

# CONSTITUTION OF THE BIG RIVERS CONFERENCE

Adopted 1991-92  
Last Updated 10-10-2010

## **ARTICLE 1: DEFINITION**

### **Section 1: NAME**

This organization shall be known as the Big Rivers Conference.

### **Section II: PURPOSE**

The purpose of this inter-school constitution is to establish a league for the promotion and guidance of athletic competition between the member schools. The Big Rivers Conference will be based upon a wholesome, healthful, educational experience as set forth by the Wisconsin Interscholastic Athletic Association.

### **Section III: MEMBERSHIP**

The membership shall include Chippewa Falls High School, Eau Claire Memorial High School, Eau Claire North High School, Hudson High School, Menomonie High School, Rice Lake High School, River Falls High School, and Superior High School (Football Only).

### **Section IV: APPLICATION FOR MEMBERSHIP**

Membership in the Big Rivers Interscholastic Conference shall include the members above and those schools admitted as per provisions:

The BRC will consider allowing non-BRC schools sport specific conference affiliation by a three-fourths vote of the BRC member schools offering that sport. Only sports where declining school participation threatens the minimum number of necessary schools and thus jeopardizes conference sponsorship of the activity will be considered. A prorated fee, per sport, will be assessed any new school. The affiliation will be reviewed every two years. The BRC regular member schools reserve the right to allow single sport affiliation regardless of the

number of participating schools, if it is deemed to be in the best interests of the BRC.

A school wishing to join the BRC for a single sport must submit a written request to the President of the BRC. The President will forward the request to all member schools. A request via email shall be acceptable. A request received at least seven days prior to a regularly scheduled BRC Athletic Director's meeting shall be placed on the agenda for the said meeting. A request received less than seven days prior to a scheduled meeting shall be placed on the agenda of the next meeting.

## **ARTICLE II: ORGANIZATION**

### **Section I: CONFERENCE PRESIDENT**

1. One Athletic Director from a member school will serve as Conference President. Term of office shall be two (2) years.
2. This position will rotate alphabetically beginning with Chippewa Falls in 2010-11. If the rotation would fall to a new Athletic Director in their first year, that person will be bypassed to the next school alphabetically and then will return to that person in two years.
3. Terms will begin and end on July 1.
4. The President will:
  - A. Preside at all official conference meetings.
  - B. Facilitate the creation of committees to carry out specific duties and/or deal with specific issues of the conference.
  - C. Work with conference members and the Secretary/Treasurer in setting agendas for upcoming meetings.
  - D. Take responsibility for representation of the conference in matters dealing with the WIAA and/or other conferences.

## **Section II: ASSIGNER OF GAMES AND OFFICIALS**

1. The Assigner shall be a salaried/employed person selected by simple majority of the membership. The annual salary shall be established by the membership. The performance of the employed person will be reviewed bi-annually by the Athletic Directors at their February meeting and renewed by a simple majority of the membership starting in 2010-11.
  - A. SALARY:
    - a. The Assigner of games and officials shall be paid a salary of \$6,000.00 annually which will be reviewed every two years starting in 2010-11.
    - b. The salary shall be paid on one-third increments on or before September 1st, January 1st, and May 1st.
2. The Assigner of games and officials will:
  - A. Coordinate, under the direction of the Athletic Directors, interscholastic Big Rivers Conference schedules in all sponsored sports with dual competition.
  - B. Secure and contract with officials for the following varsity sports and tournaments (Complete schedules of officials and salaries should be sent to each member school upon completion):
    - a. Football
    - b. Men's and Women's Soccer
    - c. Swimming (Men's and Women's) Tournaments
    - d. Volleyball (including tournament)
    - e. Men's Basketball
    - f. Women's Basketball
    - g. Gymnastics (including tournament)
    - h. Men's Hockey
    - i. Women's Hockey
    - j. Wrestling (including tournament)

- k. Softball (No Make-ups)
- l. Baseball (No Make-ups)
- C. Place next year's schedule on Rschool upon approval.
- D. Establish and maintain an officials' rating system for all sports, especially those responsible for the hiring of conference officials. Also compile a directory of officials hired for conference contests and distribute it to conference Athletic Directors.
- E. Provide Athletic Directors with officials' assignments and schedules by the opening day of practice of each sport season for the next school year season.

### **Section III: SECRETARY/TREASURER/STATISTICIAN**

1. The Secretary/Treasurer shall be a salaried/employed person selected by simple majority of the membership. The annual salary shall be established by the membership. The performance of the employed person will be reviewed bi-annually by the Athletic Directors at their February meeting and renewed by simple majority of the membership starting in 2011-12.
  - A. SALARY:
    - a. The Secretary/Treasurer/Statistician shall be paid a salary of \$3,300.00 annually which will be reviewed every two years starting in 2010-11.
    - b. The salary shall be paid on one-third increments on or before September 1st, January 1st, and May 1st.
2. The Secretary/Treasurer will:
  - A. Work with the President in setting meeting agendas
  - B. Take minutes at all official conference meetings.
  - C. Update the Constitution regarding bylaws changes
  - D. Oversee the treasury and checking account
  - E. Order and distribute awards and conference passes.

3. The Statistician will:
  - A. Work with Athletic Directors for release of the Big River Conference All-Conference teams in each sport. Report All-Conference teams to Athletic Directors, coaches and news media.
  - B. Be responsible for compiling the Big River Conference scores and up-to-date standings

#### **Section IV: REPRESENTATION**

Administrators and athletic directors of all member schools are eligible to attend conference meetings and participate in proceedings. Each school shall have only one (1) vote on any matter as presented.

#### **Section V: MEETINGS**

1. The Athletic Directors of member schools shall meet each year in August, October, December, January, February, April (WIAA State Annual Meeting) and June with all member schools informed of the meeting dates by June of the previous year. In addition, meeting agendas will be posted on Rschool at least two days before scheduled meeting. Additional meetings may be scheduled as needed.
2. The athletic directors may meet during any of the months not mentioned in #1. Administrators are welcome to attend any of the regularly scheduled meetings, particularly the December and April by-law meetings.
3. All Athletic Director's meetings shall be conducted under "Roberts' Rules of Order".
4. Three-fourths of the voting membership shall constitute a quorum.

## **ARTICLE III: FINANCES**

### **Section I:**

Each member shall pay annual dues as deemed necessary and determined at the annual June meeting. The dues are payable on October 1 of each year. Any school included in conference play for a single sport shall pay \$300.

### **Section II:**

Financial adjustments will be assessed by a three-fourths vote of the membership.

### **Section III:**

All funds shall be kept in a bank under the name of this organization and disbursed by the signature of the secretary/treasurer.

## **ARTICLE IV: PROCEDURE FOR AMENDING THE CONSTITUTION AND BY-LAWS**

### **Section I:**

Amendments to this constitution may be introduced at any official meeting but cannot be adopted until the following meeting. A three-fourths vote of the membership shall be required to adopt constitutional amendments. Votes must be approved in two consecutive meetings. Adopted amendments shall become effective immediately upon adoption.

### **Section II:**

Amendments to the by-laws may be introduced and acted upon at any official conference meeting. Approval requires a simple majority. Any action becomes effective immediately.