

PAN AMERICAN BILLIARDS & SNOOKER ASSOCIATION (PABSA)

CONSTITUTION

Revision Date: October 20, 2024

This revision supersedes the previously ratified Constitution dated December 22, 2017.

1. TITLE

1.1. The name of the Association shall be "Pan American Billiards & Snooker Association" or PABSA in abbreviation, hereinafter referred to as "Association".

2. OBJECTIVES

- 2.1. To act as the Governing Body of the Americas region, constituted by the countries of North and South American continents.
- 2.2. To conduct and promote tournaments, such as but not limited to the Pan American Championships in Billiards and Snooker, in accordance with the rules of the World Governing bodies as they stand today.
- 2.3. To foster and promote the games of Billiards and Snooker as required by the World Governing bodies.
- 2.4. To decide the venue and respective organizing Member Country for the Pan American Billiards and Snooker Championships.
- 2.5. To select and nominate players to represent the Americas in international competitions.
- 2.6. To regulate and ensure the practice of the sport according to the strictest policies of inclusion and discipline, seeking to prevent discriminatory and illegal practices in competitions across the region.
- 2.7. To monitor and establish certification and standards of refereeing within all Member Countries.
- 2.8. To establish and encourage coaching initiatives and standards within all Member Countries.

- 2.8. To gather and distribute all relevant information, which will help promote the games of Billiards and Snooker throughout the Americas as a whole.

3. DEFINITIONS

- 3.1. "Council" shall mean the accredited Delegates of Member Countries of the Association. The affairs of the Association shall be governed by the Council of the Association.
- 3.2. "Executive Officers" will be elected leaders of the Association comprising of:
 - a) President - one post.
 - b) Vice-President - two posts, which includes one accredited Delegate each from the two continents covering the Americas region, specifically North America and South America.
 - c) Secretary - one post, optional post based on future needs of running the Association. In the absence of a Secretary being installed, the President will nominate one of the Executive Officers to execute the function.
 - d) Treasurer - one post, optional post based on future needs of running the Association. In the absence of a Treasurer being installed, the President will nominate one of the Executive Officers to execute the function.
- 3.3. "Board of Directors" will be constituted by three (3) individuals - the President and the two Vice-Presidents. The decisions of the Association shall be executed by the Board of Directors of the Association.
- 3.4. Special "Director" positions shall be appointed by the Board of Directors to facilitate Article 2 of this Constitution. These positions will help drive the objectives of the Association, but will not have voting rights as a part of the Association.
- 3.5. "AGM" shall mean the Annual General Meeting of the Council of the Association, which shall be held once in each year, at a time and place coinciding whenever possible with the Pan American Championships.
- 3.6. "By-Laws" shall mean the enabling of the Rules and Regulations so enacted from time to time pursuant to Article 12 of the Constitution.

- 3.7. "Year" is the period commencing with the end of any Annual General Meeting and terminating with the end of the next subsequent Annual General Meeting or an alternate period defined by the Association.
- 3.8. "Referee and Rules Committee" is the body within the Association, governing all refereeing matters.

4. COUNTRY MEMBERSHIP

- 4.1. "National Association" shall mean the body recognized and accredited by its country as the national authority controlling the game(s).
- 4.2. "Member Country" means the respective country's National Association, and which is a Member of the Association. Only one Association from each Country shall be accepted as a Member.
- 4.3. "Original Member" is a Member Country who, at the time of coming into effect of the original Constitution, is an existing member of PABSA.
- 4.4. "Associate Member" shall mean a Member Country, which is associated with PABSA.
- 4.5. "Honorary Member" is a Member Country with no voting rights.
- 4.6. No Member Country shall be granted affiliation or granted renewal of affiliation unless the Constitution and/or rules and regulations of the Member Country are in accordance with the Constitution and aims of the Association.
- 4.7. A Member Country which is not at any point in time an accredited National Association shall take the necessary measures to ensure their due conversion at latest in the Year of participation in any tournament either held by PABSA or has PABSA or Member Country representation in international events such as the Olympic Games.
- 4.8. A Member Country's representatives shall uphold an image of integrity plus a standard of ethics, which is acceptable to the Association.
- 4.9. The Executive Officers shall be the sole judge of the right to Membership.
- 4.10. Member Countries, which are at the beginning of the Year in arrears of affiliation fees for more than one year, will not be allowed to attend either the

Pan American Championships or the AGM, and all subsequent voting rights suspended until the debt to the Association is cleared.

- 4.11. Notwithstanding the foregoing provisions, any member who is an Original Member of PABSA, shall remain a Member Country of the Association with all rights and privileges attached thereto, as if it has been fully accepted as a Member Country.
- 4.12. An Association from a Country falling geographically outside of the Americas may apply as an Associate Member. As PABSA Membership is confined to accredited National Associations, any organization not in conformity thereto can equally apply to be converted to Associate Members of the Association with such entry and annual subscription fees payable as prescribed by the PABSA.

5. INDIVIDUAL MEMBERSHIP

- 5.1. Any individual from a Member Country can sign up to be a member of PABSA, which is a prerequisite to be able to play in any of the tournaments within the Americas region or for representing their country in an international championship enabled via PABSA.
- 5.2. An individual wanting to be a member shall uphold an image of integrity plus a standard of ethics which is acceptable to the Association.
- 5.3. The Executive Officers shall be the sole judge of the right to Membership.
- 5.4. An individual can be elected a Life-Member of the Association in recognition of outstanding service. A Life-Member shall have the right to attend meetings and speak but will not have voting rights and no Member will be nominated or elected until a motion has been successfully carried, that a Life Member be elected at that meeting.

6. MEETINGS

- 6.1. There shall be two major meetings convened by the Association:
 - a) Annual General Meeting
 - b) Board Meeting(s)

- 6.2. The President of the Association, or in his absence, one of the Vice-Presidents, shall be the Chairman of the Meetings. The Agenda of the Meetings will be determined by the Board of Directors of the Association.
- 6.3. Associate Members and Honorary Members are allowed to attend Meetings but hold no voting rights.
- 6.4. The Council will decide whether Guests and Observers will be permitted to the Meetings and each case will be judged on its merits. Observers will take no part in the Meeting. Guests are invited in the interest of the game and shall have the right to attend Meetings and speak.
- 6.5. Meetings will preferably be held virtually to facilitate the participation of those involved. The votes and decisions made at these meetings will be summarized in written minutes that will be signed later by the participants with voting rights.
- 6.6. Urgent matters may be resolved by vote by email, with thirty (30) days notice of reply to be given from the date of posting. Lack of a reply will be considered as an abstention.
- 6.7. In the case of an emergency, the matter will be resolved by the Board of Directors of the Association.
- 6.8. Two months prior to the date fixed for the AGM, the Secretary shall issue a Notice of Meeting, setting the date, venue and details of the business to be transacted at that Meeting.

7. VOTING

- 7.1. Each financially affiliated Member Country will be entitled to one voting Delegate, provided the Member Country continues to be in good standing with the stipulations of the By-Laws and specifically Article 14.4, with only an accredited Delegate entitled to vote. Associate and Honorary Members are entitled to attend the AGM but shall have no voting rights. Any Executive Officer shall be entitled to vote, providing he/she is an accredited Delegate,

with the President holding a casting vote if needed. Elections will be determined by secret ballot. A Quorum will be 50% of the Member Countries.

- 7.2. Two-thirds majority required for Constitutional changes.
- 7.3. All other decisions will require a simple majority.
- 7.4. Proxy voting shall be allowed but shall be accepted only when the Secretary has received official notice from the President of the absentee Member Country in a sealed envelope, at least two weeks prior to the Meeting and such notice advising him of the method of voting on any specific item on the Agenda. Such communications shall be considered as an attendance at the Meeting. The sealed envelope should have "PROXY" written in the left upper corner and will only be opened by the President at the said Meeting. No Proxies transmitted by fax will be accepted.
- 7.5. No Proxy Delegates are allowed.
- 7.6. No proxy vote can be accepted unless the Member Country concerned duly complies with the aforesaid submission procedures and that it has not absented itself from attending consecutive previous AGMs and/or its players had not participated in the Pan American annual championships for three (3) consecutive years preceding.

8. OFFICE

- 8.1. The Association shall be registered in the Country of the President. The Board of Directors shall reserve the right to decide if the Country of registration be continued at the previously registered Country.
- 8.2. The business address of the Association shall coincide with the office of the President, or as otherwise decided by Council.
- 8.3. The official language of the Association shall be English.

9. OFFICERS

- 9.1. The administration of the affairs of the Association shall be in the hands of the President, Vice-Presidents, Secretary and Treasurer who shall be elected for a

term of four (4) years and be eligible for re-election at the end of a term of office. Should any Officer step down before their term of office has been completed, a caretaker position will be installed for the remaining period of that term.

- 9.2. The Secretary shall be responsible for issuing copies of the Minutes of each Meeting, approved by the President, to each Member and Executive Officer.
- 9.3. In addition to the elected Vice-Presidents, the Member Country hosting the next ensuing Pan American Championships following the AGM shall nominate a representative to oversee the preparations for such Championship and he shall be the ex-officio Lead Vice-President for the relevant period.
- 9.4. The Association Secretary must receive nominations for all elective officers of the Association by post or email at least six (6) weeks prior to the date of the AGM at which elections are scheduled. All nominations received shall include an acceptance of nomination by the said nominee, approved by his or her National Association and a seconding by another Member Country. All nominations received shall be circulated to all Member Countries at least four (4) weeks before the AGM.
- 9.5. Referees & Rules Committee: The administration of the Referees & Rules affairs shall be in the hands of a Sub Committee who will be nominated by the President and managed by one of the Council members. The PABSA Referees & Rules Committee shall:
 - a) Formulate competition format, rules and conditions to be followed by all its Member Countries, or as otherwise re-adjusted thereto, with prior approval of the Board of Directors;
 - b) Select referees for any PABSA or international events.

10. NOTICES OF MOTION

- 10.1. The Secretary or the Executive Officer designated with responsibility must receive all Notices of Motion six (6) weeks prior to the date of the Meeting.

- 10.2. All Notices of Motion to be circulated to all Member Countries four (4) weeks prior to the date of the Meeting.
- 10.3. Any amendments to Motions adopted at the Meeting, shall be circulated to all absentee Members and shall take effect immediately.

11. FINANCE

- 11.1. An Annual Affiliation Fee shall be payable by all Members and remitted to the Association as per the By-Laws.
- 11.2. The Treasurer shall send copies of the Statement of Audited Accounts and Finance from the respective Year to each Member Country Delegate two (2) weeks prior to the AGM.

12. BY-LAWS

- 12.1. The Constitution empowers the Association to enact, from time to time, by-laws for the proper administration of the Association. Amendments of by-laws can be affected either at Meetings or under provisions stipulated in Article 7 thereof.

13. WINDING DOWN

- 13.1. If, at any time, Members of the Association agree by at least a two-thirds majority to wind down the Association, the net assets of the Association shall be distributed in such a manner as the Association in the Council Meeting convened for the purpose shall decide.

BY-LAWS

(These By-Laws are enacted pursuant to Article 12 of the Constitution)

14. PABSA MEMBERSHIP

- 14.1. An accredited National Association of Billiards and Snooker is eligible to apply for PABSA Membership as a "Member Country" on prescribed forms available from the Secretary.
- 14.2. Other Associations of Billiards and Snooker or Associations from Countries falling geographically outside the Americas are eligible to apply for PABSA Membership as Associate Members or Honorary Members on prescribed forms available from the Secretary. Honorary Members are not required to pay a membership fee.
- 14.3. The Membership Fee payable to the Association by both categories shall be US \$100. Annual renewal fees shall become payable to the Association on the 1st day of each Year. Members whose Annual Fees are in arrears of two years or more, shall cease to be Members of the PABSA. If such a Member Country wishes to rejoin then all arrears would need to be cleared in order for the application of membership to be accepted.
- 14.4. Associations applying for PABSA Membership must submit the duly completed application form, together with a copy of their current Constitution, registration certificate, proof of being accredited association of the respective country, and any other relevant information in support of their application. Additionally, to qualify for Membership, the Association would need to have hosted an accredited and recognized National tournament for the last 5 previous years in the sports of either Snooker or English Billiards. PABSA reserves the right to contact the respective country's governing body for Olympic sports accredited by the International Olympic Committee (IOC) to clarify and/or obtain a no-objection certificate.
- 14.5. If a Member Country should, by a majority vote of the Council at the AGM or a Council meeting, be found not to comply with any or all provisions in Article 4

of the Constitution, the said Member will be granted nine (9) months from the date of such a Meeting to amend their Constitution and/or Rules and Regulations, and/or provide the required or missing documents or such. Failure to comply will result in automatic suspension of Membership for duration until its compliance. Such a suspended Member Country shall not be allowed to enter the Pan American Championships or other affiliated tournaments, or attend any Association Meetings.

- 14.6. A Member Country who is found to have carried out such functions and activities which are contrary to requirements in Article 4 of this Constitution or to the aims and objects of the Association and thereby bringing disrepute to the game and the Association may be suspended or expelled, as the case may be, from its Membership after due enquiry by an independent Committee so appointed by the Board of Directors.

15. ADMINISTRATION

- 15.1. The Association shall reimburse all justifiable expenses incurred by Executive Officers, upon submission in the proper to the Treasurer, carrying out of their respective duties on behalf of the Association.