

# **San Diego Federation Volleyball Officials Association**

## **CONSTITUTION**

### **ARTICLE I. NAME**

The name of this organization shall be the San Diego Federation Volleyball Officials Association (short title: SDFVOA), a not-for-profit organization.

### **ARTICLE II. PURPOSE**

Section A. The purpose of the SDFVOA includes, but is not limited to, the following:

1. Facilitate the training, contracting, and assigning of high school volleyball officials;
2. Provide training to advance the skills of high school volleyball officials;
3. Maintain the highest standard of high school sports officiating;
4. Encourage the spirit of fair play and sportsmanship;
5. Work with organizations and other associations connected with high school volleyball to further the sport;
6. Work with high school sports administrators to provide qualified volleyball officials to officiate high school volleyball contests;
7. Promote the welfare of high school volleyball.

### **ARTICLE III. MEMBERSHIP**

Section A. Membership shall not be restricted by race, ethnic origin, religious creed, gender, or sexual orientation. Membership shall be comprised of the following category of members:

1. Active. Those individuals who have complied with all the membership requirements and who officiate high school volleyball contests. New members shall serve a probationary term not less than one year. The probationary status of these members automatically terminates at the end of one year of membership unless extended by the Rating and Evaluating Committee or the Board of Directors.
2. Inactive. Those individuals who have complied with all the membership requirements and are, or have been, fully qualified high school volleyball officials but, for whatever reason, now do not desire to officiate volleyball contests. Their membership dues will be set annually by the Board of Directors.
3. Honorary. Those individuals who are neither Active nor Inactive Members upon whom the SDFVOA desires to confer such status because of their accomplishments in, or contributions to, high school volleyball.

Section B. Membership Rights.

1. Active and Inactive Members, in good standing, have the right to vote in all elections, are eligible to hold office, and enjoy all other rights of membership. Active and Inactive Members on probationary status have all rights of membership except the rights to vote.
2. Honorary Members enjoy all rights except the rights to vote and to hold office.

Section C. Resignation.

Any member may resign by filing a letter of resignation with the President.

Section D. Conflict of Interest.

A conflict of interest is a factor that may be real, or perceived by others, as a bias or partiality to one team over the other that would affect the member's judgment.

Section E. Discipline of Members.

A member may be censured, fined, placed on probation, or suspended for not more than one year, or may be expelled for failure to comply with the Constitution or By-laws.

**ARTICLE IV. MEETINGS OF MEMBERS**

Section A. General Meetings of Members.

General Meetings shall be held as scheduled by the Board of Directors for association business, training and assignments.

Section B. Notice of Meeting.

Written notice of all meetings of the membership, stating the time, place and object, shall be provided to each member not less than fourteen days prior to such meeting.

Section C. Quorum and Voting.

1. A quorum for the conduct of business at any meeting shall consist of those Active and Inactive Members in good standing present. A majority vote of such members where a quorum is present is necessary to make a decision, except where some other percentage is required by law, this Constitution, or the By-laws. Proxy voting shall not be permitted.

2. Nominations shall be closed two weeks before the election. Voting by absentee ballot is authorized if the member is excused by the President.

Section D. Attendance.

Attendance at General Meetings is required for all members according to the By-Laws.

**ARTICLE V. BOARD OF DIRECTORS**

Section A. General Powers and Duties.

The property and business affairs of the SDFVOA shall be managed by the Board of Directors, and the Board may exercise all such powers as are not by law, this Constitution, or By-laws directed or required to be exercised by the membership.

#### Section B. Composition.

The Board of Directors shall be composed of seven officers, the President, the Vice President, Secretary and four Members-at-Large. The President shall act as the Chairman. The Treasurer, Assignment Secretary and the Instructional Chair shall be ex-officio officers and not vote on matters before the Board.

#### Section C. Appointments.

The Treasurer, Assignment Secretary and Instructional Chair shall be appointed by the Board of Directors.

#### Section D. Resignation.

A member of the Board of Directors may resign at any time by giving written notice to the President. Such resignation shall take effect at the time specified therein; and the acceptance of such resignation shall not be necessary to make it effective.

#### Section E. Board of Directors Meetings.

1. Regular Meetings. The Board of Directors shall meet as scheduled by the Officers and approved by a majority.

2. Special Meetings. Additional Board Meetings may be held at any time on the call of the President or at the request, in writing, of a majority of the Officers.

3. Attendance. Attendance at scheduled Board of Directors meetings is mandatory. Officers are responsible for informing the President when they cannot attend a scheduled meeting. An Officer missing two consecutive scheduled meetings without prior approval shall be removed. Their office or position shall be filled, if needed, as provided for in the By-Laws.

4. Quorum. A least two-thirds of the voting members of the Board of Directors must be present at each meeting to constitute a quorum for decisions. In the absence of a quorum, the majority of the Officers present may adjourn the meeting to a day certain, and the Secretary shall give all absent members seven days notice of such adjourned date; then the members present on such adjourned date shall constitute a quorum for the purpose of conducting business, provided that in no event shall a quorum consist of less than one-third of the voting members of the Board of Directors.

#### Section F. Informal Action.

Any action required to be taken at a meeting of the Board of Directors may be taken without a meeting if consent, in writing, setting forth the action so taken is signed by all voting members of the Board of Directors.

#### Section G. Complaints against Officers and Ex-Officio Officers.

The Board of Directors shall, upon receiving a letter of complaint against an Officer or Ex-Officio Officer shall:

1. Call for a special meeting to review the allegations within fourteen days of receipt of the complaint.

2. If deemed necessary, the Officer shall be suspended at that meeting (paragraph H of this article) in order to investigate the allegations.

3. Appoint a special committee to investigate the allegations within fourteen days of the special meeting.

4. Receive a written report from the investigating committee, and if charges are warranted, the Officer shall be invited to defend himself/herself before the Officers. The Officer will be sent a certified letter, return receipt requested, with the charges that come from the investigative committee.

5. Within fourteen days, hold a meeting to hear the Officer's response to the charges.

6. If, after the previous step, it is in the best interest of the association, the Board of Directors will follow SECTION I of this Article, and if necessary, this Officer will be referred to the disciplinary committee.

#### Section H. Suspension.

1. Elected Members. An elected Officer may be suspended by a two-thirds vote of a quorum present at any meeting of the Board of Directors. This suspension shall only be in effect pending the removal action provided for in SECTION I of this Article.

2. Appointed Members. An appointed member of the Board of Directors may be suspended by a two-thirds vote of a quorum present at any meeting of the Board of Directors.

#### Section I. Removal.

1. Elected Members. An elected Officer may be removed by a majority vote of the Active and Inactive Members present at any General Meeting whenever in their judgment the best interest of the SDFVOA will be served thereby.

2. Appointed Members. An appointed member of the Board of Directors may be removed by the two-thirds vote of a quorum present at any meeting of the Board whenever in their judgment the best interest of the SDFVOA will be served thereby.

#### Section J. Officer Vacancies.

1. Elected Members. A vacancy of an elected Officer position shall be filled by a majority vote of the members qualified to vote present at the next General Meeting or at a Special Meeting called for that purpose.

2. Appointed Members. A vacancy of an Ex-Officio Officer position shall be filled by a majority vote of the Officers at the next regularly scheduled meeting or at a Special Meeting called for this purpose.

### **ARTICLE VI. DUES, FINES, HONORARIUMS, AND RENTS**

#### Section A. Dues.

The amount of Annual Dues shall be prescribed by the Board of Directors to cover association expenses.

#### Section B. Fines.

The Board of Directors shall establish and publish a schedule of fines for violations as described in the By-Laws.

Section C. Honoraria.

The President, Secretary, Treasurer, and the Instructional Chair may be given an honorarium for their services. The amount of honorarium for these positions shall be determined by the Board of Directors annually not later than the first day of July. All other members of the Board of Directors shall serve without pay; however, all members shall be compensated for all reasonable expenses incurred in the conduct of association business.

Section D. Rents.

The Board of Directors is empowered to rent space when adequate free space is not available for any meetings. The rent paid shall be the minimum possible.

### **ARTICLE VII. COMMITTEES**

Section A. Standing Committees.

1. The SDFVOA shall have standing committees for Rating and Evaluating, Audit, and Discipline.
2. The President, with the advice and consent of the Board of Directors, shall appoint such other committees, subcommittees, or task forces as are necessary and which is not in conflict with other provisions of this Constitution or the By-laws. The duties of such a committee shall be prescribed in writing by the President and such committee shall function only within those areas and the time specified.
- 3. MEMBERS OF THE BOARD OF DIRECTORS SHALL NOT BE APPOINTED TO THE AUDIT COMMITTEE or serve on any Board-appointed committee.**

### **ARTICLE VIII. BOOKS AND RECORDS**

Section A. Written record of all meetings, disciplinary hearings, accounts and financial transactions shall be prepared and maintained. All such books, accounts and records shall be retained for a minimum of seven years or as otherwise provided for by law.

Section B. Books, accounts and records shall be kept at such place or places as the Board of Directors may from time to time determine.

Section C. The books, accounts and records shall be open to inspection at all times by any Member.

### **ARTICLE IX. MISCELLANEOUS PROVISIONS**

Section A. Status of Members.

Members are independent contractors for all tax and liability purposes. Members are not employees of the SDFVOA, or of any member of the Board of Directors, or of any other person or entity for whom the members officiate. Members recognize this status and understand that neither the SDFVOA nor the Officers

are employers, and therefore the members may not collect worker's compensation from the SDFVOA or any other person or entity for injuries sustained while officiating.

Section B. Negotiating and Contracting.

No member, except the President and his/her designee, shall represent the SDFVOA in any contractual negotiations, discussions or transactions with any entity, organization or activity in the name of the SDFVOA.

Section C. Parliamentary Authority.

The rules in the current edition of Roberts Rules of Order shall govern in all cases to which they are applicable and in which they are not inconsistent with this Constitution or any special rules the SDFVOA may adopt.

**ARTICLE X. AMENDMENTS**

This Constitution may be amended or repealed by two-thirds vote of the Active and Inactive Members present at any membership meeting duly called and regularly held, provided that the proposed amendment has been submitted in writing to the President and transmitted to each member no less than fifteen days prior to the presentation of the amendment to the membership. A proposed amendment to the Constitution shall be signed by five members eligible to vote. Upon consideration of a proposed amendment to this Constitution at any meeting, amendments thereto on the same subject may be offered, voted on, and adopted at the same meeting without prior notice.

This San Diego Federation Volleyball Officials Association Constitution was modified by a two-thirds vote of the Active and Inactive Members present at a General Meeting held this 19th day of October, 2009.

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President

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Vice President

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Secretary