

# Proposal to change USAWA officer structure

*Presented by Eric Todd and Beth Skwarecki*

We propose that the Secretary/Treasurer position be optionally allowed to be filled by two individuals, a Secretary and a Treasurer. The number of people on the board, which is five, shall not be changed. This proposal also defines the separate duties of the Secretary and Treasurer.

## Rationale

This proposed rule change will benefit the USAWA by:

- Allowing the current Secretary/Treasurer workload to be shared by two people
- Allowing these positions to be recombined in the future if appropriate

The secretary will still process forms and maintain records. The treasurer will still maintain the bank account and accept fees such as those for membership and meet sanctions. (See below for specific duties.)

## Proposed change of language

Current rulebook	Change to (new wording in <b>bold</b> )
<p>VIII. The Competition</p> <p>3. To be an official sanctioned USAWA event, an application for meet sanction (sanction request) must be completed, <del>signed, and returned with the sanction fee to the USAWA Secretary for approval by the executive board.</del></p> <p><i>[removing the signature requirement will allow online applications and streamline this process for the Secretary.]</i></p>	<p>VIII. The Competition</p> <p>3. To be an official sanctioned USAWA event, an application for meet sanction (sanction request) must be completed and submitted to the USAWA <b>Secretary. If approved by the executive board, the applicant shall send the sanction fee to the USAWA Treasurer.</b></p>
<p>ARTICLE 5 – EXECUTIVE BOARD</p> <p>A. The organization will elect a 5-person executive board that will govern the USAWA throughout the year.</p> <p>B. The executive board <del>will consist of these positions: President, Secretary/Treasurer, Vice President, and two at</del></p>	<p>ARTICLE 5 – EXECUTIVE BOARD</p> <p>A. The organization will elect a 5-person executive board that will govern the USAWA throughout the year.</p> <p>B. The executive board <b>must include a President, Vice President, Secretary, Treasurer, and at least one At-Large member.</b></p>

<p><del>large positions.</del></p>	<p><b>Two positions may be held by a single person, as in for example a combined Secretary/Treasurer.</b></p>
<p>ARTICLE 7 - ELECTIONS</p> <p>B. The executive board is elected in this order: President, Secretary/Treasurer, Vice President, <del>two</del> at large positions. Each executive board member position must be elected and voted on individually.</p>	<p>ARTICLE 7 - ELECTIONS</p> <p>B. The executive board is elected in this order: President, Secretary, Treasurer, Vice President, <b>all at large positions</b>. Each executive board member position must be elected and voted on individually.</p>
<p><del>ARTICLE 9 - DUTIES OF THE SECRETARY/TREASURER</del></p> <p>A. Attend to all financial matters of the USAWA. This includes receiving all payments, paying all expenses, and keeping an accounting ledger.</p> <p>B. Maintain a Bank Account for the USAWA.</p> <p>C. Take minutes at all meetings, and prepare written minutes that shall be made available to the membership.</p> <p>D. Present a summary of the financial report to the membership at the Annual National Meeting.</p> <p>D. Negotiate all contracts between the USAWA and other organizations and/or companies under the direction of the executive board.</p> <p>E. Keep a membership roster that is available to the membership.</p> <p>F. Issue competition/event sanctions.</p> <p>G. Attend the National Meeting and meetings of the executive board.</p> <p>H. Represent the USAWA at meetings of the IAWA.</p> <p>I. Prepare an annual financial report that shall be made available to the executive board for audit.</p> <p>J. Maintain a list of current member clubs.</p>	<p><b>ARTICLE 9 - DUTIES OF THE SECRETARY</b></p> <p>A. Take minutes at all meetings, and prepare written minutes that shall be made available to the membership.</p> <p>B. Keep a membership roster that is available to the membership.</p> <p>C. Issue competition/event sanctions.</p> <p>D. Attend the National Meeting and meetings of the executive board.</p> <p>E. Represent the USAWA at meetings of the IAWA.</p> <p>F. Maintain a list of current member clubs.</p> <p>G. Maintain a list of current certified Officials.</p> <p>H. File any certificates/documents that are required by any federal or state statute.</p> <p>I. Serve on the executive board.</p> <p><b>ARTICLE 10 - DUTIES OF THE TREASURER</b></p> <p>A. Attend to all financial matters of the USAWA. This includes receiving all payments, paying all expenses, and keeping an accounting ledger.</p> <p>B. Maintain a Bank Account for the USAWA.</p> <p>C. Present a summary of the financial report to</p>

<p>K. Maintain a list of current certified Officials.</p> <p>L. File any certificates/documents that are required by any federal or state statute.</p> <p>M. Serve on the executive board.</p> <p>π</p>	<p>the membership at the Annual National Meeting.</p> <p>D. Negotiate all contracts between the USAWA and other organizations and/or companies under the direction of the executive board.</p> <p>E. Attend the National Meeting and meetings of the executive board.</p> <p>F. Represent the USAWA at meetings of the IAWA.</p> <p>G. Prepare an annual financial report that shall be made available to the executive board for audit.</p> <p>H. Serve on the executive board.</p> <p>[remaining articles to be renumbered as appropriate]</p>
<p>ARTICLE 14 – DUTIES OF THE OFFICIALS DIRECTOR</p> <p>A. Grade Rules Test of applying officials.</p> <p>B. Notify applying Officials whether they passed or failed the Rules Test.</p> <p>C. Submit names of new certified officials to the Secretary/Treasurer.</p> <p>D. Issue Officials Cards.</p>	<p>ARTICLE 14 – DUTIES OF THE OFFICIALS DIRECTOR</p> <p>A. Grade Rules Test of applying officials.</p> <p>B. Notify applying Officials whether they passed or failed the Rules Test.</p> <p>C. Submit names of new certified officials to the <b>Secretary.</b></p> <p>D. Issue Officials Cards.</p>
<p>ARTICLE 19 - SANCTIONS</p> <p>A. All USAWA Competitions and/or events must be sanctioned.</p> <p>B. The sanction <del>fee is \$30 and must be sent to the Secretary/Treasurer for approval.</del></p>	<p>ARTICLE 19 - SANCTIONS</p> <p>A. All USAWA Competitions and/or events must be sanctioned.</p> <p>B. The sanction <b>application must be sent to the Secretary for approval. If approved, the sanction fee of \$30 shall be sent to the Treasurer.</b></p>
<p>ARTICLE 20 – OTHER GENERAL PROVISIONS</p> <p>D. The USAWA headquarters will be located in the town where the Secretary/Treasurer resides or elsewhere only at the direction of the executive board.</p>	<p>ARTICLE 20 – OTHER GENERAL PROVISIONS</p> <p>D. The USAWA headquarters will be located in the town where the Secretary <b>or</b> Treasurer resides or elsewhere only at the direction of the executive board.</p>

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Notes

Item 11 under "VIII. The Competition" states that new member applications and fees shall be sent to the Secretary. This is unchanged, since the Secretary can then forward the fees to the Treasurer.