

**BY-LAWS
TARRANT CHAPTER OF
SOUTHWEST SOCCER OFFICIALS ASSOCIATION, INC.**

ARTICLE I

NAMES, AFFILIATION, PURPOSE

Section 1 - Name: The name of the association is the Tarrant Chapter of the Southwest Soccer Officials Association, inc (hereafter referred to as SSOA).

Section 2 - Affiliation: This chapter is formed as an affiliate of SSOA. In any matter not specifically referred to in this constitution and in all matters inadvertently in conflict with law or practice of SSOA, the chapter affirms its intent to abide by the law and practice as defined by the SSOA by-laws.

Section 3 - Purpose: To foster increased and improved communications between soccer referees, increase understanding and improve application of the National Federation Soccer Rules by its members and provide registration, scheduling and assigning of soccer referees to sanctioned games within the geographic boundaries.

ARTICLE II

GEOGRAPHIC BOUNDARIES

Section 1 - Area: Tarrant Chapter of SSOA shall provide officials for all varsity and/or sub-varsity contests for which a school or school district has requested such services for all contests.

ARTICLE III

MEMBERSHIP

Section 1 - Qualifications for Membership: Any person whose application is approved by the Executive Board shall be a member of Tarrant Chapter-SSOA subject to the final approval of the Board of Directors of Tarrant Chapter-SSOA. Applications will be processed in accordance with procedures established by the Board of Directors of Tarrant Chapter-SSOA.

Section 2 - Approval of Membership Applications:

- A. The applicant, male or female, must be at least 17 years of age.
- B. The applicant shall have satisfactorily completed, in writing, the prescribed application form and with all fees paid, submit to the Chapter, for proper handling to SSOA.
- C: The application shall accompany the application form with the prescribed, non-refundable state and chapter application fees. The amount of such fees to be determined by the Board of Directors of SSOA and local chapter, respectively.
- D. The applicant shall take and satisfactorily complete the prescribed written test on rules and mechanics. The minimum passing grade will be determined by the Board of Directors of SSOA.

Section 3 - Privileges of Membership:

- A. All members have voting privileges in selecting the elected officers and directors of the local chapter and SSOA.

Section 4 - Termination of Membership:

- A. The membership and any interests or rights thereunder of a member who fails to comply with the provisions of Article III section 2 (above) shall expire at the end of the current membership year.
- B. Members who violate the provisions and/or spirit of the constitution and operating procedures shall, after due notice and disciplinary hearing, at the discretion of the Executive Board, have their membership and any interests or rights thereunder terminated. The member may appeal any such decision to the SSOA Board of Directors.

Section 5 - Ranking of Referees: The Executive Board will rank referees for assigning purposes, using the guidelines set forth by SSOA.

ARTICLE IV

EXECUTIVE BOARD

Section 1: The Executive Board (hereafter referred to as the Board) shall be composed of the President, Vice President, Secretary, Treasurer, and three Directors at Large (hereafter referred

to as Directors). Non-voting members of the Board shall be appointed by the President and approved by the Board. Non-voting members shall include but not be limited to Rules Interpreter, Training officer and Assistant Directors at Large.

Section 2: Each of the above Board Members (with the exception of non-voting appointed members) shall cast one vote at Board meetings, with the exception of the President, who shall only vote in case of a tie.

Section 3 - Powers: Subject to the restrictions contained in any part of this constitution and those of SSOA, the Board shall have full charge of the activities and general operations of this chapter. The Board shall have the power to recommend constitution changes and present these to the membership for a vote. The Board shall be empowered to rule on situations not covered in the constitution and to adopt all operating procedures and to govern its own deliberations. The Board is expressly empowered to select, employ and supervise a person or persons to assign referees for varsity and junior varsity soccer matches that are played under University Interscholastic League (UIL) sanction within the geographic area and for those other schools requesting our assistance.

Section 4 - Compensation: No Board member of this chapter shall receive any remuneration for any act or services done as an officer on behalf of this chapter, but this provision shall not exclude the reimbursement of individual members for expenses incurred in performing the business and affairs of this chapter.

ARTICLE V

THE OFFICERS AND THEIR TERM

Section 1 - Officers: The officers shall be one President, one Vice President, one Secretary, and one Treasurer. There shall also be three elected Directors at Large.

Section 2 - Term of Office: The President, Vice President, Secretary and Treasurer shall be elected for two year terms. Directors at Large shall be elected for a one year term. The President and Treasurer shall be elected on even numbered years. The Vice President and Secretary shall be elected on odd numbered years. New Officers and Directors will assume their duties at the adjournment of the annual business meeting and will remain in office until the adjournment of the subsequent annual business meeting in which their term ends.

Section 3: No elected Officer or Director may succeed him/herself for more than two consecutive terms in any one position.

ARTICLE VI

ELECTION OF OFFICERS

Section 1: Officers shall be elected by a majority vote of the membership present at the annual business meeting. A slate of candidates will be presented by the Board and nominations will be taken from the floor.

Section 2 - Vacancies: Vacancies of offices which occur during the term shall be filled by appointment of the Board with the exception of the President. Should the office of the President become vacant, the Vice President will succeed to that office for the uncompleted term.

Section 3 - Procedures for Recall: An officer may be recalled by a 2/3 vote of the Board or by a 2/3 vote of the membership voting. A request for recall must be filed with the chapter secretary and approved by the Board, with the officer or officers whose recall is being requested not eligible to vote. A minimum of thirty days will be permitted before the vote from the membership is taken.

ARTICLE VII

DUTIES OF THE OFFICERS AND DIRECTORS

Section 1 - President (Chief Executive Officer): The President shall preside at all meetings of the chapter and of the Board. The President shall have general and active management of the affairs of the chapter while the Board is not sitting, shall be responsible for the proper execution of all orders and resolutions of the Board and, in general, shall perform all the duties usually incident to such office or which may be required by the Board, or by other provisions of the by-laws. The President appoints committees as needed and represents and acts as liaison between the chapter and SSOA and its staff.

Section 2 - Vice President (Chief Operating Officer): The Vice President shall perform all the duties of the President in the event of the President's absence, and generally perform all the duties usually incident to the office of Vice President or which may be required by the President, the Board, or other provisions of this constitution.

Section 3 - Secretary (Chief Communications Officer):

- A. The secretary shall record all minutes of the meetings of the chapter and of the Board, issue notices of all meetings of the chapter and Board, have custody of the Minutes Book, and the membership roster of the chapter, which shall be available to the members, and shall perform such other duties as are usually incident to the

office or which may be required by the President, the Board, or other provisions of this constitution.

- B. The secretary shall receive and process all applications for membership. The Secretary shall furnish the applicants with all necessary publications of SSOA.
- C. The Secretary shall keep a service record on each member embracing qualifications, officiating activities past and present, and all details relative to any member's record as an official.
- D. The Secretary shall diligently process all complaints against members and shall present to the Board all evidence procured.
- E. The Secretary is responsible for providing the local chapter reports to SSOA.

Section 4 - Treasurer (Chief Financial Officer): The Treasurer shall have custody of all monies of the chapter and shall deposit them in such bank or trust company as shall be designated by the Board. The Treasurer shall have the right, together with the President or Vice President, to countersign all checks, drafts, notes or orders for payments of money. The Treasurer shall keep or supervise the keeping of accurate accounts of the finances of the chapter which shall be open for inspection and examination by the membership. The Treasurer shall perform the usual duties incident to the office or which may be required by the President, the Board, or other provisions of this constitution. The Treasurer shall prepare an annual budget and annual financial report.

Section 5 - Directors at Large: The Directors shall be responsible for helping register members each year in cooperation with the chapter Secretary, perform liaison with school, school districts and/or playing districts and all other duties as assigned by the President.

Section 6 - Rules Interpreter (Chief Technical Officer): The Rules Interpreter shall serve as the official interpreter of the National Federation soccer rules and mechanics for the chapter. He will be the liaison for rules questions, which cannot be answered locally, to the State Rules Interpreter.

Section 7 - Training Officer (Chief Educational Officer): The Training Officer shall be responsible for the training program and the necessary lesson plans, training aids, etc. of the chapter. He shall work with the State Training Officer and disseminate the information passed down from SSOA to the chapter.

ARTICLE VIII

COMMITTEES

Section 1 - Reserved:

ARTICLE IX

MEETINGS

Section 1 - Annual Business Meeting: The chapter will hold a general business meeting in the spring of each year. Notice of such meeting will be provided to all members at least two weeks prior to the meeting. The time and place shall be determined by the Board. Election of officers and other chapter business will be conducted.

Section 2 - Training Session: At least one training session shall be held prior to the start of the high school soccer season to discuss rule changes and other policies and procedures necessary for the coming season.

Section 3 - Special Meetings: Special meetings shall be held at the call of the President or the Board.

Section 4 - Executive Board Meetings: Executive Board meetings shall be held at the discretion of the President or at least three members of the Board.

Section 5 - Vote and Quorum: One tenth (1/10) of the registered chapter members will constitute a quorum at general meetings. Four (4) board members, one of whom is the President or Vice President, will constitute a quorum at board meetings. Each member present shall have one (1) vote.

Section 6 - Conduct of Meetings: Meetings shall be conducted in accordance with Robert's Rules of Order Newly Revised.

ARTICLE X

DUES AND FEES

Section 1: Annual registration fees as set by SSOA shall be paid at the time of registration and then forwarded to the State Treasurer.

Section 2: Annual chapter dues will be established by the chapter Executive Board and collected at the time of collection of the annual registration fees.

Section 3: Referee assigner's fees will be paid by the chapter and assessed to the members per policies and procedures established by the Board.

ARTICLE XI

AMENDMENTS

Section 1: The members of this chapter shall have the power to alter, repeal or amend this constitution and operating procedures at any regular or special meeting, by an affirmative vote of two thirds (2/3) of the votes cast, provided notice of the proposed action is set forth in the notice of the meeting.

Section 2 - Notice of Amendment Vote: Proposed amendments shall be provided, in writing, to the chapter Secretary at least thirty (30) days prior to business meetings. A copy of the proposed amendments shall be mailed to each member at least two (2) weeks prior to the annual business meeting.

ARTICLE XII

MISCELLANEOUS

Section 1 - Notices: Notices required by this constitution shall be sent by mail addressed to the member at his/her last address and shall appear in the U.S. Mails with postage thereon prepaid.

Section 2 - General: Such regulations as may be necessary and proper for the conduct of business and affairs of the chapter shall be provided for in the Operating Procedures, such Operating Procedures serving as an addendum to this constitution.

Original Approved: December 2, 1987 as revised.

Amended and approved: November 18, 1992.