

# IOWA ASSOCIATION of TRACK OFFICIALS

## By-Laws

(Revised June 4,2023)

### ARTICLE I

#### NAME AND OBJECTIVES:

The name of this organization shall be: "*Iowa Association of Track Officials*", hereafter referred to as "IATO".

Its objectives shall be:

- 1-To promote the sports of Track & Field and Cross Country and improve officiating throughout the state of Iowa, both in the school setting and in the public eye.
- 2-To provide a sounding board for new ideas and changes in our sport(s) and to work through proper channels to aid in the implementation of these ideas and changes.
- 3-To promote a harmonious working relationship between:
  - a. The officials in all parts of the state and levels of competition.
  - b. The athletic administrators and coaches in Iowa schools and officials.
  - c. The IHSAA, IGHS AU, the coaches, officials and the greater track and field/ cross country community in the state of Iowa.
- 4-To provide services to the member officials which bring an air of dignity to the sport.

These include, but not limited to:

- a. Official of the Year Awards (Starters)-Track/Cross Country
- b. Regional Official of the Year Awards (Starters)-Track
- c. JH Official of the Year (Starters)
- d. Track Official of the Year
- e. Field Event Official of the Year
- f. Lowry-Wassink Distinguished Service Award
- g. 25 & 50 year officiating awards
- h. Friend of Track Award
- i. Volunteer Award
- j. Hall of Fame

5-To encourage growth and development in all aspects of our sport(s) for all officials, coaches and athletes.

6-To provide current sources of information through workshops and rules and mechanics clinics. Whenever possible the IATO should involve itself in the planning and conducting of clinics.

## **ARTICLE II**

### **MEMBERSHIP:**

The IATO invites any individual who officiates, supports, or volunteers with the administration of track and field/cross country to become a member.

The IATO was formed expressly to support and enhance the officiating of track and field/cross country throughout the state. Anyone who functions in any capacity in any way in the administration of a track and field/cross country competition is eligible to join.

All current members who have paid their dues shall be voting members.

Non-voting members shall include business and sponsored memberships as well as IATO honorary life members and inactive IATO Hall of Fame members.

## **ARTICLE III**

### **MEMBERSHIP DUES:**

The annual dues shall be established by the Board of Directors. Membership shall extend from January 1 to December 31. The membership form will be emailed out to IATO members in the fall by the Sec. / Treasurer. Dues are to be mailed back to the Sec. / Treasurer. As a financial “stimulus” to encourage membership, new members will be provided the opportunity to join for two years for the price of one.

## **Article IV**

### **Officers: Election-Powers-Duties**

The elected officers of the IATO shall be the President and the Vice President. The Executive Committee will also consist of a Secretary-Treasurer and past President of the IATO.

The Vice President shall be selected by the ballot of the membership at the annual business meeting in the winter of the election year and shall assume the duties and responsibilities of the office following the December clinic and Hall of Fame banquet. Nominations for Vice President shall be solicited from membership and a slate of up to two, selected by the Executive Committee from those nominations, shall be placed on the ballot. The elected Vice President will automatically succeed the President at the conclusion of the President’s term. The term of office for both the President and Vice President shall be three(3) years. The President is not eligible for re-election without at least a three year interim.

There will also be two (2) Regional representatives from each of the five(5) state regions and two(2) at-large representatives. The President, with the majority approval of the Board of Directors present, shall appoint the Secretary-Treasurer and the Regional Board representatives. Regional Board of Directors shall hold

their positions for a three year term unless they choose to resign or the Board of Directors chooses to dismiss them because of neglect of their duties or change of status. This dismissal and replacement shall take place at a regular scheduled meeting. Regional board representatives will be eligible to serve two consecutive terms, after which they are not eligible for re-appointment without at least a three year interim.

The Procedures Manual Editor(s), and Blank Shell Committee Chairperson shall be standing members of the Board. They shall be re-appointed or replaced at the discretion of the President and the Board of Directors.

**The duties, responsibilities, and powers of the officers are as follows:**

**President:** He/She shall preside at all regular and special meetings of the IATO. He/She shall appoint members to the Board of Directors as specified by these by-laws. He/She shall appoint committees as specified by the by-laws, by vote of the Board of Directors or by request of the membership of the IATO. He/She may serve as an ex-officio member of all committees.

**Vice President:** He/She will preside at any IATO function in the absence or inability of the President to fulfill those duties. He/She will assist the President in all prescribed duties. He/She will head the Clinics' Committee and shall select two IATO Regional Board members to assist the Vice President. He/she will have the responsibility for selecting speakers for the track officials' clinic in December and shall be in charge of all instruction and training, and the distribution of instructional material and work closely with the Secretary-Treasurer in getting the members informed of such clinics.

**Secretary-Treasurer:** He/She shall-

- a. Record the minutes of all regular and special meetings of the IATO.
- b. Assume any other duties, which may be assigned or delegated by the president or the Executive Committee.
- c. Pay all regular bills of the IATO and may be authorized by the President to pay any special bills incurred by the IATO or any of its members acting directly for the IATO.
- d. Keep complete records of membership and all receipts and expenditures for the IATO.

- e. Have the responsibility of assisting IATC Banquet Chairperson and committee with arrangements of the Hall of Fame Banquet, which is held in conjunction with Championship Productions. Will be charged with making the IATO membership aware of the time, date, and cost of this banquet.
- f. Be responsible for any other aspects of this Banquet as determined by the Board of Directors.
- g. Will keep accurate files of the Official of the Year Awards(Starters), JH Official of the Year(Starters), Track Official of the Year, Field Event Official of the Year, Lowry-Wassink Distinguished Service Award, 25 & 50 year officiating awards, Friend of Track Award, Honorary IATO members, and Drake Relay Starters.
- h. Responsible for soliciting nominations along with the Executive Board for official awards. Work in cooperation with the IATC Hall of Fame and IATC Banquet Committees as needed. Will order awards.
- i. Responsible for sending out IATO Officials edition of Procedures Manual to IATO members and sending the School Edition to IGHSAU and IHSAA.

**Regional Board Representatives:** He/She shall fulfill their duties as members of the Board of Directors. They shall act as representatives of their respective regions in membership and IATO activities. One of the duties of Regional Board Representatives is to help maintain and build the membership in the IATO and promote interest in track and field and Cross Country in their Regions and in the State of Iowa.

**Procedures Manual Editor(s): Appointed**

The IATO Procedures Manual editor(s) shall edit the manual as needed to keep it current and supervise the distribution of the Officials edition of the manual to the IATO membership. All Iowa high schools will receive the School edition of the manual thru the IGHSAU and IHSAA websites.

**Blank Shell Committee Chairperson: Appointed**

He/She shall will have the responsibility of getting .32 blanks and .22 blanks for IATO members who are Starters. They may select two IATO members to assist in obtaining ammunition and the distribution of blank shells at the clinic. The Chairperson will work closely with the IATO Secretary/Treasurer to be sure that funds are available prior to purchasing any ammunition.

## ARTICLE V

### Board of DIRECTORS and COMMITTEES-Elected – Appointed

#### **BOARD OF DIRECTORS:**

The Board of Directors shall consist of the President, Vice President, Secretary-Treasurer, Regional Board of Representatives IATO Procedures Manual Editor(s), Blank Shell Committee Chairperson, the Past IATO President, and any other individuals determined by the aforementioned members of the Board of Directors. It shall be the function of the Board of Directors to approve nominees for:

- a. Official of the Year Awards (Starters)-Track/Cross Country
- b. Regional Official of the Year Awards (Starters)-Track
- c. JH Official of the Year (Starter)
- d. Track Official of the Year
- e. Field Event Official of the Year
- f. Lowry-Wassink Distinguished Service Award
- g. 25 & 50 year officiating awards
- h. Friend of Track Award
- i. Volunteer Award
- j. Hall of Fame

The IATC shall vote on the Official of the Year Awards (Starters)-Track/Cross Country. The IATO Board of Directors shall vote on all other awards as listed from the list above.

The Board of Directors shall assist the President in forming other committees as deemed desirable by the IATO for liaisons with the IGHSAU, the IHSAA, the IATC and the Iowa USATSF in matters concerning the sports of Track & Field and Cross Country in Iowa.

The Board of Directors shall promote membership in the IATO and attempt to serve the IATO membership in areas which will serve to promote and improve the sports of Track & Field and Cross Country in the state of Iowa. It shall promote publicity of the activities of the IATO including newsletters/ emails as deemed necessary to the IATO membership. It shall make available to the membership the actions taken by the Board of Directors and make itself available to the membership for future actions and policy changes.

Items for the consideration of the Board of Directors may be placed on the agenda by any Board of Directors member or any other member of the IATO. These shall be handled at the November or June meetings of the IATO or at a specially called meeting for this purpose.

The Board of Directors shall give final approval to the reports of the Secretary-Treasurer and all other actions taken by the Officers and Committees of the IATO.

**EXECUTIVE COMMITTEE:**

The executive committee will consist of the President, Vice President, Secretary-Treasurer and immediate Past President of the IATO. The executive committee shall conduct the business of the IATO between the regular scheduled meetings of the Board of Directors through direct meetings, zoom meetings, email or conference calls.

**Procedures Manual Editor(s): Appointed**

The IATO Procedures Manual editor(s) shall edit the manual as needed to keep it current and supervise the distribution of the Officials edition of the manual to the IATO membership. All Iowa high schools can review the School edition of the manual through the IGHSAU and IHSAA websites.

**Blank Shell Committee Chairperson: Appointed**

He/She shall will have the responsibility of getting .32 blanks and .22 blanks for IATO members who are Starters. They may select two IATO members to assist in obtaining ammunition and the distribution of blank shells at the clinic. The Chairperson will work closely with the IATO Secretary/Treasurer to be sure that funds are available prior to purchasing any ammunition.

## **ARTICLE VI**

### **ORDER OF BUSINESS:**

The usual order of business shall be as follows:

Call to order by the President  
Reading of the minutes  
Report of Officers  
Report of Executive Committee  
Report of Committees  
Old Business  
New Business  
Adjournment

## **ARTICLE VII**

### **IATO FINANCES:**

The Secretary-Treasurer shall have authority to draw on the treasury for the following purposes:

- a. Payment of necessary operating expenses
- b. To defray his/her expenses and the expenses of the President, Vice-President and Secretary-Treasurer as required by the IATO.
- c. Payment of any other IATO obligation authorized by the Board of Directors or the Executive Committee.

The Board of Directors and the Executive Committee have the power to approve or reject any proposed usage of IATO funds.

## **ARTICLE VIII**

### **MEETINGS:**

Regular meetings of the Board of Directors shall be held at least twice a year. The spring meeting will be held in conjunction with the IATC, on the first weekend after the Co-Ed State Track and Field meet. The fall meeting will be held in conjunction with the IATC, on the first weekend after the State Cross Country meet. Additional meetings may be called by the President and/or the Executive Committee as needed. The President and/or Executive Committee shall determine the date, time and place of the meeting. The annual business meeting shall be held in conjunction with the annual IATO Clinic.

## **ARTICLE IX**

### **AMENDMENTS:**

Amendments to or revisions of these By-Laws may be made by a three-fourths vote of all IATO members present at any regular meeting of the association.

## **ARTICLE X**

A quorum shall consist of 50% plus one of the active members present if due notice has been given for the meeting.

## **ARTICLE XI**

### **REIMBURSEMENTS:**

Members of the Board of Directors of the IATO who are required to attend Board of Directors and/or Executive Committee meetings or other special meetings may be reimbursed. This would include the annual business meeting, clinic and Hall of Fame banquet. President, Vice-President and Secretary-Treasurer will have clinic fee and Hall of Fame banquet tickets paid for by IATO.

## **ARTICLE XII**

### **HALL OF FAME:**

The IATO will sponsor a Hall of Fame award annually. The Executive Committee will select Inductees for the Hall of Fame. The committee will meet (through direct meetings, zoom meetings, email or conference calls) to select candidates to be voted on by the Board of Directors at the November meeting. Induction will be held at the annual Hall of Fame Banquet, which is traditionally held in December. Guidelines for selection to the Hall of Fame are in the hands of the Executive Committee.

## **ARTICLE XIII**

### **CROSS COUNTRY AND TRACK & FIELD STARTERS OF THE YEAR:**

Three (3) Starters of the Year recipients will be selected. There will be one (1) award for Cross Country, Girls' Track & Field and Boys' Track & Field. The Starter of the Year Awards shall be once in a lifetime awards. These individuals shall not be eligible for future Regional awards. The Starters of the Year will be chosen by the Iowa Association of Track Coaches.

Five (5) Regional Track & Field Starters of the Year recipients will be selected. There will be one (1) regional official award for each of the five IATO Regions.

- a. All recipients will be chosen by the IATC.
- b. All award recipients shall have been members of the IATO for the year that corresponds with the year of the award.
- c. For officials to be eligible for either state or regional awards, they shall have officiated post season meets for the IHSAA & IGHSAA during the year that corresponds with the year of the award. A list of all officials assigned to post season cross country and track & field will be requested from both the IHSAA & IGHSAA by the Secretary-Treasurer.

### **JUNIOR HIGH STARTER OF THE YEAR:**

One (1) Junior High Starter of the Year recipient will be selected. The recipient will be selected each year by the IATO Board of Directors. All award recipients shall have been members of the IATO for the year corresponding with the year of the award. The award shall be once in a lifetime award.

### **FIELD EVENT AND TRACK OFFICIAL OF THE YEAR:**

One (1) Field Event and One (1) Track Official of the Year will be selected. The award shall be once in a lifetime award. Recipient will be nominated by the IATO Executive Committee. The committee will select up to three (3) individuals for consideration in each category. IATO Board of Directors shall choose the recipient. All recipients shall have been members of the IATO for the year corresponding with the year of the award. For officials to be eligible for these awards, they shall have officiated meets for the IHSAA & IGHSAA and/or college meets in the state of Iowa during the year that corresponds with the award.

### **TWENTY FIVE & FIFTY YEAR SERVICE AWARDS:**

Each year the IATO will recognize IATO members who have served the IATO with dignity on their 25<sup>th</sup> and 50<sup>th</sup> year of service. The years of service shall be kept by the IATO Secretary-Treasurer and he/she will present a list of eligible members for the award to the Board of Directors in the fall meeting for approval. All recipients shall have been members of the IATO for the year corresponding with the year of the award.

### **VOLUNTEER AWARDS:**

Each year IATO members may select an individual to present a Volunteer award to at a local cross country or track & field meet. This award recognizes a volunteer who works local events and make the meets successful. These awards may be picked up at the annual IATO meeting in conjunction with the Officials clinic.

### **FRIEND OF TRACK:**

Each year the IATO may consider an individual for the Friend of Track award. This award recognizes an individual who works behind the scenes to contribute to cross country and track and field in Iowa. This award shall be a once in a lifetime award. The award will be presented at the Hall of Fame banquet. The recipient will be selected by the IATO Board of Directors.

## **ARTICLE XIV**

### **IATO JOHN LOWRY/CORNIE WASSINK DISTINGUISHED SERVICE AWARD:**

Each year the IATO can consider an individual for the John Lowry/Cornie Wassink Distinguished Service Award. The person must have made a significant contribution to the advancement, the betterment and the promotion of track & field in Iowa. This award shall be a once in a lifetime award.

#### **Criteria:**

- a. The IATO Executive committee and Board of Directors of the IATO must nominate the recipient.
- b. The Board of Directors of the IATO will select and vote on the recipient at the fall board meeting.
- c. The recipient of the award can be any individual who meets the above criteria and who has been active in the IATO, officiating, or administration of track & field in the State of Iowa.

