

NJCAA MEN'S BASKETBALL COACHES ASSOCIATION

CONSTITUTION

Article I - Name & Purpose

Section 1. The name of the organization shall be the National Junior College Basketball Coaches Association (NJCBCA).

Section 2. The purpose of the organization is to promote basketball as an integral part of the junior/community college educational program; to foster junior college basketball to its highest level both nationally and internationally; to place at the disposal of coaches, sources of basketball information: to advise through recommendation, the National Junior College Athletic Association standing committees for basketball from each division.

Article II - Membership & Dues

Section 1. Dues for the membership in the NJCBCA shall be \$80.00*(Approved April 1, 2016 - Colorado Springs - Joint Men's Basketball Meeting) per year per college, Individual membership shall be \$25.00. Membership will run from August 1 to July 31.

Section 2. The active membership shall include Junior/Community College head and assistant basketball coaches.

- A. Associate membership shall include any other members of the athletic staff of a junior college and any other individuals interested in the promotion of junior college basketball.
- B. Lifetime membership qualifications:
 - 1. Must have coached twenty years at the junior college level.
 - 2. No longer an active coach.
 - 3. May serve on NJCBCA Committees as appointed by the President or elected
- C. Hall of Fame coaches are awarded automatic lifetime membership if they have been a dues paying member at the junior college level for ten years and are no longer coaching.

Article III - Voting

Section 1. Only those active members who have paid their dues for the current membership period (August 1 – July 31) shall be eligible to vote at the annual meeting of the NJCBCA.

Article IV - Meeting & Agenda

Section 1. There shall be one regular meeting of the Association each year in conjunction with the NJCBCA annual basketball clinic. In addition to the regular meeting of the Association the President may present, via mail, to the membership for vote, any item which affects the welfare of the Association or the sport of basketball.

- A. Special meetings of the Executive Committee may be called by the President at any time to consider emergency situations which may arise. These special meetings may be conducted via mail, or telephone.

Section 2. In general the usual order of business at the annual meeting of the membership shall proceed as follows:

- A. Report of the (Secretary)
 - 1. Reading of the minutes
 - 2. Treasury Report
- B. Report of the Executive Director of the Men's Basketball Position
 - 1. Develop, administer and organize the national men's basketball coaches association clinic
- C. Report of the President
- D. Divisional Representative Reports
 - 1. National Tournament
 - 2. Coach & Players of the Year
 - 3. All-Americans
- E. Committee Reports
- F. Old Business
- G. Election of Officers
- F. New Business

An agenda should be prepared in advance and presented to the membership consistent with the above at the annual meeting.

Article V - Officers

Section 1. The elected officers of the association shall consist of President, Past President, First Vice President, Second Vice President, Third Vice President, Secretary and Divisional Representatives. These officers shall be elected from the dues paying membership of the association. Each of these officers shall serve without compensation.

Section 2. The office of President and Vice President shall serve in continuity that is the Vice President shall succeed the Presidency when the President's term has ended. The Second Vice President shall succeed the First Vice Presidency when the First Vice President's term has ended.

Section 3. The term of the President and the Vice President is two years, not to exceed two terms. The President and Vice President have the option to accept a second term through an election process. The term of the Secretary is two years, not to exceed two terms. These officers' terms will run congruent with each other.

A. If the office of the President is vacated during a term the Vice President would fill the position for the remainder of the year and would begin the presidency under his own term at the annual meeting.

B. If the office of the Vice President is vacated during a term the office would not be filled and elections would occur at the annual meeting with the new Vice President finishing out the remainder of the present term.

Section 5. The office of the Vice President is an elected position.

Section 6. In the case that vacancies occur in both the Presidency and Vice Presidency at the annual meeting, the Second Vice President would serve in continuity the vacated position.

Section 7. In the case that both the Presidency and Vice Presidency are vacated during the year, the Executive Committee would appoint a past president to finish the remainder of the years term and an election would take place at the annual meeting.

Article VI - Executive Committee

Section 1. The Executive Committee shall consist of the elected officers and the past presidents who remain active in the coaches association.

Section 2. All committees shall be held responsible to the Executive Committee with annual reports brought to the committee at the annual meeting of the NJCAA Coaches Association.

Section 3. The Executive Committee shall meet prior to the annual meeting at the site of the annual meeting.

Article VII - Duties of the Officers & Executive Committee

Section 1. Duties of the President

- A. The President shall preside at all meetings, shall call meetings of the Organization, and shall promote the interests of the Association.
- B. Represent the Association at the NJCAA Annual Meeting.
- C. Appoint a nominating committee of three, chaired by a past president, to present officers for vacated positions.
- D. Appoint committees as needed to serve the Association.
- E. Chair the Basketball Hall of Fame Committee.
- F. Supervise the promotion of National Player and Coach of the Year selections in all divisions.
- G. Appoint with the approval of the Executive Committee, persons to fill vacancies for divisional representatives should they occur.
- H. Appoint a representative to attend the national tournaments in each division.
- I. Act as an ex-officio member of the Executive Committee and any other committees appointed.

Section 2. Duties of the Vice President

- A. Assist the President in the discharge of duties, and in the event of the President's absence to assume the duties of the president.
- B. Act as a member of the Executive Committee.
- C. Coordinate and supervise the NJCAA Coaches Association Annual Meeting and Clinic; to include maintaining a checking account for this activity.
- D. Report on the budget for the Association.

Section 3. Duties of the Secretary

- A. Taking minutes of annual meetings and executive meetings.
- B. Responsible for minutes at annual meeting.
- C. Present at the annual meeting the minutes of the last meeting.

Section 4. Duties of the Executive Committee

- A. Shall meet at the annual meeting prior to the Associations meeting.
- B. Shall review all committee reports.
- C. Shall review all budgets for the upcoming year.
- D. Shall discuss any topic that is deemed advisable or essential to the welfare of the Association and the sport which we represent.

Section 5. Duties of the Executive Director NJCAA Men's Basketball Coaches Association

- A. Develop, administer and organize the national men's basketball coaches association clinic.
- B. Assist with the organization and marketing of the NJCAA Men's Basketball Coaches All-Star Classic.
- C. Assist with Marketing and Promoting of any NJCAA men's basketball coaches association event.
- D. Work closely with executive committee on the development and implementation of membership and sponsorship drives to help promote the NJCAA men's basketball coaches association.
- E. Monitor and update NJCAA men's basketball coaches website.
- F. Attend all NJCAA men's basketball coaches association meetings and events.
- G. Help promote more positive exposure for the NJCAA and the coaches association.
- H. Help collect and record data and records of the history of the men's basketball coaches association and its events.
- I. Terms and Salary: This is a two-year position (renewable every two years) with a stipend of \$5,000 per year. (Approved May 10, 2011 LV meeting)

Article VIII - Committees

Section 1. The President or the Executive Committee has the power to appoint any committee deemed advisable or essential to the welfare of the Association and the sport we represent.

Article IX - Association Finance

Section 1. The President and Vice President shall have the power to draw on the treasury for the following:

- A. In payment of necessary operating expenses.
- B. In payment of any other NJCBCA obligations authorized by the Executive Committee.

Section 2. By majority vote the Executive Committee has the power of approving or rejecting any other proposed disposition of association funds.

Section 3. The President shall present in writing, a proposed expense report for the following year at the executive committee meeting prior to the annual meeting.

Article X - Amendments

Section 1. This constitution may be amended at the annual meeting of the Association by a majority vote of the active members present provided the amendment is submitted in writing and has been specifically announced in the call for the meeting at which the amendment is being voted on.

Section 2. Any amendments that are approved by the Association must then be presented to the standing basketball committee of the National Junior College Athletic Association. The NJCAA Basketball Committee would forward the recommendation to the men's general body for a vote at the annual meeting.

Section 3. No amendment will take affect until approved by the governing body of the NJCAA.