

## **ATTACHMENT-A**

### **Paducah Bass Club**

#### **Tournament Director Duties and Responsibilities**

The Tournament Director duties and responsibilities include, but are not limited to the following:

- In consultation with the tournament committee, develop a yearly tournament schedule.
- Oversee the safe and efficient operation and execution of all tournaments.
- Make safety determinations as necessary throughout tournament hours and reduce hours if prudent.
- In consultation with the tournament committee, address and resolve all violations of club rules and bylaws; violations of federal, state, and local rules/regulations/laws as they pertain to Paducah Bass Club tournaments; and member disputes/protests as they pertain to scheduled tournaments. Decisions of the Tournament Director/Committee are final.
- Only the Tournament Director in consultation with the tournament committee will have the authority to cancel and/or reschedule established tournaments based on extreme conditions resulting in safety concerns such as environmental conditions, acts of war, acts of God over which the club has no control, or other extreme events yet to be realized. Such determinations will be made no earlier than absolutely necessary, realizing that members have potentially scheduled personal yearly activities around the club tournament schedule.
- Tournament Director may appoint first, tournament committee members, followed by other club members to assist in carrying out all duties as necessary.
- At the pre-tournament meeting:
  1. Conduct the draw pairing of boaters/non-boaters
  2. Receive tournament fees
  3. Establish tournament hours
  4. Designate a weigh-master/assistant
  5. Give projected weather report
  6. Identify any boating, ramp, dock hazards
  7. Announce other major tournaments in the area
  8. Describe any off-limits areas

9. Review pertinent safety/tournament rules
- At the ramp/dock area prior to tournament start:
    1. Check all tournament boats to ensure live wells are empty
    2. Conduct a cursory boat safety inspection
    3. Ensure boat safety equipment is being operated according to club rules and applicable laws and regulations
    4. Update any safety information
    5. Reminder of weigh-in time (100 yards of launch ramp/dock)
    6. Determine safe light for launch
    7. Release boats by draw number
  
  - At weigh-in:
    1. Oversee weigh-in activities
    2. Record total fish weight and big bass weight per boat on club tally sheet\*
    3. Assess penalty weight as applicable per club rules
    4. Determine payouts based on weights and according to club rules
    5. Ensure all boats and members are accounted for

\*Weigh-in/tally sheets will be kept for at least three (3) months beyond the tournament date