

# **T.A.A.F. BYLAWS**

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## ARTICLE 1 REGIONS

- 1.1 For purposes of regional competition and for qualifying entries into State Tournaments, the state is divided into 17 regions. Regional boundaries are:

Region 1: Those counties including: Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Hardin, Harris (not including the City of Houston), Jasper, Jefferson, Liberty, Matagorda, Montgomery, Newton, Orange, Polk, San Jacinto, Tyler, Waller, Wharton

Region 2: Those counties including: Brooks, Cameron, Dimmitt, Duval, Hidalgo, Jim Hogg, Kenedy, LaSalle, Live Oak, McMullen, Starr, Webb, Willacy, Zapata

Region 3: Those counties including: Atascosa, Bandera, Bastrop, Bexar (not including the City of San Antonio), Blanco, Burnet, Caldwell, Comal, Dewitt, Edwards, Fayette, Frio, Gillespie, Gonzales, Guadalupe, Hays, Karnes, Kendall, Kerr, Kinney, Lavaca, Lee, Maverick, Medina, Real, Travis (not including City of Austin), Uvalde, Valverde, Williamson, Wilson, Zavala

Region 4: Those counties including: Cooke, Denton, Erath, Hood, Johnson, Palo Pinto, Parker, Somervell, Tarrant, Wise. *(Separate Qualifying Meets for swim and track will still be held but will be run in conjunction with one another. The full combination of the regions will go into effect January 1, 2029)*

Region 5: Those counties including: Bell, Bosque, Brazos, Burleson, Comanche, Coryell, Falls, Freestone, Grimes, Hamilton, Hill, Lampasas, Leon, Limestone, Llano, Madison, McCulloch, McLennan, Milam, Mills, Navarro, Robertson, San Saba, Walker, Washington

Region 6: Those counties including: Anderson, Angelina, Bowie, Camp, Cass, Cherokee, Delta, Franklin, Gregg, Harrison, Henderson, Hopkins, Houston, Lamar, Marion, Morris, Nacogdoches, Panola, Rains, Red River, Rusk, Sabine, San Augustine, Shelby, Smith, Titus, Trinity, Upshur, Van Zandt, Wood

Region 7: Those counties including: Collin, Dallas (not including the City of Dallas), Ellis, Fannin, Grayson, Hunt, Kaufman, Rockwall

Region 8: Those counties including: Archer, Baylor, Brown, Callahan, Clay, Coleman, Eastland, Foard, Hardeman, Haskell, Jack, Jones, Knox, Montague, Shackelford, Stephens, Taylor, Throckmorton, Wichita, Wilbarger, Young

Region 9: Those counties including: Armstrong, Bailey, Borden, Briscoe, Carson, Castro, Childress, Cochran, Collingsworth, Cottle, Crosby, Dallam, Dawson, Deaf Smith, Dickens, Donley, Fisher, Floyd, Gaines, Garza, Gray, Hale, Hall, Hansford, Hartley, Hemphill, Hockley, Hutchinson, Kent, King, Lamb, Lipscomb, Lubbock, Lynn, Moore, Motley, Ochiltree, Oldham, Parmer, Potter, Randall, Roberts, Scurry, Sherman, Stonewall, Swisher, Terry, Wheeler, Yoakum

Region 10: Those counties including: Andrews, Coke, Concho, Crane, Crockett, Ector, Glasscock, Howard, Irion, Kimble, Loving, Martin, Mason, Menard, Midland, Mitchell, Nolan, Reagan, Runnels, Schleicher, Sterling, Sutton, Tom Green, Upton, Ward, Winkler

Region 11: That part of Travis County included in the metropolitan area of Austin or those Travis County teams competing in the City of Austin.

Region 12: That part of Tarrant County included in the metropolitan area of Fort Worth or those Tarrant County teams competing in the City of Fort Worth. *(Regional swim and track qualifying meets will be run in conjunction with Region 4. Region 12 will be it's own region till 2029 – in sports only. This region will be fully absorbed into Region 4 and go into effect January 1, 2029)*

Region 13: That part of Dallas County included in the metropolitan area of Dallas or those Dallas County teams competing in the City of Dallas.

Region 14: That part of Harris County included in the metropolitan area of Houston or those Harris County teams competing in the City of Houston.

Region 15: That part of Bexar County included in the metropolitan area of San Antonio or those Bexar County teams competing in the City of San Antonio.

Region 16: Those counties including: Aransas, Bee, Calhoun, Goliad, Jackson, Jim Wells, Kleberg, Nueces, Refugio, San Patricio, Victoria

Region 17: Those counties including: Brewster, Culberson, El Paso, Hudspeth, Jeff Davis, Pecos, Presidio, Reeves, Terrell

- 1.2 All regions must on an annual basis, register at least 250 team equivalent (as calculated by the State Office) in order to retain their status as a region. The team equivalent number for each region will be announced annually at the state conference. Any region who does not meet the 250 team equivalent minimum may be dissolved and absorbed into a neighboring region, as decided by the executive board at the next scheduled board meeting. (THIS RULE WILL NOT TAKE EFFECT UNTIL 2021 STATE CONFERENCE)

## **ARTICLE 2 MEMBERSHIP DUES**

- 2.1 Annual Membership Dues
- .01 Member City: The dues for a Member City are two hundred dollars (\$200.00) per year. Payment of dues allows for the Member City to register participants in all T.A.A.F. team and individual sports.
  - .02 Church: The dues for a religious Parks and Recreation Department/Ministry are two hundred dollars (\$200.00) per year. Payment of dues allows the church member to register participants in all T.A.A.F. team and individual sports.
  - .03 Affiliate: The dues for a private facility, community education agency or organization (excluding any programs sponsored or co-sponsored by any municipality) are one hundred (\$100.00) per sport yearly (with a maximum of \$300.00). Payment of dues allows the affiliate member to register participants in all T.A.A.F. team and individual sports.
  - .04 Allied: A National or State organizations approved by the general membership will pay no annual fees.
- 2.2 Members that have not paid their annual membership basic dues for the current year cannot enter teams in tournaments during the year or vote at the annual meeting. The fiscal year is October 1 through September 30.

## **ARTICLE 3 VOTING PROCEDURES**

- 3.1 General Membership, provided they are in good standing and have a representative at the annual meeting:
- .01 Election of officers and annual meeting convention site
    - a. Member cities, church members, and affiliate members shall have one (1) vote.
  - .02 All other voting matters
    - a. All members shall have a minimum of one vote.
    - b. See Constitution, Article 4.2 for formula to be used.

## **ARTICLE 4 AMENDMENTS TO THE CONSTITUTION, BYLAWS, MANUAL OF PROCEDURES AND SPORTS RULES**

- 4.1 Proposed amendments to the Constitution, Manual of Procedures and Sports Rules must be presented in writing to the executive director and to the appropriate committee chair person by August 15 of the current year. Proposed amendments that are presented by the August 15 deadline will be reviewed and considered by the legislative committee and may be revised by the original author(s) until August 31.
- .01 MOP changes concerning fees, dues or any other budget issues can be proposed and acted upon, beyond the thirty day requirement, when recommended by the finance committee.
  - .02 Proposal must be on the proper form to be considered by the committee
  - .03 Proposed changes must be submitted as follows:
    - a. One (1) copy to the committee chairperson
    - b. One (1) copy to the executive director
  - .04 The individual(s) designated representative submitting a proposed amendment must attend the legislative issues committee meeting to explain the intent and answer any questions concerning the proposal. Failure to attend the meeting will result in the legislation being withdrawn by the committee and the proposal will not be presented for consideration by the general membership.
  - .05 Constitution and MOP may be amended at the annual meeting of the Executive Board by a two-thirds (2/3) majority vote and by a simple majority of the general membership.
  - .06 Sports Rule changes will be considered annually. Sports Rule changes require a simple majority vote of the general membership.
    - a. Exception: If a Sports Rule change is deemed to be urgent, it may be submitted under new business for consideration at the Winter or Mid-year Executive Board meetings. Before being presented to the Executive Board the Sports Rule must first gain approval by the Sports Commissioner of the sport in question, the current T.A.A.F. president, and the Executive Director. Once receiving the required approvals, the Sports Rule change will require a simple majority vote of the Executive Board.
  - .07 A Sports Rule, adopted or changed, may not be deleted or amended for a minimum of two (2) years with the exception of national governing body rule changes
    - a. Exception: Amendments may be considered when submitted by the state commissioner of that specific sport.
- 4.2 Bylaw changes: proposed amendments to the Bylaws must be presented in writing thirty (30) days prior to a regularly scheduled executive board meeting.
- .01 Proposal must be made on proper form to be considered by the executive board
  - .02 Proposed changes must be submitted as follows:
    - a. One (1) copy to the president
    - b. One (1) copy to the executive director
  - .03 The individual(s) designated representative submitting a proposed amendment must attend the executive board meeting to explain the intent and answer any questions concerning the proposal. Failure to attend the meeting will result in the legislation being withdrawn and the proposal will not be presented for consideration by the executive board.

- .04 The Bylaws may be amended by a two-thirds (2/3) majority vote of the executive board at any regular or called meeting.

## **ARTICLE 5 GROUND RULES FOR AMENDMENTS**

- 5.1 Proposed legislation will result in one (1) of the following actions by the Legislative Committee:
- .01 CLASS 1 - Vote to accept without change or amendment
  - .02 CLASS 2 - Vote to accept with minor changes, or amendments.
  - .03 CLASS 3 - Vote to accept with major changes or amendments.
  - .04 REJECT - Vote to reject
- 5.2 The chairman will submit, to the delegates, the recommendations of the committee by reading the CLASS 1 and REJECT items. On all CLASS 2 and CLASS 3 items, the legislation will be read as amended.
- 5.3 Delegates wishing to speak on any recommendations from the committee may place a "HOLD" on the proposal at the time it is read. After all the committee's recommendations have been read, the chairman will move for the adoption for the committee's recommendations on all proposals, except for those with a "HOLD." A majority vote of the delegates is required for passage.
- 5.4 Each proposal with a "HOLD" will be presented individually for discussion and action. Proposals without amendment from the floor, require a majority vote for passage.
- 5.5 CLASS 2 proposals require a two-thirds (2/3) vote of the General Body for passage.
- 5.6 CLASS 3 proposals require a unanimous vote of the General Body for passage.

## **ARTICLE 6 ELECTED PERSONNEL**

To serve as an elected official, an active T.A.A.F. member is defined as: a full-time employee of a Member City or a representative of a T.A.A.F. organization that is personally active (i.e. attends regional and state meetings, registers teams, and manages local T.A.A.F. business) in T.A.A.F. for a minimum of one year. Should employment cease during tenure of office, the status of the elected person will be reviewed and determined by the Executive Board.

- 6.1 President
- .01 Term of Office: Maximum of one (1) consecutive two (2) year term.
  - .02 Qualifications:
    - a. Must have been an active T.A.A.F. member for a minimum of five (5) years.
    - b. Must be a full-time employee of a Member City. Should employment cease during tenure of office, the status of the elected person will be reviewed and determined by the Executive Board.
    - c. Must have served on at least two (2) of the following: Executive Board member, Regional Director, State Commissioner, committee chairperson, Games of Texas Director or as a liaison.
  - .03 Duties: The president shall be the chief elected officer (CEO) of T.A.A.F. and, subject to control of the Executive Board, shall supervise and control all the affairs of the Federation.
  - .04 The president shall preside at all of the executive and annual membership meetings.
  - .05 The president is authorized to sign all contracts, bonds, transfers, and any other instruments as prescribed by the Executive Board.

- .06 The president shall appoint all committees and use his/her discretion as to calling special Executive Board meetings.
  - .07 Each year the president shall appoint a parliamentarian to serve at all board meetings and at the annual meeting of the general body.
  - .08 The president will coordinate the agenda, meeting places and programs with the executive director.
  - .09 The president will be an ex-officio member of all committees.
- 6.2 President-Elect
- .01 Term of Office: Maximum of one (1) consecutive two (2) year term.
  - .02 Qualifications: Same qualifications as required for president.
  - .03 Duties: In the absence of the president, or in the event of his death, inability or refusal to act, he/she will serve the unexpired term as president.
  - .04 The president-elect shall perform the duties of the president, and when so acting, shall have all the powers of and be subject to all the restrictions upon the president.
  - .05 The president-elect shall perform other duties as may be assigned to him by the president or executive board.
  - .06 The president-elect will be an ex-officio member of all committees.
- 6.3 Past President
- .01 Term of Office: He/She shall serve until a new president is elected.
  - .02 Qualifications: Must have been the immediate past president of T.A.A.F..
  - .03 Duties: In the absence of the president and the president-elect, or in the event of their death, inability or refusal to act, he/she will serve the unexpired term as president.
  - .04 If the past president shall be required to perform the duties of the president, shall have all the powers of and be subject to all the restrictions upon the president.
  - .05 The past president shall perform other duties as may be assigned to him/her by the president or by the executive board.
  - .06 The past president will be an ex-officio member of all committees.
- 6.4 Executive Board
- .01 Term of Office: One (1) year as determined by annual regional election.
  - .02 Qualifications: Must have been an active T.A.A.F. member for a minimum of two (2) years.
  - .03 Duties:
    - a. Employ and dismiss an executive director, including reviewing work and establishing an annual salary.
    - b. Recommend approval and termination of membership
    - c. Revoke any title or honor awarded during the past twelve months, when in the best interests of the Federation.
    - d. Review and recommend state commissioners
    - e. Hear and rule on all complaints
    - f. Approve regional directors
    - g. Audit financial reports presented by the finance committee
    - h. Approve annual budget

- i. Approve all contracts and agreements, and all amendments to the By-laws.
- j. Study rule changes, constitution and MOP amendments and make recommendations to the general membership
- k. Act as a screening group for the general membership

.04 Decisions made by the Executive Board, other than those pertaining to the executive director, must have a two-thirds (2/3) majority vote of those present.

.05 A quorum is one (1) more than one-half of the Executive Board. Each member has one (1) vote.

.06 Proxy vote: A member of the Executive Board may be represented by a proxy vote by submitting in writing the name of the proxy to the executive director prior to the meeting, to be approved by the Executive Committee. A proxy must be a full-time employee of any member city within said region.

EXCEPTION: No proxy vote allowed for any past-presidents not in attendance.

.07 Review and approve the nominations committee's report.

.08 The Executive Board has jurisdiction over all matters not specifically covered in the Constitution. The Board will make their recommendations to the general membership for final action, if required by the Constitution and Bylaws.

#### 6.5 Regional Director

.01 Term of Office: One (1) year as determined by annual regional election.

.02 Qualifications: Must have been an active member of T.A.A.F. for a minimum of two (2) years.

.03 Duties: The regional director shall promote all T.A.A.F. sports throughout the region.

.04 See that all teams in their region are registered with the sports commissioner on or before the final registration dates and ensure all registration fees have been paid.

.05 The regional director shall organize and conduct tournaments in their region, certify regional champions, and certify entries into state tournaments.

.06 Publish all regional tournament dates and sites by the annual January state meeting and each T.A.A.F. member city in the region, all sports commissioners, and a copy to the T.A.A.F. state office.

.07 The regional director shall appoint a committee, to serve as his/her advisory committee on matters of importance including: individual eligibility, region-wide suspension, etc.

.08 Keep the region informed on pertinent matters.

.09 Hold a meeting prior to the annual conference to elect a regional director and a representative to the executive board for the next year.

.10 Regional directors must attend all scheduled Executive Board meetings, or send a proxy.

#### 6.6 Sports Commissioners (includes Assistant Sports Commissioners)

.01 Terms of Office: One (1) year as determined by the general membership election.

.02 Qualifications:

- a. Must have been an active T.A.A.F. member for a minimum of one (1) year.
- b. Must be knowledgeable of respective sport.
- c. The state commissioner cannot participate as a player or coach in the tournament competition in a sport where they serve as commissioner.

- .03 General Duties:
- a. Promotes respective sport throughout the state.
  - b. Enforce T.A.A.F. rules and regulations
  - c. Encourage new memberships
  - d. Transmit his/her rulings by phone, fax, email or letter to the executive director.  
However, all matters are to be handled first at the local level, then the regional level by the regional director, then by the state commissioner when dealing at the state level. Each position should notify and discuss any matters with the next level upon making a ruling.
  - e. Have complete and final interpretation to act on behalf of T.A.A.F. in all matters pertaining to the respective sport. This shall include specific sport/division/classification of all printed rules and regulations contained in the participant guide or respective sports rulebook.
  - f. Make proposed changes in rules, regulations and procedures in respective sport. Submit proposed changes to the executive director and chairperson of the legislative issues committee.
  - g. Attend the open forum session of the legislative issues committee to review proposed changes.
  - h. Receive bid applications for state tournament sites from member cities or affiliate members.
  - i. Present the bids and recommend the awarding of the tournament sites to the general membership.
  - j. Ensure that the member city awarded the state tournament has a team in that sport.
  - k. Attend all executive board meetings. If the commissioner cannot attend, have a knowledgeable proxy for replacement with report or information to be given at the meeting.
  - l. Maintain accurate, detailed records of respective sport, including: registration forms, results, financial reports, rosters, etc.
  - m. Select a person to serve as assistant sports commissioner (boxing, gymnastics, golf, swimming, tennis and track and field. The individual shall be approved by the executive board and general membership.
- .04 Duties prior to the state tournament
- a. Responsible for contacting regional directors to ensure teams are registered and have paid their fees by registration deadline.
  - b. Confirm registrations with executive director within seven (7) working days following the registration deadline.
  - c. Provide each regional director and executive director with the following information within no more than fifteen (15) working days following the registration deadline:
    - Breakdown of total registration – confirming each city's team registration total
    - Allocation of teams – designating the number of teams per region advancing to the state tournament.

Note: the team allocations will be based on the current year's registration figures:

    - In adult basketball, the current year's team registration totals will be calculated as to the team registrations received by the T.A.A.F. state office as of January 31
    - Adult basketball team registrations received after January 31<sup>st</sup> will be included in the following year's team registration totals.
    - Adult basketball team registrations that include team codes, team names, team managers and manager's addresses that are received by the T.A.A.F. state office by the January 31<sup>st</sup> deadline will be included in the current year's registrations totals even if the registration fees have not been paid by January 31<sup>st</sup>. Payment will be accepted at a later date agreed upon by the T.A.A.F. state office.
  - d. Approve all substitutions of state tournament directors prior to tournament date and notify the executive director of any changes.



- .05 Duties during the state tournament:
  - a. Rule on eligibility of all teams and players entering state tournaments – the commissioner’s decision will be final.
  - b. Attend the state tournament in respective sport or have a knowledgeable proxy present at the tournament and notify the executive director of any changes.
  - c. Hold a scratch and/or managers meeting prior to the first scheduled game or event at site of state tournament.
  - d. The state commissioner will not permit a tournament director, umpire in chief or any host city ‘administrative tournament official’ to participate in a T.A.A.F. tournament hosted by that city.
  - e. Visit with coaches and participants to obtain suggestions and recommendations to improve the sport.
  - f. Appoint members to serve on the tournament protest committee.
  - g. Assist tournament host with awards presentation.
- .06 Duties after the state tournament:
  - a. Send the executive director the financial report, the tournament results and all team rosters within two (2) weeks following the conclusion of the tournament.
  - b. Complete and submit the following to the state office:
    - Tournament evaluation forms
    - State commissioner’s tournament report form
    - Travel expense voucher form and receipts
  - c. Report on the facilities, officials and overall management of the state tournament

## ARTICLE 7 ELECTION PROCEDURES

- 7.1 Nomination of President-Elect
  - .01 See candidate qualifications (BL 6.2)
  - .02 Candidate nominations must be submitted to the nominations committee chairperson no later than August 1 of the election year. Candidate information will include nomination letter, qualifications and a picture.
  - .03 Nominations will not be accepted from the floor unless there are no qualified candidates by the August 1 deadline.
  - .04 All candidates must be screened by the nominations committee.
  - .05 The nominations committee chairperson shall advise the general membership of all qualified candidates prior to the annual meeting
- 7.2 Election of President-elect
  - .01 The president-elect is elected by one vote per member city and church member at the annual meeting.
  - .02 Qualified candidates will be voted on by written ballot, as the first order of business by the general membership.
  - .03 If one candidate receives a majority (51%) vote of the preliminary vote, that candidate will be declared president-elect.
  - .04 If no one candidate receives a majority (51%) vote, the nominations committee chairperson shall advise the general membership of the top two (2) candidates following a preliminary vote. The president-elect will be elected from these top two (2) candidates.
- 7.3 Nomination of State Commissioners
  - .01 All State Commissionerships are eligible for nominations each year.

- .02 Nominations can be accepted from the floor at the annual meeting if there are no nominees for a specific sport commissioner.
- .03 Each candidate is able to speak before the general body at the Annual Meeting.
- 7.4 Election of State Commissioners
  - .01 State commissioners shall be elected by the general membership at the annual meeting.
- 7.5 Election of Region Representatives
  - .01 Each region shall hold a meeting prior to the annual meeting to elect a regional director and an executive board representative.
  - .02 These officers shall be stated to the general membership at the annual meeting.

## **ARTICLE 8 T.A.A.F. STAFF PERSONNEL**

- 8.1 Executive Director
  - .01 Employment: An executive director shall be employed under the terms of a contract of employment by a two-thirds (2/3) vote of the total executive board membership. The executive committee may renew this contract at any time.
  - .02 Removal: The executive director may be removed for just cause by two-thirds (2/3) vote of the total executive board membership
  - .03 Bond: The executive director shall be bonded at the expense of T.A.A.F. at an amount to be set by the executive board.
  - .04 Duties:
    - a. Manage the Federation office and perform such duties and exercise such authority as delegated by the president and/or the executive board.
    - b. Negotiate and execute all contracts and agreements on behalf of the Federation. The executive board must approve such contracts and agreements.
    - c. Act on behalf of the Federation on all matters of emergency not covered in the Cavalcade.
    - d. Prepare a detailed financial statement and audit for the executive board.
    - e. Prepare and send minutes within thirty (30) days of each meeting to the general membership.
    - f. Have charge, custody and responsibility for all funds and securities of the Federation.
    - g. Use discretion requiring any expenditure that may arise within the limits of the adopted budget.
    - h. Prepare annual budget and make recommendations to the finance committee.
    - i. Analyze all T.A.A.F. procedures and policies and recommend changes to the appropriate committee.
    - j. Coordinate T.A.A.F. training workshops on an annual basis.
    - k. Serve as advisor on all T.A.A.F. matters to all interested parties.
    - l. Coordinate the annual meeting and all executive board meetings.
    - m. Have the final interpretation of the rules and regulations as communicated in the Cavalcade of Sports and Participation Guide.
    - n. Evaluate the Federation's investments and initiate contracts and actions deemed necessary.

## **ARTICLE 9 T.A.A.F. GAMES OF TEXAS**

The T.A.A.F. Games of Texas (a/k/a the Texas Games) is a special event of the Texas Amateur Athletic Federation and has been conducted annually since 1986.

- 9.1 The T.A.A.F. organization has been recognized and designated by the Governor's Council on Physical Fitness and the National Congress of State Games to conduct the T.A.A.F. Games of Texas. This is the official multi-sports games for the state of Texas. *The T.A.A.F. Games of Texas have been recognized as a State Games Program Participant since 1992 by the United States Olympic Committee (U.S.O.C.)*
- 9.2 The games will be held annually in July or August.
- 9.3 Each T.A.A.F. sport shall be governed by the rules in the Participant Guide and will be under the direction of each T.A.A.F. state sport commissioner. The National Governing Body (NGB) or the State Governing Body (SGB) will govern the sports that are not official T.A.A.F. sports for that sport.
- 9.4 Each T.A.A.F. sport shall declare their state champion at the multi-sports games, excluding softball.
- 9.5 First (1st), second (2nd) and third (3rd) individual awards for the T.A.A.F. Games of Texas will be medals. The remaining awards will be ribbons or medals.
- 9.6 The T.A.A.F. Games of Texas shall be held by a host city or region that shall be responsible for the promotion and celebration of the games. The games bid may be accepted and awarded:
  - Summer Games, four (4) years in advance at odd numbered years' annual meeting
  - Winter Games, three (3) years in advance at even numbered years' annual meeting (The Executive Board may award multiple year extensions for the Winter Games Bids.)
- 9.7 Teams and individuals shall be eligible according to the T.A.A.F. rules set forth in the Participant Guide or by the rules of the proper NGB or SGB in the sports that are not T.A.A.F.
- 9.8 The Participant Guide shall rule on all procedures and regulations for each T.A.A.F. sport and the Manual of Procedures and the Constitution and Bylaws shall implement enforcement.
- 9.9 The administration and management of the T.A.A.F. Games of Texas shall be governed by the Texas Amateur Athletic Federation state office under the direction of the executive director, overseen by the Executive Board members and the Governing Body of T.A.A.F.
- 9.10 National and State Governing Bodies may petition to add as an exhibition, demonstration, or an official sport to the T.A.A.F. Games of Texas state office. If approved, the National and State Governing Bodies agree to pay T.A.A.F. the participant fee established by the T.A.A.F. Executive Committee. Each NGB is eligible to become an allied member of T.A.A.F.
- 9.11 The host city/region may request T.A.A.F. to add additional divisions or sports to their original T.A.A.F. Games of Texas bid.
- 9.12 The Executive Board may have the authority to authorize alternative advancement procedures for T.A.A.F. State Championships that are included as part of the Games of Texas if so needed in order to ensure successful participation at the Games of Texas by allow qualified participants to fill approved regional entry slots to the state competition.
  - .01 Any alternate advancement procedures must be reviewed and recommended for approval or non-approval to the Executive Board by the State Commissioner of that sport being affected by such action.

## **ARTICLE 10 HOSTING THE GAMES OF TEXAS**

- 10.1 Bid Application
  - .01 "T.A.A.F. Games of Texas" is the official name of the Games of Texas.
  - .02 Bid requirements and procedures for hosting the Games of Texas are available from the T.A.A.F. Executive Director.
  - .03 Bids must be submitted to the executive director by the announced deadline.
  - .04 A site selection committee consisting of the president, past-president, president-elect, executive director, sport commissioners and the Games of Texas Team, will review the

bids, hear presentations during the annual Team Meeting and make their recommendation for the Games of Texas site to the general membership for approval.

- .05 The Games bid may be accepted and awarded:
  - a. Summer Games, four (4) years in advance at odd numbered years annual meeting
  - b. Winter Games, three (3) years in advance at even numbered years annual meeting.The executive board may award multiple year extensions for the Winter Games bids.
- .06 In the event that no satisfactory bid is received for the Games, the executive director shall notify all members by mail that bids will be accepted for the Games and the new deadline, The executive director shall then, if necessary, conduct a vote by mail with the city or region receiving the highest number of votes being awarded the Games.

## 10.2 Bid Agreement

- .01 Once a bid is awarded, arrangements will be made for the formal signing of a Games of Texas agreement.
- .02 Prior to the execution of the agreement, the executive director, or designee, will inspect the venues.
- .03 Once the formal signing of the T.A.A.F. Games of Texas agreement has been made, the awarded city or region hosting the Games of Texas cannot host any sport that directly competes with an awarded T.A.A.F. State Tournament without written approval from the executive director, state commissioner of said sport, and tournament host.
- .04 Games of Texas Fees:
  - a. The current T.A.A.F. individual registration fee will be charged per participant for individual sports in the Games of Texas
  - b. The current T.A.A.F. team registration will be charged for every team entered into the Games of Texas.
  - c. The current T.A.A.F. Games of Texas individual insurance rate will be charged for every rostered athlete in team sports.
- .05 The sale of any souvenir item must be approved by the executive director. All souvenir items must include the T.A.A.F. logo and/or make significant reference to T.A.A.F.
  - a. License/royalty fee Games of Texas - T.A.A.F. shall retain all rights to enter into a separate souvenir contract for souvenir sales.
- .06 Should the host city/region secure a local civic or private organization to sponsor the Games of Texas, arrangements made with such groups must be submitted to the state office.
- .07 Additional responsibilities of host city/region:
  - a. Notify by mail, all cities and affiliate members within the state of the Games dates, fees and housing information.
  - b. Obtain information from the state commissioner through the regional director concerning the eligible teams to the Games.
  - c. Notify each city, associate and affiliate member to provide certified rosters of all teams going to the Games.
  - d. Before participation, establish procedures to ensure each participant has signed a roster, waiver and release of liability. Ensure adult parent or guardian has also signed for any minor participant.
  - e. Notify coaches of the procedures to be followed for protest and of the ramifications in case of cancellation.
- .08 A complete financial statement is required to be submitted to the executive director no later than sixty (60) days following the conclusion of the Games of Texas. The executive director will submit the financial statement to the executive board upon request.

## ARTICLE 11 REIMBURSEMENT PROCEDURES

- 11.1 The president, president-elect or appointed representative, when representing T.A.A.F., will be reimbursed for their travel expenses.
  - .01 Mileage reimbursements will equal the amount allowed by the Internal Revenue Service as of the beginning of T.A.A.F.'s fiscal year (October 1).
  - .02 Reimbursement request forms must be submitted to the executive director within ninety (90) days. Reimbursements not submitted within ninety (90) days will be void.
- 11.2 State Sports Commissioners and the Games of Texas liaisons:
  - .01 Host cities are responsible for providing lodging.
  - .02 State Commissioners: Mileage reimbursement is equal the amount allowed by the Internal Revenue Service as of the beginning of T.A.A.F.'s fiscal year (October 1).
  - .03 Liaisons are eligible to participate in the liaison travel assistance program approved annually by the executive board.
  - .04 Reimbursement request forms must be submitted to the executive director within ninety (90) days. Reimbursements not submitted within ninety (90) days will be void.
- 11.3 Other T.A.A.F. members
  - .01 All other T.A.A.F. members will not be entitled to reimbursement from T.A.A.F. for food, lodging, travel or office expensed incurred while representing T.A.A.F.

## **ARTICLE 12 BEREAVEMENT POLICY**

- 12.1 T.A.A.F. may make funds available to assist any former and/or current T.A.A.F. member in the event that a catastrophic occurrence should take place in their immediate family (self, wife, husband, child). An executive board member must make the recommendation. The dollar amount of assistance will be approved by a vote of the executive board.
  - .01 This item shall be taken into executive session for discussion and approval.
  - .02 The recommended monetary allocation by the executive board must be approved by a two-thirds (2/3) majority vote of the executive board.
  - .03 The bereavement allocation cannot exceed \$1,250.00.

## **ARTICLE 13 CONFLICTS IN THE CAVALCADE**

- 13.1 If a conflict arises between the Sports Rules and the Manual of Procedures, the Manual of Procedures will prevail.
- 13.2 If a conflict arises between the Manual of Procedures or Bylaws and the Constitution, the Constitution shall prevail.