

GUIDELINES FOR THE SUBMISSION OF
PROPOSALS AND AMENDMENTS TO THE CONSTITUTION
FOR CONSIDERATION BY THE GENERAL ASSEMBLY

SCHEDULE "A"

(Pertains to proposals and/or changes to existing ACYOA documents)

The following procedure should be followed when submitting proposals and/or changes to existing ACYOA documents:

[Proposed Change] or [New Proposal/Amendment]
[Article _____, Section _____] or [Part _____, Section _____]
or [Rule No. _____]
[Name of Document]

Presently:

[Section as it presently reads, "word for word," in the document. If new proposal, skip this part.]

Proposed:

[Proposed change as it will read, "word for word," in the document]

Additional:

[Optional - to give additional direction not to be included in the document itself]

Rationale:

[Reasons in support of this proposal or proposed change]

See attached examples.

Proposed Change

Rule No. 22

Rules of Parliamentary Procedure

Presently:

All requests for the site of the next General Assembly shall be submitted no later than 60 days before the Annual Assembly to the Central Council, which shall examine the possibility of each site. The Central Council shall submit to the Assembly a list of appropriate sites for the next Assembly. The Assembly shall select its next site from the list submitted by the Central Council.

Proposed:

All requests for the site of the next General Assembly shall be submitted no later than 60 days before the Annual Assembly to the Central Council, which shall examine the possibility of each site. The Central Council shall select two or more sites for the Assembly to meet and then the Assembly will choose from these in addition to cities which have bid 60 days prior to the Assembly.

Additional:

If approved for 1989, leave to the discretion of the Central Council to choose the 1989 site.

Rationale:

To ensure that there would be a proposed site presented to the delegates.

Proposed Change
Article 3, Section 2
National Sports Weekend Rules & Regulations

Presently:

All athletic participants must be registered with the official National Sports Weekend Registration Committee, and thereby be registered on the Sports Weekend Package Plan. The Sports Weekend Host Chapter shall offer an "Eligibility Package Plan" consisting only of Friday and Saturday evening dances and Sunday Awards Banquet and Dance. At the discretion of the host chapter, a second package plan may also be made available with additional meals and events included. A ten dollar (\$10.00) discount shall be given to those who prepay in full, thirty (30) days in advance of the start of the ACYOA National Sports Weekend.

Proposed:

All athletic participants must be registered with the official National Sports Weekend Registration Committee, and thereby be registered on the Sports Weekend Package Plan. The Sports Weekend host chapter shall offer an "Eligibility Package Plan" consisting of a minimum of Saturday evening dance and Sunday Awards Banquet and Dance. The cost of this "Eligibility Package Plan" shall not exceed one-half the cost of a Sports Weekend package plan, which includes all events offered by the host chapter. A ten dollar (\$10.00) discount shall be given to those who prepay in full, thirty (30) days in advance of the start of the ACYOA National Sports Weekend.

Rationale:

To make it easier for individuals to participate in the athletic competitions.

New Proposal

Part 4, Section 3b

Archbishop Torkom Manoogian Invitational Tournament Rules and Regulations

Presently:

Section 3 - ACYOA chapters and parishes which host tournaments will be under the direction of the ACYOA Central Council. All net proceeds from the tournament and related activities (dances, dinners, ad-booklets, etc.) shall be divided with the host and the National Treasury of the ACYOA. (See ACYOA Constitution, Article 13, Section 6).

Proposed:

Renumber Part 4, Section 3 of the Archbishop Torkom Manoogian Invitational Tournament Rules and Regulations to Section 3a and add Section 3b:

Section 3a - ACYOA chapters and parishes which host tournaments will be under the direction of the ACYOA Central Council. All net proceeds from the tournament and related activities (dances, dinners, ad-booklets, etc.) shall be divided with the host and the National Treasury of the ACYOA. (See ACYOA Constitution, Article 13, Section 6).

Section 3b - \$1,000.00 is allocated as a loan, each fiscal year, in the annual budget of the ACYOA Central Council, to be used as initial seed money by the host committee. This \$1,000.00 loan is to be repaid to the ACYOA Central Council at such time when a final accounting of the Tournament is complete and such repayment will be made with no interest accruing thereon.

Rationale:

The 1986 General Assembly granted a seed money loan in the amount of \$1,000.00 to the chapter hosting the General Assembly and National Sports Weekend. Seeing the benefits of this organizational support, we feel it is in the ACYOA's interest to grant the same support to the chapter hosting the Archbishop Torkom Manoogian Invitational Tournament.

Proposed Change
Article 13, Section 1
ACYOA Constitution

Presently:

The fiscal year shall be from July first to June thirtieth.

Proposed:

The fiscal year shall be from January first to December thirty-first.

Additional:

This amendment shall be effective on January 1, 1989.

Rationale:

The present fiscal year is often confusing, particularly in terms of dues collection and eligibility to participate in the National Sports Weekend.

New Amendment
Article 10, Section 14
ACYOA Constitution

Proposed:

The ACYOA Executive Secretary shall have a non-transferable right of voice at the General Assembly.

Rationale:

The ACYOA Executive Secretary should have a voice at the General Assembly as he is directly involved on a daily basis with the programming and administration of the organization.

Proposed Change
Article 5
ACYOA Constitution

Presently:

Article 5

Section 1 - The initiation fee shall be designated by the General Assembly to be paid upon first joining the ACYOA, and sent by the Chapter to the ACYOA Central Council. The minimum initiation fee shall be one dollar (\$1.00).

Section 2 - Annual dues for ACYOA members shall be designated by the General Assembly. One-half of the amount shall be sent to the ACYOA Central Council Treasurer. The minimum annual dues shall be ten dollars (\$10.00). Dues become delinquent with the start of the third quarter of the fiscal year (January 1st).

Section 3 - Each chapter which is not in compliance with Article 5, Section 2, shall be subjected to a potential fee of twenty-five dollars (\$25.00).

Proposed:

To amend Article 5 of the ACYOA Constitution as follows:

- Delete Section 1.
- Renumber Section 2 to Section 1.
- Renumber Section 3 to Section 2.

Rationale:

The initiation fee, in its present form, creates an unnecessary administrative burden for both the chapters and the Central Council. The elimination of the initiation fee will relieve the extra administrative burden and simplify the dues process.

SCHEDULE "B"

(Pertains to general proposals)

The following procedure should be followed for the submission of general proposals:

[General Proposal]

Proposal:

[Self-explanatory]

Rationale:

[Reasons in support of proposal]

Example:

General Proposal

Proposal:

The ACYOA Programming Committee recommends that the Central Council re-institute the two-week trip to Armenia with a focus on older ACYOA members as participants.

Rationale:

The success of the Armenian Studies Program has been proven over the years by its increased participation. We feel this program would benefit those in the working world and help to perpetuate our cultural, faith and heritage.

EXPLANATION OF ACYOA CHAPTER "A" AWARD CRITERIA

Delegation at General Assembly

Chapter must be represented at the Annual Assembly by at least the Chapter Chairman or an Elected Delegate as outlined in the ACYOA Chapter Handbook.

Representation at Regional Conference

At least one chapter representative must attend any regional conference held in their respective regions. These are held annually in the Fall and sometimes during the Spring.

Representation at the Archbishop's Tournament

At least one member from the chapter has attended the tournament, it is not necessary to participate in athletic events. A list of all purchasers of the package plan will be forwarded to the Central Council. For those who do not purchase a plan must provide the Central Council with a means of verification.

Team Representation at the Archbishop's Tournament

A minimum of one team from the chapter must participate in basketball and/or volleyball. Participation subject to the tournament regulations (revised 1987).

Representation at Sports Weekend

A minimum of one member from the chapter must attend the annual Sports Weekend held on Labor Day Weekend. It is not necessary to participate in athletic events. The same verification procedure for the Archbishop's Tournament also applies.

Athletic Representation at Sports Weekend

A minimum of two members from the chapter must participate in a minimum of one athletic event each. Participation subject to Sports Weekend Rules and Regulations.

Service to Parish/Armenian Community

Points will be awarded to each chapter based on the degree of service they bestow upon their respective Parish/Armenian Community. Chapters will be judged at the end of the fiscal year. The number and quality of programs

(OVER)

Service to the Local Community

The same criteria applies to this category as service to Armenian Community. This category includes projects such as "Toys for Tots", donation of Armenian related books to local library, blood drives, etc.

ACYOA Day Recognized in Parish

The chapter in conjunction with its local parish must designate one day a year as ACYOA Day. Many chapters hold this annually on Palm Sunday. Chapters have dinners with speakers, members act as parish council members for a day, sponsor a program for their parish, etc. It is not necessary to have this day on Palm Sunday, however it is highly recommended.

Educational/Cultural Program

The chapter must sponsor a minimum of one program that is educational and/or cultural. These programs may be open to the chapter, the Armenian Community or the general public.

Spiritual Program

The chapter must sponsor a minimum of one program that is spiritually related. These programs include religious retreats, Bible study, etc.

The items listed below are further explained on the ACYOA "It's Due" Listing.

Submission of Monthly Fact Sheets

Submission of General Armenian Youth Listing

Submission of Chapter Membership Listing

Executive Committee Listing w/Delegates

Membership Dues/Renewal Form/New Member Form

Sam Nersesian Award Nomination

Annual Chapter Report

**** All references to member refers to a currently dues paid members of the ACYOA*

**** Each program is eligible for only one category. For example a cultural program held on ACYOA Day will be counted only to ACYOA Day.*

ACYOA ANNUAL CHAPTER "A" AWARD GUIDELINES

The Chapter "A" Award shall be based on a point system, whereby the chapter accumulating the most total points shall receive the award. Chapters accumulating a pre-determined number of points shall receive an Achievement Award. Awarding of points will be based on performance of certain requirements to the National ACYOA, Local ACYOA Chapter, Local Parish and Community.

Point System

Delegation at General Assembly	20 Points
Representation at Regional Conference	10 Points
Representation at Archbishop's Tournament -at least one member attending	5 Points
Team Representation at Archbishop's Tournament	10 Points
Athletic Representation at Sports Weekend -at least one member attending	10 Points
Representation at Sports Weekend -at least one member attending	5 Points
Service to Parish/Armenian Community	0-50 Points
Service to Local Community	0-20 Points
ACYOA Day Recognized in Parish	20 Points
Educational/Cultural Program	10 Points

(OVER)

Submission of Monthly Fact Sheets - must be postmarked 15 days following reported month	2 Points/Month
Submission of General Armenian Youth Listing - must be postmarked by due date	20 Points
Submission of Chapter Membership Listing - must be postmarked by due date	20 Points
Executive Committee Listing w/Delegates - must be postmarked thirty days following elections	20 Points
Membership Dues/Renewal Form/ New Member Form - must be postmarked by due date	20 Points
Sam Nersesian Award Nomination - must be postmarked by due date	20 Points
Annual Chapter Report - must be postmarked by due date	20 Points
Spiritual Program	20 Points

ACYOA CHAPTER "A" AWARD GUIDELINES

The Chapter 'A' Award is given annually to the chapter that best fulfills the standards and requirements set forth by the ACYOA Central Council. Chapters are expected to meet deadlines, file proper reports and meet the needs of ACYOA members in their parishes with a well-rounded schedule of activities throughout the year. The Award is based on a point system, whereby the chapter accumulating the most points wins. Chapters accumulating a pre-determined number of points receive an achievement award. The criteria required and explanations thereto are as follows:

Delegation at General Assembly: 20 Points
Each chapter must be represented by the chapter chairman or a delegate as outlined in the ACYOA Constitution.

Representation at Regional Conference: 10 Points
At least one representative from each chapter must attend any regional conference held in their respective region.

Representation at Archbishop Torkom Manoogian Invitational Tournament: 5 Points
At least one member from each chapter must attend the Tournament. It is not necessary to participate in the Tournament. A list of those who purchase package plans will be forwarded to the ACYOA Central Council. Those who do not purchase package plans must provide the Council with a means of verification.

Team Representation at Archbishop Torkom Manoogian Invitational Tournament: 10 Points
A minimum of one team from each chapter must participate in basketball and/or volleyball. Participation is subject to the rules and regulations that govern the Tournament.

Representation at National Sports Weekend: 5 Points
A minimum of one member from each chapter must attend the National Sports Weekend. It is not necessary to participate in athletic events. The verification procedure for the Archbishop's Tournament applies here also.

- Athletic Representation at National Sports Weekend:** 10 Points
 A minimum of two members from the chapter must participate in a minimum of one athletic event each. Participation is subject to the National Sports Weekend Rules and Regulations.
- Service to Parish/Armenian Community:** 0-50 Points
 Points will be awarded to each chapter based on the degree of service it bestows upon its respective Parish/Armenian community. Chapters will be judged at the end of the fiscal year. The number and quality of the programs as well as the manner in which the chapter communicates with the ACYOA Central Council will determine the number of points.
- Service to Local Community:** 0-20 Points
 The same criteria that applies to the Parish/Armenian Community, applies here. Examples include "Toys for Tots," donating Armenian-related books to a local library, a general donation to a selected charity, participating in a blood drive or walk for hunger, etc.
- ACYOA Day Recognized in Parish:** 20 Points
 Each chapter in conjunction with its local parish must designate one day a year as ACYOA Day (usually held on Palm Sunday).
- Educational/Cultural Program:** 10 Points
 Each chapter must sponsor a minimum of one program that is educational and/or cultural. The program may be open to the chapter, the Armenian community, and/or the general public.
- Spiritual Program:** 20 Points
 Each chapter must sponsor a minimum of one program that is spiritual. Examples include religious retreats, Bible studies, etc.
- Annual Fund Raising Activity:** 10 Points
 Each chapter must sponsor a fund raising event, at its discretion, and forward the proceeds to the Central Council for national and regional programs. Suggestions include bake sales, car washes, luncheons after Church, etc.

- Submission of Monthly Fact Sheets:*** 2 Points/Per Month
 The fact sheets inform the ACYOA Central Council of local happenings. They must be postmarked 15 days following the reported month and should be sent regardless of whether activity takes place.
- Submission of General Armenian Youth Listing:*** 20 Points
 Listing of the names and addresses of all Armenians living within the parish jurisdiction. Initially, a master list is established, names for which can be obtained from the parish's baptismal records, as well as from ACYOA membership lists. The list is forwarded to the ACYOA Central Council, which then integrates it with the National Mailing List.
- Submission of Chapter Membership Listing:*** 20 Points
 Listing of names, addresses, and phone numbers of all members of chapter. The list must be submitted to the ACYOA Central Council by January 1st and updated periodically.
- Executive Committee Listing w/Delegates:*** 20 Points
 Consisting of the names, addresses, phone numbers and positions of each member, this list must be forwarded to the ACYOA Central Council within thirty (30) days following elections.
- Membership Dues/Membership Renewal Forms:*** 20 Points
 Memberships must be renewed and the designated form forwarded to the ACYOA Central Council Treasurer by January 1st. Dues are \$10.00 per person, half of which is forwarded to the Council. Chapters which have not renewed by January 1st will be assessed a penalty fee. New members must fill out an application form. All membership applications, dues, and renewal forms must be submitted by January 1st (beginning of fiscal year).
- Sam Nersesian Award Nomination:*** 20 Points
 The Priest and/or Executive Body should nominate at least one individual from their chapter. Nominations are due by June 30th.

Annual Chapter Report:*

20 Points

A self-explanatory form requiring general information, the report must be filed with the ACYOA Central Council by June 30th (end of third quarter of fiscal year).

Notes:

1. Those criteria marked with a (*) are the responsibility of the Executive Body.
2. A "member" is defined as a dues-paid member for the current fiscal year (January 1st to December 31st).
3. Each program is eligible for only one category. For example, a cultural program held on ACYOA Day will only be credited towards ACYOA Day.

As an incentive to this program, the Executive Body (maximum of 5 members) of the winning chapter will receive funding to visit a new, inactive, or reorganized chapter. This is known as the Chapter 'A' Mission Program. The ACYOA Central Council will subsidize the transportation, lodging and meals for the group. The winning chapter is announced at the National Sports Weekend Awards Banquet.