

AAU Trampoline & Tumbling Rule Book & Regulations

PREAMBLE

The AAU Trampoline & Tumbling National Committee has been established in order to promote the benefits of participation in athletics and hereby adopts these rules & regulations for the advancement of that purpose. The AAU sport of T&T will conduct its activities to promote the purposes for which it was organized as set forth in the guidelines of the AAU. No part of the net earnings of T&T shall inure to the benefit of or be distributable to its directors, officers or other private persons, except that T&T shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes and objectives. No substantial part of the activities of T&T shall be for carrying on of propaganda, or otherwise attempting to influence legislation, and T&T shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions in these By-laws, T&T shall not carry on any activities not permitted to be carried on.

I. NATIONAL SPORT COMMITTEE GOVERNANCE AND ADMINISTRATION

A. National Committee Structure and Procedures

1. **National Chair** – The President of the AAU appoints the Chair from the recommendations of the National Sport Committee after approval of a majority of the National Officers.
2. **Executive Committee Composition** – The Executive Board shall consist of the National Sports Chairperson, Vice Chairperson, Technical Chairperson, Volunteer Coordinator, Judging Coordinator, Equipment Coordinator, Secretary, Treasurer, and Ethics Chairperson.
 - a. **Terms.** The National Sports Chairperson, Vice Chairperson, Technical Chairperson, Volunteer Coordinator, Judging Coordination, Equipment Coordinator, Secretary, Treasurer, and Ethics Chairperson shall be elected every four years during the bi - annual meeting that takes place during the National Convention.
 - b. **Nominations.** Nominations for all the Executive Board shall be made from the floor of the National Convention. Only one individual may speak on behalf of each such nominee; however, nominees may speak for themselves if they so desire.
 - c. **Election.** All elections shall take place at the meeting that takes place during the National Convention.
 - d. **Qualifications.** All nominees for office must have a current AAU T&T membership and have been AAU T&T registered team members for at least the previous two years.
 - e. **Vacancies** Any vacancy occurring in the Board of Directors or any directorship to be filled due to an increase in the number of directors, may be filled by the election of an individual by a majority of the then sitting Directors of the sport of T&T. A director so elected shall serve the unexpired term of his or her predecessor in office or the full term of such new directorship, as the case may be.
 - f. **Resignation and Removal.** Any director may at any time resign by serving written notice thereof on the remaining directors. Membership on the Board of Directors may also be terminated for good cause by passage of a removal resolution by a 3/4 of the remaining Board of Directors.
Upon removal, the removed person must be notified

by the Board, through the National Chairperson, of such action within one week of the vote taken, which if by mail shall be the due date of the ballots. The removed person shall have 30 days to file a written appeal with the National Chairperson who shall take the appeal back to the Board of Directors for possible consideration and re-vote.

g. Duties

- a.** District and National Competitions. The general conduct of the T&T AAU Junior Olympic Games Competition shall be the responsibility of the Executive Board. The general conduct of the Association Qualification Competitions shall be the responsibility of the meet directors who shall be subject to the control and directives of the Executive Board. All sanctioned competitions (Invitationals, Associations, Nationals, and AAU Junior Olympic Games) must abide by the rules and regulations of the T&T handbook. The Executive Board shall have the power to revoke or rescind a decision of the meet directors concerning the conduct of said meets.
- b. Powers and Responsibilities.** The Executive Board, as identified below, shall have the following duties in addition to those set forth elsewhere in these By-laws and in addition to those duties normally incident to the respective office:
- c. National Sports Chairperson.** The National Sports Chairperson shall Be the principal executive officer of the AAU sport of T&T and, subject to the control of the Executive Board, shall generally supervise the business and affairs of the T&T. Call and preside at the meetings of the Executive Board and T&T members. He or she may sign, with any other proper officer of T&T thereunto authorized by the Executive Board, any instrument that the Executive Board has authorized to be executed. Shall also perform all duties incident to the office of National Chairperson and such other duties as may be prescribed by the Executive Board from time to time. May retain other persons to assist him or her in performance of the National Chairpersons duties. The National Chairperson shall also be responsible for updating the addendum for the Local Organizing Committee (referred to herein as the LOC) annually to assure the needs of the sport of T&T at the Junior Olympic Games. The National Chairperson may retain other persons to assist him or her in updating the addendum. May also conduct polls or surveys through any form of communication available. In the absence of the National Chairperson, the Vice National Chairperson shall take his or her place and perform his or her duties. See that all notices are duly given in accordance with the provisions of the Operating Rules and Procedures or as required. Be custodian of the corporate records; Keep a register of the post office address of each member of the AAU T&T which shall be furnished to the National T&T Chairperson by each such member; Compile and distribute annually to each member a report of the activities of T&T;

Compile a file of all resolutions passed by the Executive Board and report to the T&T membership on such resolutions; In general, perform all the duties incident to the office of the T&T National Chairperson and such other duties as are prescribed herein or which may be assigned to him or her by the Executive Board from time to time.

- d. **Vice Chairperson.** The Vice Chairperson shall Be responsible for overseeing all Association Chairpersons and shall ensure all Association State Meets are held and operated under the current T&T handbook rules. Also assist the Chairperson in the function of his or her duties whenever reasonably requested. Must also review, approve and/or deny any exceptions to the T&T handbook for AAU sanctioned competitions All exceptions must be directed to the Vice Chairperson and Association Registration Chairperson with a written explanation for the exception(s) prior to the competition. Has the right (with the agreement of the National Chairperson) to declare any sanctioned competition that is not conducted by the AAU T&T handbook not valid as a qualifying competition.
- e. **Technical Chairperson.** The Technical Vice Chairperson shall Promote all T&T. competitions and the sport of T&T. Shall also assist the National Chairperson in the function of his or her duties whenever reasonably requested. All petitions shall be sent to the Technical Vice Chairperson. Is responsible for handling all technical matters in connection with the programs of the sport. This responsibility shall include, but not be limited to, clarifying terminology by conducting a poll of the Executive Board members when such an issue arises, except when the National Convention is in session.
- f. **Volunteer Coordinator.** The Volunteer Coordinator shall Work with the Executive Board to determine the number of volunteers needed for the T&T competition during the AAU Junior Olympic Games and AAU National Team Trials. Is also responsible for communicating with the LOC/AAU Volunteer Coordinator for the AAU Junior Olympic Games to determine the number of volunteers being provided and to conduct a survey to attain any additional volunteers necessary from the T&T membership.
- g. **Judging Coordinator.** The Judging Coordinator shall Develop (yearly) an updated open book testing certification to be approved by the National Chairperson or the Executive Board and test all applicants Issue judges certification to all judges who meet the requirements by Passing the current test(s) by the proper percentage (determined by the Executive Board) in an assigned length of time Presenting verification of being an NTJA Certified Judge in good standing for at least two years and paying the required fee. Maintain a current address/phone listing of all judges who are certified per event Notify certified judges when their certification needs to be renewed Recommend certified judges for all sanctioned competitions and all the District Championships.

Provide a list of judges (who are qualified in all three events) for the Junior Olympic Games Competition and the AAU National Team Trials for the approval of the Executive Board. For the AAU Junior Olympic Games Competition and AAU National Team Trials, the Judging Coordinator shall:

- i. Set judges fees and travel allowances with the National Chairperson
 - ii. Send out a survey for judging the Junior Olympic Games
 - iii. Send out a contract to all Junior Olympic Games judges
 - iv. Attain expense forms from the AAU National Office and give to all Junior Olympic Games judges before the last day of the competition
 - v. Verify expenses and check receipts
 - vi. Send in all verified expenses and receipts to the AAU National Headquarters. Verify all approved expenses are paid in a timely manner
- h. Equipment Coordinator.** The equipment coordinator shall work with the Executive Board to determine the specifications and equipment needed for the T&T competition during the AAU Junior Olympic Games. He or she is also responsible for communicating with the LOC and the equipment company for the AAU Junior Olympic Games to determine a blueprint, a time frame for setting up, a time frame for tearing down, and the number of volunteers needed to assist with the same.
- i. Secretary.** The Secretary shall Keep the minutes of the T&T meetings in one or more books provided for that purpose. Keep a special file of all the resolutions passed by the AAU T&T Board and shall report to the membership on each resolution. Perform any additional duties as appointed by the National Chairperson.
- j. Treasurer.** The Treasurer shall Have charge and custody of the budget and be responsible for all funds and property of the AAU T&T and receive and provide receipts for monies due and payable to from any source whatsoever, and deposit all such monies in the name of T&T with the AAU National Headquarters. In general, the Treasurer shall perform all duties incident to the office of Treasurer and work to ensure the financial stability of T&T. The Treasurer shall also present to the T&T Executive Board, prior to the end of each fiscal year, a proposed operating budget for the upcoming fiscal year. Shall make an annual financial report and a report of all business transactions of the T&T Board.
- k. Ethics Chairperson.** The Ethics Chairperson shall Direct his or her actions as outlined by the AAU. The Ethics Chairperson shall serve in an advisory capacity to the Executive Board and help develop a specific T&T Code of Behavior for Coaches and Athletes which will include but is not limited to:
- i. Swearing

- ii. Drug usage
- iii. Poor sportsmanship
- iv. Abusive treatment of judges, volunteers, coaches, athletes, LOC and/or AAU officials
- v. Vandalism

The Chairperson shall review documentation and investigate alleged violations of the AAU Code of Conduct, guidelines, or any general misconduct deemed injurious to the AAU and T&T. The Ethics Chairperson shall seek resolution and may advise the Executive Board recommended penalties to impose. Promote and encourage participation at the highest possible standards for the enjoyment and the personal and professional development of all those associated with the AAU sport of T&T. The Ethics Chairperson must enforce the AAU Code of Conduct and the T&T Code of Behavior.

3. **National Sport Committee Composition** - The Board shall consist of the National Sports Chairperson, Vice Chairperson, Technical Chairperson, Volunteer Coordinator, Judging Coordinator, Equipment Coordinator, Secretary, Treasurer, and Ethics Chairperson, designated Allied Body voting member(s), and T&T Association Sport Chairpersons who meet the voting requirements. Also included are the elected or appointed Sport Director of each District, or a representative designated by the District Governor and one appointed representative from each Affiliated member that registers members in the sport. The President may appoint up to five (5) members-at-large.
- a. **Duties.** The Board is entrusted with the development, promotion and general welfare of the AAU sport of T&T. The Board has the power, authority and responsibility to manage the business and affairs of the AAU T&T and to take the action necessary to carry forward the purposes and objectives of AAU T&T.
 - b. **Vacancies** Any vacancy occurring in the Board of Directors or any directorship to be filled due to an increase in the number of directors, may be filled by the election of an individual by a majority of the then sitting Directors of the sport of T&T. A director so elected shall serve the unexpired term of his or her predecessor in office or the full term of such new directorship, as the case may be.
 - c. **Resignation and Removal.** Any director may at any time resign by serving written notice thereof on the remaining directors. Membership on the Board of Directors may also be terminated for good cause by passage of a removal resolution by a 3/4 of the remaining Board of Directors. Upon removal, the removed person must be notified by the Board, through the National Chairperson, of such action within one week of the vote taken, which if by mail shall be the due date of the ballots. The removed person shall have 30 days to file a written appeal with the National Chairperson who shall take the appeal back to the Board of Directors for possible consideration and re-vote.
 - d. **The principle office** of the sport of T&T shall be located at that of the National Chairperson. The registered office of the sport of T&T

is that of the Amateur Athletic Union National Headquarters, Walt Disney World Resort, PO Box 10,000, Lake Buena Vista, FL 32830-1000. The National Chairperson's Office is located at 300 East Oak Street, Kewanee, Illinois 61443.

4. **Other Committee Positions** - such as Commissioners, Regional Directors, Disciplinary Committee, Bid Committees, etc. (Description of how positions are filled, purpose of the committee, composition, how vacancies are filled, removal provisions, etc.)
 - a. **Committees.** The Board of Directors may form and utilize additional committees as deemed appropriate and necessary to carry out the Board's duties and responsibilities. The Executive Board of Directors shall have authority to determine the size and responsibilities of said committees so long as any such determination is not inconsistent with other provisions of these bylaws.
5. **Voting** –Persons eligible to vote shall be the National Sport Chair, elected or appointed officers, chairs of Committees as defined by the sport's operating rules, the elected or appointed District sports director or a representative from each Affiliated member that registers members in the sport, and any members-at-large. Only representatives from Districts which registered a minimum of .5% (a half percent) of the total number of athletes in that sport in the previous year, shall be allowed to vote in the National Sport Committee meeting.
 - a. **Action by Written Consent.** Any action required to be taken at a meeting of the directors, or any other action which may be taken at a meeting of the directors, may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the directors entitled to vote with respect to the subject matter thereof. For purposes hereof, facsimile signatures shall be adequate to show consent.

B. Sport Committee Meetings

1. **National Sport Committee Regular Meetings.** Regular Meetings of the National Sport Committee shall be in conjunction with the AAU Convention.
2. **Non – Regular Sport Committee Meetings -** National Sport Committee may hold a Non-Regular National Sport Committee meeting in odd years subject to the following provisions:
 - a. The meeting is called by the Chair following approval of the National Office.
 - b. The National Office has the right to coordinate the meeting and pick the site for the meeting.
3. **National Sport Committee Special Meetings.** Special meetings of a Committee are scheduled at the request of the Chair or upon written request of at least one half (1/2) of the Committee members. The purpose of the Special meeting must be stated in the Notice for the meeting.
4. **National Sport Executive Committee Meetings** – The National Chair shall determine the date and location of Executive Committee Meetings.
5. **Agenda Additions -**
 - a. **Sport Committee Meeting Order (Agendas)-** The Regular National Sport Committee meetings, the Non-Regular National Sport Committee meetings, and National Sport Committee Special meetings shall follow meeting order (agenda format) as established by Code (Bylaw 9.5)