



PENINSULA UMPIRES ASSOCIATION

Policy Statement of the Association concerning Assigner/Treasurer Duties

The Constitution of the Peninsula Umpires Association defines the duties and responsibilities of its elected and appointed officers. The duties and responsibilities of the Treasurer/Assigner include "Coordinating with the Executive Committee (as necessary) all assignments of Association officials." To further clarify the Association's expected performance level of the Treasurer/Assigner, the following will be understood to be inclusive with the execution of those duties and responsibilities:

1. The Treasurer/Assigner's primary duty is to conduct game official assignments and coordinate those assignments. The Treasurer/Assigner will only assign him or herself to umpire a ball game after all Association assignments have been assigned and confirmed, and then only in an emergency when no other Association member is available to officiate that ball game.
2. The Treasurer/Assigner must be available directly by phone, in person or by voice message from March to August of each season, 8:00 AM to 10:00 PM daily, including weekends and holidays, as appropriate and needed. The Treasurer/Assigner, if left a voice message, will return that call within 10 minutes of receipt (Treasurer/Assigner actually hearing the voice message) of that voice message, as appropriate and needed.
3. The Treasurer/Assigner will have posted to the Association's web site the "Preliminary" schedule for the following assigning period no later than 7:00 PM on the preceding Thursday (four days before the Association's General Meeting).
4. The Treasurer/Assigner will accept "Turn-back" games posted to the Association's web site until 10:00 PM on the preceding Friday (two days before the Association's General Meeting). Under no circumstances will Turn-back games be accepted after this time.
5. The Treasurer/Assigner will have posted to the Association's web site the "Final" schedule for the following assigning period no later than 10:00 PM on the preceding Saturday (the day before the Association's General Meeting).
6. The Treasurer/Assigner will be at every General Meeting of the Association to make game assignments and confirm those game assignments. If unable to attend because of an excused absence, the Treasurer/Assigner will have the game assignments and confirmation of those game assignments conducted by an Executive Committee approved member.
7. The Treasurer/Assigner will make known to the Executive Committee his or her need for an excused absence from the Association's General Meeting at the preceding General Meeting, as a minimum (2 week notice of absence is minimally acceptable).

