

**RULES, REGULATIONS AND STANDING ORDERS OF  
USTA EASTERN, INCORPORATED  
A Section of the UNITED STATES TENNIS ASSOCIATION, INCORPORATED**

**STANDING COMMITTEES OF THE CORPORATION**

All committee members and chairpersons of the Standing Committees of the Corporation shall be current members of the United States Tennis Association (USTA) and reside within the boundaries of USTA Eastern. The following committees are required to have a member from every region: Adult Competition Committee, Diversity and Inclusion Committee, and Junior Competition Committee. The regional directors will assist the President in the selection of regional representatives for the section committees that require regional representation. The chairperson of each committee will appoint, with the approval of the President, such subcommittee chairpersons and members as is appropriate.

1. **Adult Competition Committee:** The Adult Competition Committee shall assist and support USTA Eastern in making improvements to competitive and recreational competition and league play opportunities for players age eighteen (18) years old and older. This committee will evaluate, recommend and promote improvements to adult competition events and league play in order to grow participation, increase the quality of programs, improve retention rates and coordinate with providers to accomplish such goals. This committee will maintain at least one separate grievance sub-committee that will receive, review and render decisions regarding grievances related to Adult Competition.
2. **Advisory Committee:** The Advisory Committee will advise USTA Eastern, the Board of Directors and staff as requested. This committee must be convened at least annually at the direction of the President of the Board of Directors, or by at least seven (7) members of the Advisory Committee. This committee will consist of the Board of Directors, standing committee chairpersons, and all past presidents of USTA Eastern. The current President will be the chairperson of this committee.
3. **Budget and Finance Committee:** The Budget and Finance Committee will supervise the financial affairs of USTA Eastern, make recommendations to the Board of Directors as to financial plans, methods, disbursement and investment of the funds of USTA Eastern.
4. **Charter and Bylaws Committee:** The Charter and Bylaws Committee shall make and receive suggestions for amendments to the Constitution and Bylaws and/or Rules, Regulations and Standing Orders both as to form and substance; consider and act upon such suggestions and submit to the Board of Directors its recommendations; prepare for submission to any annual or special meeting of the Corporation such amendments as the Board of Directors will approve; and perform such other functions as may be necessary or advisable to carry out the wishes of the Board of Directors in respect to the form or substance of the Constitution and Bylaws and/or Rules, Regulations and Standing Orders.

5. **Diversity and Inclusion Committee:** The Diversity and Inclusion Committee will promote diversity and inclusion in overall tennis participation and USTA Eastern services, activities, events and programs in conjunction with USTA Eastern volunteers and staff.
6. **Election Committee:** The President, with the consent of the Board of Directors, will appoint an Election Committee within 90 days of the start of each term. The Election Committee will be charged with confirming the voting strength of member organizations and settling any election dispute in any election that may take place during that term. Any disputed ruling shall be referred to the Board of Directors.
7. **Grievance Committee:** The Grievance Committee will establish and manage the section grievance process, provide governance and oversight, offer necessary tools and training, and handle all appeals. This committee will include a liaison from the Adult Competition and Junior Competition committees.
8. **Junior Competition Committee:** The Junior Competition Committee shall assist and support USTA Eastern in making improvements to competitive and recreational competition and league structure for players age eighteen (18) years old and younger. This committee will evaluate, recommend and promote improvements to tournaments and league play in order to grow participation, increase the quality of programs, improve retention rates and coordinate with providers to accomplish such goals. This committee will maintain at least one separate grievance sub-committee that will receive, review and render decisions regarding grievances related to Junior Competition.
9. **Nominating Committee:** The Nominating Committee shall make nominations as prescribed in the Bylaws. This committee will, when requested by the President, offer suggestions for filling vacancies in any office or position included in the Constitution and Bylaws of USTA Eastern.
10. **Officials Committee:** The Officials Committee will be responsible for the selection, training and development of officials to ensure a high level of officiating throughout the competitive events of USTA Eastern.

## **REGIONAL STRUCTURE**

1. There shall be a Regional Council for each region, to be comprised of at least:
  - The Regional Director, who shall serve as chairperson of the Regional Council,
  - Vice Chairperson,
  - Secretary,
  - A District Delegate for each district, each of whom shall be appointed by the Regional Director, with the approval of the Board of Directors and,
  - Regional representatives serving on the Adult and Junior Competition Committees and the Diversity and Inclusion Committee.
2. Each Regional Director and Regional Council member shall have the responsibility to further the objectives and purposes of the Corporation, including promoting the programs and priorities of the Corporation, within their respective region.
3. All persons serving on regional councils shall be current USTA members and reside within the region. District Delegates shall reside within the district.

## **MINUTES**

Minutes of all meetings of the Board of Directors will be prepared and sent to the respective members thereof by the Secretary of the Corporation prior to the next meeting.

## **AMENDMENTS**

Amendments to these Rules, Regulations and Standing Orders shall be made by the Board of Directors, as provided in the Corporation Bylaws. The Charter and Bylaws Committee may make language and stylistic changes considered advisable to implement the intent of the Rules, Regulations and Standing Orders and to make conforming changes required to avoid inconsistencies or conflicting provisions. The Chairperson of the Charter and Bylaws Committee shall inform the Board of Directors of language, stylistic and conforming changes.

*A hard copy and a digital copy of the Constitution, Bylaws and Rules, Regulations and Standing Orders of the USTA Eastern Section must be maintained in the USTA Eastern office and certified by the Chairman of the Charter and Bylaws Committee. It shall be available to the membership on the USTA Eastern website. If the document is amended all such amendments will be listed at the end of the document along with the date of the Annual or Special Meeting at which they were adopted.*

*The Rules, Regulations, and Standing Orders of the USTA Eastern Section became effective on the 5th day of December, 2018 as approved by the Board of Directors as attested by my signature.*

*(Original signed by)*

*Olga Harvey*  
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*Secretary*

