



**UNITED STATES OF AMERICA DEAF BASKETBALL
(USADB)**

CONSTITUTION
BYLAWS
GUIDELINES

*Revised in Bloomington, MN (April 2011)
(as of September 1, 2011)*

CONSTITUTION

ARTICLE ONE. Name

§ 1.01 Name.

The name of this organization shall be the USA Deaf Basketball, Incorporated (“USADB”), hereinafter referred to as the Association.

§ 1.02 Affiliations.

The Association is affiliated with the USA Deaf Sports Federation (“USADSF”) and the USA Basketball (“USAB”), a United States Olympic Committee National Governing Body in basketball.

§ 1.03 Use of Name and Logo.

The use of the Association’s name and/or logo is mandatory on all printed materials, including but not limited to: correspondence, awards, certificates, T-shirts, caps, flyers, merchandise, advertisements, stationery, and banners.

§ 1.04 United States of America Deaf Basketball (USADB) is a national basketball organization serving Deaf and Hard of Hearing athletes who desire to participate in organized sports activities. There are eight regional units sponsored by USADB which come together at annual **Thomas Elliott/Art Kruger Memorial National tournament** and summer basketball camps, thus to develop a sense of good sportsmanship, congeniality and leadership skills among interested and talented players. Participants for Deaf Olympics and International Basketball games are selected from the most promising players at these tournaments, to represent USADB internationally.

ARTICLE TWO. Objectives

§ 2.01 General Goals and Objectives.

The general goals and objectives of the Association shall be to:

- (a) develop participation in local, regional and national deaf basketball competitions and recreational events;
- (b) simulate healthful physical, moral, and cultural education for deaf sports enthusiasts in the United States (“US”); and
- (c) promote and protect the mutual interests of all member organizations of the Association.

§ 2.02 Coordinating and Controlling Goals and Objectives.

The coordinating and controlling goals and objectives of the Association shall be to:

- (a) establish national goals for basketball activities and encourage attainment of those goals; and

(b) recognizing that the USADSF is ultimately responsible, coordinate and develop basketball activities in the US directly related to international competition, so as to foster productive working relationships among sports-related organizations of all nations.

§ 2.03 Educational and Development Goals and Objectives.

The educational and development goals and objectives of the Association shall be to:

- (a) provide and coordinate through the Association, technical information of physical training, equipment design, coaching, and performance analysis;
- (b) encourage and support research, development and dissemination of information regarding deaf basketball athletes and basketball programs;
- (c) develop the health, character, patriotism and good citizenship of deaf youth in the US by promoting and encouraging their physical fitness, moral and cultural education, and public participation in basketball activities; and
- (d) act as the parent organization in the development of regional and local basketball organizations; these to be governed by the rules and regulations promulgated by the Association.

§ 2.04 Basketball Competition Goals and Objectives.

The basketball competition goals and objectives of the Association shall be to:

- (a) foster and regulate uniform rules of basketball competition among members of clubs of the deaf and to provide adequate competition for those members who are primarily interested in inter-club basketball;
- (b) promote annual regional and national tournaments in basketball; and
- (c) improve and maintain the standards of the deaf athletes to the point where they can gain and hold respect in competition with non-deaf teams and individuals.

ARTICLE THREE. Membership

§ 3.01 Genders.

Use of the pronouns "he" and "his" shall not be construed in any way as limiting officers and members of the Association to the masculine gender only.

§ 3.02 Classes of Membership.

The membership shall be divided into two classes:

- (a) Individual Membership.
- (b) Regional Membership.

ARTICLE FOUR. Officers

§ 4.01 Officers.

The five officers of the Association shall be as follows:

- (a) Commissioner.
- (b) Deputy-Commissioner.
- (c) Secretary.
- (d) Treasurer.
- (e) Public Relations Director.

The staff members of the Association shall be as follows:

- (a) Tournament Director.
- (b) Team Director/International Director.
- (c) Youth Director.

ARTICLE FIVE. Executive Board

§ 5.01 Members.

The Executive Board (the "Board") shall consist of the five elected officers and three appointed officers, shall conduct the official business and administration of the Association subject only to the provisions of the Constitution, Bylaws, and Guidelines of the Association.

§ 5.02 Authority.

The Board shall be the final authority for any and all issues connected with any national tournament, but not for any dispute between region and team/player of its own region unless the dispute is appealed.

§ 5.03 Meetings.

The Board shall meet at least once per year and such meetings shall be open to all members of the Association except for those matters pertaining to litigation or personnel issues.

§ 5.04 Empowerment

The Board shall be empowered to take such action as a majority of its members believes appropriate in the event the Board has knowledge that the Constitution, Bylaws, and Guidelines of the Association have been violated, regardless of a lack of formal complaint, submitting a written and oral report at the Basketball Council Meeting

ARTICLE SIX. Basketball Council

§ 6.01 Delegates.

Voting members of the Basketball Council shall consist of the following:

- (a) One delegate from each team with a delegate form signed by the region's secretary;

(b) One delegate from each region with a delegate form signed by the region's secretary, and;

(c) The officers of the Association.

(d) Former past officers of the AAAD/USADB as delegate at large.

The following restrictions shall apply:

(a) No person shall be entitled to more than one vote, regardless of holding multiple offices.

(b) Each delegate shall be a full member in good standing with the Association and the USADSF for at least one year prior to the Basketball Council meeting, and the organization he represents shall meet the membership criteria as outlined in Article Three of this Constitution.

§ 6.02 Constitution, Bylaws, and Guidelines Amendments.

(1) The Constitution, Bylaws, and Guidelines of the Association may be amended by the Basketball Council at a properly constituted meeting of the Council.

(2) The Deputy-Commissioner shall issue a request for proposed revisions to the Constitution, Bylaws, and Guidelines, to the membership by February 15 to the Vice President before the next Basketball

(3) Any member of the Association may submit a proposed amendment in writing, at least 30 days in advance of the Basketball Council meeting, to the Deputy-Commissioner.

(4) All written proposals, amendments, and any other changes relative to management, structure, and function of the Association shall be submitted to the Deputy-Commissioner who shall forward such proposals and amendments to the Governance Committee to review and act upon.

(5) Only the Executive Board may submit written proposed amendments from the floor.

§ 6.03 Meetings and Quorum.

(1) The Basketball Council meeting shall be held annually.

(2) For the transaction of business at the Basketball Council meeting, a quorum shall consist of one-fifth (1/5) of the total number of delegates allowed by Section 6.01 of this Article.

ARTICLE SEVEN. BASKETBALL PLAYERS ADVISORY COUNCIL

§ 7.01 Basketball Players Advisory Council (BPAC).

(1) The Basketball Players Advisory Council shall be comprised of one men's and one women's player from each region for a total of 16 representatives.

(2) All members must be in good standing in their respective regions. Their participation must be approved by their regional president for the region in which they reside.

(3) Regional presidents must approve nominees to the BPAC in writing.

(4) In the event that a regional president does not respond in a timely manner, the BPAC shall be authorized to select an athlete representative from region in question, with the approval of the USADB Commissioner.

(5) If the USADB Commissioner does not respond to the BPAC in a timely fashion, the BPAC chairperson shall appoint an interim representative for the region in question, pending approval of the regional president.

§ 7.02 Conduct of BPAC Members.

(1) Members must respect and abide by the USADB Constitution, Bylaws and Guidelines.

(2) Members shall respect the confidentiality of certain sensitive issues, unless approved by the entire Council to be shared as public information.

(3) Members shall refrain from defamatory, abusive, or derogatory language and/or gestures in all communications, ie: in person and by email. Members shall conduct themselves in a professional manner at all times and in all places

(4) Members are to communicate with the Council when unable to attend a roundtable meeting or chat room. Three straight absences from roundtable or chat rooms shall result in replace with the region's alternate member, or an interim selection.

§ 7.03 Meetings, Dialogue, and Roundtable Discussion.

There shall be two types of meetings:

(a) Formal --all dialogue is recorded and documented by the chairperson with acknowledged votes or agreements by the participating members.

(b) Informal --dialogue is not recorded, but a notation of the conference is recorded. No votes are amended for informal meetings.

§ 7.04 Voting.

(1) There will be nine-vote panel. Majority votes shall be at least five in favor or against the proposed motion.

(2) All votes are final unless otherwise noted by the council.

(3) Votes shall be made as aye or no.

ARTICLE EIGHT. Committees

§ 8.01 Committees.

The Executive Board shall have the authority to establish such committees as necessary to meet the needs of the organization.

(a) Governance Committee

(b) Finance Committee

§ 8.02 Ad Hoc Committees.

The Executive Board shall have the authority to establish ad hoc committees, if Necessary, in order to meet the needs of the organization.

§ 8.03 Liaison.

An officer of the Association shall serve as the Association's liaison with each committee and shall report directly to the Executive Board.

ARTICLE NINE. Compliance

§ 9.01 Non-Profit.

This Association shall be a non-profit organization under Section 501(c)(3) of the Internal Revenue Service (the "IRS") tax code.

§ 9.02 Tax Filing Obligations.

Specifically, the IRS Form 990 or any such required forms shall be filed on time. City/State sales taxes, where applicable, and any other applicable taxes shall be remitted to the appropriate governmental agency.

ARTICLE TEN. Indemnification

§ 10.01 Indemnification Coverage.

The Association shall indemnify each of its present officers, employees or official representatives, against all expenses actually and reasonably incurred by such person (including, but not limited to, judgments, costs and counsel fees) in connection with the defense of any pending or threatened litigation to which such person is, or is threatened to be made, a party because such person is or was serving in such capacity. This right of indemnification shall also apply to expenses of litigation which is compromised or settled, including amounts paid in settlement, if the Association shall approve such settlement. Such person shall be entitled to be indemnified if he acted in good faith and in a manner he reasonably believed to be in, and not opposed to, the best interests of the Association. The termination of any litigation by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, shall not, of itself, create a presumption that the person did not

act in good faith and in a manner reasonably believed to be in, and not opposed to, the best interests of the Association.

§ 10.02 Determination of Payments.

Any amount payable as indemnification under this Article shall be determined and paid by the Association pursuant to a determination by a majority vote of the Basketball Council, that such person seeking indemnification has met the standards of conduct set forth in this Article.

§ 10.03 Expenses.

Any expenses incurred by such person in connection with the defense of any litigation may be made by the Association in advance of a final disposition of such litigation upon receipt of an undertaking by such person to repay such amount if it is determined under (2) hereof that such person is not entitled to be indemnified under this Article.

§ 10.04 Additional Rights.

The right of indemnification under this Article shall be in addition to, and not exclusive of, all other rights to which such person may be entitled.

§ 10.05 Insurance.

The Executive Board may, at its discretion, authorize the purchase of insurance on behalf of any persons indefinable under this Article. Such insurance may include provisions for indemnification of such persons for expenses of a kind not subject to indemnification under this Article.

ARTICLE ELEVEN. Final Authority and Appeals

§ 11.01 Binding Rules and Decisions.

In cases of conflicts between decisions and the rules of the member teams, regions, and those adopted by the Basketball Council, the last shall be considered official and decisive.

ARTICLE TWELVE. Effective Dates of Rules and Revisions

§ 12.01 Effective Date.

Amendments or revisions to the Constitution, Bylaws, and Guidelines of the Association shall go into effect, after ratification by the Basketball Council, beginning May 1, unless otherwise ordained by the Basketball Council.

ARTICLE THIRTEEN. Updating and Printing of Revisions

§ 13.01 Procedures.

(1) The revisions to the Constitution, Bylaws, and Guidelines of the Association shall be printed every year.

(2) The printed materials shall be sent to the regional Secretaries, the Executive Board members, the members of the Governance Committee, the chairs of all standing committees, and the member clubs within 60 days of ratification.

(a) Basketball guidelines as sent by the USADB Secretary to Regional secretaries are binding.

(3) The Constitution, Bylaws, and Guidelines of the Association shall be placed on the Association's web page and updated within 30 days of any revisions. A printed copy shall be mailed to any full member upon written or electronic mail request.

ARTICLE FOURTEEN. USADB NATIONAL TOURNAMENT RULES

§ 14.01 --ELIGIBILITY RULES.

No Discrimination toward any athlete on the basis of race, nationality, sex, color, religion or creed.

§ 14.02 --TEAM ELIGIBILITY RULES.

Each team shall be a member of the USADB through its regional association as outlined in the bylaws, Article 1, Section 3 in order to participate in any of the current year's regional and national tournaments.

§ 14.03 --PLAYER ELIGIBILITY RULES.

1. Players representing a team shall be deaf or hard of hearing and shall be bona fide members of their member club or independent team before signing the registration forms.

2. A player shall have a hearing loss of 55 dB or greater in the better ear to be eligible. This is in accordance with the International Committee of Sports for the Deaf (ICSD) Bylaws.

3. Players shall have attended a school or program for the deaf, whether residential or day, oral, or combined, as listed in the yearly reports of the American Annals of the Deaf, for a period of at least two (2) years. In deserving cases, exceptions to this rule can be made by each region but on at its annual meeting. Such deserving player shall have been a member of a member club or an independent team for a period of one (1) year before his eligibility becomes effective.

4. Hearing persons shall not play on any USADB member team in any regional or national tournament. Teams desiring to have hearing coaches shall be permitted to do so.

5. Any high school student/player shall not play for any USADB team in the same academic year unless he has exhausted his high school eligibility. No one under the age of 18 years shall be permitted to play.

6. Any college student who practiced with, suited up with or played for a collegiate team at any time during the college basketball season shall not be eligible to play for any USADB team during that same season, in accordance with NCAA regulations.

7. Restricted Free Agent. The Basketball Players Advisory Council- proposes to permit the use of one restricted free agent per team as 2-year trial. RFA would mean that any player could play for a team outside of his residential or employment location. Only one player will be allowed from outside of a respective region to sign with a team. The player must remain with the team of his choice for at least two years. If the player decides he does not want to play with that team after the first year will be allowed to return to his permanent residential location and sign with a team there. After two seasons the player can use his restricted free agent allowance again under the same conditions, two-year minimum stay with his new team.

§ 14.04 --PLAYER RESIDENCY RULES:

Any player whose residency, place of employment, or attendance at an educational institution is questionable shall show proof thereof within the respective region to the Regional Secretary. At least three valid proofs shall be a current driver's license and documentation which provides such proof of residency within that region for at least thirty (30) days. Region shall resolve disputes regarding player residence and send final approval of the appropriate USADB Commissioner prior to February 15th.

§ 14.05 - PROTESTS.

Any protest regarding the eligibility of any team or any player shall be made before the start of any regional tournament.

§ 14.06 - VIOLATIONS OF THE ELIGIBILITY RULES.

Any violation of these rules shall result in the suspension of the member club/independent teams and/or the player for a period one (1) year. This suspension shall be for both regional and national tournaments. Region shall be allowed to impose fines as approval by the USADB Executive Board.

Any player who is suspended by region or USADB, have the right to appeal under USADB Bylaws, Chapter Twelve, Grievance Procedures.

§ 14.07 - USADB REGISTRATION FORMS.

1. The USADB secretary or Treasurer shall supply each regional Secretary-(Treasurer) with a sufficient number of yearly dated blank official team's registration, USADB GUIDELINES OF USADB TOURNAMENT RULES, and waiver forms on or before October 1. The regional association or any USADB team members thereof shall not be allowed to devise or make use of any other type of player's registration form as such shall be considered invalid.

2. A member club or an independent team may be permitted to register more than one (1) team in regional or national tournaments.

3. The annual team registration fee shall be determined, in Appendix A, for regional tournaments and national tournaments.

4. The annual player registration fee shall be determined, in Appendix A, for USADB membership and USADSF membership fees. The USADB membership fee and the USADSF

membership fee shall be collected from each individual player, coach, and other participant who is listed on the team registration form.

5. All official player registration forms, team fees, and/or surcharge fees shall be received by the USADB Treasurer by February 15. Failure to do so shall be subjected to a fine of \$100.00 to the region.

6. All team registration forms shall be mailed to regional secretaries by February 1. Regional secretaries shall keep the team registration forms packets with postmarked to be mailed to USADB Treasurer.

7. Any team who submitted the USADB registration form with USADB teams fee, USADB player membership fees and/or region team fee (surcharge fees), after February 1 (postmarked), shall not be allowed to play in the regional tournaments or national tournament. This rule shall not be suspended for any reason.

8. All basketball guidelines as sent from the USADB Secretary to regional secretaries are binding.

9. All teams are required to participate in their regional tournaments before entering the USADB National Basketball Tournament as regional championship team and inviting teams determined by BPAC.

10. The USADB membership shall be from January 1 to December 31 of each year.

§ 14.08 - NATIONAL TOURNAMENT TEAM & PLAYER REGISTRATION RULES.

1. All forms, team pictures and all fees are due to the USADB Secretary no later than 72 hours after their respective regional tournament. If any team fails to do that, they shall be subjected to a fine, in amount as determined in Appendix A. The fine shall be paid in full before they can participate in the USADB National Tournament.

2. The maximum of 12 players and 3 (coach, assistant coach, statistician, and/or manager) shall be enforced.

3. If there are no runner-up team from any region, decide not to participate the USADB National Tournament, BPAC have the right to pick any third place teams from other region to replace the runner-up team, as at-large team.

§ 14.09 - NATIONAL TOURNAMENT SEEDING PROCEDURE.

1. The BPAC and the USADB Men's and Women's Player Representatives shall agree by majority vote on the seeding of teams entering the national tournament.

2. All regional winners shall be seeded 1st through 8th, and all runner-up and at large teams shall be seeded 9th through 16th.

3. No two teams from same region shall meet in the first two rounds of the tournament unless third team from any given region is added and will be seeded at-large.

ARTICLE FIFTEEN. Robert's Rules of Order

§ 15.01 Parliamentary Procedures.

(1) Any parliamentary procedures not covered specifically by the existing rules of the Association shall be determined by referring to a current edition of Robert's Rules of Order.

(2) The Deputy-Commissioner shall have a copy and make it available at every meeting of the Executive Board and the Basketball Council.

(3) The Presiding officer shall appoint a parliamentarian before every meeting, and, upon request, the appointed parliamentarian shall advise the Presiding officer on proper procedures.

ARTICLE SIXTEEN. Dissolution

§ 16.01 Distribution of Assets and Monies.

In the event of dissolution of the Association, all tangible assets shall be sold and all monies realized there from, together with any other monies remaining, shall be equally distributed to all Regions that have 501(c)(3) status.

§ 16.02 Liabilities.

In no case shall the member clubs and regions be liable for any debts of this organization.

ARTICLE SEVENTEEN. Amendments to the Constitution

§ 17.01 Amendments.

The Constitution may be amended, altered or revoked at the Basketball Council meeting by a two-thirds (2/3) vote of the Basketball Council delegates present and voting.

[--- End of Constitution ---]

BYLAWS

CHAPTER ONE. Membership

§ 1.01 Individual Membership.

Individuals shall be members of the Association in one of the following classifications:

- (a) Coaches, athletes, medical personnel, aides, and assistants.
- (b) Any individuals except member club delegates who attend their respective regional board of director meetings promoting the sports interest of the Association.
- (c) All individual members except member club delegates who attend their respective regional board of director meetings shall be members of the USADSF.
- (d) All regional officers and regional tournament directors shall be members of USADB and USADSF.

§ 1.02 Regional Membership.

Regions are defined in Chapter Seven.

CHAPTER TWO. Officers

§ 2.01 Elections.

- (1) The officers of the Association shall be elected to two-year terms and may not be elected for more than three consecutive terms in the same office.
- (2) The Commissioner, Secretary and Tournament Director shall be elected during the even-year Basketball Council meeting.
- (3) The Deputy-Commissioner, and Treasurer shall be elected during the odd-year Basketball Council meeting.
- (4) Offices shall be assumed on May 1st.

§ 2.02 Removal of an Officer.

By a two-thirds (2/3) vote of the Executive Board or a majority vote of the Basketball Council, an officer may be removed for cause, including failure to perform his assigned duties, or for conduct tending to impair his usefulness as a member of the Executive Board.

§ 2.03 Vacancy.

All vacancies on the Executive Board shall be filled by the Executive Board. Such appointments shall be for the duration of the unexpired term. This will not constitute an "elected" term as limited in Section 2.01 of this Chapter.

§ 2.04 Eligibility Limitations.

- (1) No elected officer of any member region shall hold office in the Association.
- (2) A candidate for any office of the Association shall have been a full member of the Association in good standing for at least four consecutive years prior to the meeting of the Basketball Council at which the election is held.
- (3) Elected officers of member regions shall not hold office in the USADB or any other national basketball organization.

§ 2.05 Officers as Members in Good Standing.

All officers of the Association shall be full members in good standing of the USADB and the USADSF.

CHAPTER THREE. Duties of Officers/Staff

§ 3.01 Commissioner.

The Commissioner shall:

- (a) be the chief executive officer of the Association and shall enforce the provisions of the Constitution, Bylaws, Rules and Regulations and Guidelines of the Association;
- (b) appoint, with the approval of the Executive Board, the Chairs and members of all standing and ad hoc committees and shall serve ex-officio as a member of all committees;
- (c) preside at all meetings of the Executive Board and the Basketball Council; and
- (d) assign duties to other officers and all committees as deemed necessary.

§ 3.02 Deputy-Commissioner.

The Deputy-Commissioner shall:

- (a) perform all of the duties of the Commissioner in the temporary or permanent absence of the Commissioner;
- (b) rule on all questions pertaining to the Constitution, Bylaws, and Guidelines, rules and regulations of the Association;
- (c) inspect and approve the hosting arrangements of the national tournament facilities not later than one year prior to the tournament date;
- (d) serve as National Basketball Tournament Liaison; and
- (e) serve as Chair of the all-star Team Selection Committee.

§ 3.03 Treasurer.

The Treasurer shall:

- (a) be responsible for all matters pertaining to budgets and funds of the Association and all of its committees;
- (b) oversee the expenditure of all grants available to the Association and its committees in cooperation with the President, other officers, and selected members;
- (c) monitor all fund-raising activities;
- (d) prepare an annual fiscal plan for the Association;
- (e) coordinate with the national tournament host registration committee's bookkeeper on tournament-related finances;
- (f) send out annual membership renewal notices;
- (g) collect all membership dues; and
- (h) submit annual audited financial reports.
- (i) Require to complete USADB's annual financial statement reports and these subject reports shall be provided to the delegates at USADB Basketball Council meeting.

§ 3.04 Secretary.

The Secretary shall:

- (a) keep accurate records of the meetings of the Executive Board and Basketball Council;
- (b) distribute copies of the proceedings of meetings to all active members within 60 days of the close of the meeting;
- (c) in behalf of the association, direct all communications for qualifying events for national and developmental teams;
- (d) keep a complete and accurate record of all basketball events held under the auspices of the Association; and
- (e) maintain a database of membership and other records, including lifetime pass holders.

§3.05 Public Relations Officer

The Public Relations Officer shall

- (a) serve as the official liaison to the media;
 - (b) be responsible for outreach and advertising of all USADB events;
 - (c) coordinate live reporting and statistics of national tournaments;
 - (d) coordinate a daily e-newsletter for the national tournament, when feasible
 - (e) work with the Tourney Director to gather all game and statistical paperwork to be submitted to the Secretary within thirty days for the official file at the conclusion of the national tournament;
 - (f) supervise the art and design work for national tournaments, such as tickets, flyers, posters, etc.
 - (g) oversee the USADB website content, provide direction and updates to the webmaster on a regular and consistent basis (weekly, bi monthly)
- and
- (h) be responsible for soliciting sponsorships, advertisers and exhibitors for the national tournament by October of each year for the following year.

§ 3.06 Tournament Director.

The Tournament Director shall:

- (a) Report directly to the Executive Board.
- (b) Follow and update a detailed and comprehensive tournament checklist and Tournament Guidelines, subject to approval of Executive Board.
- (c) Work closely with Public Relations Director on national tournaments artwork, such as tickets, flyers, posters, and others.
- (d) Work closely with the Deputy Commissioner on the gym inspection.
- (e) Shall appoint an Assistant Tournament Director (preferably a local chair) each year, subject to approval of Executive Board.
- (f) Work closely with local gym and hotel contact persons.

- (g) Work with National Officials Coordinator each year to develop a cost analysis comparing costs of using local or national officials (referees) and make recommendations to the Board for approval.
- (h) Develop guidelines for Men's Division I, II, III and Women's Division I and II.
- (i) Shall appoint a men's and a women's tournament liaison to be on the floor during the tournament and help oversee all aspects of a smooth running tournament.
- (j) Review and verify all basketball players' eligibility per current rules and regulations. Refer to the Board those eligibility situations that might require review from the Board.
- (k) Recommend team seeding and national tournament brackets with schedule of games on each division for Board review.
- (l) Shall coordinate run the coaches' and players' meetings.
- (m) Make the decision and recommendation on the ball choices of the tournament.
- (n) Develop, recommend and coordinate procedures and training for scorekeepers, statisticians, timekeepers, trainers, and the all-star selection committee, subject to the approval of the Board.
- (n) Monitor and prepare reports and statistics of national tournaments.
- (o) Be responsible for ordering and distributing all awards for the national tournament.
- (p) Handle situations at tournaments where athletes, coaches, fans or any other persons at the tournament demonstrate unsportsmanlike behavior.
- (q) Submit all game and statistical paperwork to the Secretary within thirty days of the conclusion of the national tournament.
- (r) Evaluate the tournament program and make recommendations to improve future tournaments.
- (s) Upon request, provide leadership, guidance, and support for international and youth activities.
- (t) Perform other duties as may be assigned by the Executive Board.

§3.07 International Director.

The International Director shall:

- (a) Be responsible for all correspondences with USA Deaf Sports Federation (USADSF).
 - (b) USADB Commissioner is to be copied on all correspondence and communications.
 - (c) Oversee all other international affairs and USA Basketball Teams
 - (d) Oversee the USA Deaf Basketball Program for all International-related events.
 - (e) Oversee preparation of the national teams for the international sanctioned events such as Pan Am Deaf Games, World Deaf Basketball Championship, and Deaflympics.
 - (f) Oversee all facets of the men's and women's basketball program including coordinating team trials, team training camps, exhibition games, and international competitions.
 - (g) Serve as the staff liaison to all USA Deaf Sports Federation and Deaf International Basketball Federation.
 - (h) Oversee all logistics, including on-court game operations and transportations, as well as ordering and distribution of apparel.
 - (i) Appoint the selection committee to screen the coaching applicant.
 - (j) Oversee the selection committee's ~~selection~~ process in selecting best available coaches for the national teams.
 - (k) appoint the Selection committee to attend the tryout and make recommendation or selection of the best potential athletes to represent on the National team.
 - (l) Submit all recommendations to USADB Executive Board for final approval.
 - (m) Submit quarterly financial reports for all International-related events to the USADB Board
- and
- (n) Attend the annual USA Basketball Board of Directors Meeting, with the Commissioner of USADB.

§3.08 Youth Director.

The Youth Director shall:

- (a) be responsible for all correspondence regarding youth programs
- (b) recruit and appoint youth camp director(s) for boys and girls, subject to approval of USADB Executive Board
- (c) oversee the annual youth basketball camps
- (d) recruits and appoint the annual East & West All-Star coordinator
- (e) oversee the coordinator's selection process in selecting the committee, the best potential high school seniors and coaches to represent on the East & West All-Star teams
- (f) provide all financial reports for any youth program-related events to the USADB Executive Board on a quarterly basis in January, April, Sept and Dec. Provides oversight of youth committee funds with the USADB Treasurer.

and

- (g) become "self-funded and self-supported" with little financial assistance from USADB National funds.

CHAPTER FOUR. Executive Board

§ 4.01 Meetings.

(1) The Secretary shall publish the place and time of all regular Executive Board meetings at least one month in advance. The President or a majority of the Executive Board may call for a special meeting.

(2) A quorum of three officers is needed to conduct official business.

(3) The Association shall pay all reasonable expenses of the Executive Board.

§ 4.02 Proposals.

(1) Any individual member, team member, or member region may submit a written proposal to the Executive Board. Such submission must be made at least 30 days in advance of an Executive Board meeting. The proposal will then be considered by the Executive Board for official action, and such proposals may be referred to the Basketball Council for consideration.

(2) The Executive Board may accept or reject any recommendation of any committee by majority vote.

§ 4.03 Minutes.

Minutes of the Executive Board and any of its committee meetings shall be provided to all delegates attending the next Basketball Council meeting, to the USADSF and, upon request, to any individual member.

CHAPTER FIVE. Basketball Commissioners (*Moved to Tournament Director*)

CHAPTER SIX. Basketball Council

§ 6.01 Reports, Recommendations, and Proposals.

(1) The Basketball Council shall receive written reports from all committees and the Executive Board pertaining to activities of the Association.

(2) The Basketball Council shall accept or reject any recommendations of committees or the Executive Board by a majority vote.

(3) The Basketball Council shall consider any proposals referred to it by the Executive Board or any committee.

§ 6.02 Notification of Basketball Council Meeting.

The Secretary shall send notice of the Basketball Council meeting to each member team and to secretaries of all member regions at least 60 days in advance.

§ 6.03 Certificate of Election.

At or before the Basketball Council meeting, each representative or delegate shall present his certificate of election to the Secretary. Failing to do so, the representative or delegate may be refused his seat.

§ 6.04 Credentials Committee.

The Commissioner, with approval of the Executive Board, shall select a committee of three to be the Credentials Committee. The Secretary shall give to such committee all completed delegate forms at the commencement of the annual meeting. The committee shall adjudicate all disputes involving credentials, and its decisions shall be final.

CHAPTER SEVEN. Member Regions

§ 7.01 General Description.

The national territory of USADB shall be divided into eight member regions, subject to change by the Basketball Council.

§ 7.02 Central Basketball Association of the Deaf (CBAD):

Ohio, Kentucky, Illinois, Indiana, Michigan, Wisconsin with environs of Buffalo, NY, Erie, PA and Pittsburgh, PA.

§ 7.03 Eastern Athletic Association of the Deaf (EAAD):

New York, Delaware, New Jersey, Pennsylvania, Maryland, District of Columbia with exception of the environs of Buffalo, NY, Erie, PA, Pittsburgh, PA and Northern Virginia.

§ 7.04 Farwest Athletic Association of the Deaf (FAAD):

Arizona, Southern Nevada, New Mexico, Hawaii, Southern California.

§ 7.05 Midwest Athletic Association of the Deaf (MAAD):

Missouri, Iowa, North Dakota, South Dakota, Minnesota, Kansas, Colorado, Wyoming, Nebraska.

§ 7.06 New England Athletic Association of the Deaf (NEAAD):

Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island.

§ 7.07 Northwest Association for the Deaf Basketball (NWADB):

Utah, Idaho, Washington, Montana, Oregon, Alaska, Northern California and environs of Fremont, California.

§ 7.08 Southeast Athletic Association of the Deaf (SEAAD):

Virginia, West Virginia, Tennessee, North Carolina, South Carolina, Georgia, Alabama, Florida.

§ 7.09 Southwest Basketball Association of the Deaf (SWBAD):

Texas, Louisiana, Mississippi, Arkansas, Oklahoma.

§ 7.10 Transfers of Teams Between Regions.

Requests for transfers of a team from one region to another shall be formally submitted by the team in writing to its regional secretary before January 15th. Approval of both member regions is required before the request can be acted upon at the next USADB Basketball Council meeting. Upon approval of the Basketball Council, the transfer shall become effective the following season.

§ 7.11 Regional Officers' Addresses.

Regional Secretaries shall submit to the USADB Secretary within ten days after their regional election, the names, addresses, telephone numbers and e-mail addresses of the newly elected regional officers.

§ 7.12 Regional Reports.

Regional secretaries shall submit to the USADB Executive Board the reports or minutes of their regional basketball council meetings ten days prior to the USADB Basketball Council meeting that follows.

CHAPTER EIGHT. Committees of the Association

§ 8.01 General Description.

Each committee shall report on matters within its jurisdiction to the Executive Board. The duties and responsibilities of each committee shall be set in the Bylaws. All annual committee budget items shall be approved in advance by the Executive Board.

§ 8.02 Appointments and Terms of Chairs and Members.

The Commissioner, with the approval of the Executive Board, shall appoint the Chairs and members of all committees. The term of ad hoc committee members shall expire upon the completion of their work and forwarding of their reports.

§ 8.03 Procedures, Duties, and Reports.

All committees, unless otherwise required by the Constitution, Bylaws, and Guidelines of the Association, or by vote of the Executive Board, shall determine their own rules or procedures, including reasonable notification of meetings. The Commissioner or the Executive Board may assign other duties to each committee as needed. Each committee shall send a report of its meetings to the Executive Board on a regular basis.

§ 8.04 Absences and Vacancies.

The absence of a committee member, without adequate excuse, from two or more consecutive meetings may be construed as his resignation from such committee by majority vote of the other members of the committee. Vacancies in all committees may be filled immediately by the Chair of that committee on an interim basis, subject to ratification by the Executive Board.

§ 8.05 Conducting Meetings.

Committee meetings shall be conducted in the following manner:

- (a) Each committee shall have a designated member from the Executive Board to oversee and ensure that communication takes place at all levels.
- (b) The Chair of the committee shall consult with the Association's liaison officer to establish a mutually convenient meeting site, date, and time.
- (c) The meeting shall remain open to all members of the Association, but it may be permissible for an executive session to be called for discussion of personnel or legal matters.
- (d) The Chair of the committee shall appoint a member of the committee to be a secretary to take the minutes of the meeting.
- (e) The minutes from the committee meeting shall be made available to every committee member and the Association's liaison officer within 45 days of the date of the meeting.

§ 8.06 Budget.

Each committee shall have its own budget with the Chair of the committee being responsible for managing each budget allocation. The sources of allotment shall vary from committee to committee.

§ 8.07 Copies of Committee Minutes.

Each committee shall submit such copies of the minutes of the committee's meetings to the Secretary for filing and record-keeping purposes.

§ 8.08 Donated Items and Gifts.

Any committee member or committee receiving donated items and gifts from resources such as industry, business, corporations, etceteras, shall report the said donated items or gifts to the Secretary. These shall be considered property of the Association and recorded by the Secretary. The items shall be forwarded to the Executive Board on request or on completion of their use by any committee member or committee.

CHAPTER NINE. Functions of Standing Committees

§ 9.01 Governance Committee.

The Governance Committee shall consist of the Vice President as a liaison officer and three other members of the Association appointed by the Vice President, with the approval of the Executive Board. It shall have the authority to propose revisions and amendments to the Constitution, Bylaws, and Guidelines of the Association, and shall present them for action at the meeting of the Executive Board and the Basketball Council. As a Grievance Appeals Board, it shall have the authority to adjudicate all grievances.

§ 9.02 Finance Committee.

The Finance Committee shall consist of the Treasurer as chair and between two (2) and five (5) other members of the organization. It shall have the authority to handle all matters pertaining to the establishment of the annual budget of the organization, and to prepare a quadrennial budget of projected income and expenses of the organization.

CHAPTER TEN. Ad Hoc Committees

§ 10.01 Functions.

The Commissioner, the Executive Board, or the Basketball Council may establish ad hoc committees. Ad hoc committees shall address such duties as directed, report to the Executive Board and/or Basketball Council, and expire upon the completion of their reports.

CHAPTER ELEVEN. Grievance Procedures

§ 11.01 Binding Decisions.

Any decision rendered by the Association shall be binding upon all members of the Association, unless a grievance is appropriately filed.

§ 11.02 Requests for Interpretations.

Requests for interpretations of rulings and/or Bylaws shall be made to the Vice-President through the proper channels. Copies of such decisions shall be made available to all members of the Association.

§ 11.03 Ruling of the Deputy-Commissioner.

The ruling of the Deputy-Commissioner shall be binding. The ruling shall remain in force until an appeal is reviewed by the Executive Board.

§ 11.04 Suspension.

(1) Any member team, member region, or the Association (“suspending organization”) may suspend an athlete/member for reasonable cause. The suspending organization shall provide the member with written notice of the suspension at the member’s last known address. After receipt of the notice, the member may be given an opportunity for a hearing. The suspension shall include reasonable conditions to which the member must comply. Upon compliance with said conditions, the suspension shall be rescinded.

(2) The written notice of suspension shall contain, at a minimum, the following:

- (a) names and addresses of the involved parties;
- (b) the factual basis upon which the suspension is issued;
- (c) the grounds upon which the suspension is based;
- (d) the condition of the suspension; and
- (e) the remedies for rescinding the suspension.

§ 11.05 Suspension Hearing Procedures.

The suspension hearing procedures shall be as follows:

- (a) Within 15 days after receiving the notice of suspension, the member may file, by mail, a request for hearing with the Commissioner of the suspending organization. The hearing shall be held within 30 days after receipt of the request for hearing.
- (b) Three disinterested and impartial deaf individuals shall be appointed as hearing officers by the Commissioner of the suspending organization to conduct the hearing. The member shall have the right to object to appointment of any one of the hearing officers based upon reasonable grounds. The two remaining hearing officers shall appoint another person for replacement.
- (c) At the hearing, all parties shall be given a reasonable opportunity to present oral (signed) or written evidence, to cross-examine witnesses, and to present such factual or legal claims as desired. The burden of proof shall be upon both parties. One of the officers shall keep notes of the proceedings.
- (d) At the conclusion of the hearing, the hearing officers shall render their decision in writing and state the factual basis for their decision.

§ 11.06 Appeal Procedures.

The appeal procedures shall be as follows:

- (a) At the conclusion of the hearing, hearing and within 15 days after the date of the hearing officers’ decision the member or the suspending organization shall have the right to file, by mail, a written appeal with the appropriate officer of the supervising

organization (i.e., member region or the Association) having jurisdiction over the suspending organization.

(b) The written appeal shall contain, at a minimum, the following:

- (1) names and addresses of all involved parties;
- (2) the alleged grounds for suspension;
- (3) supporting evidence or documentation forming the basis of the appeal; and
- (4) the relief sought.

(c) Copies of all written notes, evidence, decisions, and other documents shall be forwarded to the appropriate officer of the supervising organization.

(d) In case an appeal is filed with the Association, the Governance Committee shall act as the reviewing board.

(e) All parties shall have the opportunity to be heard before the reviewing board. The reviewing board may then rule in favor of the member or the suspending organization or make any written modification of the suspension and its conditions. The reviewing board shall state the reason for its decision.

(f) The member and/or the suspending organization may have the right to appeal the reviewing board's decision within 15 days to the Executive Board. All copies of the evidence and written decisions shall be provided to the Executive Board for review and a final decision.

§ 11.07 Member's Participation Rights During Suspension.

The member may be barred from competition in any event sanctioned by the Association during the hearing process, except when a monetary amount owed is less than \$50.00.

§ 11.08 Filing of Complaints.

Any other matter not concerning suspension may be filed as a complaint by any member. The complaint shall be filed with the appropriate officer of the supervising organization and the procedure for addressing the complaint shall be similar to that set out in the Appeals Procedures (Chapter 11, Section 11.06).

§ 11.09 Flexibility of Procedures.

The procedures are intended to be flexible, and any omission of any provision shall not affect the outcome of the final decision. Any decision made by a certified or qualified official during athletic competition shall be final.

CHAPTER TWELVE. Hearing Procedures

§ 12.01 Procedures.

The hearing procedures shall be as follows:

(a) A hearing shall be conducted pursuant to the filing of a challenge or a complaint as provided in Chapter 11:

- (1) Section 11.01 (grievance on binding decisions),
- (2) Section 11.03 (appeal on ruling of Deputy-Commissioner),
- (3) Section 11.05 (request for hearing on suspension), or
- (4) Section 11.06 (appeal on ruling of hearing officers).

(b) All parties shall be given a reasonable opportunity to present oral or written evidence, to cross-examine witnesses, and to present such factual or legal claims as desired.

(c) Hearings shall be open to the public. In addition, the proceedings shall be recorded and a transcript thereof made available to each interested party upon request and payment thereof.

(d) The rules of evidence shall not be strictly enforced; instead, rules of evidence generally accepted in administrative proceedings shall be applicable.

§ 12.02 Burden of Proof.

The burden of proof shall be upon the challenger or complainant who shall also initially have the burden of going forward with the evidence. Upon completion of the presentation of the petitioner's evidence, the respondent may move to dismiss for failure to sustain the burden of proof. If such motion to dismiss is denied, the respondent shall then have the burden of going forward with evidence in opposition to the challenge or complaint and in support of its position.

CHAPTER THIRTEEN. Financial Authority, Responsibility, Dues and Expenses

§ 13.01 Financial Authority.

The Executive Board shall have the authority and the right to delegate authority to solicit, collect, or receive and to disburse funds for the support of its activities and for financing the participation of the US Basketball team in international and national competitions.

§ 13.02 Services with Compensation.

All officers, directors, and members of the committees of the Association shall act and serve with compensation in the aid of the educational purposes of the Association, as described in Article Two.

The per annum compensation fund shall be, in an amount determined in Appendix A, which the executive board has the final authority of how to distribute the fund.

Procedures & Obligations: The recipients of the compensation shall be compensated after they complete their respective duties in reasonable manner.

The Treasurer shall be compensated after completing its respective duties and after the financial reports are audited by the audit committee as stated in 13.11 (a), and file annual Internal Revenue Service 990 form.

§ 13.03 Waiver of Liabilities.

No individual officer, director, or member of a committee of the Association shall be held personally liable in respect to any debt or other obligation incurred in the name of the Association or any of its committees pursuant to authority granted directly or indirectly by the Executive Board. The Executive Board shall adopt a standard form or contract restricting recourse for payment to the assets of the Association.

§ 13.04 Determination of Dues, Fines and Fees of the Association.

The Basketball Council shall annually determine the dues, fines, and fees of the Association for the succeeding calendar year. Such dues shall be fixed on the equitable basis and shall be due and payable as determined by the Treasurer. (See Appendix A --Dues, Fines, and Fees guideline.)

§ 13.05 Dues for Individuals.

(1) Individuals shall pay dues in an amount as determined in Appendix A, payable to the Treasurer.

(2) USADB/USADSF individual membership year shall be for January 1st to December 31st for all USADB members.

(3) Individual membership shall be paid once per year.

(4) Any individual membership fee paid is not refundable unless paid twice.

§ 13.06 Dues for Teams.

Each team shall pay dues in an amount as determined in Appendix A, payable to its member region treasurer.

§ 13.07 Dues for Member Regions.

(1) Each Member Region shall pay dues in an amount as determined in Appendix A, payable to the Treasurer.

(2) Membership dues for replacement officers who assume their position after February 1st must submit their membership dues before they may officially take office.

(3) Region membership dues and renewal, in an amount determined in Appendix A, shall be due on Dec 31 before the start of the next basketball season.

(4) Replacement officers who take regional office after February 2 for basketball shall pay their USADB/USADSF membership dues within 30 days after assuming their position.

(5) An automatic late penalty fee, in an amount determined in Appendix A, shall be assessed against any region which fails to meet the February 1 deadline. The penalty shall be assessed a second time if the region again fails to meet the deadline for sending dues payments for any replacement officers.

(6) All fees, forms, documentation, etc shall be in the USADB Secretary's hands no later than February 15 of the current year. No exceptions will be made. Failure to comply this deadline shall result in an automatic late submission penalty, in an amount determined in Appendix A, against the region.

(7) The USADB team entry and membership fee shall be in an amount determined in Appendix A. The player registration fee shall be, in an amount determined in Appendix A, per name on roster. The fees shall be due February 1 of current year with registration forms.

(8) Each region shall pay their regional tournament sanction fee (NOT including insurance fee) in an amount determined in Appendix A.

§ 13.08 Expenses of the Association.

The expenses of the Association shall be as follows:

(a) Receipts from dues and all other resources shall be devoted solely to defray expenses of the Association.

(b) Routine expenditures for sums below \$100.00 shall be made from a petty cash fund authorized by the President and replenished when necessary by additional authorization.

(c) Expenditures for sums more than \$100.00 shall be authorized by signature of the President.

(d) The association shall be authorized to pay per diem expenses in an amount determined in Appendix A, to the Executive Board Officers for their attendance at meetings for the Basketball Council and the Executive Board Meeting.

(e) Mileage expenses shall be based on 'IRS Standard Mileage Rates' driven in service of charitable organizations. (Refer to www.irs.gov)

(f) The Association shall be authorized to pay the regional championship teams (Men and Women teams), based on American Automobile Association's two stars rating, lodging costs up to four rooms/four nights based on USADB Financial Committee's recommendation.

§ 13.09 Collection of Fees, Dues, Applications, and Forms.

(1) The Treasurer shall set up a system of collecting and administering the fees, dues, applications, and forms.

(2) Each fan who attends the USADB National Tournament shall pay fifteen dollars (\$20.00) fan registration fee.

(3) Check policy: \$25 service charge fee for any returned checks.

(4) Team picture fine, in an amount determined in Appendix A, shall impose to any team who provide poor quality pictures or not supplied any pictures.

§ 13.10 CPA-Approved Financial Accounting Software.

All of the Association's financial reports shall be entered into and compiled by CPA-approved financial accounting software.

§ 13.11 CPA Audit of the Association's Financial Reports.

The procedures for auditing the financial reports shall be as follows:

(a) The Treasurer's annual financial reports shall be audited by the selection of three of the Association selected representatives determined by Region Presidents and Executive Board.

(b) The Executive Board shall be responsible for the hiring of a CPA to audit all of the Association's funds as well as the annual financial reports after the Basketball Council meeting when deemed necessary upon executive board and/or delegate's decision to have CPA (Certified Public accountant) audit the financial reports.

§ 13.12 No Reimbursements for Loss of Wages.

There shall be no reimbursement for the loss of wages for any members and delegates of the Association to any meeting of the Association.

§ 13.13 Fiscal Year of the Association.

The fiscal year of the Association shall be from January 1 to December 31.

§ 13.14 Responsibility of Regional Runner-Up teams.

Any Regional Runner-Up teams shall inform Regional Presidents within 48 hours after the final game of the regional tournament, to attend or not to attend as invited team to USADB National Tournament.

CHAPTER FOURTEEN. Lifetime Pass

§ 14.01 Lifetime Pass.

Lifetime passes good for all tournament functions except Hall of Fame ceremony shall be awarded by the USADB to the following individuals:

(a) Members of the USADB Division I championship team who have actually participated in the USADB tournament. (Limited to 15 people per team.)

(b) Past USADB Presidents automatically and other USADB past officers who have served more than four (4) continuous years on the USADB Executive Board.

(c) Past chairperson(s) of national basketball tournament to receive a Lifetime Pass for their services in hosting the USADB basketball tournament. The Board reserves the

right to give the lifetime passes (one or two lifetime passes) to the current tournament host chairperson(s) who completed the current national tournament.

§ 14.02 Scope.

(1) Lifetime passes honored by the USADB and USADB-selected host city committee shall include those issued to Hall of Fame members and past chairpersons of USADB national basketball tournament.

(2) USADB executive board has its authority to select one (1) or two (2) past chairperson(s) to receive the Lifetime Pass.

§ 14.03 Fees.

(1) Lifetime passes shall be honored only when the owner is present with the proper credentials, which show membership in good standing with USADB and USADSF and only after the USADB registration fee has been paid.

(2) Lifetime pass holders shall pay a flat rate of \$25.00.

(3) Lifetime pass holders shall pay a flat rate, in an amount determined in Appendix A.

CHAPTER FIFTEEN. Order of Business

§ 15.01 Basketball Council Meeting.

At the annual meeting of the Basketball Council, the following shall be the order of business:

- (a) Roll Call by the Credentials Committee.
- (b) Reading of minutes of the previous year's meetings of Basketball Council and Executive Board.
- (c) Officers' Reports.
- (d) Reports of Standing Committees. --
- (e) Proposed Amendments to Constitution, Bylaws, and Guidelines.
- (f) Unfinished Business.
- (g) New Business.
- (h) Election of Officers.
- (i) Adjournment.

§ 15.02 Executive Board Meeting.

At the periodical meetings of the Executive Board, the following shall be the order of business:

- (a) Roll Call by the Appointed Recorder or Secretary.
- (b) Reading of Agenda and Approval.
- (c) Reading of minutes of the previous Executive Board meeting(s).
- (d) Officers' Reports.
- (e) Reports of Standing Committees.
- (f) Briefs of Interest.
- (g) Issues of Concern and Hearings, if any.
- (h) Proposed Amendments to Constitution, Bylaws, and Guidelines.
- (i) Actions and Recommendations taken by the Executive Board.
- (j) Communications.
- (k) Adjournment.

CHAPTER SIXTEEN. Basketball Rules

At the annual USADB National Tournament, the rules shall be:

- (a) all Games in the annual USADB Basketball Tournament will be played twenty (20) minutes per half.
- (b) There shall be a five (5) minutes overtime in case of a tie in any basketball games during the Annual Basketball Tournament. All games in the annual USADB Basketball Tournament shall have two (2) or three (3) basketball officials recognized by the National Collegiate Athletic Association (NCAA). All games will be followed by NCAA Rules and Regulations.
- (c) Any participation teams that do not have its players on the court, ready, at their initial scheduled time shall forfeit their game to their opponent. If a participating team has less than five (5) players in uniform on the court at the start of a game, that team shall forfeit their game to their opponent. At least ten (10) minutes before the scheduled starting time, each team shall supply the scorekeepers with the name and numbers of each team member and the designated five (5) starters.

(d) All games in the annual USADB basketball tournament shall have electronic scoreboards, plus visual shot clocks. The visible possession arrow display shall be located at the scorer's and timer's table. The red-warning light will be placed behind each backboard to indicate when the period-ending horn has sounded.

(e) Each team that participates in any games of the USADB Basketball Tournament shall be subject to the alike basketball uniform ruling for all players of the team with jersey numbers six inches (6") high on the back and four inches (4") on the front. The numbers on the front and back of the team jersey shall be the same color and style. A team jersey designed to be worn inside the pants shall be tucked inside the pants and the pants shall be above the hips and worn properly. A player not conforming to this uniform policy shall be directed to leave the game.

(f) The home team shall wear light colored uniforms and the visiting team dark. The team that violates this policy shall change. Mismatched shorts and under shorts showing beneath the uniform shorts shall not be allowed.

(g) Jewelry shall not be worn. Taping to cover jewelry is not acceptable. Medical alert medal is not considered jewelry, and must be taped and made visible.

(h) Additional rules regarding eligibility of the annual USADB tournament shall be determined at the annual of the association's Board of Directors (Basketball Council Meeting).

(i) Note: Additional ruling may be found in the NCAA Rules and Regulations -- <http://www.usabasketball.com/rules/rules.html>

(j) Regions are forbidden to have own designation form – must use USADB team registration form. There shall be NO two forms.

CHAPTER SEVENTEEN. Hearing Loss Requirements for All Athletes

§ 17.01 CISS Criteria for Pathological Definition of Deafness.

The Association and all Member Regions shall adhere to the CISS criteria for pathological definition of deafness for each athlete, so that each athlete having a hearing loss of at least 55 decibels in the better ear.

§17.02 USADB National Tournament for Hearing Loss Requirement.

The association and all members regions shall adhere to the CISS criteria for pathological definition of deafness for each athlete with understanding that each athlete shall have at least 55 decibels in at least one ear instead of the better ear.

§ 17.03 Copy of Hearing Test Administered by a Certified Audiologist.

Each athlete shall provide the Secretary with a copy of his most recent hearing test, performed by a certified audiologist and showing the level of hearing loss in decibels.

Chapter EIGHTEEN. USA Deaf Basketball Coaches and Players Code of Ethics

1. Will place the emotional and physical well being of my team ahead of a personal desire to win.
2. Will treat my teammates, coaches and managers as individuals; remembering the large range of emotional and physical development we all share.
3. Will take responsible measures to honor all commitments I make towards my team and my club.
4. Will lead by example in demonstrating fair play and sportsmanship to all my teammates and opponents.
5. Will do my best to attend all practices and help make them fun, educational and Beneficial for my teammates and club.
6. Will provide a sports environment for my team and club that is free of drugs, tobacco, gambling and alcohol. I will also refrain from their use at all sports events and related club activities.
7. Will be knowledgeable of the USADB basketball rules and requirements. I will honor those written in the USADB by-laws to my fullest commitment.
8. Will remember that I am privileged to perform in the USADB and that the game is meant to be for fun. I will also exhibit proper behavior methods at each USADB basketball game, to all spectators, officials, officers, and commissioners

CHAPTER NINETEEN. Amendments to the Bylaws

§ 19.01 Amendments.

The Bylaws may be amended, altered or revoked at the Basketball Council meeting by a two-thirds (2/3) vote of the Basketball Council delegates present and voting.

Appendix B --Game Schedules

[--- End of Bylaws ---]

USA Deaf Basketball National Tournament Guidelines

- 1) USADB Tournament Director and Local Support Committee
- 2) Date of Tournament
- 3) Flyers
- 4) Registration
- 5) Passes
- 6) Transportation
- 7) Hotel Lodgings
- 8) Gymnasiums
- 9) Interpreters
- 10) Exhibit Booths
- 11) Program Book and Advertisements
- 12) First Aid & Athletic Trainers
- 13) Team Pictures
- 14) Trophies/Plaques/Awards
- 15) Financial Report
- 16) Time Schedule of Games
- 17) Balls, Referees, Timers, Scorekeepers
- 18) Hall of Fame Ceremony
- 19) Saturday Night Social/Dance/Awards
- 20) USADB Basketball Council Meeting
- 21) Coaches/Managers Meeting
- 22) Athlete Advisory Council Meeting
- 23) Local Support Committee Responsibilities
- 24) Advance Tournament Planning Schedule/Checklist

1) USADB Tournament Director and Local Support Committee

- a) The USADB Executive Committee shall appoint the Tournament Director for the upcoming basketball tournament.
- b) The Local Support Committee shall appoint or elect a liaison at least two years prior to the USADB Basketball tournament.
- c) The liaison shall provide reports to the USADB Tournament Director. The liaison shall be encouraged to read through the USADB Rules and Regulations. The Rules and Regulations may be downloaded from website or obtained from Tournament Director.
- d) The liaison should make photocopies of these guidelines for his/her local support committee where necessary.

2) Date of Tournament

The USADB tournament shall be held on the 1st or 2nd weekend of April. Every effort shall be made to avoid any conflicts with the Easter holiday or any other religious holiday. The USADB Executive Board shall announce the date at least one year in advance.

3) Flyers

The USADB Tournament Director shall have a flyer prepared with prices set by the USADB Executive Committee at least 12 months prior to the USADB tournament. Flyers with itemized prices may not be distributed by the Local Support Committee to any USADB member club without written approval from the USADB Executive Board. Once approved, the prices shall not be changed.

The Local Support Committee shall assist in distribution of the flyers to all USADB member clubs and other appropriate parties at least seven (7) months before the USADB tournament. The USADB Secretary will furnish the updated addresses of all the current USADB member clubs.

4) Registration

The USADB Treasurer shall use the official USADB two-color NCR form, with sequential numbers, (white for USADB and yellow for registered person) as the combo ticket sales invoices. A receipt book should be on hand for other purposes. The Local Support Committee shall work with the USADB Treasurer at the registration. The USADB Treasurer shall secure all receipts, monies and registration forms. The USADB Treasurer shall see to it that the NCR forms include a waiver clause and must be signed by the individual participant. This combo ticket applies to all individuals including local support committee members, volunteers, USADB officers, regional presidents, players, coaches, managers, lifetime holders, guests and individual fans.

5) Passes

The officers of the USADB (Commissioner, Deputy-Commissioner, Secretary, Treasurer, Public Relations, and specific staff members) and any USADB Hall of Fame inductees (for that year) shall be given complimentary passes to all events held during tournament. The events held during the USADB tournament should include the Local Support Committee's social events if they are not already included in the USADB combo ticket. The USADB Executive Board may decide if it's board members and staff shall pay part of the combo cost.

Players (limited to 15 individuals, including a coach and a manager, per participating team) shall be given complimentary passes to all tournament games and social events (awards and Saturday night social). If a meal is included in the Saturday night event, an additional fee to cover meal cost may be charged to all 15 team members.

6) Transportation

The USADB Tournament Director with the Local Support Committee liaison shall negotiate with a local or national car rental agency for a block of cars/vans to be made available for the regional championship teams and invited teams, as needed. The USADB may arrange for airport transportation of teams, if needed.

7) Hotel/Lodging

The Tournament Director and the Local Support Committee liaison shall negotiate with a local or national hotel for a block of rooms. The following criteria must be adhered to:

a) Shall reserve up to 16 regional championships teams subject to USADB Financial Committee's Recommendation (Section 13.08 (f)). If 10 or less team members show up for the tournament, they shall be given only 2 rooms.

NOTE: The number of nights depends on the number of courts available and starting time of the games on Thursday

b) Shall reserve 5 nights (Tuesday through Saturday) at the tournament headquarters, a room each for the USADB officers (Commissioner, Deputy Commissioner, Secretary, Treasurer, Public Relations Director, Tournament Director, and designated staff support for USADB. The USADB Treasurer shall be responsible for the USADB expenses. Officers shall be requested to share rooms if USADB financial circumstances prohibit individual rooms.

c) Shall reserve (upon request by the region) rooms for 4 nights (Wednesday through Saturday) for each Regional President at the region's expense.

d) May reserve 10 additional rooms until the —block|| cutoff deadline (usually 30 days before the start of the tournament) for any others such as USADB staff, deaf referees, or sportswriters. USADB Tournament Director will negotiate responsibility of expenses at time of contract.

e) The Tournament Director and the Local Support Committee liaison shall make these room reservations at least 12 months prior to the tournament. These reservations shall be double-checked from time to time prior to the tournament. (Sometimes hotel management changes without notice)

8) Gymnasiums

a) The Tournament Director shall inspect the gymnasium and work with USADB Player Representatives. They should ensure that there are electronic scoreboards and shot clocks provided for each court in the gym(s). Four or more basketball courts are recommended because of the large number of participating teams.

b) USADB Men's and Women's Player Representatives shall decide the times of the games and submit the timetable to the USADB Executive Board for approval.

c) The Local Support Committee shall provide at least four (or more) official basketballs (two for men's games and two for women's games) for all games of the tournament.

d) The USADB Men's and Women's Player Representatives shall work with Tournament Director to select certified referees (two referees per regular game and 3

referees per championship game). There shall be no discrimination based on hearing loss, gender, or race, etc.

e) The Local Support Committee shall ensure there are sufficient official scorekeeper(s) and timer(s) to help keep score and time during the national basketball tournament. Such volunteers/workers shall be worked out with USADB Commissioners. The USADB Executive Board shall approve the official scorekeeper(s) and timer(s).

f) USADB shall use the StatCrew software for the tournament.

9) Interpreters

The Local Support Committee shall provide interpreter(s) to communicate with referees/umpires and others where necessary. Provisions shall also be made to provide an interpreter for any injured player who needs medical attention or to go to hospital.

10) Exhibit Booths

a) 100% of all revenues generated from the exhibit booths shall be considered the sole revenue of the USADB.

b) Exhibitors shall be given a maximum of two combo tickets at a predetermined flat rate.

c) Each exhibitor shall occupy only 36 square feet per paid booth, as designated by the USADB Tournament Director. One 6 ft table x 6 ft = 36 sq ft)

d) The local support Committee shall assist with arrangements for the exhibit hall for the USADB.

e) Contracts shall be signed with all exhibitors.

f) USADB reserves the right to reject any exhibitor with a history of problems or who has demonstrated unprofessional behavior in the past.

g) Exhibitors shall not be allowed to sell merchandise with USADB logos.

h) The USADB Executive Board shall approve all contracts.

11) Program Book and Advertisements

a) The Local Support Committee should have program books ready to print two weeks prior to the tournament. Check with print shop to ensure two weeks is enough time. If not, prepare earlier!

b) The Local Support Committee should contact the USADB Commissioners at least two (2) months prior to the tournament, to submit the summary of statistics, All Stars,

records, and Basketball Hall of Fame lists and other items of interest from USADB's past tournaments for printing in the program book.

c) At least 15 days prior to the tournament, the USADB Secretary shall send the Local Support Committee copies of the signed players registration forms and a tournament bracket sheet for printing the team rosters and bracket in the program book. --

d) The Local Support Committee shall provide 25 program books to the USADB President and 10 program books to the USADB Commissioners.

e) The Local Support Committee shall provide each team with program books free of charge for players who actually show up.

12) First Aid & Athletic Trainers

a) Local Support Committee shall make arrangements on behalf of USADB for quick first aid treatment, location and quick knowledge of nearest hospital or medical clinic.

b) Athletic trainers shall be provided for the duration of the tournament.

13) Team Pictures

a) The Local Support Committee shall provide photographer(s) for posing each team two times (30 minutes before their first game of the tournament).

b) The Local Support Committee shall buy color print film and check the availability of a local one-hour photo service. Pictures shall be gloss and clear. The pictures (two copy each) shall be ready by the championship game. Digital cameras/photos may be used in lieu of film.

c) The USADB will reimburse the expenses of the films, pictures, and film developing service to the Local Support Committee. Cost of the pictures shall be negotiable and reasonable up to \$50.00 according to USADB budget, if needed.

d) Arrangements can be made with a professional group to do this as long as the charges and responsibility for are pre-determined and agreed upon. -- Effective 4/05/2006 ---

e) Team Photos for Program Book/Website – Each team is required to dress and sit neatly and to look professionally for the team pictures for USADB website and USADB program book.

14) Trophies/Plaques/Awards

The Local Support Committee shall arrange for trophies, plaques or awards for the Men and Women's Divisions, as follows:

- First to Fourth Place finishers
- Basketball to Each Championship Team
- Five First Team All Stars
- Five Second Team All Stars
- Most Valuable Player
- Most Assists
- Most Rebounds
- Most Points
- Team Sportsmanship
- Individual Sportsmanship
- Coach of the Tournament

The Local Support Committee shall have the trophies, plaques or awards engraved as follows:

- Line 1. USA Deaf Basketball ____Annual Men's or Women's National Tournament
- Line 2. Year
- Line 3. Name of Award or Order of Finish
- Line 4. Name of Local Support Committee
- Line 5. Name of donor, if any
- The Tournament Director must approve engraving for all Awards.

15) Financial Report

- a) The USADB Treasurer shall prepare an annual tournament budget.
- b) The USADB Treasurer shall keep the Tournament Director and USADB Executive Board apprised of tournament expenditures on a monthly basis.
- c) The USADB Treasurer shall prepare an itemized and complete financial accounting within 90 days of the completion of the tournament.

16) Time Schedule of Games

- a) The USADB Player Representatives shall communicate the results of the drawings and pairings to the Tournament Director and Local Support Committee Liaison by the last weekend of March. --
- b) The USADB Player Representatives shall decide the times of the games and submit the timetable to the USADB Executive Board for final approval. (see Appendix B -- Game Schedules)

17) Balls, Referees, Timers, Scorekeepers

- a) The USADB shall provide at least two official basketballs for all the games of the basketball tournament.
- b) The USADB shall hire only certified referees. There shall be 2 referees per game, except championship games, which shall have 3 certified referees.
- c) Referees are expected to be members of their International Association of Approved Basketball Officials or National Federation of State High School Association (NFSHSA).
- d) Preference may be given to referees with NCAA certification. There shall be no discrimination based on hearing loss, gender or race.
- e) Referees are expected to be in top physical condition.
- f) Deaf referees must be members in good standing of the Deaf Referees Association and USA Deaf Basketball.
- g) The Local Support Committee shall provide the official scorekeeper(s) and timer(s), to help keep score and time during the basketball tournament.
- h) The Local Support Committee shall be responsible for obtaining qualified volunteer scorekeeper(s) and timer(s). The USADB Player Representatives shall approve the official scorekeeper(s) and timer(s).

18) Hall of Fame Ceremony

USADB shall have the annual Hall of Fame Ceremony on Saturday night with the Awards after the conclusion of the tournament whenever feasible.

- a) The USADB Hall of Fame Mission Statement. The mission of the USADB Hall of Fame is to recognize people who have displayed exceptional performance or service to the deaf or hard of hearing in the sport of basketball as athletes, coaches, leaders, writers, and officials.
Those names you find in the USADB Hall of Fame were dedicated for their contributions to our rich history of efforts and accomplishments in the original American Athletic Association of the Deaf (AAAD) that has come to be known as the USADB. They are role models and set a benchmark for deaf and hard of hearing individuals to compete, coach, officiate, lead, or write. USADB recognizes individuals in the following categories: Athletes, Coaches and Officials Leaders and writers.
- b) USADB Hall of Fame Selection Criteria
 - 1) Any interested individual or group may name candidates for the USADB Hall of Fame.
 - 1. The nominator's name shall not be disclosed.
 - 2. It shall be the responsibility of the nominator to supply supporting materials, including the current address of the nominee.

3. A summary of the nominee's qualifications, not to exceed 300 words shall be prepared and included with the nomination.

4. Failure to submit complete information shall result in rejection of the nomination for consideration.

2) Persons who are nominated shall, be deaf or hard of hearing citizens of the United States and shall be nominated based on their outstanding performances, integrity, sportsmanship, and character. No consideration is given to race, religion, creed, gender, or geographical residence.

3) In order to be eligible, players shall have been retired as active players for at least three years and shall have been out of high school for at least ten years.

4) Athletes still active in basketball for the purpose of recreational purposes (church leagues, YMCA, etc) shall not be considered as active for the purpose of eligibility in the annual USADB Hall of Fame nominations.

5) Coaches shall have been active in coaching basketball for at least ten years.

6) Leaders and writers shall have contributed at least ten years of service to basketball.

7) Officials shall have been certified or accredited by a National Governing Body and have worked as a basketball referee at least fifteen years.

8) The USADB Hall of Fame, Awards and Recognition Committee, at its discretion, may elect "veteran individuals" whom they conclude are qualified for membership in the USADB Hall of Fame but who have not previously received the minimum number of voting points to be elected or who may have previously been overlooked for nomination.

9) No elected officer of the organization shall be eligible for nomination to the USDFAB Hall of Fame while still in office.

19) Saturday Night Social/Dance/Awards

a) The dance/awards event shall be held in a ballroom at the headquarters or a hall on Saturday night. The size of ballroom may vary depending on the Local Support Committee city. The ballroom should be able to accommodate at least 1,000 persons. The ballroom reservations should be made at least 12 months prior to the tournament.

b) Local Support Committee is required to have good security during and after the ballroom event.

20) USADB Basketball Council Meeting

- a) The meeting of the USADB Basketball Council shall be held on Wednesday afternoon (2 p.m. to 6 p.m.) at the headquarters or other convenient location.
- b) The Local Support Committee should make the meeting room reservations at least 12 months prior to the tournament.
- c) Meeting equipment (overhead projector, overhead markers, screens, whiteboard, markers, etc.) should be furnished in the meeting room.
- d) Water should be provided for meeting attendees.

21) Coaches/Managers Meeting

The meeting of team players/coaches/managers should be held at least four hours prior to the meeting of the USADB Basketball Council.

22) Athlete Advisory Council Meeting

The meeting of the Athlete Advisory Council should be held at least two hours prior to the meeting of the USADB Basketball Council.

23) Local Support Committee Responsibilities (missing? never was here)

24) Advance Tournament Planning Schedule/Checklist

All these steps should help for S-M-O-O-T-H tournament planning. If the Local Support Committee Liaison has any problems with the tournament, he/she should ask the USADB Tournament Director.

- Basketball Tournament Date:
- 24 months prior to the tournament Date:
 - The Local Support Committee should appoint or elect their liaison.
 - Have skeleton committee appointed to look for facilities and help determine tournament dates
 - Select headquarters and gymnasiums.
 - USADB Tournament Director shall sign all contracts for securing headquarters and gymnasiums.
 - Electronic scoreboards and shot clocks must be available at EACH court.
- 12 months prior to the tournament Date:
 - Make reservations for USADB officers' rooms, meeting rooms, and ballroom/hall
- 9 months prior to the tournament Date:
 - Should have committee organization set up.
 - Tournament committee should have first meeting and make it monthly!
- 6 months prior to the tournament Date:
 - All committees should be active.

- Furnish a satisfactory report to the USADB Tournament Director before or on October 1st Physical facilities should be checked out and schedule developed to put them in first- class condition.
- USADB should sign a contract for referees/umpires, if needed
- 3 months prior to the tournament Date:
 - Committees should continue to meet regularly and have plans well under way.
 - Trophies/Plaques/Awards should be ordered.
 - Be sure all needed equipment has been ordered.
 - Program books should be prepared.
- 2 months prior to the tournament Date:
 - Get statistics, All time Records, All Stars, and Hall of Fame information from the USADB Secretary and Commissioners for the program book.
 - All committee plans finalized.
 - Tickets and badges (or wristbands) should be ordered.
- 1 month prior to the tournament Date:
 - Concessions should be ordered.
 - All needed equipment on hand i.e.: balls, etc.
 - Meeting of tournament committee -- last big check.
 - Tournament awards should be ready.
- 3 weeks prior to the tournament.
 - Get registration forms from the USADB Secretary or USADB Treasurer
 - Training sessions for scorekeepers, timers, etc.
 - Final check on availability of interpreter(s) & photographer(s).
 - Buy color print film for photographer(s) and check on availability of one-hour photo service, if needed.
- 2 weeks prior to the tournament Date:
 - Final check on number of referees.
 - Final major check of tournament committee to see that all is ready.
 - All committees meet for final check of responsibilities.
 - Program books should be printed after getting forms and brackets from USADB Commissioners.
- Final week prior to the tournament Date:
 - Registration entries and tickets with badges (or wristbands) should be ready for all combination ticket holders, players, coaches, managers, delegates, USADB officers, and USADB Hall of Fame members.
 - Check in detail with all committee chairpersons to see that their responsibilities have been carried out. Use a form check to be sure.
 - Prepare a large tournament bracket sheet and time-court schedule for tournament site.
 - Double-check the confirmations of the USADB officers' rooms and meeting rooms.
- After the tournament Date:
 - Before leaving for home, Local Support Committee Liaison should check with hotel to see if any damages, people skipping out on payment of rooms and to leave the hotel on a good note.

- The USADB Secretary and Local Support Committee Liaison should send all committee persons, referees, interpreters, hotel personnel, newspapers, and all others having a responsibility for the tournament. This is the key to allow your club to develop great public relations for the future.
- All financial obligations should be completed.

<If you have any suggestions for these Guidelines, please share it with the USADB Vice President.>

Appendix A (Annual Dues, Fines, and Fees Table):

| | |
|---|----------------------------|
| USADB Membership Fees <i>Section 13.05 and 13.07 (7)</i> | \$20.00 per year |
| USADB Team Entry Fee <i>Section (13.07 (7))</i> | \$75.00 per year |
| USADB National Team Entry Fee | \$300.00 per team |
| USADB Region Dues | \$100.00 per region |
| USADB Late Penalty Fee <i>Section 13.05 and 13.07 (5)</i> | \$100.00 per region |
| USADB Late Registration Fee <i>Section 13.05 and 13.07 (6)</i> | \$100.00 per region |
| USADB Fan Registration Fee <i>Section 13.09 (2)</i> | \$15.00 per participant |
| USADB Returned Check <i>Section 13.09 and 13.07 (3)</i> | \$25.00 per returned check |
| USADB Team Picture Fine <i>Section 13.09 (4)</i> | \$150.00 per team |
| USADB Lifetime Pass Holders <i>Section 14.03 (3)</i> | \$25.00 per holder |
| USADB Executive daily per diem <i>Section 13.08 (d)</i> | \$20.00 per day |

[--- End of Guidelines ---]