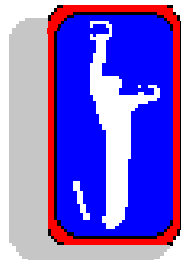




# STATE CONSTITUTION

*OF THE*

## **South Carolina Horseshoe Pitchers Association**



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## **PREAMBLE:**

*We the horseshoe pitchers of the South Carolina Horseshoe Pitchers Association, in order to promote, foster, and develop the sport of horseshoe pitching, both as a competitive sport and a recreational pastime, provide the proper facilities and insure the continued growth and existence of the sport, do hereby establish the Constitution of the South Carolina Horseshoe Pitchers Association.*

## SECTION I - NAME

The name of this organization shall be the South Carolina Horseshoe Pitchers Association.

## SECTION II – PURPOSE

The purpose of this Association shall be to provide an orderly means for its members and prospective members to participate in and enjoy the sport of horseshoe pitching.

## OUR MISSION STATEMENT

**The mission of the South Carolina Horseshoe Pitchers Association is to provide the opportunity for everyone in the state of South Carolina to participate in the sport of Horseshoe Pitching in an appropriate environment.**

**We believe that an appropriate environment is defined as:**

<b>Safe</b>	- Provide regulation courts, designated pitching & spectator areas
<b>Clean</b>	- Assure facilities are free of clutter & debris; well maintained
<b>Organized</b>	- Enforce standards, rules, regulations; provide leadership & guidance
<b>Enjoyable</b>	- Promote fellowship, provide rewards & recognition
<b>Family Oriented</b>	- Offer entertainment for all ages & genders
<b>Competitive</b>	- Encourage sportsmanship & provide equalized competition

## SECTION III - AFFILIATION

This Association will support and co-operate with the National Horseshoe Pitchers Association. Officers and members must be members of the National Horseshoe Pitchers Association of America.

## SECTION IV - MEMBERSHIP

1. Membership card
  - a. Any reputable person may become a member of the association upon payment of the annual dues.
  - b. Annual dues are \$8 State plus \$12 NHPA, which includes liability insurance.
  - c. The NHPA membership card is a combined state and national card and is available from the charter Secretary.
2. Each member is responsible for assisting in cleaning up the playing area after each tournament.
3. Any player dropping out of a sanctioned tournament must have a legitimate reason and must be approved by the tournament director. The Executive Board may impose disciplinary action per Section XIII for non-compliance.
4. Two (2) scheduled meetings of the Association membership will be held each year.
  - a. On the day of the first tournament of the season.
  - b. On the day of the State singles tournament.
5. Emergency meetings of the Association membership may be called by any officer with sufficient notice to the President and Secretary.

## SECTION V – TOURNAMENT DIRECTORS

1. Tournament Director duties are specified in the NHPA Official Rules of Horseshoe Pitching, Rule 13 - Tournament and Sanctioned League Administration.
2. Training workshops will be provided to foster Tournament Director development and promote consistent application of association guidelines at all tournaments. It is highly recommended that all Tournament Directors and anyone involved in administering tournaments, attend these workshops.
3. Tournament Directors are required to complete a tournament funds worksheet and send along with state monies to the State Treasurer within one week (7 days) after tournament has been played.
4. Tournament Directors must provide the Regional Director with their planned tournament dates for the upcoming season, including formats, at least 30 days prior to the annual Executive Board meeting to be included on the schedule.

## SECTION VI – CLUBS/LOCATIONS

Each club or location shall work with and support the city parks and recreation department in their area.

## SECTION VII - OFFICERS

### 1. Officers and their duties:

#### a. President

- i. Preside at all association meetings.
- ii. Administer the business of the association.
- iii. Appoint members to committees.
- iv. Sign contracts and make commitments on behalf of the association.
- v. Promote the best interests of the association.
- vi. Act on any emergency situation which may arise.

#### b. Vice-Presidents

- i. In their order, assume the duties of the President in his/her absence.
- ii. Serve on committees.
- iii. Carry out any specific duties assigned by the President of the association.
- iv. 4<sup>th</sup> VP - Updates the HSMaster database with current natstats averages weekly during the season.

#### c. Secretary

- i. Keep an accurate record of the minutes of all meetings.
- ii. Collect annual membership dues and issue NHPA membership cards.
- iii. Keep membership records and file membership reports with the NHPA in a timely manner.
- iv. Notify association members of time and place of regular and special membership or Executive Board meetings.
- v. Act as custodian of the association charter and membership records.
- vi. Attend to association correspondence.
- vii. Carry out other specific duties assigned by the President of the association.
- viii. The Secretary shall be compensated at a rate of \$1 per member at the end of each season.

#### d. Treasurer

- i. Handle all association funds and keep accurate financial records.
- ii. Provide a financial report to the Executive Board at the annual meeting.

#### e. Junior Director

- i. Attend to all business concerning the junior division.
- ii. Provide a report on junior programs to the Executive Board at the annual meeting.

#### f. Regional Director

- i. Regional Director's duties are specified in the Regional Director's Guidelines published by the NHPA.
- ii. With input from each Tournament Director and review by the association President, develop and publish the official SCHA tournament schedule annually. The schedule shall include, sanction number, date and cut-off time, format, entry fees and Tournament Director contact information.

*(Additionally the schedule may be made available in summary formats on the SCHA homepage, SCHA\_friends email group, pocket schedules, brochures, etc...by various officers & committees)*

**g. Assistant Regional Director**

*(Duties as outlined in the Regional Directors Guidelines)*

- i. The Assistant Regional Director's duties are specified in the Regional Director's Guidelines published by the NHPA.
2. All officers must be members of the South Carolina Horseshoe Pitchers Association.
  3. Officers are ineligible to vote on association matters if their membership is not current.
  4. The Regional Director and Assistant Regional Director are appointed according to NHPA Regional Director Guidelines, all other officers are elected by the association membership.
  5. Officer elections are conducted by secret ballot at the membership meeting on the day of the state singles tournament.
  6. Candidates wanting to run for an office must forward a completed State Officer Application Form to the Secretary at least thirty (30) days prior to the election.
  7. The candidate receiving the most votes is elected to the office.
  8. Any officer must resign their current position to be eligible to run for another office.
  9. Elected officers serve a two year term which begins immediately following the election. Officers are elected according to the following schedule:

**Even Years:**

- President
- Second Vice-President
- Fourth Vice-President
- Treasurer

**Odd Years:**

- First Vice-President
- Third Vice-President
- Fifth Vice-President
- Secretary
- Junior Director

**10. Vacancies**

- a. A vacancy in the office of President is filled by the First Vice-President.
- b. Vacancies in the offices of First Vice-President, Second Vice-President, Third Vice-President, Fourth Vice-President, Fifth Vice-President, Secretary, Treasurer, Junior Director or Statistician/Historian are filled by presidential appointee.

## **SECTION VIII – EXECUTIVE BOARD**

1. The officers will constitute the Executive Board.
2. The Executive Board may act on all matters that may arise on behalf of the association.
3. The Executive Board will make the final decision on all financial matters.
4. Meetings of the Executive Board shall be held at such times and places as it may decide.
5. The Executive Board meets after the regular season, in the fall, to handle Association business including:
  - a. Assess the previous years events.
  - b. Review the annual financial report.
  - c. Review reports from committees.
  - d. Select the site for the state singles and doubles tournaments.
  - e. Review and approve the tournament schedule for the following year.
  - f. Act on any proposed changes to the constitution.
  - g. Handle any other business.

*(note: Other agenda items should be submitted to the President or Secretary two weeks prior to this meeting.)*

6. At least half of the Executive Board members must be present to constitute a quorum.
7. Emergency meetings of the Executive Board may be called by any officer with sufficient notice to the President and Secretary.
8. Should a tie occur during Executive Board voting, the Board shall rediscuss the issue and revote. If the matter is still deadlocked, the President of the Association shall decide the question.
9. Any member of the Executive Board, with prior approval of the President, shall be compensated for any expenses incurred while conducting Association business.

## **SECTION IX - COMMITTEES**

1. The President of the association appoints members to all committees.
2. The President will appoint the committee chair; determine the make-up of the committee, establish objectives, appoint members, fill vacancies or discharge the committee as necessary.
3. All committees will present a report of their activities to the Executive Board at their annual meeting.
4. A memorial fund and committee will be established to act on behalf of the SCHPA based on these guidelines:
  - a. A card be sent to recognize past & present officers, HOF members, SCHPA members or member's close family.

## SECTION X – REGULAR TOURNAMENT GUIDELINES

### 1. All Regular Tournaments

- a. The Tournament Director will have the final responsibility and authority in all matters pertaining to regular sanctioned tournaments, provided the tournament is conducted according to these guidelines and NHPA rules.
- b. The Tournament Director is responsible for deciding to suspend play for any reason.
- c. Regular sanctioned tournaments in South Carolina are open to any NHPA member.
- d. All entrants must check-in at least 30 minutes before the scheduled start of play. Special events may require pre-registration with deadlines established by the Tournament Director.
- e. Shirt and shoes must be worn by participants in any SCHA sanctioned tournament.
- f. Normal entry fees for regular tournaments is \$10 for adults and \$5 for juniors. Higher entry fees may be charged for special events.
- g. State receives \$2 of each entry fee, up to a maximum of \$100 per sanctioned tournament.
- h. Awards
  - i. Tournament and Class Champion patches are provided to the Tournament Director by the Regional Director.
  - ii. The Tournament Director may elect to award trophies, cash or both.

### 2. Regular Singles Tournaments

- a. The format for a regular singles tournament, unless otherwise announced by the Tournament Director is:
  - i. Championship class - 40 point/cancellation.
  - ii. All other classes - 40 shoe/cancellation.
  - iii. Class sizes will be determined by the Tournament Director.
- b. Cash payouts – Tournament Directors must payout these amounts for classes of the specified size that are made up entirely of adult participants paying the standard entry fee in tournaments where trophies are not awarded.

Class size:	4 adults=\$40, 1 <sup>st</sup> =\$15, 2 <sup>nd</sup> =\$10	State=\$8,	TD=\$7
	5 adults=\$50, 1 <sup>st</sup> =\$20, 2 <sup>nd</sup> =\$10	State=\$10,	TD=\$10
	6 adults=\$60, 1 <sup>st</sup> =\$25, 2 <sup>nd</sup> =\$15	State=\$12,	TD=\$8
	7 adults=\$70, 1 <sup>st</sup> =\$30, 2 <sup>nd</sup> =\$15	State=\$14,	TD=\$11
	8 adults=\$80, 1 <sup>st</sup> =\$35, 2 <sup>nd</sup> =\$20	State=\$16,	TD=\$9
	9 adults=\$90, 1 <sup>st</sup> =\$30, 2 <sup>nd</sup> =\$20, 3 <sup>rd</sup> =\$10	State=\$18,	TD=\$12

The payout amount may be adjusted for classes where trophies are awarded or for classes containing junior pitchers which pay a lower entry fee.

*(note: This chart represents minimum amounts, payouts may be higher due to sponsor contributions.)*

- c. If a regular sanctioned tournament is suspended after reaching the halfway point, the winners shall be decided by order of win/loss record where it stands. Ties will be decided by order of ringer average, total points and finally head to head unless otherwise announced prior to start of play, by the Tournament Director.
- d. If after regulation play, there is a tie in a championship class it must be decided by a play-off. In the event that more than 2 players are tied then a ladder playoff is used.
- e. All ties other than championship class will be decided by order of ringer average, then total points, and finally head to head unless otherwise announced by the tournament director.

### 3. Regular Doubles Tournaments

- a. The format for regular Doubles tournaments is:
  - i. Championship class - 40 point/cancellation unless announced by the Tournament Director.
  - ii. All other classes - 40 shoe/cancellation/walking doubles unless announced by the Tournament Director.
- b. Cash payouts – Tournament Directors are required to use this payout schedule for all money tournaments, if the class is made up entirely of adult participants paying the standard entry fee.

Class size:	4 Teams=\$80,	1 <sup>st</sup> =\$15/ea, 2 <sup>nd</sup> =\$10/ea	State=\$16,	TD=\$14
	5 Teams=\$100	1 <sup>st</sup> =\$20/ea, 2 <sup>nd</sup> =\$10/ea	State=\$20,	TD=\$20
	6 Teams=\$120	1 <sup>st</sup> =\$25/ea, 2 <sup>nd</sup> =\$15/ea	State=\$24,	TD=\$16
	7 Teams=\$140	1 <sup>st</sup> =\$30/ea, 2 <sup>nd</sup> =\$15/ea	State=\$28,	TD=\$22
	8 Teams=\$160	1 <sup>st</sup> =\$35/ea, 2 <sup>nd</sup> =\$20/ea	State=\$32,	TD=\$18
	9 Teams=\$180	1 <sup>st</sup> =\$30/ea, 2 <sup>nd</sup> =\$20/ea, 3 <sup>rd</sup> =\$10/ea	State=\$36,	TD=\$24

The standardized payout schedule may be adjusted for tournaments where trophies are awarded or classes that contain Junior pitchers paying the lower Junior entry fee.

*(Note: This schedule represents minimum amounts, payouts may be higher due to sponsor contributions.)*

4. Failure to follow these guidelines may result in disciplinary action by the board per Section XIII.

## SECTION XI – STATE CHAMPIONSHIP TOURNAMENTS

### 1. All State Championship Tournaments

- a. The Executive Board and the Tournament Director will constitute the Tournament Committee for all State tournaments.
- b. The Tournament Committee will have the final responsibility and authority in all matters pertaining to State tournaments.
- c. There will be two State tournaments held annually at a site and date established by the Executive Board.
  - i. South Carolina State Doubles Championship Tournament
  - ii. South Carolina State Singles Championship Tournament
- d. Locations that wish to host a state tournament must submit a Intent to Host State Tournament form to the State Secretary at least 30 days prior to the annual Executive Board meeting.
- e. Facility requirements to host State tournaments:
  - i. A location must have at least 12 courts to be eligible to host either State tournament.
  - ii. Enough clay courts to accommodate the Championship classes.
- f. The Tournament Director for the host location, on behalf of the Tournament Committee and in accordance with these guidelines, will administer State tournaments.
- g. The Tournament Committee is responsible for deciding to suspend play for any reason.

### 2. State Singles Tournament

- a. Advance registration is required for the State Singles Championship tournament.
- b. Entrants must have participated in at least one (1) sanctioned tournament within the past 12 months.
- c. Only SCHPA members are allowed to participate in the State Singles Tournament.
- d. All entrants must check-in at least 30 minutes before the scheduled start of play.
- e. It is suggested that players wear a shirt with their name, city and state at the State Singles Tournaments.
- f. The State Singles Tournament will consist of the following divisions:

- i. Men's 40ft
  - ii. Women's
  - iii. Junior Boy's
  - iv. Junior Girl's
  - v. Elder's (Men's 30ft)
- g. In the State Singles Tournament, if a contestant in any division has no opponent, then he/she will pitch a number of shoes as determined by the Tournament Committee, but not less than 50 shoes, and be declared the champion of that division. In any event they will not participate in any other division.
- h. The format for the State Singles Championship tournament is:
- i. Championship class all divisions - 40 point/cancellation.
  - ii. All other classes - 40 shoe/cancellation unless otherwise announced by the Tournament Committee.
  - iii. The Men's 40ft Championship class will be made up of the defending state champion, who is exempt from any qualifying round and 5 additional players determined by a qualifying round.
  - iv. The qualifying round for the Men's 40ft division will consist of 3 classes of 5.
  - v. The format for the qualifying round will be 50 shoe games.
  - vi. The winners of each class and the next 2 high averages will advance to the Championship class.
  - vii. Those not qualifying for the Championship class will be seeded by ringer percentage.
  - viii. All other Men's 40ft classes will consist of no more than 7 players.
  - ix. Class sizes for other divisions shall be left to the discretion of the Tournament Committee
- i. The entry fee for the State Singles Championship Tournament is \$15 for adults and \$5 for juniors.
- j. State to receive \$2 of each entry fee.
- k. Awards – Trophies and/or cash may be awarded as determined by the Tournament Committee.
- l. If the Championship class of the State Singles tournament is suspended, play will resume at another date as determined by the Tournament Committee.
- m. If any class other than the Championship class is suspended after reaching the halfway point, the winners shall be decided by order of win/loss record where it stands, ties will be decided by order of ringer average, total points and finally head to head.
- n. At the end of regulation play, if there is a tie in a any class it must be decided by a play-off. In the event that more than 2 players are tied then a ladder playoff is used.

### 3. State Doubles Tournament

- a. Advance registration is **not** required for the State Doubles Championship Tournament.
- b. Entrants must have participated in at least one (1) sanctioned tournament within the past 12 months or may pitch 100 shoes to establish a qualifying average.
- c. Only SCHPA members are allowed to participate in the State Doubles Championship Tournament.
- d. All entrants must check-in at least 30 minutes before the scheduled start of play.
- e. It is suggested that players wear a shirt with their name, city and state at the State Doubles Championship Tournament.
- f. All classes in the State Doubles Championship Tournament may be mixed at the discretion of the Tournament Committee.
- g. The format for the State Doubles Championship Tournament will be:
  - i. Bring your own partner
  - ii. Walking doubles
  - iii. Championship class, all divisions - 40 point/cancellation.
  - iv. All other classes - 40 shoe/cancellation.
- h. The entry fee for the State Doubles Tournament is \$15 for adults and \$5 for juniors.
- i. State to receive \$2 of each entry fee.
- j. Awards – Trophies and/or cash may be awarded as determined by the Tournament Committee.

- k. If any class, including the Championship class, of the State Doubles Tournament is suspended after reaching the halfway point, the winners shall be decided by order of win/loss record where it stands. If ties exist, all classes will be decided by order of team ringer average, total points and finally head to head.
- l. If there is a tie in any class, at the end of regulation play, it must be decided by a play-off game. In the event that more than 2 teams are tied then a ladder playoff is used.

## SECTION XII – AWARDS/RECOGNITION

### 1. Hall of Fame

- a. **Purpose** - To recognize individuals that have supported the sport of horseshoe pitching and the association over a period of many years. Inductees are selected based on their on court accomplishments and organizational contributions.
- b. **Eligibility** – Any current or previous association member who maintained membership in the association for eight (8) years or more. Membership years don't need to be consecutive.
- c. **Frequency** – The Hall of Fame will receive one new member every other year in even numbered years.
- d. **Nominations** – Can be made by any association member by submitting the Request for Nomination form to the selection committee chairman by August 31<sup>st</sup>. Nominees will remain on the ballot for a period of 5 years at which time they may be renominated.
- e. **Selected by** – Committee appointed by the President of the association.
- f. **Selection** – A 3-2-1 voting method will be used to select the inductee.
- g. **Presentation** – Time and place determined by the selection committee.

### 2. A.J. Nave Sportsmanship Award

- a. **Purpose** – To recognise individuals demonstrating a dedication to the sport who aspire to the ideals that Mr. Nave exemplified and to honor all that Mr. Nave meant to the sport of Horseshoe Pitching in South Carolina.
- b. **Eligibility** – Any current SCHPA member.
- c. **Nominations** – All current SCHPA members may be considered for this award.
- d. **Selection** –The selection committee will have the sole discretion to determine the recipient of this award from among all eligible candidates.
- e. **Presentation** – Time and place determined by the selection committee.

### 3. Presidential Tournament Director of the Year Award

- a. **Purpose** – To recognize the Tournament Director with the best directed tournaments each year.
- b. **Eligibility** – Anyone directing any sanctioned tournament in the state during the current season.
- c. **Nominations** – All Tournament Directors should be considered.
- d. **Selection** – The President of the association will have sole discretion to determine the recipient of this award. Some areas that may be considered:
  - i. Starting on time.
  - ii. Display of sanction certificate.
  - iii. Tournament format announcements.
  - iv. State funds to Treasurer within 7 days.
  - v. HSMaster database with results posted on group site promptly.
  - vi. Court maintenance.
  - vii. Classes assignments.
  - viii. Proper equipment for tournament.
  - ix. Complaints registered after tournament.
  - x. Overall leadership at tournament.
- e. **Presentation** – Time and place determined by the President.

### **SECTION XIII – DISCIPLINARY ACTIONS**

1. The Executive Board may impose the following disciplinary actions upon **Association Members**:
  - a. Verbal warning.
  - b. Written warning.
  - c. Recommendation to NHPA that member be suspended for 12 months.
2. The Executive Board may impose the following disciplinary actions upon **Tournament Directors**:
  - a. Verbal warning.
  - b. Written warning.
  - c. Remove their location from consideration for hosting state singles or doubles tournament.
3. The Executive Board may impose the following disciplinary actions upon **Officers** for neglect of duties or failing to pay membership dues by the start of the season:
  - a. Verbal warning.
  - b. Written warning.
  - c. Removal from office – An officer can be removed from office only after due deliberation, by two thirds vote of the association membership present at a special meeting called for that purpose. Removal can only be for criminal conduct or flagrant neglect of duties.

### **SECTION XIV - AMENDMENTS**

Procedure for amending the constitution:

1. Proposed ammendment discussed by the Executive Board.
2. Motions to ammend the constitution approved by majority of the Executive Board present.
3. Proposed change presented to the membership for approval at the next membership meeting.
4. Ammendments become effective immediately upon two thirds affirmative vote of members present.

### **SECTION XV – ITEMS NOT COVERED**

Robert's Rules of Order and the National Horseshoe Pitchers Association rules and by-laws shall apply in all cases not covered by the constitution.

*Approved: 04/16/2005*

*Amendments approved: 3/4/2006*

*Amendments approval: 3/3/07*