

BYLAWS

CHAPTER THREE. Duties of Officers

§ 3.01 Commissioner.

- (1) 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;
-- Effective 4/12/2000 --
 - (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;
-- Effective 4/12/2000 --
 - (c) preside at all meetings of the Executive Board and the Basketball Council; and
-- Effective 4/12/2000 --
 - (d) assign duties to other officers and all committees as deemed necessary.
-- Effective 4/12/2000 --

§ 3.02 Deputy-Commissioner.

- (1) The Deputy-Commissioner shall:
- (a) perform all of the duties of the Commissioner in the temporary or permanent absence of the Commissioner;
-- Effective 4/12/2000 --
 - (b) rule on all questions pertaining to the Constitution, Bylaws, and Guidelines, rules and regulations of the Association;
-- Effective 4/12/2000 --
 - (c) inspect and approve the hosting arrangements of the national tournament facilities not later than one year prior to the tournament date;
-- Effective 4/12/2000 --
 - (d) serve as National Basketball Tournament Liaison; and
-- Effective 4/12/2000 --
 - (e) serve as Chair of the all-star Team Selection Committee.
-- Effective 4/12/2000 --

§ 3.03 Treasurer.

- (1) The Treasurer shall:
- (a) be responsible for all matters pertaining to budgets and funds of the Association and all of its committees;
-- Effective 4/12/2000 --
 - (b) oversee the expenditure of all grants available to the Association and its committees in cooperation

with the President, other officers, and selected members;

-- *Effective 4/12/2000* --

- (c) monitor all fund-raising activities;
-- *Effective 4/12/2000* --
- (d) prepare an annual fiscal plan for the Association;
-- *Effective 4/12/2000* --
- (e) coordinate with the national tournament host registration committee's bookkeeper on tournament-related finances;
-- *Effective 4/12/2000* --
- (f) send out annual membership renewal notices;
-- *Effective 4/12/2000* --
- (g) collect all membership dues; and
-- *Effective 4/12/2000* --
- (h) submit annual audited financial reports.
-- *Effective 4/12/2000* --
- (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.
-- *Effective 4/09/2002* --

§ 3.04 Secretary.

(1) The Secretary shall:

- (a) keep accurate records of the meetings of the Executive Board and Basketball Council;
-- *Effective 4/12/2000* --
- (b) distribute copies of the proceedings of meetings to all active members within 60 days of the close of the meeting;
-- *Effective 4/12/2000* --
- (c) in behalf of the association, direct all communications for qualifying events for national and developmental teams;
-- *Effective 4/12/2000* --
- (d) keep a complete and accurate record of all basketball events held under the auspices of the Association;
and
-- *Effective 4/12/2000* --
- (e) maintain a database of membership and other records, including lifetime pass holders.
-- *Effective 4/12/2000* --

§ 3.05 Public Relations Officer.

(1) The Public Relations Officer shall:

- (a) serve as official liaison to the media;
-- *Effective 4/12/2000* --
- (b) be responsible for overseeing international events;
-- *Effective 4/12/2000* --

- (c) monitor and prepare reports and statistics of national tournaments;
-- Effective 4/12/2000 --
- (d) submit all game and statistical paperwork to the Secretary within thirty days of the conclusion of the national tournament;
-- Effective 4/12/2000 --
- (e) supervise the artwork for national tournaments, such as tickets, flyers, posters, etc.; and
-- Effective 4/12/2000 --
- (f) be responsible for all awards for the national tournament.
-- Effective 4/12/2000 --