

**BYLAWS**  
**of the**  
**Colorado Gymnastics Judges Association**

**ARTICLE I**  
**Constitution**

These Bylaws are governed by the Constitution of the Colorado Gymnastics Judges Association.

**ARTICLE II**  
**Responsibilities of Members**

Each member shall:

A. Have an active email account, for communication with the Association, and check said account regularly.

**ARTICLE III**  
**Rights of Members**

Reserved

**ARTICLE IV**  
**Dues and Fees**

A. The annual dues shall be as follows:

1. Regular member      \$50
2. Student member      \$20 (Members attending a scholastic institution)

B. CGJA and NGJA annual dues shall be paid by the CGJA for all members who complete Certification for the nominal year. NGJA fees shall be paid in the manner

required by the NGJA. The CGJA may reimburse the NGJA fees for all members who complete Certification for the nominal year.<sup>1</sup>

C. The Executive Committee may waive dues for certain members.

D. Assigning fees:

1. Each Club shall be assessed an assigning fee of \$50 per session for the assigning of officials to its competition.
2. The assigning fee shall be waived for any Club that competes athletes in the Annual Judges' Competition.
3. The assigning fee shall be waived for all NCAA competitions.

## ARTICLE V

### **Disbursement of Funds**

- A. The Treasurer shall reimburse members for office supplies necessary for Association business, including stamps, stationary, printing supplies, computer disks, and website costs.
- B. The Treasurer shall reimburse members assigned to National Competitions for expenses according to "Out-of-State Assignments," below.
- C. Authorization for further disbursement of Association funds shall be by approval of the Executive Committee.
- D. Disputes regarding reimbursement shall be resolved by the Executive Committee.

## ARTICLE VI

### **Certification of Judges**

- A. The President, in consultation with the Executive Committee and in accordance with NGJA procedures and USAG rules and policies shall certify all officials requesting certification.
- B. Judges' courses shall be held in the fall, prior to the beginning of the competitive season: A JO and National Judges' Workshop and an FIG Refresher. Following the introduction of a new FIG Code of Points, a full National and FIG course shall be held in lieu of the an FIG Refresher.
- C. Scheduling of judges' courses shall occur in consultation with the Executive Committee, the State Chairman, and the JO RTD.
- D. Candidates who complete the JO and National Judges' Workshop, officiate or practice judge at the Annual Judges' Competition, pass the written JO judge's exam, and pass the written NGJA judge's exam shall be awarded a National Judge's Certification.

E. Members who have not officiated at a Junior Olympic, NCAA, or USA Championship within the past two quadrennia must complete the JO and National Judges' Workshop, officiate or practice judge at the Annual Judges' Competition, pass the written JO judge's exam, and pass the written NGJA judge's exam to retain their National Judge's Certification.

F. Members who have officiated at a Junior Olympic, NCAA, or USA Championship within the past two quadrennia must attend the FIG Refresher and pass the written NGJA exam. Following the introduction of a new FIG Code of Points, these members must complete a full National and FIG course in lieu of the an FIG Refresher.

G. A score of 70 percent correct answers is required to pass the written JO judge's exam, and pass the written NGJA judge's exam.

## ARTICLE VII

### **Judges' Instruction**

A. Each fall, the CGJA shall run a JO and National Judges' Workshop and an FIG Refresher prior to the beginning of the competitive season. Following the introduction of a new FIG Code of Points, a full National and FIG course shall be held in lieu of the an FIG Refresher.

B. Members may be certified as National rated officials at the JO and National Judges' Workshop.

C. An FIG Refresher shall take place in conjunction with the Annual Judges' Competition, unless decided otherwise by the Executive Committee. Following the introduction of a new FIG Code of Points, a full National and FIG course shall be held in lieu of the an FIG Refresher.

D. The JO and National Judges' Workshop shall occur prior to the FIG Refresher.

E. The CGJA shall provide a training programs to allow potential officials to receive a JO certification at a time other than at the JO and National Judges' Workshop.

F. The CGJA shall provide further judge's training at times convenient and appropriate.

## ARTICLE VIII

### **Officials**

An official is a member of the Association assigned to a competition.

## ARTICLE IX

## **Assignment of Officials**

A. The Assigning Director shall assign officials to all Club and NCAA competitions based on the following:

Direction of the Executive Committee, or

1. The level of competition,
2. Availability, rating, and experience of officials,
3. Professional development of officials,
4. Preparation of officials for subsequent competitions, and
5. Possible judging-exchanges with Out-of-State Officials.

B. The Assigning Director may entertain the special requests of a meet director, for rating and experience of officials, when assigning officials.

C. The Assigning Director shall not follow special requests for specific officials.

D. The Assigning Director shall provide each member, assigned to a competition, competition location, times, levels, and event assignments as early as reasonably possible.

E. Assigning of officials to National and NCAA competitions may be segregated to a National / NCAA Assigning Director.

F. The National / NCAA Assigning Director shall perform his duties in consultation with the Assigning Director and the Executive Committee.

G. The National / NCAA Assigning Director shall have the following responsibilities, in place of the Assigning Director:

1. Assigning all judges to local NCAA competitions,
2. Providing recommendations for assignments to National and NCAA competitions, and
3. Coordinating with assigning directors outside the Association for judging-exchanges.

H. Disputes regarding assignments shall be resolved by the Executive Committee.

## ARTICLE X

### **Responsibilities of Officials**

A. CGJA officials shall, at all times relevant, act in a professional manner.

B. Officials shall evaluate each athlete's routine and provide a fair and accurate score, keeping in mind the ranking of athletes on the specific apparatus and in the all-around event, regardless of team affiliation and prior reputation of the athlete.

- C. Officials are expected to arrive one-half hour prior to march-in or competition time as stated in the meet's official handouts, unless a specific judges' meeting time has been specified.
- D. Officials are expected to be properly attired, in jacket and tie, or in polo-shirt as specified for the competition.
- E. Any issues that arise with an assignment must be immediately communicated to the Assigning Director or President, as appropriate.
- F. Failure to appear for a judging assignment shall be considered a serious breach of ethics and shall be referred to the Executive Committee for review.
- G. If an official shows up for a meet that has been cancelled or changed and it is an error on the part of the Assigning Director, the official will be paid a reasonable fee by the Association.
- H. If an official shows up for a meet that has been cancelled or changed and it is an error on the part of the Meet Director, the Assigning Director shall work out a reasonable fee to be paid to the official.
- I. In order to facilitate urgent communication between an official and meet director, meet referee, or the assigning director, it is highly recommended that each official have an active mobile phone.
- J. Each official shall be accessible prior to a competition should the meet director, meet referee, or assigning director need to communicate regarding a competition.
- K. Each official shall immediately contact the meet referee and/or meet director if he suspects he may arrive later than the time specified.

## ARTICLE XI

### **Fee Policy for Officials**

Each judge assigned by this Association shall be paid for his services in accordance with the current Colorado Gymnastics Judges Association Expense Report & Fee Schedule. (See attached).

## ARTICLE XII

### **Annual Judges' Competition**

- A. The Association holds an Annual Judges' Competition each fall.
- B. The proceeds from the Competition shall go into the Association's operating fund.
- C. The Competition will be organized and run by a Judges' Competition Director selected by the Executive Committee.
- D. The Judges' Competition Director

1. Shall work with the President in scheduling the Annual Judges' Competition and Judges' courses.
2. Shall report on the finances of the Judges' Competition to the President and Treasurer.
3. Shall work with the Treasurer on all financial issues regarding the Annual Judges' Competition.
4. May delegate his duties as needed, with prior approval of the President.
5. Shall inform the President of any issues that come up in running the Competition.

### ARTICLE XIII

#### **Annual Judges' Meeting**

- A. The Annual Judges' Meeting shall take place in conjunction with the Annual Judges' Competition, if feasible.
- B. The President shall coordinate the Annual Judges' Meeting with the Annual Judges' Competition Director and the Executive Committee.

### ARTICLE XIV

#### **Committees**

- A. The Executive Committee may form temporary or standing committees from time to time to address specific issues.
- B. The Executive Committee shall define the size, scope, duration, and membership of each committee.
- C. The Executive Committee may require a committee to meet at certain intervals or times.
- D. The Executive Committee shall require the committee to report to the Executive Committee from time to time.

### ARTICLE XV

#### **Out-of-State Assignments**

Officials assigned by the CGJA to Out-of-State competitions may receive compensation, according to the current Colorado Gymnastics Judges Association Expense Report & Fee Schedule (see attached), for:

1. Mileage to and from the airport at the rate specified,
2. Per diem at the rate specified during the travel period, unless compensated by the meet director,
3. Airline tickets, rental car, and hotel, not exceeding the reasonable cost of a roundtrip flight to and from the meet location, and

4. Parking at the airport at no more than the airport's long-term parking rate;

- or -

Mileage to and from the competition, not exceeding the reasonable cost of a roundtrip flight to and from the meet location.

## ARTICLE XVI

### **Website**

- A. The President, along with the Assigning Director, or designate shall maintain a website to communicate information to the membership.
- B. The Assigning Director shall maintain a schedule of all assignments to JO, NCAA, and National competitions at which the Association may have an official assigned on the website.
- C. The Assigning Director shall maintain a record for the previous two years of all assignments to JO, NCAA, and National competitions.
- D. The website shall be linked to the Colorado Gymnastics website.
- E. The website shall be updated regularly.

## ARTICLE XVII

### **Records**

- A. The Treasurer shall maintain a list of all members of the Association, including their address, phone numbers, email address, USAG number and expiration date, and safety certification expiration date.
- B. The Assigning Director shall prepare a report for the Annual Meeting, including the number of judges, the number of sessions for each competition, and assigning fee assessed. The report will also include judging fees if said fees are paid through the CGJA.

## ARTICLE XVIII

### **Amendments**

- A. Amendments to the Bylaws may be made at membership meetings by a majority vote of the membership. The proposed amendment must have been submitted in writing to each member of the Executive Committee no less than four weeks prior to the membership meeting and distributed to the members of the Association, by email, at least two weeks prior to the meeting at which said proposal is to be voted on.
- B. In the interest of efficient meetings, prior to being put to a ballot, one-quarter of the membership must notify the President, by email, of their desire to vote on the amendment. The deadline for such notification shall be prior to the membership meeting.
- C. Amendments to the Bylaws may also be made by order of the Executive Committee and will be in effect until the next membership meeting, at which time such amendments must be presented for approval by the membership.
- D. The President shall distribute all proposed amendments to the membership.
- E. Voting by proxy shall be allowed. Intent to vote by proxy must be communicated to the President and Treasurer, in writing (email), prior to an issue being put to vote.



F. A standing proxy shall also be allowed. Intent to have a standing proxy must be communicated to the President and Treasurer, in writing (email), including first-proxy voter, second-proxy voter, etc.

## ARTICLE XIX

### **Effect**

These Bylaws, being approved by a majority of a quorum of the membership, at the 2007 Annual Meeting, shall be effective as of the passing of the Constitution and Bylaws.

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<sup>1</sup> ~~CGJA and NGJA~~ annual dues shall be paid by the CGJA for all members who complete Certification for the nominal year. NGJA fees shall be paid in the manner required by the NGJA. The CGJA may reimburse the NGJA fees for all members who complete Certification for the nominal year. Changed by vote of the CGJA members, 11/18/2011.