

REGION IV USAG TRAMPOLINE AND TUMBLING

MANUAL INFORMATION

THIS MANUAL IS THE OFFICIAL MANUAL OF REGION IV USAG TRAMPOLINE AND TUMBLING. A NEW HANDBOOK WILL BE PRINTED EVERY TWO YEARS. INSERTS MAY BE ADDED EVERY OTHER YEAR.

All coaches of REGION IV USAGTT are to hold concurrent membership with USA Gymnastics Trampoline and Tumbling. The USAGTT Code of Points gives the complete rule definitions and routine requirements for competition.

BY-LAWS OF REGION IV USAG TRAMPOLINE AND TUMBLING

ARTICLE I

MEMBERS

SECTION I: CLASSES OF MEMBERS

The Region IV Trampoline and Tumbling, referred to as REGION IV USAGTT, shall have three classes of members. The designation of each class and the qualifications of the members of each class shall be as follows: CLUB REPRESENTATIVES, COMPETITORS, and JUDGES.

SECTION II: CLUB REPRESENTATIVES

Clubs who have registered a team and who are current members of USAG Trampoline and Tumbling, are members of REGION IV USAGTT. Only one vote per club USAG number is allowed.

SECTION III: COMPETITORS

Competitors who are registered on a team by a REGION IV USAGTT-affiliated coach and are registered with REGION IV USAGTT and USAG Trampoline and Tumbling are members of REGION IV USAGTT. They have no voting privileges in REGION IV USAGTT.

SECTION IV: JUDGES

Judges who have attended and passed a USAG Certified Judging Clinic and test and paid their dues are members of USAGTT. They have no voting privileges in REGION IV USAGTT.

SECTION V: TERMINATION OF MEMBERSHIP

The Board of Directors, by affirmative vote of two-thirds of all members of the Board, may suspend or expel a member for cause from participating in REGION IV USAGTT. That member is entitled to due process, an appropriate hearing that includes the member being accused. The Board of Directors may, by a majority vote of those present at any regularly constituted meeting, terminate the membership of any member who becomes ineligible for membership, or suspend or expel any member who shall be in default in the payment of dues or who shall be a member not in good standing with USAG.

SECTION VI: RESIGNATION

Any member may resign by filing a written resignation with the Secretary. This resignation shall not relieve the member of the obligation to pay any dues, assessments, or other charges accrued and unpaid.

SECTION VII: REINSTATEMENT

Upon written request signed by former member and filed with the Secretary, the Board of Directors may, by affirmative vote of two-thirds of the members of the Board reinstate a former member to membership upon such terms as the Board of Directors may deem appropriate.

ARTICLE II

MEETINGS OF MEMBERS

SECTION I: ANNUAL MEETINGS

An annual meeting of the members of REGION IV USAGTT shall be held on the day determined by the Regional Chairman and approved by the board. An annual meeting is held for the purpose of electing officers and the members of the Board of Directors and for the transaction of such other business as may come before the meeting.

SECTION II: SPECIAL MEETING

Special meetings of the members may be called by either the Regional Chairman, the Board of Directors, or not less than one-fourth of the members having voting rights. (Special meetings may not be called for competition rule changes.)

SECTION III: PLACE OF MEETINGS

The Board of Directors may designate any place of meeting for any annual meeting or for any special meeting. It should be a place central to all voting members.

SECTION IV: NOTICE OF MEETINGS

Written notice stating the place, date, and hour of any meeting of members shall be delivered to each member entitled to vote at such meetings not less than twenty-one or more than forty days before the date of the meeting. In case of a special meeting or when required by statute or by these bylaws, the purpose for which the meeting is called shall be stated in the notice. If mailed, the notice of a meeting shall be deemed delivered when deposited in the United States mail addressed to the member at his address as it appears on the records of REGION IV USAGTT, with postage thereon prepaid.

SECTION V: INFORMAL ACTION BY MEMBERS

Any action required to be taken at a meeting of the members of REGION IV USAGTT, or any other action which may be taken at a meeting of members, may be taken without a meeting by means of a mail-in-vote. Each voting member must receive a written explanation of the matter and be given ten days to respond to the Secretary. The majority will rule. Rule changes are not allowed as write-in-votes. The Secretary will notify the membership within ten days of the outcome. The power to alter, amend, or repeal these bylaws or adopt new bylaws shall be vested in the membership unless otherwise provided. This action may be taken at a regular or special meeting for which written notice or the purpose shall be given.

SECTION VI: QUORUM

The members holding one-half of the votes which may be cast at any meeting shall constitute a quorum at such meeting. If a quorum is not present at any meeting of members, a majority of the members present may adjourn the meeting at any time without further notice. At any adjourned meeting at which a quorum shall be present, any business may be transacted which might have been transacted at the original meeting; withdrawal of members from any meeting shall not cause failure of a duly constituted quorum at that meeting.

SECTION VII: VOTING PRIVILEGES

In order to have voting privileges in REGION IV USAGTT, one must be a member in good standing. A head coach may send a representative to vote for their club in the event of his or her absence.

SECTION VIII: PROPOSALS

All proposals must be sent to the Board no later than 10 days before a scheduled meeting.

ARTICLE III**BOARD OF DIRECTORS****SECTION I: GENERAL POWERS**

The affairs of REGION IV USAGTT shall be managed by its Board of Directors.

SECTION II: TENURE AND QUALIFICATIONS

**In order to hold an office in REGION IV USAGTT one must have been an active member of REGION IV USAGTT for at least one year. Each director shall hold office for a term of 2 years until his successor has been elected and qualified at the end of a term determined by the membership. Each member of the Board of Directors must be a member in good standing of REGION IV USAGTT and USAG.

SECTION III: CLASSES OF BOARD MEMBERS

The Board of Directors shall consist of the following classes of members: Voting, Appointed and Advisory.

SECTION IV: VOTING MEMBERS

These officers of REGION IV USAGTT shall be voting members: Regional Chairman, Technical Representative, Coaching Representative, Secretary, Athlete Representative, and State Chairmen.

SECTION V: APPOINTED MEMBERS

The Regional Chairman may appoint a Public Relations Chairman. He/she may not vote.

SECTION VI: ADVISORY MEMBERS

The membership of the Board of Directors may appoint as many others as necessary to serve as advisors to the Board of Directors. He/she may not vote.

SECTION VII: REGULAR MEETINGS

A regular annual meeting of the Board of Directors may be held, without other notice than these bylaws, immediately after, and at the same place as, the annual meeting of members. The Board of Directors may provide, by resolution, the time and place for the holding of additional regular meetings of the Board without other notice than such resolution.

SECTION VIII: SPECIAL MEETINGS

Special meetings of the Board of Directors may be called by or at the request of the Regional Chairman and one other Director. The person or persons authorized to call special meetings of the Board may fix any location and the place for holding any special meeting called by the board.

SECTION IX: NOTICE

Notice of any special meeting of the Board of Directors shall be given at least two days prior written notice to each Director at his address as shown by the records of REGION IV USAGTT. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed, with postage prepaid. Notice of any special meeting of the Board of Directors may be waived in writing signed by the person or persons entitled to the notice either before or after the time of the meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business. The purpose of any regular or special meeting of the Board needs to be specified in the notice.

SECTION XI: VACANCIES

Any vacancy occurring in the Board of Directors or any directorship to be filled by reason of an increase in the number of directors shall be filled by the Board of Directors. A director that is appointed to fill a vacancy shall serve for the unexpired term of his predecessor in office.

SECTION XII: COMPENSATION

Directors shall not receive any stated salaries for their services; but, by resolution of the Board of Directors, expenses of REGION IV USAGTT, if any, may be allowed provided adequate receipts are submitted. The Regional Director shall be paid a fee of \$200 plus expenses for work on Regional Championships when there are 300 or fewer athletes in attendance. In the case that there are over 300 athletes attending Regional Championships the Regional Director shall receive a \$1.00 per athlete fee plus expenses to help compensate for their time.

ARTICLE IV

OFFICERS

SECTION I: OFFICERS

The officers of REGION IV USAGTT shall be: Regional Director, Technical Representative, Coaching Representative, Secretary, Athlete Representative, and State Chairmen. Officers whose authority and duties are not prescribed in these bylaws shall have the authority and perform their duties by the Board of Directors. In order to hold an office, one must have been an active member of REGION IV USAGTT for at least two years.

SECTION II: ELECTION AND TERM OF OFFICE

The officers of REGION IV USAGTT shall be elected every 2 years, State Chairmen, Regional Technical Chair, Regional Coaches Chair, Athlete Representative (in odd years), Regional Chairman and Regional Secretary (in even years). State Chairmen will be elected by each state's registered clubs. Regional Secretary will be elected from Region IV member clubs. Regional Technical Chair, Athlete Representative, and Regional Coaches Chair will be elected by State committee representatives. Regional Chairman- elections will be conducted by the National Office. If the election of officers shall not be held at the annual meeting, an election shall be held as soon as possible. Vacancies may be filled at any meeting of the Board of Directors. Each officer shall hold office until his successor is duly elected or until his death or removal.

SECTION III: REGIONAL CHAIRMAN/TREASURER

The Regional Chairman shall be the principal executive officer of REGION IV USAGTT. Subject to the direction and control of the Board of Directors, s/he shall be in charge of the business and affairs of REGION IV USAGTT. S/he shall see that the resolutions and directives of the Board of Directors are carried out except in those instances where that responsibility is assigned to another person by the Board of Directors. S/he shall discharge all duties incident to the office or Regional Chairman and other duties that may be prescribed by the Board of Directors. S/he shall preside at all

meetings of the members and of the Board of Directors. Except in those instances in which the authority to execute is expressly delegated to another officer or agent of REGION IV USAGTT, or a different mode of execution is expressly prescribed by the Board of Directors or these by-laws, s/he may execute for REGION IV USAGTT any contracts, deeds, mortgages, bonds or other instruments which the Board of Directors has authorized. S/he will be responsible for scheduling a Regional Clinic and Jump Start Testing Date. S/he will be responsible for conducting the Regional Championships and oversee the naming of the Regional All-Star Team. S/he shall have charge and custody of all funds and securities of REGION IV USAGTT, and be responsible for the receipt and disbursement of funds. The Treasurer shall be the principal accounting and financial officer of REGION IV USAGTT. S/he shall have charge of and be responsible for the maintenance of adequate books of Account for REGION IV USAGTT. S/he shall fulfill any duties that arise to represent REGION IV USAGTT to USAG and the National Office.

SECTION IV: COACHING REPRESENTATIVE

The Coaching Representative shall assist the Regional Chairman in the discharge of duties. The Coaching Representatives may direct and shall perform other duties as may be assigned to him by the Regional Chairman or the Board of Directors.

SECTION V: SECRETARY

The Secretary shall record the minutes of the meeting of the members and of the Board of Directors in one or more books provided for that purpose; submit the minutes of the meetings to the Program Office, assists the Regional Director in distribution of information and newsletters, see that all notices are duly given in accordance with the provision of these by-laws or as required by law; be custodian of REGION IV USAGTT records, keep a register of the post office address of each member which shall be furnished to the Secretary by each member, perform all duties incident to the office of Secretary and other duties that may be assigned to him by the State Chairman or by the Board of Directors.

SECTION VI: TECHNICAL REPRESENTATIVE

The Technical Representative shall have voting privileges on the Board of Directors. The duties of the Technical Representative shall include assisting with REGION IV USAGTT Judges Education and assigning judging panels for Region IV Championships. The Technical Representative shall represent REGION IV USAGTT to USAG and the National Office.

SECTION VIII: ATHLETE REPRESENTATIVE

The Athlete Representative shall have voting privileges on the Board of Directors. S/he shall perform duties that may be assigned to them by the State Chairman or by the Board of Directors. The Athlete Representative must be a Senior Elite Athlete.

SECTION IX; STATE CHAIRMEN

The State Chairmen shall have voting privileges on the Board of Director. S/he will oversee all matters concerning their states and will help keep the lines of communication open between the states and the region. the State chairmen will also be responsible for providing the Regional Director with Site information for Regional Championships.

ARTICLE V

COMMITTEES

SECTION I: COMMITTEES OF DIRECTORS

The Board of Directors, by resolution adopted by a majority of the directors in office, may designate one or more committees, which shall consist of two or more directors. These committees shall have the authority of the Board of Directors in the management of REGION IV USAGTT.

SECTION II: OTHER COMMITTEES

Other committees not having and exercising the authority of the Board of Directors may be designated by a resolution adopted by a majority of the Directors at a meeting at which a quorum is present. Members of each committee shall be members of REGION IV USAGTT. The Regional Chairman of REGION IV USAGTT shall appoint each member.

SECTION III: TERM OF OFFICE

Each member of a committee shall continue as such until the next annual meeting of the members of REGION IV USAGTT or until his successor is appointed, unless the committee shall be sooner terminated, or unless such member be removed from such committee, or unless such member shall cease to qualify as a member thereof.

SECTION IV: CHAIRMAN

One member of each committee shall be appointed Chairman.

SECTION V: VACANCIES

Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

SECTION VI: QUORUM

Unless otherwise provided in the resolution of the Board of Directors designating a Committee, a majority of the whole committee shall constitute a quorum. The act of the Majority of the members present at a meeting shall be the act of the committee.

ARTICLE VI**CHECKS, DEPOSITS AND FUNDS****SECTION I: CHECKS, DRAFTS, ETC.**

All checks, drafts, or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of REGION IV USAGTT, shall be signed by officers of REGION IV USAGTT. These items shall be signed by the Regional Chairman.

SECTION II: DEPOSITS

All fees are to be deposited. The treasurer, however, must keep a detail record of each item deposited into the REGION IV USAGTT account.

SECTION III: GIFTS

The Board of Directors may accept on behalf of REGION IV USAGTT any contribution, gifts or bequests.

SECTION IV: MONIES

All monies paid to REGION IV USAGTT or for REGION IV USAGTT sanctioned events must be paid by business check, money order, or certified check. Other means of payment are not acceptable and will result in disqualification for the event. Athlete funds are available for all International travel on a yearly basis. This will be determined by a majority vote of the Regional Board of Directors.

SECTION V: LOANS

REGION IV USAGTT, as an organization, will make no loans to anyone for any purpose.

ARTICLE VII**BOOKS AND RECORDS**

REGION IV USAGTT shall keep correct and complete books and records of account and shall also keep minutes of the meetings of its members, Board of Directors, and committees. The Secretary shall keep minutes of these meetings. All books and records of REGION IV USAGTT may be inspected by any member, his agent, or attorney for any proper purpose at any reasonable time.

ARTICLE VIII**FISCAL YEAR**

The fiscal year of REGION IV USAGTT shall be fixed by resolution of the Board of Directors. The REGION IV USAGTT calendar year runs September 1 to August 31.

ARTICLE IX**COMPETITION GENERAL RULES****GENERAL INFORMATION**

1. All disciplines will be judged according to the USAGTT/FIG guidelines. Difficulty values will also apply unless otherwise specified. See FIG difficulty ratings.
2. Special requirements are meant to ensure proper athletic progression from level to level.

DEVELOPMENTAL LEVELS: Determined by age as of December 31st of the current year. Developmental Athletes are Non-Qualifying Athletes for the USAGTT National Championships. Developmental level athletes will compete at the State and Regional Levels only. Developmental athlete's levels 1-3 may apply for an Introductory Membership through USAG. Once the athlete moves into level 4 on any event, they must upgrade to a full athlete membership.

COMPETITIVE LEVELS

TUMBLING	TRAMPOLINE	DOUBLE MINI
Level 5	Level 5	Level 5
Level 6	Level 6	Level 6
Level 7	Level 7	Level 7
Level 8	Level 8	Level 8
Level 9	Level 9	Level 9
Level 10	Level 10	Level 10
Junior Elite	Junior Elite	Junior Elite
Senior Elite	Senior Elite	Senior Elite

COMPETITIVE AGE LEVELS: Determined by age as of December 31st of current year.

Levels 1-9	Level 10
6 & Under	10 & Under
7-8	11-12
9-10	13-14
11-12	15-16
13-14	17 & Over
15 & Over	

All athletes must register with USAGTT. (Fee to be set by USAG) Competitive Levels 1-4 are Non-Qualifying Athletes for the USAGTT National Championship.

JUDGES PAY SCALE

The judges pay scale for local sanctioned competitions shall be the same as the current National level:

Execution & Difficulty Judges		Superior Judges	
Base Pay		(only for hours serving as superior judge)	
Category IV	\$ 8/hr	Category IV cannot serve as SJ	
Category III	\$10/hr	Category III	\$13/hr
Category II	\$12/hr	Category II	\$15/hr
Category I	\$15/hr	Category I	\$18/hr
FIG	\$20/hr	FIG	\$23/hr

The Regional Technical Representative shall serve as meet referee at Region IV Championships.

Judges are paid from the time they are told to report, either from the a.m. or p.m. judges meeting until they are dismissed by the Meet Director and/or Superior Judge, including break & lunch times. All contracted judges are paid for a minimum of two hours. Checks should be issued to the judges in person at the end of their judging time or mailed no later than one week following the event.

BEHAVIOR OF ALL MEMBERS

It is noted for the record that all Professional/Associate/Athlete Members of USAG-Region IV are expected to handle all dealings related to Region IV business with respect and courtesy. Foul or abusive language will not be tolerated. Formal complaints about behavior may be filed with the State Director and may result in fines or disciplinary action at the discretion of the Executive Board.

FINES

Unless otherwise noted in specific rules, the following is the fine for verified violations of the Region IV rules per sanctioned competition. All fines are payable to USAGTT Region IV and due (received) to the Regional Chairman within 10 days of postmarked notification of the fine.

First offense ----- \$200

Each additional offense at the same competition -- \$50

A team and registered head coach in violation is considered "not in good standing" with REGION IV USAGTT and USAG and is not allowed to enter REGION IV USAGTT sanctioned activities until all fees and fines have been paid.

APPEALS PROCESS

No appeal will be considered unless the fine has already been paid

All appeals must be in writing, sent to the Regional Director. At his/her discretion, the matter will be considered either by the Executive Board or by the full membership at its next meeting, with the decision final. If the appeal is approved, the fine will be refunded.