



*It is understood and agreed by all the members of the World Martial Arts Federation that the following By Laws are included in and now become a part of the Constitution of the above named Federation.*

# By Laws

## I. Organizational Structure

A. The governing body of the organization shall consist of the following:

1. President
2. Vice-President
3. Secretary/Treasurer
4. Assistant to the Secretary/Treasurer
5. Board of Directors
6. Regional Directors

## II. Duties of Officers

A. President - Chairman of the Board of Directors. Term of office- life.

B. Vice-President - Serves as chief advisor to the President and Board of Directors in decision making policies of WMAF and takes the duties of President in the President's absence. Term of office- life or at the discretion of the President.

C. Secretary/Treasurer - Receives and keeps a record of all monies received of yearly dues of all black belts and lower grade students.

E. Board of Directors - Coordinates the operations of WMAF on an international level and sees that the quality of instruction and training are up to WMAF standards internationally. Term of office - one year, may be removed from office at any time at the will of the President or Vice-President. Minimum rank to hold office 3rd Degree.

F. Regional Directors - Coordinates the operations of WMAF on a regional level and sees that the quality of instruction and training are up to WMAF standards. Term of office-one year. May be removed from office at any time at the will of the President or Vice-President.

G. Board of Advisors Assists Regional Directors in carrying out their duties and responsibilities,

These above-mentioned offices are appointed offices. Said appointments to be made solely by the President or Vice-President and are to be made for a period of one year each time. Said appointments shall commence January, 1st each year. The President, Vice-President, and Secretary/Treasurer are appointed to their positions for life. Should one of the appointees require replacement for any reason, an additional appointee may be named by the President or Vice-President. The President or Vice-President shall have the power to remove any appointee at any time from any office of the organization. The President and founder of the World Martial Arts Federation is Danny Lane, the Vice-President is \_\_\_\_\_, and the Secretary/Treasurer is \_\_\_\_\_. All three shall hold these positions throughout their lives.

H. The term 'Board of Directors' shall consist of President, Vice-President, Secretary/Treasurer, and Board of Directors. A 'List of names of the officers shall be attached as 'Exhibit A' and may be changed from time to time. A minimum of once yearly the 'Board of Directors' shall meet to promulgate rules and regulations and handle any business for the Federation as deemed necessary by the President. A minimum of 5 of the Board members shall constitute a quorum of said Board of Directors, and a quorum shall be required at these meeting. Any decisions reached shall require a majority of the members of the quorum who are present. Said meetings are to be held at a place designated by the President. President shall notify all board members in writing at least two months prior to any meeting. A board member's proxy shall be valid only for any items referred to in the notice of the meeting sent by the President. In the absence of the President, the Vice-President shall assume all the duties and responsibilities of die President. In the absence of the President and Vice-President, all duties and responsibilities shall be assumed by the Secretary/Treasurer.

### **III. Order of Business**

- A. At the regular Board of Directors meetings, the regular order of business shall be as follows:
  - 1. Reading of minutes of previous meeting or meetings.
  - 2. Reports of the Board of Directors, the President, Secretary/ Treasurer, in the order named.
  - 3. Reports of any committees.
  - 4. Announcement of replacement of directors.
  - 5. Unfinished business,
  - 6. New business.
  - 7. Adjournment
- B. The principal address of the organization shall be: P.O. Box 9352, Huntington, WV 25704 and may be changed from time to time by the President.

### **IV. WMAF Chain of Command**

- A. President
- B. Vice-President
- C. Secretary/Treasurer
- D. Board of Directors
- E. Regional Directors
- F. Black Belt Members
- G. Lower ranking Members according to rank and time in grade.

### **V. Board of Examiners for Testing**

- A. Black Belt: A minimum of three World Martial Arts Federation Black Belts of 3rd degree or higher will sit on the board. (Exceptions will be made in regions where high ranking Black Belts are limited or the President or Vice-President are present and conducting the examination.)
- B. Red Belt: A minimum of two World Martial Arts Federation Black Belts of 2nd degree or higher.
- C. Lower Ranks: One World Martial Arts Federation Black Belt instructor.

### **VI. Membership in World Martial Arts Federation**

- A. All Black Belts and lower grade members will pay a yearly tuition to maintain an active membership in WMAF.
  - 1. Black Belt. \$50.00 per year
  - 2. Lower Ranks: \$25.00 per year. (To be adjusted from time to time)

Note: Any Black Belt or student not maintaining active membership will not be allowed to test for next rank.

### **VII. Purpose of WMAF**

- A. To send a Senior Black Belt member to all active studios each year to conduct seminars at studio's expense.
- B. To start a newsletter to be sent to all members so we can keep members informed of all current events.
- C. Video tapes will be made of all techniques so members can keep up with any improvements.

### **VIII. Examination Dates**

- A. Black Belt: Months of FEBRUARY, JUNE and OCTOBER. (May be adjusted by Mr. Lane)
- B. Lower Ranks: Months of FEBRUARY, MAY, AUGUST, and NOVEMBER  
(To be held on or as near as possible on the above months.)

### **IX. Examination: Time Required**

- A. 1st Black, three (3) years minimum
- B. 2nd Black: two (2) years minimum
- C. 3rd Black: three (3) years minimum
- D. 4th Black: three (3) years minimum
- E. 5th Black: four (4) years minimum
- F. 6th Black: five (5) years minimum
- G. 7th Black: five (5) years minimum

**X. Disciplinary Action Disciplinary action shall be as follows:**

It is the responsibility of the Chief Instructor of each studio to discipline all lower ranking members of WMAF in his or her studio. All Black Belts shall be accountable to the Board of Directors with regards to their actions or the actions of their students relating to the World Martial Arts Federation. Should a situation arise where a Black Belt member of the WMAF is required to explain his or her actions before the Board of Directors, the procedure shall be as follows:

1. The person requesting action by the Board of Directors shall first:
  - a. File such request in writing with the President at least 30 days prior to any regularly scheduled meeting of the "Board".
  - b. Should the President consider the request of sufficient importance, the matter will be brought before the board at the next regularly scheduled meeting, or the president may call, at his option a special meeting to deal with any matter or matters deemed necessary.
  - c. A notice to board members in writing of the item to be discussed shall be given, in writing, to said board members at least 14 days prior to said meeting.
  - d. Prior to the board meeting, all parties will be requested to sign an agreement which will state in essence that any decision of the board is final. Failure to sign such an agreement may jeopardize bringing the item before the board for discussion.
  - e. Should the decision of the board result in the termination of membership of any member of the World Martial Arts Federation the following will apply.
    1. The person terminated shall immediately return to the WMAF any certificates, membership cards, or identification indicating said person is or has been a member of the World Martial Arts Federation.
    2. The person terminated shall not, from mat time forward represent himself or herself as being part of or belonging to the World Martial Arts Federation or the Danny Lane System of training.
    3. The person terminated shall not be permitted to train in any of the World Martial Arts Federation studios. Any violation of this will place the Black Belt in charge of the studio permitting said person terminated in jeopardy of his own membership in the World Martial Arts Federation.

**Disciplinary action:** The first step in disciplinary action should be by the instructor in the school. He has complete authority relating to whether or not an individual should be allowed to train in his school, and how that individual should conduct him or herself. -The association need become involved only when an individual's membership in the association is in question or when the individual in question is a Black Belt or is preparing for Black Belt. Disciplinary actions that are internal in a school and do not involve the association, will be established and conducted by the head instructor of the school Any disciplinary action should be reported to the association.

Association involvement in Disciplinary action: If for any reason Association involvement in disciplinary action becomes necessary, it will commence on the local level. A board of at least THREE Black Belts to include the instructor and a member of the Advisory board should be convened to hear the case. The member in question should be advised of the hearing by registered or hand delivered letter. At the hearing someone should be appointed to keep minutes of what transpires or a taped transcript should be used. The person in question should be clearly informed of the matters of concern and should have an opportunity to answer them. Anyone with first-hand knowledge of the case should be invited to attend and testify. Following the statements, the board members should have ample opportunity to ask questions. After the question period, the member in question may be asked if he or she has anything further to add. If not, the board will meet privately and arrive at a decision. The member in question should then be called back in and informed of the decision. Copies of the decision should be typed and given or sent to the member in question, the instructor, and the association headquarters in Las Vegas, Nevada.

**Absence, of the member in question:** In the event of the absence of the member in question at the hearing, the hearing will be held as above stated and the member in question informed of the findings by mail. Under certain circumstances member's presence is not necessary for a hearing to be held e.g. member has been found guilty in a court of law, Board had first-hand factual knowledge, member has already left the association, or member has been invited and doesn't come.

**Conduct during the meeting:** The entire meeting should be conducted with a tone of dignity and seriousness. In the event the member in question shows disrespect for the board, the association, or the proceedings, the hearing will be terminated immediately and the expulsion of the member in question will be automatic. In the event a speaker other than the member in question shows disrespect or is disruptive, that person's testimony will be disallowed and he or she will be expelled from the meeting. The president of the board may call for a closed hearing or terminate the proceedings and reconvene at a later date without the presence of the disruptive individual.

**Admissibility of evidence:** Only fact pertinent to the question at hand will be heard. Criticism of the board, the proceedings, or the World Martial Arts Federation will not be tolerated.

**Decisional Options for the board:** Depending on the case there are five courses from which the board may choose:

1. Member in question cleared • In the event the board finds the member in question innocent of any wrongdoing, they will clear that individual and he will remain in full membership and fellowship in the association.
2. No action - The board may decide that the member has a good or repentant attitude, or that the gravity of the situation doesn't require stronger measure and rule to take no action.
3. Probation - a member may be put on probation for a period of observation to determine if there is an improvement in attitude and behavior. During this time the individual will not be eligible to test for advancement in rank in the association.
4. Suspension - a member may be suspended for a specified period of time. During this time he or she may not train or participate in any martial arts activities in any WMAF studio.
5. Expulsion - The member may be expelled from the association. In this event a letter should be sent to other instructors in the area informing them of the decision.

**Appeal of board decision:** The member in question may appeal the decision of the local or regional board by appearing where designated before the Board of Directors. At that time the case will be reheard using the same procedure as above.

**Readmission to the association:** A member who has been expelled may apply for readmission to the association. A hearing by the board of directors in Los Angeles is necessary in this event. If they so rule, the former member may be allowed a probationary period of not less than a year under a qualified instructor selected by the board. With this instructor's recommendation another hearing may be called to determine whether the former member will be readmitted.

#### **XL Black Belt\* Requesting Membership in WMAF.**

Any Black Belt from another system who wishes to become a member of WMAF must submit a Membership application and resume and upon approval by the Board of Directors will be accepted as a probation member for a period of one year. At the end of one year, the officers of WMAF will vote to decide if he or she has met the standards set in the Constitution, if these standards have been met, he or she will be accepted as a permanent member of the World Martial Arts Federation.

#### **XD. Flags**

- A. The flag of the United States of America shall be displayed in each studio.

#### **XIII, Uniform and Patches**

- A. Up to the discretion of each individual Instructor however each member shall wear a WMAF shoulder patch on the right arm issued by the WMAF with the first year's membership,

#### **XIV. Board of Examiners**

- A. Board of examiners shall be strictly by invitation of the President and must be 3rd degree or higher. Any Instructor of 3rd degree or higher who has a student testing may request to sit on the Board of Examiners for that particular testing. Any black belt of any rank having a student testing may, during the evaluation period after testing, sit in on said evaluations of their student.