

# **SOCCER SOUTH BAY REFEREE ASSOCIATION BYLAWS, 2006**

## **I NAME**

The name of the organization shall be: Soccer South Bay Referee Association.

## **II PURPOSES**

The purposes for which this organization is formed are:

- A. To establish and maintain a high level of soccer officiating.
- B. To recruit, train, and evaluate referees to officiate soccer games in southwestern California.
- C. To coordinate the assignment of referees to games in leagues served by the Soccer South Bay Referee Association (hereinafter called the Association or SSBRA) in this area.
- D. To standardize the interpretation and application of the Laws of the Game in accordance with FIFA and USSF decisions.
- E. To promote the game of soccer throughout the community by encouraging a better understanding of the Laws.

## **III NONPROFIT**

This Association is organized exclusively for nonprofit purposes, and no part of its net earnings shall inure to the benefit of a member, officer or director thereof.

## **IV MEMBERS**

- A. Membership in this Association shall be limited to referees 14 years of age or older who are currently registered with USSF or who have satisfactorily met the standards prescribed by SSBRA to demonstrate their knowledge of the Laws of the Game, their physical ability and their officiating proficiency.
- B. Applications shall be approved by the Board of Directors.
- C. To be considered a member in good standing, each member shall:
  - 1. Attend at least one clinic on the Laws of the Game each year.
  - 2. Complete a referee physical fitness test each year.
  - 3. Attend at least 60% of the meetings of the general membership.
  - 4. Have paid all dues and assessments within 60 days of the due date.

## **V FEES AND DUES**

- A. The annual dues are payable on or before July 1 of each year will be \$50.00 for all members maintaining an e-mail address, and \$60.00 for all members without an e-mail address.
- B. Special assessments, when approved by the membership voting at a general meeting, may be levied on the members when necessary to sustain the Association.

## **VI OFFICERS**

- A. President - The duties of the President are to:
  - 1. Perform the duties incident to this office and such other duties as may be required by law.
  - 2. Supervise and control the business of SSBRA with the consent of the Board of Directors.
  - 3. Preside at all meetings of the general membership and of the Board of Directors.
  - 4. Be an ex-officio member of all committees.
- B. Vice President - The duties of the Vice President are to:
  - 1. Exercise the powers of the President in the event of his absence or disability.
  - 2. Assist the President in the performance of his duties.
  - 3. Have such powers and perform such other duties as may be imposed by law or as may be prescribed by the Board of Directors.
- C. Secretary - The duties of the Secretary are to:
  - 1. Take minutes and maintain a book of the minutes of all meetings of the Board of Directors and the general membership.
  - 2. Maintain an up-to-date roll of all members.
  - 3. Perform such other duties incident to the office as may be assigned by the Board of Directors, or as required by law.
- D. Treasurer - The duties of the Treasurer are to:
  - 1. Receive all moneys due to the Association.
  - 2. Deposit collected moneys in such depository as designated by the Board of Directors.
  - 3. Disburse as required and approved by the Board of Directors.
  - 4. Maintain adequate and correct books of account, showing receipts and disbursements of the Association and an account of its cash and other assets.
  - 5. Prepare and serve statements of account for the dues of members and any other person or organization.
  - 6. Give a financial report at all general membership meetings.
  - 7. Perform such other duties incident to the office as may be assigned by the Board of Directors, or as required by law.
- E. Past President - The Immediate Past President shall act as ex-officio member of the Board of Directors for two years following his term of office providing he remains active in the Association.

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### VII ELECTIONS OF OFFICERS

- A. Officers shall be elected by a vote of the membership at the Annual General Meeting in May of each year.
- B. The President and Secretary will be elected for two-year terms in even-numbered years.
- C. The Vice President and Treasurer will be elected for two-year terms in odd-numbered years.
- D. If an office becomes vacant during the first year of a term, a replacement shall be elected for the second year of the term at the next AGM.
- E. The term of office of newly-elected officers shall begin on the first of July after elections.

### VIII BOARD OF DIRECTORS

- A. Members:
  - 1. Officers.
  - 2. Other Members.
    - a. The Board of Directors shall appoint an Assignor and a Membership Chairman, and other Board members having duties as it may deem necessary.
    - b. Such members will serve at the discretion of the Board of Directors.
  - 3. All Members of the Board shall also be Members of the Association in good standing.
- B. Duties - The duties of the members of the Board of Directors are to:
  - 1. Deal with all matters pertaining to Association business.
  - 2. Deal with matters pertaining to soccer and referees as related to the Association.
  - 3. Appoint members to office vacancies whose terms will last until the next Annual General Meeting.
  - 4. Have sole discretion to deal with disciplinary matters related to Association members.
- C. Authority:
  - 1. All Board decisions shall be final, subject to appeal by 2/3 of the members.
  - 2. The Board of Directors shall deal with all differences and controversies which may arise within the Association, or any other matters not covered by the Bylaws.
- D. Meetings:
  - 1. Shall be held not less than bimonthly.
  - 2. Shall be held at the request of the President.
  - 3. Prior notice of upcoming meetings shall be given to Board members.
- E. Quorum - A majority of the Board members.

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### IX ANNUAL GENERAL MEETING

- A. The Annual General Meeting (AGM) shall be held in May of each year.
- B. The time and location shall be set by the President.
- C. Prior notice shall be mailed or e-mailed to each member.
- D. A quorum of the AGM shall be 25% of all members, excluding honorary members.
- E. All meetings shall be governed by *Robert's Rules of Order*, as may be revised from time to time.
- F. Changes to the Bylaws may be proposed in the following manner:
  - 1. Bylaws may be changed only during the AGM by a vote of a majority of the quorum, except as noted in section XIII(I).
  - 2. All proposed Bylaw amendments shall be presented in writing at the general meeting immediately prior to the AGM. Such amendments shall be published in the minutes of that meeting and distributed to the members not less than one week prior to the AGM.
  - 3. The provisions of these Bylaws shall not preclude non-written proposals for Bylaw changes at the AGM. A member may propose germane Bylaw changes at the AGM without prior written submission. The President will determine if the proposal is appropriate for consideration by the membership.

### X GENERAL MEETINGS

- A. There shall be a minimum of five general meetings per year.
- B. The time and location shall be set by the President.
- C. Prior notice shall be mailed or e-mailed to each member.
- D. A quorum of the general meeting shall be 25% of all members, excluding honorary members
- E. All residents of the local community in soccer are encouraged to attend these meetings.
- F. The agenda will include Association business, discussion of the Laws of the Game, or other matters as they pertain to soccer.

### XI MEMBERSHIP CODE OF CONDUCT

- A. Any member creating a breach of faith or slandering a member of this Association or any other referee association shall be considered guilty of improper conduct.

- B. All charges against a member shall be made in writing to the President setting forth full details. The President shall notify the member of the charges against him. The member will be given 72 hours either to offer a written response or at his option request a hearing before the Board of Directors.
- C. The President shall present the written charges and the member's response, if any, to the Board. Alternatively, the Board shall afford the member a hearing on the charges.
- D. The Board shall decide by majority vote of the total number of Board Members any penalties and/or fines which it deems appropriate, including suspension and expulsion from the Association.
- E. Members shall respect and abide by any and all decisions made by this Association.
- F. Members shall conduct themselves in a respectable manner. They shall abide by these Bylaws and the USSF Referee's Code of Conduct.

## **XII UNIFORMS**

- A. The official uniform shall be as defined by USSF or as otherwise defined by the Association.
- B. Referees are to present a professional appearance with a neat uniform and shined shoes.
- C. A referee may wear a hat if it is an all-black, baseball-type cap.
- D. While officiating games which are assigned by the SSBRA assignor, the referee must wear the appropriate USSF referee badge during USSF-affiliated games, and the Association badge during non-USSF affiliation games.

## **XIII GENERAL OPERATING PROCEDURES**

- A. A referee assigned to a game who fails to report without good cause or who fails to report to two assignments for any cause, shall be subject to suspension from the Association.
  - 1. Referees who are tardy in submitting game cards and/or game reports will be fined one-half fee for subsequent offenses within one year. This rule will apply to all leagues with which SSBRA has a contract specifying a time for submitting the cards and/or game reports.
  - 2. Fees paid to SSBRA as a result of a late-canceled game will revert to the SSBRA treasury.
  - 3. When a referee fails to fulfill a commitment for a game assignment properly assigned by the Association and does not notify the Association, the referee will be fined the full game fee per assignment. In addition, the referee will pay any penalties charged to SSBRA by the league.
  - 4. If there is a referee no-show in a game scheduled to use the Diagonal System of Control, the senior referee will decide on the method of game control.

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5. If the SSBRA assignor makes a mistake in a game assignment, the Association will pay one-half fee to the referee assigned in error, provided the referee requests payment in writing by submitting a game report.
- B. A member assigned to a game shall be on the playing field in sufficient time to perform the necessary pre-game activities and assure that the game will start at the prescribed time.
- C. No referee may change his assignment without the prior approval of the assignor.
- D. No member may solicit or accept assignments from a league served by the Association except through the assignor or his designated representative.
- E. The Association shall attempt to purchase medical/liability insurance to covers its members in good standing while refereeing games scheduled by the assignor. In the event such insurance cannot be obtained at a reasonable fee in the judgment of the Board, all such insurance shall be the sole responsibility of each member. The Association will not accept medical or liability claims for injury or property damage.
- F. Liability insurance premiums for the Board of Directors shall be borne by the Association for coverage while conducting Association business.
- G. Any member has the right to appeal a decision given by the Board of Directors in the following manner:
  1. Submit a written request to attend a Board of Directors meeting. Upon receipt of the request, the Board will invite the member to the next meeting.
  2. Request the matter be brought before the general membership. Two-thirds of the members may overrule a decision of the Board of Directors. The vote will be taken by secret ballot and counted by a neutral party.
- H. If a team no-show report is properly filed by a referee, the referee will be reimbursed the referee fee by the SSBRA treasury.
- I. Operating procedures may be amended by majority vote at a general meeting, and shall be considered the official policy of the Association.
- J. SSBRA will help train new referees in the area by sponsoring local USSF referee clinics.
- K. Any member may propose an expenditure of Association funds for a worthy soccer-related purpose, subject in all cases to the approval of the Board of Directors under the provisions of paragraphs VI(D.3) and VIII(C.1).