

# **CONSTITUTION**

## **Article I – Name**

**This organization shall be known as the  
South Carolina Lacrosse Officials Association Inc.**

## **Article II – Purpose**

The purpose of this association shall be the promotion of the welfare of the game of Lacrosse by:

- A. Promoting the establishment, maintenance, and implementation of the highest Standards of integrity, honesty, and efficiency in the administration, policies, and scope of Lacrosse officiating by the members of the South Carolina Lacrosse Officials Association Inc.
- B. Promoting uniform interpretation of Lacrosse rules and maintaining a uniform standard of qualifications for officials.
- C. Fostering high standards of ethics and integrity, encouraging fair play, sportsmanship, closer cooperation, and a better understanding among officials, athletic directors, coaches, and players.
- D. Supporting the South Carolina High School League and the South Carolina Independent Schools Athletic Association and the schools, the coaches, the athletic administrators, and the players by open forums, rules interpretations, clinics, and field demonstrations.

## **Article III – Officers and Directors**

**Section 1:** The officers of the Association shall be the President, Vice President, Secretary, and Treasurer.

**Section 2:** The business and operations of the South Carolina Lacrosse Officials shall be directed by a body know as its Board of Directors. The Directors of the Association shall be seven (7) in number.

- A. The Board shall consist of the four (4) officers plus three (3) at-large members.
- B. The Immediate Past President shall not be a member of the Board of Directors, but shall serve in an *ex officio*, non-voting capacity.
- C. The four officers shall serve two year terms with elections being conducted in even numbered years commencing in 2016.
- D. The three (3) at-large members shall serve two year terms, with elections being conducted in odd numbered years; however, in 2016 three (3) at-large members shall be elected to serve a one (1) year that shall expire in 2017

### **Section 3: Election of Officers and Members of the Board of Directors**

At each annual election meeting of the members, the terms of office of one or more of the Board of Directors will expire. In even numbered years the terms of the officers shall expire. In odd numbered years the terms of the members at large shall expire. These vacancies shall be filled by election from the general membership. Members shall be elected for the term of two (2) years each. A minimum of 33 1/3 % of the membership must either be present or designate a proxy to vote on their behalf by submitting their designated proxy in writing or by email to the Secretary at least 72 hours in advance for election of Board Members.

- A. Election of officers and members on the Board of Directors shall be upon nomination and vote of the general membership of the body by closed ballot, and a plurality shall elect. Only Active Members are permitted to vote.

- B. Vacancies in membership on the Board of Directors, be it that of an officer or an at-large position, occurring between annual elections shall be filled by appointment by the President, the appointee to serve for the balance of the term involved in the vacancy. It is the purpose of this provision to maintain a full membership on the Board of Directors.

#### **Section 4: General Powers**

The duties of officers and directors, and such regulations as may be necessary and proper for the conduct of the business and affairs of the Association, shall be provided by the By-Laws.

#### **Article IV – Amendments**

**Section 1:** This constitution can be amended by any regular or special meeting by three-fourths (3/4) vote of the members present, provided written notice of the proposed amendment has been sent to each member at least 14 days in advance of the date of the meeting. A minimum of 50% of the membership must either be present or designate a proxy to vote on their behalf by submitting their designated proxy in writing or by email to the Secretary at least 72 hours in advance for votes concerning amendments to this constitution.

**Section 2:** The Board of Directors may at any time request the Secretary to have the members vote by mail or electronic mail; providing all the conditions as to proper notifications have been met.

#### **Article V – Quorums**

A quorum to transact association business at any regular or special meeting shall consist of one-third (1/3) of the voting membership.

A quorum of the Board of Directors shall consist of a majority of the Board of Directors.

### **BY-LAWS**

#### **Article I – Duties of the Officers**

**Section 1:** The officers of this Association shall assume their duties on the First Monday following the annual election meeting.

#### **Section 2: Duties of the President**

- A. The President shall preside at all meetings of the Association and the Board of Directors.
- B. The President shall call special meetings as provided for in Article IV of these By-Laws.
- C. The President shall appoint, and is, an ex-officio member of all committees as may be necessary to properly administer the business of the Association. He may revoke all such appointments.
- D. The President shall fill by appointment any vacancy that may exist among officers or other members of the Board of Directors.
- E. The President shall conduct all business on behalf of the Association not specifically delegated elsewhere.
- F. The President shall make every effort to further the policies of the Association.
- G. The President shall be a member of the Evaluation Committee

### **Section 3: Duties of the Vice President**

- A. In the absence of the President, the Vice President shall assume the duties of that office.
- B. The Vice President shall be the Chairman of the Officials Development and Training Committee. As necessary, s/he may appoint sub Chairs for Recruitment, Candidates' School, Training and Scrimmages.

### **Section 4: Duties of the Secretary**

The Secretary shall do the following:

- A. Shall keep accurate records of any official activities of the Association.
- B. Shall keep an accurate attendance record of each member and notify the Board of Directors when a member is delinquent in attendance.
- C. Shall conduct all correspondence of the Association.
- D. Shall distribute such materials as may be available to members, including examinations, rule books, casebooks, and the like.
- E. Shall keep accurate minutes of all meetings of the Association and Board of Directors.
- F. Shall preserve all correspondence and reports.
- G. Shall have available to all members' copies of the Constitution and the By-Laws.
- H. Shall maintain a classified directory of the individual membership.
- I. May receive an honorarium with amount as indicated by a vote of the membership.

### **Section 5: Duties of the Treasurer**

The Treasurer shall do the following:

- A. Shall keep an accurate record of all dues and fines of each member and notify the Board of Directors when a member is delinquent in such.
- B. Shall receive all funds of the Association, keep an accurate record of all transactions, and deposit such funds in the name of the South Carolina Lacrosse Officials Association Inc.
- C. Shall dispense all funds of the Association and keep an accurate record of all such transactions.
- D. Shall prepare and distribute the proposed annual budget to the membership at the Annual Meeting.
- E. Shall prepare a detailed financial report for the calendar year ending December 31<sup>st</sup>. This report shall show balances on hand as of the previous January 1<sup>st</sup>, the amount and the receipts of all monies paid out and the balance on hand as of December 31<sup>st</sup>. A copy of this report is to remain with the treasurer's records, and a copy is to be filed with the minutes.
- F. May receive an honorarium with amount as indicated by a vote of the membership.

### **Section 6: Duties of the Board of Directors**

The Board of Directors shall do the following:

- A. Shall manage and direct the affairs of the Association in accordance with the Constitution and the By-Laws.
- B. Shall have the power, from time to time, to adopt and implement any actions and regulations as it deems necessary and proper to carry out the purposes of the Association.

- C. Shall annually nominate and appoint, from its active membership, person(s) to execute the duties of Assignor(s). This position shall receive the Assignor's compensation in conjunction with industry standards and/or as approved by the Board. A Board member may be nominated but may not vote for themselves.
- D. Shall accurately report to the Association all of its decisions.

## **Article II – Committees and Their Duties**

**Section 1:** In the absence of filled committees the Board of Directors may take such actions as necessary and enumerated for each committee.

### **Section 2: Rules Committee**

The duties of the Rules Committee shall be to promote uniform interpretation of the Lacrosse Rules and to maintain a uniform standard of proper officiating mechanics. The Rules Committee shall be responsible to render services in the form of rules interpretation to the membership, to schools, to coaches, to athletic administrators, and to players by the use of open forums, clinics, and filed demonstrations.

### **Section 3: Membership Committee**

The duties of the Membership Committee shall be to investigate all applicants for membership and to report their findings to the Board with their recommendations as to the acceptance or rejection for Active Membership, Inactive Membership, and Honorary/Probationary Membership. The Membership Committee shall be responsible for keeping an accurate record of membership, including attendance at all meetings. The committee shall be responsible to see that all members maintain the minimum requirements for their respective membership statuses.

### **Section 4: Officials Development and Training Committee**

The duty of the Officials Development and Training Committee shall be to conduct training for candidates. The committee is responsible for preparing and conducting the candidate training session. The School Chairman may receive an honorarium as included in the annual budget and approved by the membership.

### **Section 5: Ethics Committee**

The duty of the Ethics Committee shall be to investigate the conduct of members of this Association and the conduct of participants and the conditions of any game officiated by its members. The membership of this committee shall consist of the past president and two appointees named by the current President.

### **Section 6: Evaluation Committee**

The duty of the Evaluation Committee shall be to annually review and analyze each member's evaluation. The membership of this committee shall be limited to the SCLOA President and Secretary and three members of the training committee or such other persons as designated by the Board of Directors.

## **Article III – Types of Membership**

**Section 1:** The membership of this Organization shall consist of Active and Inactive Members, according to the requirements set up hereinafter for the respective classification of membership.

**Section 2:** The minimum requirements for a membership in this Association in each respective category are as follows:

- A. **Active:** To become and remain an Active Member, an individual must:
1. Successfully complete the training and certification according to US Lacrosse standards and procedures.
  2. Pay membership dues.
  3. Maintain active membership in US Lacrosse.
  4. Attend the Annual meeting unless excused by the President and one regional meeting (including but not limited to a training meeting).
  5. Pass the annual examination and satisfy the official requirements for officiating at the appropriate level.
  6. Return the sportsmanship ballot.
  7. Maintain professional and ethical standards while representing this Association.
  8. Maintain a suitable evaluation record.
- B. **Inactive:** Inactive Members are those members who desire to continue their affiliation by contributing their annual membership dues (one-half of the annual dues) as established by the Association for this type of membership.

A member may be placed on the inactive list if the member has applied for such classification in writing or by electronic mail, with the reasons given approved by the Board of Directors. Inactive members will not be registered as "Approved" to the Office of the Executive Secretary. Inactive members are not required to attend meetings and may NOT work games. However they may serve as a Board of Director, be on the Training Committee or perform such other activities as permitted by the Board of Directors. Inactive members shall not be entitled to vote except and only if they are elected to, and acting as, a Board Member. The Board of Directors may reinstate inactive members to Active Membership subject to member paying current dues in full.

- C. **Youth:** To become and remain a Youth Member, an individual must:
1. Successfully complete the youth training and certification according to US Lacrosse standards and procedures.
  2. Maintain active membership in US Lacrosse
  3. Youth members are only permitted to officiate games at least one year younger than themselves.

#### **Article IV – Exemptions and Disciplines**

**Section 1:** The Board of Directors may, under unusual circumstances, waive any of the above provisions.

**Section 2:** Any active member failing to meet any of the above requirements may be subjected to disciplinary action by the Board of Directors. The Board of Directors will review those members for possible probation or expulsion from the Association.

#### **Article V - Dues**

**Section 1.** The Treasurer shall collect annual dues from each member of this Association

**Section 2:** The amount of these annual dues shall be set annually by the Board of Directors.

**Section 3:** Annual dues are payable in advance. Dues must be paid on or before the Annual Meeting. A late fee may be assessed for dues not paid in a timely manner.

**Section 4:** The membership may vote an assessment to cover any expense not provided by the annual dues.

### **Article VI – Meetings**

All members are required to attend at least two (2) Meetings of the Association (which includes regional training meetings), one of which must be the Annual Meeting and one the SCHSL Rules Interpretation Meeting.

**Section 1:** The Board of Directors shall establish the date, the time, and the place of the Annual Meetings, and/or other meetings as necessary. -

**Section 2:** Special meetings may be called at the discretion of the Board of Directors.

### **Article VII – Discipline**

**Section 1:** A member may be penalized for failure to pass the appropriate Rules examination via US Lacrosse by the deadline.

**Section 2:** A member may be cited for failure to pay his annual dues.

**Section 3:** A member may be cited for unwarranted and excessive absences from regularly scheduled meetings by the Board of Directors.-

**Section 4:** A member may be cited for conduct unbecoming to an official or for conduct which may bring discredit or disgrace upon this Association

**Section 5:** A member may be cited for failure to attend the Mandatory SCHSL Rules Meeting or any other meeting designated as mandatory may prevent assignment to officiate games, varsity contests and/or State Play-off Contests.

**Section 6:** A cited Association Member may be summoned before the Board of Directors to defend any of the violation accusations presented against him/her. As a result of the Board of Directors determination of the member's violations, the Board may take probationary or expulsionary action after a majority vote of the Board has occurred.

**Section 7:** Any recommended probationary period shall be solely at the Board of Directors' discretion.