

BALKAN ASSOCIATION OF MASTERS ATHLETICS

Version March 2016

STATUTES

Adopted in Bucharest on the 12th of March 2016

TABLE OF CONTENTS

PART A - DEFINITIONS

Article 1: Definitions

PART B - NAME, PURPOSE

Article 2: Name

Article 3: Purpose

Article 4: Languages

PART C: MEMBERS OF THE ASSOCIATION

Article 5: Membership

Article 6: Members' rights and obligations

PART D: ADMINISTRATION – GENERAL ASSEMBLIES

Article 7: General Assemblies

Article 8: General Assemblies' Procedure

Article 9: Delegates

Article 10: Ordinary General Assemblies

Article 11: Extraordinary General Assemblies

PART E: ADMINISTRATION – COUNCIL

Article 12: Composition of the Council

Article 13: Power and duties of the Council

Article 14: Elections

Article 15: Vacancies and Removal of Executive Members

Article 16: The Council's Proceedings

Article 17: Duties of the Council Members

PART F: FINANCIAL MATTERS

Article 18: Finances and Accounting

PART G : GENERAL

Article 19 : Liability

Article 20 : Dissolution

Article 21: Final Provisions

PART A – DEFINITIONS

1. DEFINITIONS

In these Statutes of the Balkan Association of Masters Athletics Association (BAMA), the definitions set out below have the meanings given in this clause, except where a different meaning is clearly intended.

| | |
|---------------------------------------|---|
| Absolute Majority | Means at least half the valid votes cast plus 1. |
| Casting vote | Means an additional vote given to the President or chair of meeting to resolve a tie in a decision and which may be exercised only when such a tie exists. |
| Committee | Means a standing or ad hoc Committee of BAMA that has been established under the terms of these Statutes. |
| Council | Means the body responsible for the administration of BAMA consisting of elected members. |
| Country | Means a self-governing geographical area recognised as an independent state by international law and by all Members of the BAMA |
| Delegate | Means a representative of a BAMA Member eligible to speak and vote at a General Assembly. |
| Extraordinary General Assembly | Means a special General Assembly convened outside the normal calendar to consider passing a matter |
| IAAF | Means the “International Association of Athletics Federation”, the world governing body for dealing with matters related to the sport of Athletics |
| Member (with capital “M”) | Means an athletic organisation that is responsible for representing Masters athletes of a country which is affiliated to WMA. |
| member (with a small “m”) | Means an individual person member of the BAMA Council |
| National Governing Body (NGB) | Means the organisation in a specific Country which is responsible for the sport of athletics and is affiliated with the IAAF. |
| Ordinary General Assembly | Means a yearly meeting held in conjunction with the BAMA outdoor Championships, and comprising delegates of BAMA Members and the BAMA Council. |
| Quorum | Means the minimum number of persons who need to be present to constitute a valid formal meeting. |
| Rules | Means the BAMA Rules of Competition and Championships. |
| Simple majority | Means the highest number of valid votes cast for a candidate, subject or motion in a specific vote. |
| Special majority | Means two-thirds of valid votes cast of those Members present voting at a General Assembly or Extraordinary General Assembly, such two-thirds to represent at least one half of the total voting power of all Members of the BAMA |
| Valid Votes | The following shall not be counted as valid votes: |

- (a) abstentions;
- (b) blank votes;
- (c) votes for more or fewer candidates than the number required;
- (d) votes declared void by the scrutineers whose decision shall be final, e.g., unintelligible votes.

| | |
|------------------------|---|
| Masters athlete | Means any male or female athlete of an organisation affiliated to the WMA who has attained the age of 35 years. |
| WADA | Means the World Anti-Doping Agency. |
| WMA | Means the association called World Masters Athletics, the world governing body for dealing with matters related to the sport of Athletics for Masters Athletes. |

PART B - NAME, PURPOSE

2. NAME

- 2.1 The name of the Association which is the governing body for the sport of Masters Athletics in the Balkan region shall be “Balkan Association of Masters Athletics” (BAMA).
- 2.2 EMA is a non-profit organisation that is neutral regarding politics, religion, ethnicity and gender.
- 2.3 Throughout these Statutes including the Technical Rules, the masculine gender shall include the feminine.
- 2.4 Any reference to “masters” shall include the word “veterans” and vice versa.

3. PURPOSE

The purpose of the Association is to:

- 3.1 develop, regulate, promote, and manage all aspects of the sport of Masters Athletics in the Balkan region;
- 3.2 sanction, promote and ensure the conduct of Balkan Masters Athletics championships.
- 3.3 act in co-ordination with other organisations that are engaged in the sport of Masters Athletics such as the EMA and the WMA.
- 3.4 implement WADA/IAAF anti-doping regulations as they apply to Masters Athletics;

3.5 ratify and register Balkan Masters Athletics records and best performances;

4. LANGUAGES

4.1 The official language of the BAMA shall be English and all the documents of the Association shall be in English.

PART C – MEMBERS OF THE ASSOCIATION

5. MEMBERSHIP

5.1 The Members of the BAMA are *ex officio* the Members of the former BAVA (founder Members and Members formally recognized at the 2014 Extraordinary Congress in Bucharest)¹ which formally acknowledge the Agreement underlying these Statutes.

5.2 Other Masters Athletics associations may be admitted to become Members.

5.3 The admission shall be formally valid since the day of unanimous approval in the General Assembly by the existing Members, following a written application for that purpose.

5.4 Only one legally constituted Association or organisation that represents Masters' Athletes for each country is eligible for membership of BAMA.

5.5 Membership of the Association shall be terminated upon the voluntary decision of any Member as part of the agreement underlying these Statutes, the day the decision is made known in writing to all Members.

5.6 The General Assembly may decide the suspension of a Member if it is of the sound opinion that the Member has:

5.6.1 persistently refused or neglected to comply with the provisions of these BAMA Statutes and Technical Rules or other valid BAMA resolutions, or

5.6.2 persistently and wilfully acted in a manner prejudicial to the interests or reputation of BAMA and the sport of Masters athletics, or

5.6.3 become inactive or is no longer a properly constituted national Association or an organisation that represents Masters Athletes in its country.

Such suspension may apply to the Member's rights related to participation in the General Assemblies and may also cover its masters rights to enter BAMA championships if so decided by the GA.

¹ Eligible: Albania, Bosnia i Herzegovina, Bulgaria, Croatia, Greece, FYRO Macedonia, Rep Moldova, Montenegro, Romania, Serbia, Slovenia, Turkey

6. MEMBERS' RIGHTS AND OBLIGATIONS

- 6.1 BAMA Members are entitled to make proposals and vote at the General Assembly meetings.
- 6.2 BAMA Members are entitled to nominate eligible individuals for BAMA Council offices and BAMA Committees where appropriate.
- 6.3 BAMA Members are entitled to nominate host cities for BAMA Championships.
- 6.4 BAMA Members shall regulate, administer and support masters Athletics in their jurisdiction
- 6.5 BAMA Members shall promptly provide to the BAMA General Secretary information about their organisation and subsequently any changes or updates to that information.

PART D: ADMINISTRATION – GENERAL ASSEMBLIES

7. GENERAL ASSEMBLIES

- 7.1 The General Assemblies are the supreme body of the Association. They have the powers which have been granted to it by the Statutes.
- 7.2 BAMA recognizes two kinds of General Assemblies: Ordinary and Extraordinary.
- 7.2 Ordinary General Assemblies shall take place every year on the occasion of the BAMA Outdoor Championships (BAMACS).
- 7.3 Assemblies are classified as Extraordinary if called outside the BAMACS duration.

8. GENERAL ASSEMBLIES PROCEDURE

- 8.2 An Extraordinary General Assembly shall take place any time it is necessary at the request of minimum one third (rounding by excess) of the Membership.
- 8.3 The General Assembly of the BAMA shall consist of the Delegates of BAMA Members which are BAMA Members before the day of the assembly.

- 8.4. Two members from each federation are allowed to attend the General Assemblies.
- 8.5 Elected BAMA Council members as defined in 12.1 below are also members of the General Assembly. Upon notification from their Member federation the Council members may exercise the voting rights of that federation in the GA.
- 8.6 Guests may be permitted to attend a General Assembly after invitation or application and shall not participate in any manner unless specifically requested to do so by the Chair.
- 8.7 A General Assembly shall be chaired by the BAMA President or by a Council member previously nominated by the President.
- 8.7 The chairman designates a secretary of the meeting; who will be in charge to record the discussion and resolutions in proper minutes.
- 8.8 The minutes of the General Assembly shall be held in English language and in writing or in electronic form and must be signed by the President and the General Secretary together with at least two (2) delegates designated by the General Assembly.
- 8.9 These minutes will be distributed, to those having received invitation to attend, within 30 days after the end of the General Assembly. Any request for correction must be received within 10 days of the distribution of the minutes. Any query arising from the minutes will be decided by the President.
- 8.10 In view of casting their votes each Member attending the General Assembly is assigned a number of voting units accounting for the total number of registered and paid athletes at the previously held three editions of BAMACS.
- 8.11 The number of voting units is as follows:
- | | |
|--|-----------|
| - 300 athletes or more | - 4 units |
| - between 150 and 299 athletes | - 3 units |
| - between 31 and 149 athletes | - 2 units |
| - at most 30 athletes | - 1 unit |
| - no athlete in 3 successive previous editions | - no unit |
- 8.12 Voting by proxy is not allowed.
- 8.13 In the case of a tie vote, the chair may use his right to have a “casting vote”
- 8.14 Elections and resolutions shall take place openly. However, upon request of two fifths of the attending Members, the General Assembly may decide on secret ballot on particular items.

9. **DELEGATES**

- 9.1 The names of Delegates shall be provided in writing by Members to the General Secretary not later than 7 days prior to the General Assembly.
- 9.2 Alternates for nominated Delegates shall be permitted upon written documentation from the Member on official letterhead, provided this is submitted to the General Secretary at least 24 hours in advance of the opening of the General Assembly.

10. **ORDINARY GENERAL ASSEMBLIES**

- 10.1 The date and venue shall be confirmed by the General Secretary in agreement with the President with at least 30 days in advance.
- 10.2 The meeting shall be convened in English. Delegates may speak in their own language, but must organise a translator where one is not already provided.
- 10.3 Proposals of the Members for the agenda of the meeting may be notified to the General Secretary in writing prior to the General Assembly.
- 10.4 Council can add any item to the General Assembly agenda at any time.
- 10.5 The agenda of the General Assembly shall include the following items:
1. Opening of the General Assembly by the President;
 2. Approval of the agenda;
 3. Confirmation that the General Assembly has been properly convened and the number of the entitled voters has been properly recorded;
 4. Appointment of two (2) delegates for the certification of the minutes;
 5. Appointment of two (2) scrutineers for the ballots;
 6. Proposals by the Council;
 7. Proposals by the Members (see Article 10.3);
 8. Bids to organise of the forthcoming championships;
 9. Election of the Council members, when needed;
 10. Closing of the General Assembly.
- 10.6 For resolutions to be valid, the General Assembly must be composed of at least half of the Members. If this condition is not fulfilled, upon the unanimous decision of attending Members the General Assembly may be convened immediately. During this second meeting, resolutions shall be valid whatever the number of Members present, but only on issues on the agenda of the first meeting.
- 10.7 The General Assembly shall pass its resolutions and carry-out its elections for the President's office with an Absolute Majority of the voting rights represented (see Definitions)

- 10.8 A Special Majority of the voting rights is needed to pass when the decisions of the GA relate to
- election of the Technical Director or the General Secretary
 - a request to release a member of the Council
 - an amendment to the Statutes,
 - the dissolution of the Association
- 10.8 The votes are cast by show of hands unless a secret ballot is requested by at least one third (rounding by default) of the attending Members of the Assembly or by the President.
- 10.9 The minutes have to be finalized within one month after the end of the General Assemblies; they will be sent to all attending Members who will have 10 days to make any comment. Without any reply, the Minutes will be considered as approved. This will be reported to the next General Assembly.

11. EXTRAORDINARY GENERAL ASSEMBLIES

- 11.1 An Extraordinary General Assembly will be called to deal with the matters made known under Article 7.3.
- 11.2 An Extraordinary General Assembly may be convened when requested in writing by one third (rounding by excess) of the BAMA Members stating that they desire such a meeting and the reasons therefore. In this case, the General Secretary shall give formal notice of an Extraordinary General Assembly meeting to all Members. The notice shall be sent within one month of the General Secretary receiving the requisition.
- 11.3 For resolutions to be valid, the Extraordinary General Assembly must be composed of at least half of the Members. If this condition is not fulfilled, upon the unanimous decision of attending Members the EGA may be convened immediately. During this second meeting, resolutions shall be valid whatever the number of Members present, but only on issues on the agenda of the first meeting.
- 11.4 The resolutions of the Extraordinary General Assemblies are taken by the Special Majority as defined in “Definitions”.
- 11.5 Where a notice of motion concerns the release of one (or more) elected member(s) of the Council, this (those) member(s) being considered shall have no voting rights. Where the President or chair is involved, a temporary chair may be appointed for the duration of that election.

PART E: ADMINISTRATION – COUNCIL

12. COMPOSITION OF THE COUNCIL

- 12.1 The Council consists of the following FOUR (4) members:
- a President,
 - a Vice-President,
 - a Technical Director,
 - a General Secretary.

13. POWERS AND DUTIES OF THE COUNCIL

- 13.1 The Council shall address all matters which are not reserved for the General Assembly.
- 13.2 In particular, the Council will manage the Administration of BAMA and all of its concerning matters. Those include especially the following:
- 13.2.1 execute the decisions taken by the General Assembly;
 - 13.2.2 decide eventually the creation of ad hoc Committees and Working Groups for which the Council approves the members, determine their competence, duration, rights and duties; the President (or the person appointed by him) is *ex officio* member of all Working Groups;
 - 13.2.3 review and report on items referred to it by BAMA Committees;
 - 13.2.4 decide (if deemed necessary) on the set up of an Arbitration Panel on its own criteria
 - 13.2.5 take disciplinary actions in relation to alleged offences by masters athletes/officials and deal with un-sportsman-like conduct during BAMA activities;
 - 13.2.6 prepare the General Assembly: make proposals (including proposals to change to the Statutes, create or amend Competition and Championship Rules, Committee Rules,...), examine and make recommendations on all proposals to be brought before the BAMA General Assembly;
 - 13.2.7 report to the General Assembly on its management;
 - 13.2.8 is consulted and decide on technical issues, particularly for Balkan Championships which have been recommended by the Technical Director to the Council;
 - 13.2.9 decide on Balkan Masters Records, task which can be delegated to a specific committee or person
 - 13.2.10 decides upon awarding the BAMA Fair-play Trophy when candidates are proposed in writing by any Member federation or Balkan athlete for particular sporting behaviour during the BAMA championships
 - 13.2.11 deal with anti-doping related matters under IAAF regulations;

14. ELECTIONS

- 14.1 The President of the Member federation which is voted by the General Assembly to host the following edition of the BAMA outdoor championships (BAMACS) or an appointee of his from the Member federation becomes *ex officio* the BAMA President for the year to follow. The term of office as President ends the final day of the BAMACS his Association hosts.
- 14.2 The Vice-President is *ex officio* the BAMA past President when a new BAMACS cycle starts. His term of office as Vice-President ends the same day as the President except for situations specified in 15.3 below.
- 14.3 The Technical Director and the General Secretary shall normally be elected in four years' intervals for a four years' term, beginning in 2016.
- 14.4 The elections shall be held in the order defined in Article 12 except for the Vice-President who is an *ex officio* appointment
- 14.5 The Technical Director and the General Secretary shall be elected from different member countries.
- 14.6 A maximum of two representatives from any given Member can serve at the same time on the Council.
- 14.7 Only those persons may be appointed a member of the Council who have been proposed in writing by the national Association of which they are member, and who are domiciled in that country.
- 14.8 A candidate can be nominated for several positions but elected to only one.
- 14.9 Candidatures must be received by the General Secretary 30 days before the date of the General Assembly. Nomination for the positions of Technical Director and General Secretary shall be accompanied by a short curriculum vitae.
- 14.10 No Council member is permitted to hold the same office for more than two (2) consecutive terms. No person may serve more than a total of 12 years in any capacity on Council.
- 14.11 Elected Council members shall take office at the close of the Championships at which they were elected by the General Assembly.
- 14.12 Voting for Council candidates will be by secret ballot.
- 14.13 By exception to the above Article, when there is only one candidate for one position, this candidate is considered as elected by acclamation.

- 14.14 Where there are more than two candidates for an office and none gains the Absolute Majority of the valid votes, the candidate having the lowest number of votes shall be excluded and a further vote taken. The voting continues until one candidate receives the Absolute Majority of the valid votes.
- 14.15 In the event of a tie between two persons persisting after second ballot, there will be a draw of lots.
- 14.16 Whenever the circumstances do not allow for the elections procedure here above described to be implemented, the GA shall proceed with the ad hoc appointment of interim Council members as needed. Voting in such circumstances will be carried out on a one Member one vote basis. The term of office of such interim Council members ends at the next GA.

15. VACANCIES AND REMOVAL OF COUNCIL MEMBERS

- 15.1 A casual vacancy on the elected Council shall occur if a member:
- 15.1.1 dies;
 - 15.1.2 ceases to be a member in good standing of the Member Association that nominated them;
 - 15.1.3 resigns from office;
 - 15.1.4 has been removed from his duty by a specific General Assembly resolution;
 - 15.1.5 is removed from office by his national association.
- 15.2 No Council member is permitted to hold more than one office in the Council at the same time.
- 15.3 In situations where the General Director or the General Secretary are *ex officio* elected to take over the BAMA President's office due to their position in the designated host federation of BAMACS, the outgoing Council shall appoint for one year duration an interim Technical Director or, respectively, General Secretary as the case may be. When the GM or GS is entitled to return to his/her elected position after one year the term of office of the Vice President shall be extended to two years.

16. THE COUNCIL PROCEEDINGS

- 16.1 Resolutions of the Council are usually passed by circular letter.
- 16.2 At the request of the President the Council may convene and make its decisions in a meeting to take place before the GA.
- 16.3 In urgent matters, the President may call for additional Council meetings as deemed necessary, even on short term notice.

- 16.4 The Council shall pass its decisions with a Simple Majority.
- 16.5 No proxy will be allowed. In case of a tie the President's decision shall prevail.

17. DUTIES OF THE COUNCIL MEMBERS

17.1 The President

- is responsible before the Members for the proper conduct and the success of the BAMA championships held during his term in office;
- is the Chief Executive Officer of the Council of BAMA
- represents the BAMA in all aspects of the BAMA life;
- shall organize the execution of the General Assembly in cooperation with the General Secretary
- presides at the General Assembly;
- ensures that the decisions taken by General Assembly and Council are implemented;
- reports to the General Assembly on the decisions made by the Council during his term in office
- develops contacts and promote the sport;
- liaises with the EMA and the WMA
- takes all necessary decisions with regard to unforeseen or urgent matters (after taking advice from relevant members of Council);
- can exercise his privilege to delegate to other members of the Council the execution of any of his duties on his behalf.

Should any unexpected problems arise, the President has the right to make a final decision after consultation with the Council members.

17.2 The Vice-President

The Vice President shall assist the President in the execution of his duties in consulting capacity and has no voting power in the Council.

17.3 The Technical Director

The Technical Director is responsible for the execution of all technical matters and for the cooperation between the Council and the organisers (LOC) of BAMA championships. Especially, he:

- is the chair of all the specialized Technical Committees he initiates such as Rules of Championships, Rules of Competition, Statistics and any other, and nominates the members thereof subject to volunteering and confirmation by the Council;
- shall manage the preparation and updating of the BAMA championships Technical Rules for approval in the General Assembly as part of the Statutes;

- shall conduct an analysis and, where possible, a technical inspection of prospective or nominated BAMACS organisers. This evaluation shall be prepared by him in co-operation with the members of the Technical Committees under him and shall form the subject of a report submitted to the Council several months before the championships begin. He shall present an executive summary of this report to the General Assembly prior to voting for the host of the next championships.
- recommends further improvements of prospective championships
- assures that BAMA championships will be conducted in accordance with WMA rules, the BAMA Rules and, where appropriate, other special recommendations by the Council;
- in cooperation with the LOC ensures the orderly conduct of doping controls.
- is in charge of nominations of athletes, male and female, for election by the Council as «Balkan Championships Best Master» (BCBM),
- is in charge of ascertainment of records and best performances of Balkan athletes and establishment of statistics of the BAMA championships and all times Balkan records.

17.4 The **General Secretary**

The General Secretary is in charge of the general communication within the BAMA. As such, he

- is responsible for administering and registering any and all formal correspondence, internal and external, directed to the Council.
- is the distributor and the receiver of the BAMA official correspondence in both land and electronic mailing format;
- is responsible for maintaining the BAMA Statutes in keeping with GA resolutions
- The General Secretary shall promptly notify Members of any changes to the BAMA Statutes, including Technical Rules and any new editions of BAMA documents and Council membership.
- is responsible for the co-operation between the Technical Committee and the Council.
- compiles the report of the Council's activities that will be presented at the General Assembly.
- is responsible for dispatching timely invitations to all meetings and is responsible for final minutes preparation at all the meetings he attends
- shall provide timely administrative information as required by these Statutes.
- is the keeper of the BAMA archive of documents in electronic format and, where the case, in paper format. Back up electronic archive to be maintained at all times;
- hands over the BAMA archive to his successor as GS in most 30 days' time after his term of office ends.

18. FINANCES AND ACCOUNTING

- 18.1 The Members' yearly contribution to the BAMA expenses is made by the registered athletes' entry fees duly paid to the BAMA championships host federation.
- 18.2 The amount of the entry fees has to be specified in any bid to host the championships and shall not be increased after the award. The basic registration fee per athlete per one event –except pentathlon and road running- shall be 15€. A doping control contribution may be added.
- 18.2 Additional financial resources may be derived by the championships hosts from:
- 18.2.1 contribution from other Associations, public institutions or commercial entities;
 - 18.2.2 donations of sponsors and others
 - 18.2.3 any commercial activity consistent with and in support of the purpose of BAMA,
- 18.3 All funds received shall be deposited in approved bank instruments and accounts in the name of the host federation.
- 18.4 The resourcing and execution of the championships budget remains the exclusive responsibility of the host federation.
- 18.5 The financial means mobilized on behalf of BAMA shall be used according to the Association's purpose only; the income of the host Association shall not be used to make financial contributions to its members.
- 18.6 No Council or Technical Committee member shall derive any income or benefit from the BAMA resources.
- 18.7 Unless registering as athletes in the respective BAMA championships all expenses of the General Secretary and the Technical Director to participate in the General Assembly will be covered by the LOC. To this end the GM and the GS have to make their intention known in writing to the President and to the LOC at least one month before the date of the General Assembly.
- 18.8 The President must report to the GA on the budget accounts of the BAMA championships held during his term of office. Such report is informative only as the accounts may not be closed by the time of the GA.
- 18.9 The accounts shall be reported in €uros regardless of the currency in which the funds are held.

PART G: GENERAL

19. LIABILITY

- 19.1 Any claim related to the organization and administration of the BAMA championships shall be referred exclusively to the host federation which shall take all appropriate measures to protect itself against such claims.

20. DISSOLUTION

- 20.1 Only an Extraordinary General Assembly convened on this matter may decide upon the dissolution of the Association.
- 20.2 In case of a transformation of the Association into another legal form, the General Assembly, upon proposal of the Council shall determine the modalities.

21. FINAL PROVISIONS

- 21.1 All matters not settled by the present Statutes will be decided by the Council till final approval at the next General Assembly
- 21.2 If any question arises as to the meaning of any provisions in these Statutes, the Council shall rule on the matter.
- 21.3 To encourage wider opinion formulation and future development the Members shall provide in reasonable time the translation of these Statutes in their national languages. Such translations should necessarily be posted on the Member as well as on the BAMA website.
- 21.4 The President and the General Secretary are the only BAMA officials entitled to make statements to third parties on behalf of BAMA.
- 21.4 The BAMA Championships will be the following:
21.3.1 BAMA Outdoor Championships (BAMACS) to be organized every autumn
21.3.2 BAMA Indoor Championships (BAMACI) to be organized in the spring depending on hosting availability and the GA or Council decision
- 21.5 Until the GA approved Rules of BAMA championships become part of these Statutes such rules as submitted by a designated host federation apply.
- 21.6 The BAMA may have its own, logo, flag and symbol, approved by the General Assembly.
- 21.7 The present Statutes take effect the day of approval without invalidating in any respect the ongoing championships.