

New Jersey Interscholastic Fencing Association, Inc.  
Incorporated 2008, under the Laws of the State of New Jersey

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Articles of Governance

ARTICLE 1 NJIFA MISSION

The New Jersey Interscholastic Fencing Association, hereinafter referred to as the NJIFA, is directed by its membership to promote the development of high school fencing and to act as the governing body for interscholastic fencing in the state of New Jersey.

ARTICLE 2 ORGANIZATION AND MEMBERSHIP

Section A: AFFILIATION WITH THE NJSIAA

The NJIFA affiliates itself with the New Jersey State Interscholastic Athletic Association (NJSIAA) by agreeing to adopt the rules and regulations governing high school athletics as set forth by the NJSIAA and to abide by such rules and regulations in the governance of high school fencing in the state of New Jersey. The rules and regulations of the NJSIAA shall have priority over any rule or regulation set down by any other group or sports authority that the NJIFA elects to establish as an affiliate.

Section B: MEMBERSHIP

1. Membership Qualification: Membership to the NJIFA is open to all New Jersey high schools that field either a coed, single gender, or squad-specific fencing team.
2. Membership Application: Membership is extended to a school upon receipt of a formal letter of request for membership. The request for membership shall be made upon school letterhead and co-signed by the school's Athletic Director and Principal. The letter shall state the type of fencing team and the name of the head and assistant fencing coach(es) employed by the school.
3. Membership Representation: Each member school shall be represented by the head and assistant fencing coach(es) of the school or by the school's Athletic Director.

## Section C: GOVERNING BODY

### 1. Executive Committee:

The Executive Committee will consist of a President, Vice President, Secretary and Treasurer and is charged with the operational governance of the NJIFA.

- a. President: The President shall act as the chief operating officer of the NJIFA, schedule and conduct all meetings of the Executive Committee, NJIFA board, and the general membership, be the spokesperson for the NJIFA, and serve as the official representative of the NJIFA to other state and national sports authorities that the membership may from time to time authorize. The President shall sign all membership approved legal contracts with other agencies.
- b. Vice President: The Vice President shall act as assistant to the President and act on behalf of the President on all matters to come before the NJIFA. In the absence of the President, the Vice President shall assume the duties of the President. In the event of a presidential resignation, the Vice President shall assume the office of President.
- c. Secretary: The Secretary is charged with keeping the minutes of all meetings of the Executive Committee, NJIFA Board, and the general membership. The Secretary is responsible for all meeting notices to the membership and shall count and certify the results of any mail balloting.
- d. Treasurer: The Treasurer shall manage the funds of the NJIFA and maintain a checking account in the name of the NJIFA with a New Jersey bank. The **Treasurer** shall sign all checks that are issued as payment for approved NJIFA matters. The Treasurer shall report all financial transactions and account balance(s) at each meeting of the NJIFA general membership.

### 2. District Representative:

A District Representative will be elected from each of the NJSIAA Fencing Districts and one from the non-NJSIAA members and is charged with representing his or her district's particular needs and interests. The District Representative is NOT necessarily the Manager of the District Championships/State Qualifier Competitions.

NJIFA Board:

The nine-member NJIFA Board will consist of four(4) Executive Committee members and five(5) District Representatives.

3. Elections:

- a. The Executive Committee is elected by the at-large membership.
- b. District Representatives are elected by the members of that District.
- c. Elections will be held at the mandatory postseason meeting. See Article 2, Section E. All nominations must be made from the floor for all elected positions.

4. Terms of Office:

- a. Members of the Executive Committee and the NJIFA Board shall be elected for terms that are two years in length. The President and Treasurer shall serve for no more than two consecutive terms.
- b. All terms shall begin on September 1 and run through August 31 two calendar years later.

5. Eligibility:

- a. An individual may not hold more than one Executive Committee office at the same time. One member may hold two offices other than the Executive Committee offices; however, no person shall hold more than two elected positions.
- b. Eligible candidates are open to those people who hold the representative (head coach, assistant coach or athletic director) position, approved by the Board of Education of the member school of the NJIFA.

Section D: STANDING COMMITTEES

1. The President shall appoint the chair and the members of the following standing committees:

Competition Committee

Tournament Entry Committee

All-State Points Committee

2. The chairs of all standing committees shall serve as advisors to the Executive Committee and NJIFA Board. The chairs of standing committees do not have voting privileges at Board meetings.

#### Section E: MEETINGS

1. Two mandatory general membership meetings shall be held each term year.
  - a. A preseason meeting will be hold prior to November 1 of each year.
  - b. A postseason meeting will be held within two weeks following the date of the state individual championships.
2. Other meetings may be called by a majority vote of the Executive Committee, or by majority vote of the NJIFA Board, or by majority vote of the District Representatives.
3. All meeting notifications must be prominently displayed on the NJIFA website and announced thru the NJIFA usergroup to the representative of each member school or to a member's school Athletic Director at least two weeks prior to the meeting date.

#### Section F: QUORUM

1. Regularly Scheduled Meetings: One-third (1/3) of the members present shall, at any regularly scheduled meeting, be considered a quorum for the purpose of conducting business and making binding decisions for the entire membership.
2. Specially Scheduled Meetings: One-half (1/2) of the members present shall, at any specially scheduled meeting, be considered a quorum for the purpose of conducting business and making binding decisions for the entire membership.
3. Proxy votes are counted towards the presence of a quorum.

#### Section G: MAIL VOTING

1. If a quorum is not present, motions made by the attending members may be submitted for a mail ballot of the entire membership. If such cases, the Secretary shall cause a ballot containing the motion, the name of the member submitting the motion, and the name of the seconder of the motion, to be mailed to the representative of each member school. The mail ballot shall state the return date of the ballot, but in no case shall the return date be less than two weeks from the postmark date of the ballot.

2. The results of any mail ballot not initiated at a regularly or specially called meeting of the entire membership shall not be binding upon the membership. The results of such a mail ballot may be considered advisory in reference to governance actions to be taken by the Executive Committee and/or the NJIFA Board.
3. The results of a properly initiated mail ballot shall be binding upon all members.

#### Section H: ANNUAL AUDIT

The President shall make provision for an annual audit of all monies collected and expended during the year. The President shall appoint at least two District Representatives to conduct the audit. The Treasurer shall provide all information pertaining to NJIFA business and its financial records requested by the auditors. The results of the audit shall be announced at the annual preseason meeting.

### ARTICLE 3: VOTING

1. Each girls' team and each boys' team are given an equal vote at all meetings. Member schools that field both a girls' team and a boys' team are, in effect, given two votes on all matters, including elections, even if there is a single coach for both teams.
2. Each co-ed team is given one equal vote at all meetings.
3. Only one **Board of Education-approved** representative of each team may be permitted to cast a vote. In those cases in which a team is represented by two attendees, only one of the attendees may cast a vote on any matter.

#### Section A: BINDING DECISIONS

1. Decisions concerning the governance of the NJIFA made by majority vote of the Executive Committee shall be considered binding on all members and member schools. Rules, regulations and procedures concerning the rules of fencing and/or tournament practices and procedures can not be set by the Executive Committee without the vote of the entire membership.
2. Decisions concerning the governance of the NJIFA made by majority vote of the NJIFA Board shall be considered binding on all members and member schools. Rules, regulations and procedures concerning the rules of fencing and/or tournament practices and procedures can not be

set by the NJIFA Board without the vote of the entire membership.

Article 3, Sections B to E

#### Section B: RIGHT TO PETITION AND APPEAL

Any member may file a petition to appeal a ruling by the Executive Committee or NJIFA Board by obtaining at least the signatures of one-quarter (1/4) of the voting membership. Upon filing of such petition to appeal with the Secretary of the NJIFA, the ruling made by either the Executive Committee and/or the NJIFA Board shall be considered null until the entire membership either affirms or denies the ruling at the next regularly scheduled meeting of the entire membership or at a special meeting called to consider the appeal.

#### Section C: RIGHT TO REVIEW

Any member may make a motion to affirm or deny a ruling by the Executive Committee or NJIFA Board at any regularly or specially scheduled meeting of the membership. If the motion is supported by a second, the motion must be considered by the membership. However, with such a motion, the ruling of the Executive Committee or NJIFA Board continues its binding nature until such time when and if the general membership votes upon the motion.

#### Section D: VOTING MAJORITIES

1. Governance motions shall be considered adopted if a quorum is present and a simple majority of the members present vote in the affirmative for the motion.
2. Rule changes and tournament policies shall be considered adopted if a quorum is present and a simple majority of the members present vote in the affirmative for the rule or tournament change.

#### Section E: PROXY VOTING

- a. A member may vote by proxy through his or her District Representative by giving the District Representative proxy permission in writing.
- b. The District Representative shall give a copy of the proxy permission to the Secretary at the beginning of the meeting.

## ARTICLE 4: TOURNAMENTS

The NJIFA shall be the responsible agency for the management and control of those annually mandated tournaments defined within this Articles of Governance.

1. Santelli Tournament:
  - a. The Santelli tournament is a team event open only to interscholastic high school girls' teams whose school is a member of the NJIFA.
  - b. A team entry is composed of three squads, one in each weapon – a 3-girl sabre squad, a 3-girl foil squad, and a 3-girl epee squad. A team entering less than three squads as defined above shall be permitted entry, but will forfeit all bouts not fenced and such forfeits should be counted in the final tally of victories and losses used to determine tournament results.
  - c. The tournament format and policies may be varied from year to year by a vote of the entire NJIFA membership.
2. Cetrulo Tournament:
  - a. The Cetrulo tournament is a team event open only to interscholastic high school boys' teams or co-ed teams whose school is a member of the NJIFA.
  - b. A team entry is composed of three squads, one in each weapon: a 3-person sabre squad, a 3-person foil squad, and a 3-person epee squad. A team entering less than three squads as defined above shall be permitted entry, but will forfeit all bouts not fenced and such forfeits should be counted in the final tally of victories and losses used to determine tournament results.
  - c. The tournament format and policies may be varied from year to year by a vote of the entire NJIFA membership.
3. RK Carpenter Freshmen/Sophomore State Champs.:
  - a. The R. K. Carpenter Freshmen/Sophomore State Cham-pionships is an individual tournament open only to high school freshman and sophomore fencers whose schools are NJIFA members.
  - b. Individual entries are open to all weapons.
  - c. Freshman and sophomore events will be run separately from each other and in all weapons.
  - d. The tournament format and policies may be varied from year to year by a vote of the entire NJIFA membership.

## ARTICLE 5: ALL STATE TEAM AND STATE AWARDS

As part of its charge to promote the development of fencing in the State of New Jersey, the NJIFA sponsors, manages and controls the selection of an All-State Team and sponsors an Annual All State Awards Banquet.

1. All-State Teams:
  - a. Honors will be awarded for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Teams for all weapons in the A, B and C strip positions for the boys and girls teams.
  - b. Selection criteria will be based upon rules as voted on, from time to time, by the general membership and as calculated by the All-State Points Committee.
2. Sportsman/woman of the Year:
  - a. The NJIFA will also award honors to one male and female athlete who is voted as Sportsman/woman of the Year.
  - b. This recipient shall be one of the fencers competing in the NJSIAA individual state championships.
  - c. The recipient shall be selected by vote of the athletes competing in the NJSIAA individual state championships.
3. Coaches of the Year: The NJIFA will also award a Boys' Team and Girls' Team Coach of the Year, as well as other honorary achievement awards as it deems appropriate.
4. All-State Awards Banquet:

Following the selection of the All-State Teams, the NJIFA will host an All-State Dinner at which it will make its award presentations, present trophies, plaques and certificates, and carry out other similar acknowledgements considered appropriate for this occasion.

## ARTICLE 6: AMENDMENTS

1. Additions, deletions, and modifications to the Articles of Governance shall be made by a two-thirds vote of the entire membership.
2. Proposed addition, deletions and modifications to any article shall be forwarded to the membership three weeks before the meeting at which the proposed addition, deletion or modification will be voted on.
3. Additions, deletions and modifications may be voted upon using the mail ballot procedure as set forth in these articles.