

USTA Texas

Guide for Submitting Call Items to Governing Documents

What Does the Constitution and Rules Committee Do?

One of the roles of the Constitution and Rules Committee is to review proposed amendments to the governing documents (including the Bylaws, Constitution, Standing Orders, Tournament Regulations and all others) of USTA Texas, called Call Items, to make sure the proposed amendments are clear and consistent, that the rationale for the proposed amendment is clear and contains all appropriate information that the Board of Directors needs to review the Call Item, and that all corresponding changes arising from the proposed amendment are also addressed in the Call Item. The Constitution and Rules Committee works with the proposing party to get the Call Item in appropriate format to be sent to the Board¹ for vote. The Constitution and Rules Committee does not typically provide an endorsement of the Call Item or amend the language substantively.

Who Can Propose a Call Item?

Proposed amendments may only be submitted by a member of the Board, a member of the Management Committee or by the chairperson of a committee of the Corporation, as authorized by the committee.

What is the Format of a Call Item?

Call Items should include the following information:

- (i) Name of proposing party and title;
- (ii) Amended text reflecting the original and revised language so that the proposed change is clear;
- (iii) Detailed rationale for the change that fully explains the motivation behind the proposed revisions; and
- (iv) Proposed effective date for the revision.

Please see the attached example of a former Call Item for reference.

What is the Timing For Submission of Call Items?

Submission to Constitution and Rules. First, a proposed Call Item should be submitted to the chair of the Constitution and Rules committee or current staff liaison at least 60 days and no later than 45 days prior to the next scheduled Board meeting in order to give the Constitution and Rules committee sufficient time to review and revert to the proposing party, if needed.

Submission for Vote by Board of Directors. After approval by Constitution and Rules, any Call Item to be considered by the Board must be submitted in writing to the Secretary of the Corporation at least 30 days prior to the Board meeting at which it is to be considered. The Call Item must then be submitted to the members of the Board by the Secretary at least 10 days prior to the scheduled meeting.

Who Can Amend the Governing Documents?

¹ Capitalized terms not defined herein shall have the meaning ascribed to it in the Second Amended and Restated Bylaws of USTA Texas.

Amendment by Board. A majority vote of the Board at any meeting where a quorum is present.

Amendment by Management Committee. A majority vote of the members of the Management Committee present and voting at any meeting of the Management Committee at which a quorum is present. If the governing documents are amended by the Management Committee, a copy of each amendment made by the Management Committee must be sent to each member of the Board within 30 days after such action, and the amendment must be approved by a majority vote of the Board, where a quorum exists, at the next-scheduled Board meeting for such amendment to become permanent.

Amendment by Constitution and Rules Committee. The Constitution and Rules Committee may make language and stylistic changes to governing documents and may make conforming changes to avoid inconsistencies. Changes made by the Constitution and Rules Committee must then be approved at the next meeting of the Board.

After any changes to the governing documents have been approved by the Board, the documents are updated on the USTA Texas Family Page, located here: <https://sites.google.com/a/texas.usta.com/committees/home>

SAMPLE CALL ITEM

**Call Item for the 20__ USTA Texas Board of Directors Meeting
July 1, 20__
Corpus Christi, TX**

Adding Women's 85 singles and doubles divisions

Submitted by the Adult and Senior Tennis Council
_____, Chairperson

Amend the Tournament Regulations of Texas, Part D. 9. c. – f., 10. e. and Part E. 8. d. – f., 9. e, as follows:

D. Eligibility and regulations for Sectional tournaments:

10. Super Senior Sectional Championship:
 - a. Divisions to be held are Men's **and Women's** 55, 60, 65, 70, 75, 80, and 85 singles and doubles, ~~Women's 55, 60, 65, 70, 75, and 80 singles and doubles,~~ and Mixed 60 and 70 doubles.

And

E. Eligibility and regulations for Major Zone tournaments:

9. Super Senior Major Zones:
 - a. Divisions to be held are Men's **and Women's** 55, 60, 65, 70, 75, 80, and 85 singles and doubles, ~~Women's 55, 60, 65, 70, 75, and 80 singles and doubles,~~ and Mixed 60 and 70 doubles.

Rationale: The Women's 85 singles and doubles are not currently Ranked divisions, but the Men's 85s are. With the aging of the current Women players, and to be equitable to the Men's Ranked divisions, the Committee is asking to have the Women's 85 singles and doubles to become Ranked divisions.

Effective Date: January 1, 2019.

NOTE: