Course and/or meeting per year.
- Section 2. Members who wish to judge at local, state, and national meets must pass the written and practical exams. Being a Junior Olympic judge allows a member to be able to judge in local meets. National Card holders and FIG judges will be allowed to officiate in local, state or national meets.

## **ARTICLE VI – MEET ASSIGNMENTS**

- Section 1. Assignments to in-state competitions and out-of-state exchanges will be determined solely by the President and Vice-President based on each member's qualifications and availability. A notice of all assignments will be provided via email to the SGJA membership. Out-of-state exchange assignments shall give equal opportunity to all members based on qualifications and availability.
- Section 2. Assignments will be distributed appropriately among the Membership, to give the opportunity to gain experience and to encourage professional growth of the Association members.
- Section 3. The President and Vice President will notify the Membership, via email, of the assignments. It is the responsibility of each Official to notify the President and Vice-President as soon as possible when they are unable to fulfill an assignment.
- Section 4. Any member who, individually, negotiates and accepts an out-of-state assignment that has not been arranged by the Association will be responsible for any travel and housing expenses they incur traveling to and from that competition.
- Section 5. Whenever possible, all judges assigned to the State Championships will be National Card holders or FIG Brevet officials. All State Apparatus Leaders are expected to be on the floor at the State Championships. The other assignments will be filled by members of the Association with no more than one judge affiliated with the same club on an event at the State Championships.

- Section 6. Every official is expected to adhere to the practice of neutrality regardless of any other affiliation. Officials are expected to adhere to the USAG Code of Ethics and the judging practices delineated in the FIG Code of Points.
- Section 7. In the interest of developing new officials, the Association will assign new officials to competitions as a Practice Judge. A Practice Judge's fees will be based on the Junior Olympic (JO) fee schedule. The Practice Judge's fee and travel expenses will be paid by the Association. The competition host will be asked to carry the costs of housing and feeding the Practice Judge at the competition.
- Section 8. State Apparatus leaders will be appointed every two years by the Executive Committee in odd numbered years. Nominees must have at least a current National card and a record of membership in the SGJA for at least one (1) year.

#### **ARTICLE VII - MEETINGS**

- Section 1. The SGJA Annual Membership Meeting is scheduled in conjunction with the annual SGJA National and Junior Olympic (JO) Judges Certification Course held during the first part of November.
- Section 2. Additional Association or Executive Committee meetings shall be called by the President and approved by the Executive Committee, whenever necessary.
- Section 3. At any Association meeting, the presence of one-half of the members must be present to constitute a quorum.

#### **ARTICLE VIII – EXPENSES**

Expenses incurred by the Association shall be paid from the available funds of the Association provided they are authorized by the Executive Council.

#### **ARTICLE IX – MEMBERSHIP FEES**

Fees shall be paid by each member in the amount set forth below.

- Section 1. The Annual Dues for membership in the Association shall be \$35.00 per year, payable to the SGJA.

- Section 2. Membership can be terminated in one of the following ways:
- a. Resignation or voluntary retirement as a working official.
  - b. Failure to maintain a valid J.O., National, or FIG certification.
  - c. Failure to pay Annual Dues.
  - d. USAG Membership revocation
  - e. NGJA Membership revocation
  - f. Removal by majority vote of the Executive Committee and two-thirds majority vote of all members.

## **ARTICLE X – RULES OF ORDER**

Robert's Rules of Order shall control all parliamentary questions in the conduct of all meetings of the Association.

## **ARTICLE XI – ORDER OF BUSINESS AT REGULAR AND ANNUAL MEETING**

Section 1. The order of business shall be as follows:

- |                                |                           |
|--------------------------------|---------------------------|
| 1. Call to order               | 6. Reports from Committee |
| 2. Roll Call                   | 7. Old business           |
| 3. Minutes of previous meeting | 8. New business           |
| 4. Treasurer's report          | 9. Adjournment            |
| 5. Reports from officers       |                           |

Section 2. This order of business may only be changed or modified by a majority vote of the members present.



## **APPENDIX A – HONORS**

### **Section 1 - SGJA Judge of the Year Award**

Nominations for SGJA Judges of the Year are due by early February, voted by late February and awarded at State Meet. Nominations will come from SGJA Members and voted upon by SGJA members and additional votes – one per club.

If the SGJA Judge of the Year meets the list of criteria set by the NGJA Regional Director East he, or she, shall be proposed to the NGJA Regional Director-East as a candidate for the NGJA Regional Judge of the Year.

### **Section 2 - SGJA Hall of Fame**

A roster of distinguished members of the association will be identified as the SGJA Hall of Fame. A record of recipients shall be kept by the Secretary/Treasurer and entered into this Section each year.

Selection to the Hall of Fame will be based upon the following minimum qualifications for membership:

- a. A member of the SGJA for twenty years.
- b. Held office in the SGJA or NGJA. (Not mandatory)
- c. Must have made significant administrative or technical contributions to the Association or to the NGJA.
- d. Must be over 50 years of age.

#### **Election procedures**

- a. The Officers shall annually inspect the membership roster for members who meet the minimum qualifications.
- b. Nominations to the Hall of Fame shall be submitted by a letter emailed to both the President and Secretary/Treasurer explaining how the person fulfills the criteria for selection as stated above. The letter must be received within 60 days after the SGJA Annual Meeting. The Executive Committee will determine that the nominee(s) meet the criteria.
- c. Upon nomination of the member, the Secretary/Treasurer will send an email ballot to all active, eligible members. Support by two-thirds (2/3rds) of those voting will be required for election to the Hall of Fame.
- d. Induction of selected members will take place at the State Championships following the election, at which time the inductee will be honored with the presentation of a suitable plaque.

#### **Privileges of membership**

- a. Lifetime free membership with the right of voice and vote will be accorded those individuals elected to membership in the Hall of Fame who are not actively judging.

The following distinguished judges have been inducted into the SGJA Hall of Fame:

- This section will be updated annually beginning in 2019 at the subsequent SGJA National Course.

## **APPENDIX B**

### **RULES AND REGULATIONS OF THE SOUTHEASTERN GYMNASTICS OFFICIALS ASSOCIATION**

#### **Judges Expenses Compensation Guidelines**

##### **Expense Compensation for FULL assignments:**

1. Car pool expectations/mileage:
  - a. Judges are expected to car-pool. If car-pooling is not feasible for conflicting schedules, the sharing of the mileage rate will be negotiated between the drivers.
  - b. Riders will be reimbursed at rate not to exceed 25% of the current IRS rate. Riders will be reimbursed based on the driver's mileage.
  - c. All mileage to and from car-pool start locations is paid.
2. Hotel Rooms:
  - a. When hotel rooms are needed, the Meet Director should send the following information:
    - i. The name the reservations were made under;
    - ii. The reservation confirmation number: and
    - iii. The directions to the hotel along with the meet information when it is sent to the individual judges.
  - b. Hotel rooms are provided or expensed 2 judges to a room (one bed per judge) any time a meet spans two days for the middle night.
  - c. Hotel rooms are also provided or expensed 2 judges to a room (one bed per judge) when the Meet Director is notified by a judge at least one week before the meet is scheduled to start when the following conditions will occur:
    - i. To be on time for the competition, the official must leave home before 6:00 AM, or after the conclusion of the competition, the official will not be home before 11:00 PM.
  - d. If a judge expects family or friends to stay with them, the judge will be responsible for the cost of the room assigned to them. Partial compensation for a room is solely at the discretion of the meet director.
3. Meals and Per-Diems are defined on the Judges Contract. The continental breakfast provided by most host hotels is acceptable for breakfast and a

box lunch at the conclusion of the competition is acceptable for the evening meal.

- a. A breakfast or a per-diem will be provided before the 1<sup>st</sup> session if an overnight stay is required before the meet.
- b. A supper or per-diem will be provided after the last session if an overnight stay is required after the meet.

### **Expense Compensation for PARTIAL assignments – Coaches and Athletes**

1. Mileage for partial assignments:
  - a. Coaches who are traveling to the competition as part of their gym's delegation, and judging for one or more sessions of the competition, will not receive mileage reimbursement or housing from the Meet Director. Their meals, while judging, will be taken care of by the meet host.
  - b. Athletes who are traveling to the competition as part of their gym's delegation, and judging for one or more sessions of the competition, will not receive mileage reimbursement or housing from the Meet Director. Their meals, while judging, will be taken care of by the meet host.
2. Hotel Rooms for partial assignments for those who are also coaching or competing are provided or expensed the same as full assignments with the following restrictions:
  - a. The Judge must be assigned to judge the first session of a meet to request a room for the night before the meet.
  - b. The Judge must be assigned to judge the last session of a meet to request a room for the night the meet ends.
3. Meals for partial assignments for those who are also coaching or competing are provided or expensed the same as full assignments with the following restrictions:
  - a. Breakfast is provided only if the judge is assigned to the first session that day.
  - b. Supper is provided only if the judge is assigned to the last session of the day.
  - c. A meal is provided between sessions only if the judge is assigned to one of two of the sessions.

# Judges Fee Schedule

## Southeast Gymnastics Judges' Association



Judges Rating	Fee per Optional Routine (L10, L9, JD)	Fee per Compulsory Routine (L4, L5, L6, L7)
	50 Routine Minimum.	50 Routine Minimum.
Brevet (FIG)	<b>\$1.80 (\$90.00 min)</b>	<b>\$1.60 (\$80.00 min)</b>
National	<b>\$1.60 (\$80.00 min)</b>	<b>\$1.40 (\$70.00min)</b>
Junior Olympic	<b>\$1.40 (\$70.00min)</b>	<b>\$1.20 (\$60.00 min)</b>
<b>Add 30% for Modified Capital Cup</b>		
Brevet (FIG)	<b>\$2.34 (\$117.00 min)</b>	<b>\$2.08 (\$104.00 min)</b>
National	<b>\$2.08 (\$104.00 min)</b>	<b>\$1.82 (\$91.00 min)</b>
Junior Olympic	<b>\$1.82 (\$91.00 min)</b>	<b>\$1.56 (\$78.00 min)</b>

- Session Minimums:** For sessions where judges are responsible for multiple events, e.g., only three (3) squads, the judge will be paid for the number of judgments performed.
  - Example: 35 gymnasts X 2 events judged. The Judges' Fees will be 70 judgments multiplied by the cost per judgment.

For sessions with fewer than 50 athletes where judges are responsible for only one event, the Judges' fees will be the Session Fee as defined above.

  - Example: 35 entries X 1 event judged = The Judges' Fee is the Session Fee above.
- Modified Capital Cup:** A Modified Capitol Cup competition uses the format where the athletes warm up the first event, compete, then warm up the next event and compete until all six (6) events are complete. When this format is used, the Modified Capitol Cup Fee Schedule is used.
- Capitol Cup Format:** A true Capitol Cup format utilizes two (2) sets of equipment. The regular fee schedule will be used. Judges' must be allowed a one hour break during the day.
- This fee structure applies to all USAG sanctioned events with the exception of Future Stars Evaluations, State Championships, Regional Championships and National Championships.

### Additional Judges Fees:

- Downtime:** \$10.00 per ½ hour (Calculated after initial 2 hours from the session end time)
- Assigning Fee:** The SGJA does not charge an Assigning Fee.

### Mileage:

- Driver:** The driver shall receive the **current IRS rate (\$0.54.5/mile)**
- Rider:** Riders will be reimbursed at rate not to exceed 25% of the current IRS rate. Riders will be reimbursed based on the driver's mileage.  
*(The total mileage cost for a driver, or passenger, will not exceed the cost of a round trip airplane ticket to the same location)*
- Tolls & Parking:** Shall be assumed by the host club.

### Lodging:

- If an official must stay over-night prior to, during, or following a competition, lodging must be provided.
- If a Judge must leave their home prior to 6:00 AM, or arrive back at their home after 11:30 PM, the host club must contact the Judge to arrange lodging, if desired by the Judge.

### Meals:

- If nutritious meals are not provided by the host club, then the following rate shall apply:  
**Breakfast: \$12.00                      Lunch: \$15.00                      Dinner: \$18.00**