

Southern Nevada Officials Association

Bylaw Revisions Proposal

November 2012

The attached Bylaws revision proposal was properly passed by the All Sports Board and the Board of Control and is presented for vote of the membership. A two-thirds majority of those voting is required for passage. If passed, these amendments take effect tomorrow.

I, an active member of the Southern Nevada Officials Association, cast my ballot to:

Approve

Disapprove

the proposed revisions.

In the documents below, a ~~striketrough~~ is a deletion, anything underlined is an addition.

ARTICLE FOUR
STANDING COMMITTEES

~~No member of SNOA who holds an elected, appointed or assigned position of leadership (Board member, Assignor, Rules interpreter, Trainer, Crew chief, etc.) in SNOA shall also hold a position of leadership in or be an owner of, a competing organization as determined by the All Sport Board or engage in conduct detrimental to the association such as:~~

- ~~_____ a. Soliciting SNOA members to officiate (work) in a competing organization~~
- ~~_____ b. Unauthorized use of SNOA membership information~~
- ~~_____ c. Unprofessional conduct, excessive fines or inaction~~

~~To hold a position of leadership a member shall be an "Active Member" in "Good Standing" in all SNOA sports.~~

Section 1. Board of Control

Membership: President, 1st Vice President, 2nd Vice President, Secretary, Treasurer and the two Members at Large.

Duties:

- A. exercise general supervision of the financial affairs, officers and the committees of the Association, and create such policy and rules as necessary to manage the affairs of the Association, provided they do not conflict with the provisions of the By-laws .
- B. consider questions affecting the Association and shall submit its recommendations to the Association.
- C. declare any office vacant for cause with the consent of the All Sports Board.
- D. constitute a Board of Appeal to review decisions of the Ethics Committee.
- E. take action on any matter not herein covered, or when no rule or precedent has been established.
- F. create and publish a policy that defines the method used to allocate funds to each sport.
- G. meet with each Individual Sport Board within 30 days of the end of the sport's season, and, after hearing the ISB recommendation, determine compensation for that sport's Assignor, Instructor, and Crew Chiefs or other personnel, if required.
- H. appoint a sport's Instructor or Assignor in the event that a majority of the sport's ISB declares in writing that they are unable to do so.
- I. meet at least once (1) a month and at any other time directed by the President. A majority of the Board may direct the President to call a meeting of the Board of Control.
- J. publish minutes of each Board of Control meeting in a manner intended to make them easily accessible to the membership, while protecting the confidentiality of disciplinary matters.
- K. appoint ad hoc committees as needed.
- L. The Board is the only entity of the SNOA legally authorized to contract on its behalf.

Section 2. Ethics Committee

Purpose

To provide a code of Ethical Conduct, a Standard of Conduct, a course of action for officials to lodge complaints concerning ethical conduct of members and to provide “Due Process” procedures for dealing with these complaints. ~~SNOA will follow the NIAA Standards of Conduct.~~ To serve as the Board of Appeals for all decisions of the All Sports Board, Individual Sports Boards, and the Election Committee. It may have other duties as described in the By-laws or directed by the SNOA President.

List of Prohibited Activities

The List of Prohibited Activities for SNOA members shall consist of the following, and any other activities properly approved under the provisions of these Bylaws.

- A. Failure to remain in good standing by nonpayment of dues prior to the start of the sport season.
- B. Failure to attend the prescribed meetings.
- C. Unprofessional or unethical conduct on or off the field, including making intentionally false statements or knowingly submitting false documents to an officer of the Association, the Commissioner, or the NIAA.
- D. Open criticism of other officials, coaches, players or administrators except in the prescribed manner at Association, Chapter or NIAA Board of Control meetings.
- E. Use of intoxicating beverages or illegal substances within twelve (12) hours prior to the officiating assignment.
- F. Withdrawal from officiating and/or failure to meet scheduled assignments without a valid reason.
- G. Officiate a contest in which he/she has a conflict of interest because of a personal or professional relationship, including, but not limited to, being related to a participating coach or athlete, working for, or having recently worked for a school involved in a contest, or having a business relationship including off season coaching with the coach of a particular school. It is the responsibility of the official to determine when a conflict, or the appearance of a conflict, may exist, and to remove themselves from the contest. When scheduled for a multi-school event such as a track meet, swim meet, or basketball tournament, at which the participants in each event, match, or game cannot be known in advance, officials must notify the lead official as soon as they identify a conflict or potential conflict, must recuse themselves from situations where a conflict or appearance of conflict may occur, and must, at all times, exercise their best professional judgement.
- H. Sale or use of SNOA membership information, including names, addresses, telephone numbers and email addresses, for business purposes without the prior consent of the President.
- I. Conviction of a felony crime involving the use, possession or sale of a controlled substance.
- J. Conviction of a misdemeanor or felony crime of domestic violence as defined in the Omnibus Consolidated Appropriations Act of 1997 (Pl. No. 104-2981, 110 Stat. 3009); or a gross misdemeanor or felony crime involving contributing to the delinquency of a minor, sexual misconduct involving a minor or any other such crime involving a minor which includes moral turpitude as one of its elements.

Duties of the Committee

In the event of a formal complaint of an alleged ethics violation or an appeal of a decision of a board

or committee, the duties of the committee shall include but not limited to:

- a. conduct an administrative hearing to examine the evidence
- b. takes testimony, written statements or affidavits
- c. determines the facts and whether or not a violation of the Code of Ethics has occurred

Upon finding that a violation of the Code of Ethics has occurred, the committee will then make a determination on the appropriate action needed.

Section 3. Individual Sports Boards

- C. ~~Annually recommend to the president either the retention or removal of the Assignor and Instructor for the sport. Supervise, and when necessary, appoint, and remove the Assignor, Instructor, Crew Chiefs or other personnel of the sport. At the end of each season, recommend compensation for each, limited to the funds available to the sport. When either any of those offices is vacant, the Board shall notify the membership, and provide an opportunity for their application for the position. The Board shall notify the membership of the names of persons it intends to interview from the applicants, afford the applicants the opportunity to communicate with the membership, and allow time for the membership to provide input to the Board. The Board may reopen applications if no acceptable candidate emerges from the search. The Board shall immediately notify the President and Board of Control whenever it appoints or removes an Assignor or Instructor. The Board shall interview all applicants, and recommend three qualified members to the president. If fewer than three members apply, or the Board deems fewer than three to be qualified, fewer than three may be nominated by the Board.~~

Section 4. Elections Committee

Composition:

The members of the SNOA Election Committee are appointed by the All Sport Board and are drawn from the membership of the All Sports Board. A member is appointed for a term of one year, and may be re-appointed. The members of the Election Committee select one of their members to serve as the Chair.

Responsibilities:

Representatives of the Election Committee conduct the annual election for each sport's seat(s) on the All Sports Board, and the elections held annually at the Business Meeting used to fill positions on the Board of Control.

Conduct:

Elections for each sport's representatives to the All Sports Board and to the Board of Control shall be conducted using the following procedures:

Sport Board Elections:

Each sport shall elect at least one member annually to represent its interests on the All Sports Board. Each member shall serve a term of three years, and an individual may be elected to complete

the remaining, unexpired, portion of any term caused by a vacancy that occurs for any reason. All elections shall use the following procedures:

1. Each sport will set the date for its election and announce it at least one meeting before the election takes place. The election shall occur prior to the start of the actual competition season for that sport.
2. Nominations for the position shall be accepted from the floor, and an eligible member may self-nominate.
3. The individual nominated must be present and must agree to serve in the position, before the nomination may be seconded.
4. Nominations remain open until it is clear that no one else wishes to nominate another member or run for the position. The Election Committee representative shall call for, "Any more nominations," at least three times before accepting a motion that nominations be closed.
5. Candidates shall have the opportunity to address the sport's membership for three minutes, and the speaking order shall match the order of nomination. No candidate shall be required to give a speech.
6. If there is only one candidate for a position, the Election Committee representative may request a motion that the nominee be approved by acclamation.
7. Because nominations are taken the day of the election, a member may not vote by proxy.
8. Voting will occur in rounds, as necessary, until one candidate receives a majority of all votes in the race, defined as 50% plus 1, of the total votes cast.
9. If three, or more, candidates are seeking the same office, and no one receives a majority of the votes cast, the individual receiving the fewest number of votes shall not advance to the next round of voting. In addition, any candidate who receives less than 10% of the total votes cast shall not continue to the next round of voting.

Board of Control Elections:

The members of the Board of Control shall be elected using the following procedures:

1. An announcement shall appear on the Association's web site, at least six weeks prior to the date of the annual Business Meeting. The announcement shall list the positions and requirements to serve, and also the contact information for the members of the Election Committee. The Secretary may also send a general electronic message to all members informing them of the same information.
2. Any individual who wishes to run for an open position shall inform at least one member of the Election Committee of that intention in writing. The notification must list the member's name, years as a member of the Association, and specific position sought. A member may not

be a candidate for more than one position on the Board of Control at one time.

3. Nominations close at 11:59 pm, three weeks prior to the date of the Business Meeting. Candidates are encouraged to provide a photo and written statement to appear on the web site, introducing themselves to the membership and explaining their interest in, and qualifications for, the position sought.
4. The Election Committee shall have one week in which to certify the candidacies of all nominees. Anyone who seeks a position on the Board of Control shall agree to a complete review of her/his membership history for the purposes of completing the certification.
5. Once the certification process is completed, the candidate statements and photos shall be posted to the SNOA web site.
6. Candidate names appear alphabetically in the program, and speak in the same order. If the individual currently holding the positions seeks re-election, he/she shall be introduced as the incumbent, but shall not be treated differently in any other respect.
7. Each candidate will have the opportunity to address the membership for up to three minutes.
8. Voting will occur in rounds, as necessary, until one candidate receives a majority of all votes in the race, defined as 50% plus 1, of the total votes cast.
9. If three, or more, candidates are seeking the same office, and no one receives a majority of the votes cast, the individual receiving the fewest number of votes shall not advance to the next round of voting. In addition, any candidate who receives less than 10% of the total votes cast shall not continue to the next round of voting. Absentee ballots cast for a candidate continue to be counted in each round of votes until that candidate is elected or eliminated.
10. A member who wishes to vote, but will not be able to attend the Business Meeting for any reason, may vote by proxy. All such ballots must be submitted to the SNOA Secretary or Treasurer in a sealed envelope in advance of the election.

Appeals:

A member may appeal a decision about her/his candidacy to the Ethics Committee.

ARTICLE FIVE OFFICERS & THEIR DUTIES

Section 0. No member of SNOA who holds an elected, appointed or assigned position of leadership (Board member, Assigner, Rules interpreter, Trainer, Crew chief, etc.) in SNOA shall also hold a position of leadership in or be an owner of an ~~a competing~~ organization that has, within the prior 12 months bid against the SNOA for a contract, or assigned officials under a contract that was bid upon

by the SNOA, unless the Board of Control and Individual Sports Boards have made an agreement with that organization to jointly assign or administer the contract. as determined by the All Sport Board or engage in conduct detrimental to the association such as:

- ~~_____ a. Soliciting SNOA members to officiate (work) in a competing organization~~
- ~~_____ b. Unauthorized use of SNOA membership information~~
- ~~_____ c. Unprofessional conduct, excessive fines or inaction~~

~~To hold a position of leadership a member shall be an "Active Member" in "Good Standing" in all SNOA sports.~~

Section 1. Officers The officers of the Association include the members of the Board of Control, Individual Sports Boards, Assignors, and Instructors. ~~The elected officers of the Association shall be~~ President, 1st Vice President, 2nd Vice President and two Board Members at Large shall be elected by the membership of the SNOA at the annual business meeting as outlined in these Bylaws. The Secretary and Treasurer shall be appointed by and serve at the pleasure of the President. Individual Sports Board members are elected as provided in these Bylaws by the membership of their sport. All other officers are appointed as provided within these Bylaws. In addition to the qualifications spelled out below, no appointed or elected officers may be under suspension from officiating in any sport at the time of their appointment or election.

Section 3. Vacancy ~~The President, with the approval of the Board of Control, shall have the power to fill a vacancy in any office, except President, between election meetings.~~ In case there is a vacancy in the office of the President, the 1st Vice-President shall become President. The president shall then appoint one of the remaining elected Board members to the office of 1st vice president. The president shall then complete the membership of the Board of Control by appointing an active member to fill the remaining vacancy. In the case of such a vacancy, or a vacancy in any other Board of Control position, the President shall seek nominations from the membership for the position, notify the membership of the names of the nominees, and appoint a nominee to the office, with the consent of the remaining elected Board of Control members. Except for the president, any office filled by appointment shall have a term which expires at the next Annual Meeting of the Association.

Section 4.

d. Secretary and Treasurer: ~~The Secretary and Treasurer will be appointed by from any list of applicants, by the President, with the concurrence of other members of the Board of Control and~~ will serve at the pleasure of the President. Should a new President assume office, they will tender their resignations to the new President. The new President may accept or decline either or both of the resignations and initiate action as necessary to appoint a new Secretary and/or Treasurer. They must be active members in a sport serviced by the Association. They shall be required to fulfill the duties of this office in all sports serviced by the Association. They will not have the right to vote on items before the Board of Control.

j. Any person appointed to any office must possess the qualifications required for that office. In addition to the above section 4 qualifications, all candidates standing for election or appointment to the Board of Control must declare and disclose in their statement to the members prior to the

election or appointment, membership in any non SNOA officials organization where they assign or contract for the services of sport officials. Failure to declare or disclose upon discovery invalidates the election or appointment of said candidate.

Section 5. Duties of Officers

Duties of Officers within the association shall be as follows:

a. President: The President shall preside at all general membership and Board of Control meetings of the Association; appoint the Secretary and Treasurer of the Association; appoint all ad hoc committees, ~~appoint each Sport's Instructor and/or Assignor from the list of nominated members provided by the Individual Sport Board;~~ call special meetings; execute the will of the Association; be an ex-officio member of all committees and countersign all checks drawn on Association accounts. He/she will preside over the annual meeting of the membership. Ensure that sufficient instructional meetings are held for each sport, in consultation with the Individual Sports Boards.

ARTICLE SIX

DISCIPLINARY ACTIONS AGAINST MEMBERS

Section 2. Prohibited Activities ~~The Association shall maintain a list of prohibited activities which may result in suspension or expulsion. The list shall include, but not necessarily be limited to, those activities which are listed in the NSOA Constitution. The list shall be further divided into minor violations which may be acted upon by an Individual Sports Board, and serious violations which may only be enforced by the Ethics Committee. The list shall be prepared by the All Sports Board and shall be approved by the membership at the Annual Meeting. The list of prohibited activities for members of the Association shall include the items provided for in Article 4, Section 2 of the Bylaws, any additional items required by the NIAA, and any items passed by the membership of the Association upon the recommendation of the All Sports Board. The All Sports Board shall determine which of the violations are minor and may be acted upon by the Individual Sports Boards, and which are serious and require action by the Ethics Committee.~~

ARTICLE SEVEN

ELECTIONS

Section 2. Vacant Offices. In the event of the resignation or disqualification of any Individual Sport Board Member, following SNOA election procedures, an election shall be held at the next regular sport membership meeting to elect an individual to complete the unexpired portion of the term of office. If circumstances prevent election by this SNOA procedure, the President shall, based upon the recommendation from that Sport's remaining Board members, appoint one of the recommended qualified members to serve until the next possible election meeting of the sport. complete the un-expired term of the office at the next scheduled regular meeting of the Board of Control. Any person appointed to any office must possess the qualifications required for that office.

Article Eight

Financial Regulations

d. Other Sport Personnel. Sports may have assistant assignors, instructional chairs, raters, and so forth, as ~~recommended~~ appointed by their sports board ~~and approved by the Board of Control~~. These officials may receive a stipend as negotiated and approved by the Board of Control. Such additional personnel must be listed in the Association budget for that sport.