

# ASHPA

## Arizona State Horseshoe Pitchers Association

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# ASHPA (Arizona State Horseshoe Pitchers Association)

## By-Laws (REV. 3/16)

### ARTICLE I - ORGANIZATION

The name of this organization shall be called the **Arizona State Horseshoe Pitchers Association**, hereafter known & referred to as **ASHPA**.

### ARTICLE II - PURPOSE

The purpose of this association shall be to further the cause of horseshoe pitching by all proper means in the State of Arizona and throughout our area of influence.

### ARTICLE III - MEMBERSHIP

#### SECTION 1 - *Membership*

Shall be open to all persons regardless of sex, race, creed or geographic location and that meets **ASHPA/NHPA** by-laws.

#### SECTION 2 - *MEMBERSHIP CARDS*

Shall be issued by **ASHPA** for both state & national (**NHPA**) as one joint card. Eligibility shall follow **NHPA** By-Laws, Article III, Section 7, which states in part “a membership card must be issued by the Charter in which the member maintains legal residence as determined by the filing of federal & state tax returns, voting and/or driver license laws”.

#### SECTION 3 - *DUES*

Shall be \$15.00 (**ASHPA** dues) + (**NHPA** dues) \$25.00 for a total of \$40.00 as of 1/1/2019 per person per year. Dues are due & payable on or before January 1<sup>st</sup> of each calendar year or upon joining and run through the end of the calendar year. Exception: any new member joining on or after October 1<sup>st</sup> of any calendar year will get credit for that year and the next calendar year per **NHPA** guidelines.

#### SECTION 4 - *VOTING*

Members must be current in their **ASHPA** dues to have the privilege of attending, participating and voting in the state meetings.

### ARTICLE IV - OFFICERS/OFFICES

#### SECTION 1 - *OFFICERS*

The **ASHPA** association shall consist of President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Secretary/Treasurer and Statistician.

#### SECTION 2 - *ELECTIONS*

Officers of this association (except Statistician) shall be elected by a majority vote of the members present at the first state meeting of the year as follows: the President & 2<sup>nd</sup> Vice President shall be elected

in even numbered years and the 1<sup>st</sup> Vice President & Secretary/Treasurer shall be elected in odd numbered years. Terms for all positions shall run for two (2) years.

### **SECTION 3 -OFFICERS DUTIES**

The **President** shall preside over all meetings, administer the business of the association, pass on obligations the association may wish to incur, handle whatever duties that may come to their attention in promoting the best interest of the association and horseshoe pitching and appoint committees and fill positions needed as deemed necessary.

**1<sup>st</sup> Vice President** will administer the president's duties in their absence and incur other duties deemed necessary by the President. 1<sup>st</sup> VP shall also be chairman of the By-Laws. Submitting proposals for approval/disapproval by members vote @ State Meetings.

**2<sup>nd</sup> Vice President** will be chairman of the **ASHPA** Hall of Fame committee. 2<sup>nd</sup> VP shall involve the other officers in deciding approval/disapproval of submittals. If desired, the Executive Board can be consulted. 2<sup>nd</sup> VP may also incur other duties deemed necessary by the President. Submissions shall first go to the Sec/Tres for recordation.

**Secretary/Treasurer (Sec/Tres)** will keep accurate records and minutes of meetings, attend to correspondence, act as custodian of all funds and records of the association, pay all legitimate debts incurred, keep accurate financial records, set up meeting sites and accommodations as needed, oversee website design & maintenance, initiate electronic communication with the President for approval of payment for bills and expenses incurred by the association. Sec/Tres will prepare two (2) financial statements each year. The first will cover the period from January 1 thru June 30 and the second from July 1 thru December 31. This will be accomplished by the 15<sup>th</sup> of the month following the closing period. Sec/Tres will be responsible for the issuing membership cards & maintain a record of current members & their associated information. Sec/Tres will also perform any other duties deemed necessary by the President to promote harmony, goodwill and the best interest of the association.

**Statistician** will keep all the statistics of sanctioned tournaments held under **ASHPA** auspices. These statistics will be forwarded to the statistician from the Tournament Directors holding such tournaments within five (5) calendar days of said tournaments conclusion (preferably electronically). Statistician will then record these statistics and provide the NatStats office of **NHPA** with the data necessary for posting. This to be accomplished as soon as possible but no later than five (5) calendar days after receipt of data from the TD (provided information in the following paragraph is completed). Statistician will check with the **ASHPA** Secretary/Treasurer to ascertain that tournament fees due **ASHPA** from the tournament being submitted have been paid. If not, data for posting to NatStats will be held until these fees are paid. Statistician will also maintain a data base of all players pitching in Arizona and record data involving these players. Statistician will also record any statistics involving Arizona players to help ascertain specific information benefitting said players as best as possible (i.e., most improved ringer percentage, most sanctioned tournaments played between state tournaments, year to year, etc.). Questions regarding NatStats or statistics in general should be directed to this officer. The Statistician serves in this capacity at the pleasure of the Executive Board and will occupy this position until resigning, incapacitation or removal for dereliction of duties by the Executive Board. Statistician is also State TD and will have final say on State Tourney site if a conflict or problem exists with the normal tournament site. Also, manual submission of statistics from club TD's will allow Statistician to be paid ½ of the entry fees submitted from same.

#### **SECTION 4 - PUBLIC RELATIONS (PR) (non-officer position)**

This position will be responsible for all association public relations activities and report such to the President as needed or required. This will include promotion of **ASHPA** and horseshoe pitching in general to include media outlets (print, airwaves, etc.), government entities, corporate and private enterprise and the public in general. The PR will be responsible for the Facebook page of the association keeping upcoming activities current as needed. This position is responsible for the promotion of goodwill between the association and the public in general. The PR will also perform any other duties along these lines as requested by the President. This position is established and serves at the direction of the President whom is free to appoint whomever is deemed appropriate and may seek the other Officers input for appointment.

#### **SECTION 5 - EXECUTIVE COUNCIL**

The officers of this association will comprise the Executive Council, aka Directors. They are charged with the overseeing the functions/operations of the association for its' members. They will be the judicial body ruling on discipline, if required, concerning any member(s) & sanctions if needed. They shall also interpret the by-laws of the association. The Directors may also request assistance from the Executive Board on any matters relating to the association. Voting by this body will only require a majority for passage on any matter. Attendance at membership meetings is required unless excused by the President for good cause. It is recommended the Directors meet at least twice annually to discuss any matters concerning the association.

#### **SECTION 6 - EXECUTIVE BOARD**

The Executive Board shall consist of the Directors and the Presidents of all sanctioned & chartered clubs in Arizona. This board shall have the power to rule on disciplinary action, if needed, on any officer(s) or board members(s) of the association and club officers/personnel. This board shall also have the power to temporarily set aside any association by-law(s) if such by-law(s) unjustly or unfairly imposes unforeseen hardship on any member(s) for any reason. This temporary suspension will be required to be brought before the members at the next scheduled membership meeting for rectification/action by the members in attendance. The request for this set aside may be done through any board member who will then inform the remaining members of the situation in a timely manner. Time to rule on the situation will be determined by the urgency of same. This board shall also have the power to rule on anything else requiring a decision not specifically covered in the by-laws. Voting by this body will only require a majority for passage on any matter.

#### **SECTION 7 - NEWSLINE MAGAZINE**

Beginning January 1, 2015 **NHPA** will no longer publish this document but instead it will become an electronic media sent to all current association members having an email address. It is recommended that clubs print this out for members not having an email address & post it at their site.

#### **SECTION 8- OFFICER COMPENSATION**

Secretary/Treasurer's position shall be compensated annually at the rate of \$3.00 per member as determined by **ASHPA** membership as of December 31 of each year. In addition, a \$100.00 shall be paid to this position to cover phone, local travel, electric, heating & cooling, and misc. expenses. Should any unusual expenses occur beyond the normal scope, Sec/Tres shall request additional reimbursement approval from the President. All Executive Council members shall be reimbursed for approved expenses related to business associated with **ASHPA** per the Standard Operating Procedures (SOP) developed by the

Directors for **ASHPA**. This could also include any association member if such activity is for the benefit of the association and is requested & approved in advance by the President. Approval for reimbursement must be done by the **ASHPA** President. Upon approval, the request along with receipts (where appropriate) shall be submitted to the Sec/Tres for payment.

Statistician shall be compensated \$150.00 annually plus associated expenses in completing the duties of this office plus his/her yearly **ASHPA** membership fee.

#### **SECTION 9 - ACCOUNTING REVIEW**

The financial records of **ASHPA** may be reviewed yearly by the Executive Council/Board if so desired with Treasurer providing accounting info (receipts, etc) to said entity. This will be decided by the President.

### **ARTICLE V - TOURNAMENTS**

#### **SECTION 1 - PARTICIPATION**

Any person desiring to participate in any **ASHPA** sanctioned tournament must be a current member of NHPA and should possess a card showing such. All **ASHPA** sanctioned tournaments are under the rules & guidelines of **NHPA**. All tournament directors operating within the state of Arizona and under the auspices of **ASHPA** shall be current members of **NHPA/ASHPA**. If TD is a current member of another state association then a yearly fee of \$15.00 shall be assessed & payable to **ASHPA** by October 1<sup>st</sup> of each year to occupy said position. Tournament directors must insure those desiring to participate in sanctioned tournaments have a NatStats average or have qualified in advance, be a current **NHPA** member and follow the rules governing this in the current RGS rule book (Rule 11, Section D). Any tournament director violating these guidelines shall be subject to sanctions imposed by the Executive Council including removal from the TD position.

#### **SECTION 2 - TOURNAMENT RESULTS**

Tournament play statistics & records will be kept by the TD running the tournament. Sanctioned tournament statistics will be forwarded to the state Statistician for recording and processed by same for delivery to the NHPA NatStats office. In addition, a copy of the results & tournament fees shall be sent by the TD to the **ASHPA** Statistician. Transmittal of these documents & monies shall occur as soon as possible but no later than five (5) calendar days upon tournament completion. Transmittal of records shall be electronic (email or equivalent) when possible. Monies shall be sent by regular mail and be in the form of check or money order.

#### **SECTION 3 - SEEDING**

Contestants shall be seeded into tournament classes based on their current NatStats ringer percentage at the time on the entry deadline. This will be governed by **NHPA** Rule 11, Section D, E & F. Please refer to these guidelines for further information. Contestants shall abide by the host club/TD policies for said tournament (warm-up, checking in, leaving, etc.). However, nothing shall conflict with any **NHPA/ASHPA** rules or by-laws which take precedence.

#### **SECTION 4 - FEES/DEADLINES**

Entry fees will be established by the host club/TD (**NHPA** Rule, Requirement 2, Section C). When entering any tournament, check with the TD for the fee being charged. For sanctioned tournaments, a fee of \$1.00 per entry (\$2.00/entry if tournament not electronically processed) will be sent to the **ASHPA** Sec/Tres within five (5) calendar days after tournament completion (failure to comply with this guideline may result in disciplinary actions by the Executive Council). TD compensation will be a minimum of \$1.00 (\$2.00 for State) per entry. ½ of entry fee (manual submittal only) will be paid to the Statistician for processing. Any entrant failing to show at least fifteen (15) minutes prior to the scheduled start, may be dropped from play and entry fee forfeited. If this entry fee is not paid at the site or has not been prepaid then payment will be required before entry into the next **ASHPA** tournament regardless of tournament location. This fee will belong to the club whose tournament the entrant forfeited. If this fee is paid to another club, said club will forward it to the Sec/Tres who will credit the club to whom it belongs. Membership renewal shall not occur until fee is paid & should this fee remain unpaid for over sixty (60) days from assessment, member will be suspended and reported to **NHPA** for any further action. Entry deadline for most tournaments is recommended by noon on Friday before the scheduled tournament. Deadline exceptions may apply so check the schedule sent to you, online, by mail, Facebook or the tournament TD. Effort will be made to make you aware of any exceptions. Bulletin Board (website) postings should be the latest & most current. Email notification will be used anytime a significant change occurs after the schedule is posted on the website or sent out just before the beginning of each year.

In case of inclement weather, refer to Article V, Section 6 of these by-laws.

#### **SECTION 5 - DRESS CODE**

All contestants competing in any **ASHPA** sanctioned tournament must have a shirt with a minimum of their last name & state or state abbreviation professionally lettered on the back of said shirt. Lettering shall be 1 ½ to 2" in height and in contrast with the color of the shirt. In local tournaments, shirts may be sleeveless (full length, not cut off) (not allowed in State Tournament) but opened toed shoes are not allowed. (Please refer to **NHPA** Rule 12, Section C). Contestants not complying with these requirements may not be allowed to participate in the event.

#### **SECTION 6 - INCLEMENT WEATHER/SITE CONDITIONS**

If inclement weather (rain, snow, etc) occurs before or during a tournament, or some other unseen event occurs (i.e., water line break, sprinklers come on, etc.) to cause a cease in play, a delay of up to one hour will be allowed. If weather or unseen event affecting play has already affected the courts so that play cannot occur, the TD will call the tournament and inform participants whether it will be reschedule or cancelled. Entry fees will be refunded unless the tournament is rescheduled and the entrant wishes to have the TD retain the funds for said reschedule. If inclement weather begins or some unseen event occurs after play has started, a delay of up to one hour will be allowed. If it continues after this delay and less than half of the games (or less than 100 shoes have been pitched), the TD will call the tournament and announce whether it will be rescheduled or cancelled. If cancelled, entry fees shall be refunded minus scorekeeping & TD fees. If rescheduled, participant will have the choice of a refund or applying balance of entry fee to said tournament. If inclement weather or an unseen event occur after half of the games (and 100 or more shoes pitched) are completed, winners will be determined by win/loss record with appropriate tie breaking procedures used as announced by the TD at the pre-game meeting. No refunds will be issued and **ASHPA**, scorekeeping & TD fees will be retained and treated like any other completed tournament. These procedures will not apply to special pre-registered tournaments unless adopted by the TD. Otherwise, the TD will announce how inclement weather or unseen events will be handled. Any tournament cancelled and unable to be reported to NatStats will not count as an eligible tournament for State.

## **SECTION 7 - SCHEDULING MEETINGS/ACTIVITIES**

All **ASHPA** TD's (tournament directors), Club Presidents, RD (Regional Director), Statistician and Sec/Tres shall confer annually to prepare the next calendar year's tournament schedule. This activity shall be scheduled by the Secretary no later than the middle of November. This process will be handled by email or some similar approved means foregoing the requirement of a physical meeting. Upon receipt of each club's input, the Secretary will compile the schedule & submit it back to the various parties for approval. Once approved, the Secretary will submit the schedule to the RD for sanctioning. When accomplished, the RD will return the schedule with sanction numbers to the Secretary for publication.

## **SECTION 8 - JUNIORS/CADETS**

ANY tournament or play (whether sanctioned or not) involving **ASHPA** charter clubs or their officers or tournament directors shall **NEVER** give any money or anything with a monetary value to any Junior status player for winning or placing in a tournament without their parents signing a release waiver. A patch for first place is approved. However, if they finish where money will be awarded, those funds if not given to the player must be sent to the **ASHPA** Sec/Tres with appropriate player information. Those funds will be put in a special account fund (earning no interest) and retained for the player until reaching their eighteenth (18) birthday. Again funds may NOT be released without the junior's parents or guardians signing the release form.

## **ARTICLE VI - STATE TOURNAMENT (Singles)**

### **SECTION 1 - LOCATION**

Location of the State Singles & doubles Tournament will be held at the Deer Valley Horseshoe Pitchers Club located at the Eagle's Club, 3600 W Rose Garden, Glendale, AZ effective 4/2019. This event will be held in April each year, IF possible, and never on Easter weekend. Singles will be played on Saturday of said weekend with doubles on Sunday of the same weekend. Should rescheduling be necessary, the State Tournament Director along with the Executive Council will make the final decision.

The host club will cooperate with the State Tournament Director in planning & setting up this event. State Tournament Director will give the host club a list of items needed to be accomplished to make this event able to take place.

### **SECTION 2 - ENTERING/PLAY**

This will be an **NHPA** sanctioned tournament. The **ASHPA** Statistician will be the TD for this event. Only current members of **ASHPA** will be allowed to enter & participate. All games for Division class A will be forty (40) point cancellation. Scoring for all other classes will be decided by the State TD. To be a Division champion, a minimum of five (5) games (and no less than one hundred (100) shoes) must be pitched by each participant in that Division. Class structure will be decided upon by the most fair & competitive means as determined by entries. All seeding will be done by NatStats ringer percentage as recorded on deadline entry. Additional requirements will be per **NHPA** Rules (Requirement 3, Section A, Items 1-3 and Requirement 4, Section E & F (replace the word "World" with "State"). Handicapping shall NOT be used in any classes!

### **SECTION 3 - DRESS CODE**

All contestants competing in this tournament must have a shirt with a minimum of their last name & state or state abbreviation professionally lettered on the back of said shirt. Lettering shall be 1 ½ to 2" in

height and in contrast with the color of the shirt. Shirts cannot be sleeveless in State Tourneys and open toed shoes are not allowed. (Please refer to **NHPA** Rule 12, Section C). Contestants not complying with these requirements will **NOT** be allowed to participate in the event.

#### **SECTION 4 - AWARDS**

State Champion patches will be given to all Division winners. State Class Champion patches will be given to all other class champions. Awards will be decided upon each year by the State TD. Junior State Champions will receive a seventy-five dollar (\$75.00) to be kept in the state treasury until eligible to be withdrawn. No other monetary awards will be given.

#### **SECTION 5 - QUALIFICATIONS**

Each entrant must be a current **ASHPA** member and have pitched in a minimum of three (3) sanctioned tournaments or two (2) sanctioned tournaments and one (1) sanctioned league either of these in Arizona and been reported to NatStats. Either of these must have been in their current classification. No entrant can have participated in any other state tournament during the calendar year of this event.

Note: If a pitcher has changed classification during the year then the requirements above must apply to the classification they are entering in this tournament.

#### **SECTION 6 - ENTRANCE FEE**

The amount to enter this tournament will be set by the State TD each year. Members will be informed by the State TD on the entry form sent to the membership ahead of the tournament deadline. This fee will be established from the input of the Sec/Tres based on anticipated revenue/expenses. Entry fee is non-refundable except for emergency situations which will be determined by the Executive Council. Expenses include awards, banquet, scorekeeper, TD and miscellaneous items. State TD will receive two dollars (\$2.00) per entrant and scorekeepers will receive two dollars (\$2.00) per game scored. Judges receive \$10 per session. Entries must be in by the entry deadline to allow the State TD to determine classes of play as well as awards, etc.

### **ARTICLE VII - MEETINGS**

#### **SECTION 1 - MEMBERSHIP MEETINGS**

Two (2) yearly meetings will be held to accomplish any business that needs to be addressed. The first meeting will in the first quarter of the calendar year and the second in the 3<sup>rd</sup> quarter of the calendar year. The **ASHPA** Secretary will advise the membership of the scheduled meetings, their time & place. Only current **ASHPA** members will be allowed to attend, participant and vote in these meetings. Roll will be taken, and minutes recorded by the Secretary (or their assigned representative) of the meeting & reported back to the general membership at the next scheduled meeting. It is highly recommended members attend these meetings as decisions made will affect each one as well as how the association functions.

#### **SECTION 2 - MEETING QUORUM**

A quorum will be the number of members present at the meetings but no less than two (2).

#### **SECTION 3 - VOTING**

Voting will be done by the raising of hands signifying Yes or No or by secret ballot if so deemed



necessary by the President. Ballots will be tabulated by the Secretary & reported back to the membership at this same meeting. Ballots will be retained in the Secretary's records for future reference. Proxy voting is not allowed.

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#### **SECTION 4 - By-Laws**

Arizona State Horseshoe Pitchers Association (**ASHPA**) shall adopt such by-laws as it deems necessary to guide the association in its operation and functions as approved by current members. The by-laws shall be changed, added or deleted by a vote of current **ASHPA** members at membership meetings. Submittals regarding this shall be sent to each Officer of **ASHPA** no later than fifteen (15) days in advance of the next scheduled membership meeting (by electronic communication (email) or regular mail). If warranted, this 15 day advance notice can be set aside if approved by the Executive Council. Submittals will be reviewed by the Executive Council before the next membership meeting & submitted to the First VP for presentation at this meeting. If no submittals are forthcoming, the Executive Board will meet to review the current by-laws (no less than annually). Submittals will be read to the members present at the next scheduled membership meeting for consideration/amendment. A vote will then be taken at the following scheduled membership meeting for adoption or rejection. These by-laws shall use the **NHPA** by-laws & rules as a guideline and shall in no way conflict with same. **NOTE: ASHPA** by-laws will follow & abide by **NHPA** rules & by-laws established by **NHPA**. Any conflict that may occur shall be governed by these **NHPA** documents. This includes age, time frames, quantities, etc. that may change over time and put into force by **NHPA**. Should a conflict occur between **ASHPA** by-laws and **NHPA** by-laws or rules, the Executive Council shall have the authority to modify such **ASHPA** by-law(s) without membership voting.

#### **SECTION 5 - AGENDA**

All membership meetings will be conducted using Robert's Rules of Order (or as close to this as possible). The President (or Chair) of the association will conduct these meetings and the order of business shall be:

- Call to Order
- Roll Call
- Reading & approval of previous meetings minutes
- Presentation of the Financial Report
- Reports (Officers, Boards or Committees) Unfinished business
- New business
- Election of Officers (first meeting of the calendar year)
- Adjournment

#### **SECTION 6 - EXECUTIVE BOARD**

There will be a required annual meeting of this group to discuss any business relating to the **ASHPA** association (i.e., by-law review, membership, recruiting, etc.). This meeting will take place before the last scheduled membership meeting of the year and will be setup by President through the Sec/Tres.

#### **Definitions/Abbreviations**

- ASHPA** = Arizona State Horseshoe Pitchers Association
- Charter = A club or organization within a given state that has been accepted for sanctioned horseshoe pitching play by the NHPA

Executive Board = Officers & Club Presidents

Executive Council = Association Officers

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NatStats = The ringer percentage kept by the NHPA for seeding players in sanctioned play

**NHPA** = National Horseshoe Pitchers Association (sanctioning body for horseshoe  
pitchers and charter clubs)

PR = Public Relations

RD = Regional Director (liason between NHPA and the state organization or charter).

Sanction(ed) = Authorized permission or approval (in this case, by NHPA)

Sec/Tres or  
S/T = Secretary/Treasurer

Stats = Statistician

TD = Tournament Director