

Long Island Division By-Laws

Article 1 **Name and Affiliation**

The Long Island Division is a part of the United States Fencing Association, INC.

The Division is a chartered, subordinate body of the USFA, INC., and exercises and performs duties and is subject to the Charter and By-Laws of the USFA, INC., with jurisdiction over the following geographic area: Nassau and Suffolk Counties (Long Island, New York).

Article 2 **Objective**

The objectives of the Long Island Division shall be:

1. The encouragement and development of the sport of fencing
2. The holding of qualification tournaments for national competitions
3. The promotion of participation in State, Divisional, Sectional and National and World competitions sponsored by the USFA, the FIE or its affiliates
4. Such other purpose and objectives that have been promulgated in the by laws of the USFA, INC.

Article 3 **Membership**

Section 1 – Eligibility: Any person residing in Nassau or Suffolk County as described in Article 1, and who meets the requirements for membership in the USFA INC., shall be eligible for membership in the Long Island Division. Persons who live outside of Nassau or Suffolk County may be members of the Long Island Division if they meet the following criteria; they may not be a member of another division, they must be a competitive member of club that is located in the Long Island Division.

Section 2 – Classes of Membership: The Long Island Division shall follow the National classification of memberships. The requirements for such membership in each class are set forth in the By-Laws of the USFA. INC.

Section 3 – Admission to Membership: Applicants who qualify under Section 1 of this Article shall be admitted to membership upon payment of the required dues

Section 4 – Discipline, Suspension, and Expulsion of Members: All matters pertaining to the discipline, suspension and expulsion of members shall be referred to the Board of Directors of the USFA Inc. for appropriate action.

Article 4 **Officers**

The Officers of the Division shall consist of a Chairperson, Vice Chairpersons, Secretary and Treasurer. All Officers shall take office at the beginning of the fiscal year of the USFA, INC., following the election, and shall hold office until the end of the fiscal year, or until their elected successor are qualified to assume the position and responsibility of the post. The duties of the officers shall be as follows:

Chairperson: The Chairperson shall preside at all meetings of the Division and its Executive Committee, and to perform such other duties as usually pertain to that office and are not inconsistent with the By-Laws. The Chairperson has the responsibility for filing with the Secretary and the Treasurer of the USFA, INC., the Annual reports called for under the USFA, INC., by-Laws and the standing votes of the Board of Directors. The preparation of these may be delegated to the Secretary / Treasurer of the Division.

Vice Chairpersons: The Vice Chairperson shall perform such duties as delegated to him by the Chairperson. In addition, in the absence of the Chairperson, the Vice Chairpersons shall perform the duties of the Chairperson.

Secretary: The Secretary shall conduct all official correspondence; keep a record of the meetings of the Division; issue notices to members of all meetings; keep a record of current and past membership of the Division and file all forms with the USFA, INC including but not limited to classification changes.

Treasurer: The Treasurer shall keep the accounts of the Division; receive all monies, dues, fees, etc., due the Division; pay all its bills approved by the Chairperson. Keep all receipts and vouchers and shall at the annual meeting of the Division submit a report of the activities of the financial transactions of the preceding year. The Treasurer shall keep the funds of the Division in such accounts as the Executive Committee or the Chairperson may prescribe. Normal distribution may be made as deemed necessary under such control as may be established by the Executive Committee or the Chairperson.

Article 5 **Management by the Executive Committee**

Section 1 – Composition: The management of the Division shall be vested in a Board of Directors consisting of the Officers of the Division as out lined in Article 4.

Section 2 – Quorum: A quorum shall consist of 2/3 of the members of the Executive committee, and the Chairperson.

Section 3 – Meetings: Meetings for the Executive Committee shall be held at such time and place as shall be designated by the Chairman, and shall be called upon by the written request of three or more members of the Committee. All Members shall be given not less than forty eight hours prior notice of all meetings.

Article 6 **Committees**

There shall be four standing committees of the Division whose Chairperson shall be appointed by the Chairperson of the Division.

Section 1 – Bout Committee: The Chairperson of the Bout Committee shall have charge of, and conduct all competitions in the Division. He or his appointed representatives shall decide all disputes arising during the course of a competition. An appeal from any decision of the Bout committee Chairperson may be taken to the Bout Committee as a whole, in which event a decision or a majority of the members of the Bout Committee shall control. Such appeal shall not be allowed to interrupt the competition in progress.

Section 2 – Membership Committee: The Chairperson of the membership committee shall be charged with conducting continuing efforts to promote membership in the Division. The Chairperson of this Committee maintain a list of members, contact former members that have not yet joined and insure that the members of the Committee exert every effort towards getting members of their clubs to join the USFA, INC.

Section 3 – Junior Olympic Committee: The chairperson of the Junior Olympic Committee shall be responsible for the administration of the Division's Junior Olympic activities, including: Holding the Junior Olympic Qualifying competition in accordance with the By-Laws of the USFA, INC., and sending in the results of those qualifying rounds to the USFA, Inc., in a timely fashion.

Section 4 – Referee Committee: The Chairperson of the Referee Committee shall be responsible for the establishing the criteria by which class 9 or 10 Referee Licenses will be awarded by the Division. The Referee's Examination, Clinics, practical application, and observation of referees and candidates are within the jurisdiction of this Committee. The Chairman shall also be responsible for submitting the results of the Referee's Examination to National FOC committee. The chairman of the Referee Committee must be a level 5 or higher referee.

Section 5 – Election Committee/ Nominating Committee whose purpose is to recruit people to volunteer their time to support the Long Island Division.

Article 7 **Meetings of the Members**

Section 1 – Annual Meeting: An Annual Meeting of the members of the Division shall be held each year prior to the month of August, at a date, time and place designated by the Chairperson.

Section 2 – Special Meetings: Special meetings may be called any time and any place by the Chairperson, or upon the written request of not less than 2% of the members of the Division. (Membership based on the USFA membership report published for the fall USFA Board of Directors meeting.)

Section 3 – Notice: Written notice of the date, time and place shall be given to all members of the Division not less than fifteen days in advance of the meeting. This notice may be given on the Internet at the Division Web site and shall contain a statement of the offices to be filled at the meeting, a statement as to any proposed amendments to the By-Laws to be voted on at such meeting and a statement of any other matters to be voted on at the meeting.

Section 4 – Quorum: A quorum shall consist of not less than seven members of the Division present in person, and a majority vote of those members shall control, except as herein provided.

Article 8 **Elections**

Section 1 – Nominations: Candidates for all offices established under these by laws shall be nominated according to the following procedures.

1. The Chairperson of the Nominating Committee will communicate by way of the Internet as well at Division qualifier tournaments as to the intent of the committee's job... to find people who would be willing to donate their time as Division Officers.
2. The members of the Long Island Division will receive notice of the Annual Meeting as well as its purpose to select leadership and plan for the upcoming year. They will be able to vote and contribute to the plans for the following year at the Annual Meeting.

Section 2 – Voting Procedure:

1. At the meeting, the members may be offered a secret ballot or a simple yey or nay verbal vote for the slate of officers. If only one member prefers a paper ballot, paper ballots will be the election procedure.
2. The votes will be tallied by a neutral member at the meeting,
3. The Secretary will upon receipt, verify the eligibility of the ballot by checking that everyone who voted is over 18 and is a present member of the United States Fencing Association as well as a legitimate member of the Long Island Division. The candidate receiving a plurality of the eligible votes shall be declared elected.
4. In the case of a tie, there will be a run off vote. If, after a runoff vote, there is still a tie, lots will be cast and winner shall be declared elected.

Article 9 **Fees, Dues and Arrears**

All initiation fees and dues, and the time and method of paying them, shall be as prescribed in the By-Laws of the USFA, INC. No member who has failed to pay his dues shall be eligible to compete in any competition sponsored by the Division, and shall have no vote in Division affairs until after the dues are paid

Article 10 **By-Laws, Rules and Policies of the USFA, INC.**

All By-Laws, Rules and Regulations, and matters of policy concerning the conduct of competitions as set forth in the fencing Rules and Athlete’s Handbook of the USFA, INC., are hereby incorporated as part of these By – Laws without action of the Executive Committee or the members of the Division.

The Long Island Division will conduct operations on a fiscal schedule starting August 1st and ending on July 31st each year.

Article 11 **Amendments**

These By-Laws may be amended at the Annual meeting of the Division, or at any Special Meeting called for that purpose. Any potential amendment must be included in the Notice of such meeting. An amendment receiving a majority of all votes cast by the members voting either in person or by proxy shall be deemed adopted.

Article 12 **Sanctioning of Division Tournaments**

Any Member USFA Club located in the Division may hold a “Sanctioned Tournament”. The Hosting Club must meet the following criteria:

- The Club must follow all USFA rules (Full safety gear) and practices for running the Tournament.
- The Club must publicize the competition (preferably by internet/email). There can be no instant competitions.
- All contestants must be current COMPETITIVE members of the USFA.
- No club may schedule a competition that conflicts with a Division qualifier.