

TACOMA-PIERCE COUNTY VOLLEYBALL OFFICIALS BOARD

BY-LAWS

Article I - QUALIFICATIONS FOR ACTIVE MEMBERSHIP

- Sec. 1** All persons who make application for membership shall become active new members and/or active registered officials upon passing the theoretical examination or upon holding a current rating, and upon payment of annual dues. Active membership shall expire upon written notice.
- Sec. 2** Active members may be issued a written warning, have their rating revoked, put on probation, suspended or terminated for reasons including but not limited to the following:
- A. Failure to attend at least 75% of the regular meetings during the year.
 - B. For any Rec. Ball official failing to attend at least one regular meeting during the year (excluding mandatory meetings).
 - C. For flagrant action, derogatory remarks, and/or unsportsmanlike conduct, or for other acts of unprofessionalism, as per the Code of Ethics, Officiating Conduct & Professionalism hereafter referred to as "The Code."
 - D. For validated complaints of officiating incompetence.
 - E. For soliciting volleyball matches from the TPCVOB's contractual service area.
 - F. For consuming alcoholic beverages or using substances that affect an official's ability to perform his/her duties or being charged with a felony criminal act or a misdemeanor act involving use or distribution of mind or body altering drugs.
 - G. For bring discredit upon the TPCVOB through the actions and/or words of the official. This includes, but is not limited to, being charged with or convicted of a criminal act, sexual harassment, or other acts or moral turpitude. (emergency suspension before the hearing is permissible if serious charges warrant it).
 - H. For validated complaints from coaches, players, fellow officials or school administrators regarding an official's professionalism.
- Sec. 3** **Reinstatement to active membership** – Any inactive member who was in good standing when he/she left the TPCVOB may be reinstated to their former rating if they meet the following:
- A. Must return within two (2) years of being placed on inactive status.
 - B. Must pass the NFHS/NCAA written exam at the appropriate level for their rating, must observe a state or national rated official referee at a 3A, 4A or college match, must be successfully observed at a 3A, 4A or college match, and must pay a \$75.00 observation fee. This fee is over and above regular fees.
 - C. If the inactive official returns after two (2) years, rating reinstatement shall be determined, by the Executive Board, on a case-by-case basis and may include the above requirements or more.
 - D. Returning experienced officials may be required to take additional training depending on their skill level.

Article II - DUTIES OF OFFICERS (Detailed Job Descriptions Available)

Prior to running for office a candidate must sign and agree to uphold the Executive Board Code of Ethics. Failure to abide by these standards may result in dismissal by no less than a 6 to 1 vote of the Executive Board.

- Sec.1**
- A. The President shall:
 - 1. Supervise all activities of the Board.
 - 2. Preside at all general and Executive Board meetings and compile appropriate agenda for such meetings.
 - 3. Sign all contracts
 - B. The 1st Vice-President shall:
 - 1. Arrange membership meetings, topics and administer all exams.
 - 2. Be responsible for public relations (e.g. informing local newspapers of meetings/ recruiting information).
 - 3. Oversee the Recruitment Committee.
 - C. The 2nd Vice-President shall:
 - 1. Arrange for practical examinations and upgrading ratings of local board.
 - 2. Keep rating/evaluation forms up to date in officials' files.
 - D. The Recording Secretary shall:
 - 1. Keep and record the minutes of Executive Board and General meetings.
 - 2. Maintain attendance records for the General and Executive Board meetings.

- E. The Treasurer shall:
 1. Receive and account for all funds belonging to TPCVOB.
 2. Bill schools, Recreation Departments and other agencies for Board fees.
 3. Coordinate registration of officials at clinics and other duties as assigned.
- F. The Administrative Assistant shall:
 1. Up date the officials' notebook and roster.
 2. Keeps track of officials' attendance at meetings.
 3. See Administrative Assistant job description for details.
- G. The Assigning Secretary shall:
 1. Assign officials to school and recreation games.
 2. Act as liaison between school boards, schools, WIAA, and recreation depts. (i.e. negotiate fees, update rules, interpret rules etc).
- H. The Past President shall:
 1. Act as Chairperson of the Grievance Committee.
 2. Act as Chairperson of the Nomination Committee.
 3. Act as Chairperson of the end of-year party.

Sec. 2 Succession Order - In the event an officer is unable to perform his/her duties or is recalled by a General Membership vote through due process or violates the Code of Ethics for Executive Board members or a vacancy occurs through death, resignation or other circumstances, the Executive Board may appoint and/or realign qualified members to fill the unexpired term as needed or a special election may be called. If the vacated position is that of Past President, his /her predecessors, shall assume this position.

Article III - RATING EXAMINATION PROCEDURE (See Rating/Exam Guidelines)

The rating and exam procedure shall be as indicated in the appropriate rulebook per National Federation, NCAA or USA plus any modifications required by WIAA deemed appropriate by the Executive Board.

A. Theoretical:

Sec. 1 All officials must pass the appropriate local, state and or national volleyball exams corresponding to the classification of rating they are holding or seeking.

B. Practical:

Sec.1 A candidate wishing to upgrade his/her rating must first fulfill the theoretical qualifications and then submit the appropriate paperwork to the 2nd Vice-President for consideration. If qualified, a rating session will be scheduled. A candidate may not be examined more than twice in one year to upgrade his/her rating. See Rating/Exam/Guidelines.

Sec.2 National Rating must be obtained through a special rating process in accordance with PAVO or USA.

Article IV - DUES

Sec. 1 Annual Board dues for all members shall be any applicable Local, State and National Dues as established by said organizations. The Executive Board shall have the authority to establish local dues however annual dues may not exceed \$25.00.

Sec. 2 The Board will assess 10% of each person's gross earnings (per season) not to exceed \$300.00 to be used in maintaining the Board's yearly operation. The volleyball calendar year shall be divided into two seasons termed fall (Sept.-Dec.) and winter/spring/summer (Jan.-Aug.).

Article V - FINES

Sec. 1 Cancellation of a match assignment must be made no later than 7:00 p.m. of the day prior to the assigned match(s) being cancelled. The penalty for failure to contact the Assigning Secretary shall be a fine equal to the amount that would have been paid for that game assignment(s) cancelled. Three such actions will result in a loss of active membership.

Sec. 2 For failure to appear for a match assignment(s), the penalty shall be a fine equal to the amount that would have been paid for the assignment(s) missed. Two such actions may result in a loss of active membership.

Sec. 3 Tardiness to a match assignment(s) may result in: a verbal reprimand for the first offense, a written reprimand for the second offense, \$25.00 fine for the third and fourth offense, and suspension for the fifth offense.

Sec. 4 Any combinations of infractions as stated in Article V, Sec. 1, 2 or 3 will be considered when determining fines and/or disciplinary action.

- Sec. 5** Failure to attend at least 75% of regular meetings during the year will result in a \$50.00 reinstatement fee. Rec. Ball officials need only attend the mandatory meetings and one regular meeting or be subject to the \$50.00 reinstatement fee.
- Sec. 6** Officials who do not pass the theoretical exam by September 15th or their first match (whichever comes first), shall be fined \$50.00 and/or subject to the possible loss of assigned matches (unless previous arrangements have been established with the consent of the 1st Vice-President).
- Sec. 7** Officials not submitting 80% of all fellow official evaluation forms by November 1st, shall be fined \$100.00.
- Sec. 8** Appeal of any fines levied, or suspension, may be made in writing to the President, with the right to be heard by the Executive Board.

Article VI - OFFICIATING CONDUCT

Members of this Board shall sign and adhere to the Code of Ethics, Officiating Conduct & Professionalism. This document will be placed in the individual's personal file. Violation of "The Code" may result in loss of membership or disciplinary action to be determined by the Executive Board or the Officials Disciplinary Committee with right of appeal, as per the Constitution.

Article VII - OFFICIAL UNIFORM (See Uniform Guidelines)

The official uniform for TPCVOB officials shall be per Uniform Guidelines in corresponding rulebooks plus any modifications deemed appropriate by the Executive Board.

Article VIII - ASSIGNING FORMAT (See Match Assignment Guidelines)

Assignments shall be made in accordance with the Match Assignment Guidelines as indicated in the TPCVOB notebook.

Article IX - DISSOLUTION

In the event of dissolution of this organization, any funds remaining after payment of all expenses will be applied to the benefit of volleyball in Tacoma-Pierce County as deemed by the General Membership.

4/21/08
Update 8/27/2010
Article V Sec. 6 - updated 8/25/2011