

TRI-COUNTY  
SOCCER REFEREES ASSOCIATION

**CONSTITUTION**

**AND**

**BYLAWS**

MAY 1, 1998

CONSTITUTION

A written instrument embodying the  
rules of a political or social organization

BYLAW

A rule adopted by an organization chiefly for the  
government of its members and the regulation of its affairs

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ARTICLE I NAME AND FORM

- Section 1. This body shall be known as the TRI-COUNTY SOCCER REFEREES ASSOCIATION and shall also be known and referred to hereafter by the abbreviation TCSRA or simply as the Association.
- Section 2. This Association shall be affiliated with the United States Soccer federation through the California Soccer Association - South and shall observe such rules and policies as these bodies shall set regarding the officiating of soccer.
- Section 3. The TRI-COUNTY SOCCER REFEREES ASSOCIATION shall be a non-profit, nonpolitical, non-sectarian organization. No part of its earnings or income shall be used to pay salaries to its officers, committee members, or any member of the Executive Board of Directors for the performance of their respective duties, with the exception of the Referee Scheduler/Referee Assignment Coordinator who shall be paid a fee set by the Executive Board and approved by the general membership. Out-of-pocket expenses incurred by any member on behalf of the Association may be reimbursed if approved by the Executive Board. Other expenses may be incurred and paid at the discretion of the Executive Board.
- Section 4. Upon the dissolution of this Association for any reason, it is the express will and intent of the membership that all of the assets of the Association, including money and equipment, shall be given to one or more local youth soccer organizations selected by the Executive Board of Directors after any outstanding debts and obligations of the Association have been discharged.
- This shall be the last official duty of the Executive Board of Directors and shall be carried out within thirty (30) days of the dissolution of this Association.

ARTICLE II PURPOSE AND POLICY

- Section 1. It shall be the purpose of this Association to educate, train, assess, assist, regulate, and upgrade soccer referees at all levels of experience and certification (and prospective referees) and by so doing to promote the game of soccer, especially organized soccer, and increase the enjoyment of the game by spectators, players, and other participants.
- Section 2. It shall be the purpose of this Association to represent its members and their interests to the various governing bodies of soccer, soccer leagues, soccer clubs, soccer tournaments, referee associations, and other persons as necessary.
- Section 3. It shall be the policy of this Association that no person shall be denied membership, and no person or organization shall be denied the services of this Association, on the basis of race, color, creed, religion, national origin, sex, age, marital status or political affiliation.
- Section 4. It shall be the policy of this Association to comply with the USSF's Statements of Policy "Systems of Officiating Soccer Games" and "Referees' Responsibilities To Affiliated Teams" stated in their entirety in Attachments 2 and 3 of these Constitution and Bylaws.

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ARTICLE III MEMBERSHIP

- Section 1. All soccer referees and prospective referees in Southern California are eligible to apply to become general members of this Association regardless of level of experience or certification or other affiliations. The TCSRA application form shall be used by those applying.
- Section 2. Each application shall be submitted to the Executive Board of Directors through the Secretary for approval or denial. The Board must take action on each application within ninety (90) days of submission to the Board and notify the applicant of its decision.
- Section 3. Each General Member in good standing shall have, at regular meetings and at the Annual General Meeting (AGM), one vote and must be present to vote.
- Section 4. Any General Member who is absent from two consecutive meetings shall be removed from the active assignment list, shall be suspended from any assignments that may already have been made, shall not have the right to vote, and shall not be considered a member in good standing with this Association until:
- a) the member attends two consecutive meetings, or
  - b) a satisfactory reason, excuse, or explanation for the member's absences is received by the Executive Board of this Association.
- Notice shall be given at the monthly membership meeting to each General Member who is not in good standing stating the reason and what actions are necessary to regain status in good standing.
- Section 5. a) All General Members must pay their Annual Membership Dues, scheduling fees, and/or any emergency assessments by the end of the September regular meeting, or within sixty (60) days of approval of their application to join the Association, whichever occurs first.
- b) General Members whose Annual Dues, scheduling fees, and/or emergency assessments are not paid in accordance with (a) above shall be removed from the active assignment list, shall be suspended from any assignments that may already have been made, shall not have the right 30 days after to vote, and shall not be considered a member in good standing with this Association until after outstanding payments have been made as required, or waived by the Executive Board of Directors for cause.
- Section 6. Upon request members shall be given a copy of the Constitution and Bylaws of this Association. A copy will be provided whenever any changes are made in the Constitution and Bylaws, only if a request is made in writing by the General Member to the Secretary.
- Section 7. Any General Member may request a hearing before the Inquiry Board limited to matters of referee comportment or competence. Requests for hearing must be submitted in writing to the First Vice-President with one copy to the Secretary.
- Section 8. a) "Honorary Members" may be elected by the General Members at any regular meeting provided a quorum is present and the candidate receives a preponderant number of votes. Honorary Members shall have no right to vote at regular meetings, Executive Board of Directors meetings, the Annual General Meeting (AGM), any committee meeting, or other proceeding of TCSRA.; Honorary Members shall not be required to pay dues, scheduling fees, or emergency assessments but shall be carried on TCSRA rolls and clearly identified as Honorary Members.

- Section 8. c) Election of a person to Honorary Member status in TCSRA is a symbolic act to honor the individual for service to TCSRA or for some other special quality, ability, or accomplishment consistent with the Purpose and Policy of TCSRA as stated in Article II of these Bylaws.

#### ARTICLE IV ELECTED OFFICERS AND APPOINTED POSITIONS

Sections 1. The officers of this Association shall be:

- a) President
- b) First Vice-President
- c) Second Vice-President
- d) Secretary
- e) Treasurer
- f) Sergeant at Arms
- g) Immediate Past President

These officers together comprise the TCSRA Executive Board of Directors, as specified in Article VI.

Section 2.....The six elected officers shall be elected at the Annual General Meeting (AGM) and shall be voted for separately by secret ballot; each officer nominee must receive a preponderant number of the votes cast for the respective office in order to be elected.

Section 3. These seven officers shall hold office for one year as provided in Section 4 and shall be eligible for reelection in the same office or any other office. There is no limit on the number of terms a person may serve as an officer or an an appointee.

Section 4. Elected officers shall assume the duties of office immediately following the end of the Annual General Meeting at which they were elected and shall serve for twelve (12) months or the end of next Annual General Meeting, whichever comes first.

Section 5. All officers and/or appointees, upon retiring from office or leaving office for some other reason, shall convey and deliver within thirty (30) days to the incoming (or Incumbent) President all records, books, papers, monies, equipment, and other property rightfully belonging to TCSRA.

Section 6. As may be necessary from time to time, the President and the Executive Board of Directors may appoint selected members in good standing to carry out specific, assigned additional duties and tasks and may authorize such individuals to use certain titles appropriate to the assignment.

Section 6. Appointees may include but are not limited to the following positions and titles, tasks, or roles:

- a) USSF Delegate
- b) Referee Scheduler/Referee Assignment Coordinator
- c) Training Officer
- d) Auditor (in accordance with Article V, Section 5, paragraph 1)
- e) Recruitment and Sponsorship Coordinator
- f) Public Relations and Press Officer
- g) Special Events Coordinator
- h) Constitution and Bylaws Committee Coordinator
- i) TCSRA Newsletter Editor
- j) Assistant Mentor Coordinator

#### ARTICLE V DUTIES OF OFFICERS AND APPOINTEES

The duties of TCSRA officers shall be those implied by their respective titles and specified in these Bylaws and those additional tasks assigned by the President. Each officer shall have one vote and must be present physically in order to vote.

The duties of TCSRA members appointed to perform special tasks or functions shall be those implied by their respective titles and specified by the President. Appointees shall perform the special duties of their respective office at the direction of the President.

#### Section 1. PRESIDENT

The President shall

- a) Act as chairperson at regular meetings, Executive Board of Directors meetings, and the Annual General Meeting.
- b) Appoint chairpersons and members of all standing committees and ad hoc committees and the Annual General Meeting.
- c) From time to time, after consultation as necessary with the Executive Board of Directors, appoint members in good standing to carry out specific additional duties and tasks; the President may authorize such individuals to use certain titles that are appropriate to the respective duties and tasks assigned.
- d) Have those responsibilities, powers, and authority not specified for the other officers or the Executive Board of Directors; these are reserved for the President.

Section 2 FIRST VICE-PRESIDENT

The First Vice-President shall:

- a) At the direction of the President, assist the President in the performance of the duties of that office.
- b) Exercise all of the powers and prerogatives of the President in the event of the absence or incapacity of the President, and shall succeed to the office of President in accordance with Article XI.
- c) Act as chairperson for the Inquiry Board but shall have no vote in any of its proceedings
- d) Accept written requests for Inquiry Board Hearings and report on Inquiry Board proceedings and decisions as required by Article VIII.
- e) Act as Mentor Program Coordinator to implement the United States Youth Soccer Association, Inc.'s The Referee Mentor Program within RTCSRA. Coordinate with the CYSASouth District Program Director to effectively implement and administer the District's program within TCSRA. Provide policy guidance to the General Membership, approved by the Executive Board of Directors. Supervise the activities of the Assistant Mentor Program Coordinator who may be delegated the responsibilities for administering the Referee Mentor Program. Coordinate with the Referee Scheduler to ensure that mentors are assigned to referees that will be selected for the program.

Section 3 SECOND VICE-PRESIDENT

The Second Vice-President shall:

- a) At the direction of the President and the First Vice-President, assist them in the performance of their respective duties and tasks.
- b) Exercise all of the powers and prerogatives and perform the duties and tasks of the First Vice-President in the event of the absence or incapacity of that officer.
- c) In the event of the absence or incapacity of both the President and the First Vice-President, the Second Vice-President shall assume all of the powers and prerogatives of the President and shall succeed to the office of President in accordance with Article XII.
- d) Develop a recommended training program to be submitted to the Executive Board of Directors for approval at its second meeting following the Annual General Meeting. The recommended training program will be developed in coordination with but not limited to the Training Officer.
- e) Direct and coordinate the activities of the appointed Training Officer and Assistant Training Officers to implement the approved training program.
- f) Schedule and coordinate testing and certification activities for the benefit of the members of TCSRA.

Section 4 SECRETARY

The Secretary shall:

- a) Keep the minutes (and permanent record) of all regular meetings, Annual General Meetings and Executive Board of Directors meetings of TCSRA; keep copies of all Executive Board Policy Bulletins.
- b) Report orally or in writing at the direction of the President: the minutes of meetings; TCSRA correspondence received, sent, and pending; attendance and status of individual TCSRA members number of active referees in TCSRA; number and names of the Honorary Members.
- c) Maintain a current roll, roster, or list of the names of TCSRA General Members, their respective addresses, home phone numbers, work phone numbers, certification level, status (active or Inactive), and standing with TCSRA (must be either "in good standing" or "not in good standing", in accordance with Article III of these Bylaws); and share such membership information with other officers, appointees, and General Members who have need of such information.
- d) Conduct TCSRA correspondence in a timely manner and keep a permanent record all correspondence.
- e) At the direction of the President, give notice in advance of meetings to TCSRA General Members and Executive Board Members.
- f) Keep a permanent record of requests for Inquiry Board Hearings (and disposition of requests) and Inquiry Board decisions.

Section 5 TREASURER

The Treasurer shall:

- a) Receive and collect all money payable to this Association.
- b) Maintain custody of all funds, securities, evidences of indebtedness, and other valuable documents or objects by depositing such items in a bank or other safe depository in the name and to the credit of this Association - TCSRA..
- c) Keep an accurate and current account of all money received and all money paid out in a suitable ledger or book.
- d) Pay all bills, charges, and other expenses of this Association promptly after these expenses have been approved by the executive Board of Directors for payment. The Treasurer may request that the approval of the Board be given in writing for certain expenses.
- e) Pay all expenses, bills and other charges by check, making sure that all checks issued have the required, correct signatures.
- f) Keep no petty cash on hand.
- g) Provide within twenty-four (24) hours a current written report of TCSRA receipts and expenditures, liabilities, and assets; this report shall be provided to each member of the Executive Board but shall be requested by the collective action of the Board.
- h) Give a verbal summary report of the financial status of this Association at each regular meeting to the General Members and respond to any relevant questions asked by members.
- i) Submit all required financial reports, both verbal and written.



- j) At a regular meeting, upon the request of any General Member in good standing, give a detailed accounting of the books and the financial status of TCSRA to the member who made the request, provided the request was received in writing by the Secretary fourteen (14) days prior to the scheduled regular meeting.
- k) At an Executive Board of Directors meeting, upon the request of any member of the Executive Board, provide a detailed verbal accounting of the books and the financial status of TCSRA to the Board members present. No prior notice to the Treasurer required.
- l) At the direction of the Executive Board of Directors, have the books and other financial records of TCSRA audited by an independent, qualified person; one copy of the audit report shall be provided to the Board as soon as it is available; and one copy shall be kept as a permanent record.
- a m) Present a verbal or written report of the financial status of this Association to all General members present at the Annual General Meeting.
- n) For accounting and report purposes, begin each fiscal year on July 1 and end the fiscal year on June 30.

#### Section 6 SERGEANT AT ARMS

The Sergeant at Arms shall:

- a) At the direction of the President assist him/her in the performance of his duties as he/she may direct from time to time.
- b) Be responsible for calling the General Membership and the Annual General Membership meetings to order and to maintain order during the proceedings.
- c) Be responsible for conducting the raffle at each meeting for the benefit and enjoyment of the membership; and to keep an accurate and current account of all money received and all money paid out in a suitable ledger or book.
- d) To conduct special inquiries at the direction of the President with a confidential report submitted to the President for his/her determination.

#### Section 7 IMMEDIATE PAST PRESIDENT

- a) The Immediate Past President shall be a member of the Executive Board of Directors for the one-year period following the Immediate Past President's term of office. However, the Immediate Past President must remain active in the Association and continue to be a member in good standing in order to serve on the Executive Board.
- b) The Executive Board of Directors is responsible for determining if the Immediate Past President is active or not.
- c) Should the Immediate Past President be unable to complete this term on the Executive Board, or be unable to begin the term, the President shall proceed to appoint a successor in accordance with Section 5 of ARTICLE X to fill the office.

#### Section 8 APPOINTED POSITIONS;

Appointed positions may include but are not limited to the following positions and titles with their respective implied duties, tasks, or roles:

- a) The USSF DELEGATE shall attend all meetings called by the California Soccer Association - South (CSA-South) and meetings called by the USSF State Referee Administrator pertaining to soccer. The USSF Delegate also shall attend such other

meetings that may require the mandatory presence of the Delegate or where attendance is necessary to advocate for, represent, or protect the best interests of this Association and its members.

The USSF Delegate shall act primarily as liaison between the USSF State Referee Administrator and this Association.

The USSF Delegate, in turn, may appoint an assistant, subject to approval by the Executive Board of Directors, to assist the Delegate in carrying out duties assigned by the President and to attend to meetings as an alternate Delegate in the event the Delegate must be absent.

The USSF Delegate shall provide information and consultation to the Executive Board as requested but shall have no vote on the Executive Board. The Delegate shall have one vote as a General Member and must be present to vote.

- b) The REFEREE ASSIGNER/ REFEREE ASSIGNMENT COORDINATOR shall be responsible for scheduling and assigning referees to officiate all games that TCSRA has agreed to officiate through its membership.

The Referee Assigner must be currently certified with the United States Soccer Federation as an assigner. The Assignment Officer shall work at the direction of the Executive Board of Directors and keep records and make reports as requested by the Executive Board. The Assignment Officer shall have no vote on the Executive Board but shall have one vote as a General Member and must be present to vote.

The Scheduler/Referee Assignment Coordinator shall be paid on a monthly basis upon the approval of the Executive Board of Directors after submission to the Board of the Scheduler's monthly work sheets, schedules and/or other reports required from time to time by the Board. The Scheduler fees shall be determined by the Executive Board of Directors.

- c) The TRAINING OFFICER shall work at the general direction of the Executive Board of Directors, and the specific direction of the Second Vice-President, to plan, schedule, conduct and coordinate ongoing referee training and testing activities for the improvement and benefit of the members of TCSRA.

The Training Officer shall have no vote on the Executive Board of Directors but shall have one vote as a General Member and must be present to vote.

- d) The ASSISTANT MENTOR COORDINATOR shall work at the general direction of the Executive Board of Directors, and the specific direction of the First Vice President, to plan, schedule, conduct and coordinate the ongoing Referee Mentor Program for the improvement of referees in the Association.

The Assistant Mentor Coordinator shall have no vote on the Executive Board of Directors but shall have one vote as a General Member and must be present to vote.

ARTICLE VI EXECUTIVE BOARD OF DIRECTORS

- Section 1. Meetings of the Executive Board of Directors shall be held and chaired in accordance with Section 2, Article VII.
- Section 2. The Executive Board of Directors shall deal with all the business matters of this Association and take action as necessary.
- Section 3. a) The Executive Board of Directors shall deal with all routine matters pertaining to soccer officiating and the referee members of this Association and shall have the power to discuss and vote on all agreements and contracts before entering into them. The Board also shall advise the President and consult with the President during negotiations of agreements and contracts with soccer clubs, soccer tournaments, soccer leagues, soccer referee associations, and other persons or organizations which shall be binding on the Association and its members.
- b) The President or his Delegate acting as Chairperson of the Executive Board of Directors, shall have full authority to sign contracts and agreements, conduct referee fee payment negotiations, and act as liaison between this Association and other persons and organizations. The President shall represent this Association as appropriate at meetings, social events, tournaments, and soccer matches and shall protect the best interests of, and serve as chief advocate for, this Association and its members.
- c) The President shall consult with the Executive Board of Directors prior to negotiations and shall make timely reports to the Board and the General Members as appropriate.
- d) The President is allowed to disburse funds and/or authorize disbursement of funds from the TCSRA treasury up to the amount of \$100.00 in any consecutive 30-day period without the prior approval of the Executive Board of Directors. The President shall render an accounting of such disbursement(s) with appropriate documentation at the next Executive Board of Directors meeting or regular meeting of the General Members, whichever is sooner.
- Section 4. a) The Executive Board of Directors shall have the power to deal with matters not otherwise covered by these Bylaws, subject to the discretion of the President.
- b) The Executive Board of Directors shall issue written guidance and policy statements to all TCSRA members in the form of The TouchLine.

Section 5 Decisions of the Executive Board of Directors shall be final subject to Section 7, Article VI, and Section 9, Article VIII.

Section 6 The Executive Board of Directors shall consist of the following officers;

- a) President
- b) First Vice-President
- c) Second Vice-President
- d) Secretary
- e) Treasurer
- f) Sergeant at Arms
- g) Immediate Past President

Each Officer shall have one vote and must be present to vote.

Section 7 Repeal of any decision or action of the Executive Board of Directors requires a two-thirds (2/3) vote of the General Members present at a meeting held for that purpose provided the requirements of Article VII, Section 5(a), are met.

Section 8 The quorum for meetings of the Executive Board of Directors shall be 50% of the seated Board Members.

#### ARTICLE VII MEETINGS

Section 1 a) The General Membership regular meeting shall be held monthly on a date and at a time and place established by the Executive Board of Directors. The Executive Board of Directors shall make reasonable efforts to inform all General Members of the date, time, and place of regular meetings prior to the date of the meeting.

b) The monthly regular meeting may be canceled by the Executive Board of Directors.

c) Each General Member shall have one vote and must be present to do so. All members are requested to attend for training, fellowship, and to remain in good standing with the Association.

d) The President shall prepare an agenda for the regular meetings and shall act as a chairperson for the meeting.

Section 2 a) Executive Board of Directors Meetings shall be held at least every other month at a time and place established by the President with the approval of the majority of the Executive Board of Directors.

b) Each Executive Board member shall have one vote and must be present to do so.

c) The President shall act as chairperson for the Executive Board meetings.

Section 3 The chairpersons of the various ad hoc and standing committees, and of the Inquiry Board, may hold incidental meetings with committee members as required by the assigned tasks, on a date and at a time and place established by the respective chairperson.

#### Section 4 ANNUAL GENERAL MEETING (AGM)

The annual general meeting shall take place during the regular June meeting of each year and each General Member shall receive a written notice giving the date, time, and place at least 10 days prior. The agenda of the annual general meeting prepared by the President shall include but not be limited to the following:

- a) Roll Call
- b) Reading of the minutes
- c) Report of the Secretary
- d) Report of the Treasurer
- e) Report of the President
- f) Report of the USSF Delegate
- g) Amendments to the Constitution and Bylaws
- h) Miscellaneous
- i) Election of officers in accordance with Section 2 of Article IV
- j) Inquiry Board members elected in accordance with Section 1 of Article VIII
- k) Inquiry Board members appointed in accordance with Section 1 of Article VIII.

Section 5 QUORUM

- a) The quorum for all regular meetings shall be twenty (20) members in good standing of the voting membership of TCSRA.
- b) The quorum for the Annual General Meeting (AGM) shall be the same as for a regular meeting.
- c) The quorum for Executive Board of Directors meetings shall be 50% of the seated Board Members.

Section 6 NO SMOKING POLICY

Smoking shall not be permitted at TCSRA General Membership meetings and at Executive Board of Directors meetings.

ARTICLE VIII INQUIRY BOARD

Section 1. The Inquiry Board shall be installed at the Annual General Meeting each year and shall be composed of four members in good standing with this Association, as follows:

- a) One member shall be appointed by the outgoing President.
- b) One member shall be appointed by the incoming President.
- c) One member shall be elected by the general membership at the Annual General Meeting.
- d) One alternate also shall be elected by the general membership at the Annual General Meeting.

Section 2 In the event of a vacancy in the position previously filled by a member selected by the outgoing President or elected by the General Membership, the vacancy shall be filled by an election at the next regular meeting.

Section 3 When a vacancy occurs in the position previously filled by a member selected by the incoming, or current, President, the President shall appoint a member in good standing to fill the post.

Section 4 The alternate Inquiry Board member shall serve only when:

- a) one of the other Inquiry Board members is temporarily absent, or

incapacitated; or

b) one of the other Inquiry Board members is the subject of an Inquiry Board proceeding. The alternate, except as described above, shall not be party to proceedings of the Inquiry Board.

Section 5. The First Vice-President shall chair all meetings of the Inquiry Board but shall have no vote.

Section 6. Any active referee member of this Association may request a hearing or review by the Inquiry Board. All such requests must be in writing and submitted to the First Vice President with one copy to the TCSRA Secretary.

Section 7. The Inquiry Board has the right not to honor a request for hearing or review. The Inquiry Board may explain its refusal to grant a hearing but is not required to do so.

All requests for hearing or review before the Inquiry Board shall be acted upon within ten (10) days after the First Vice-President receives the written request. Written notification from the Inquiry Board to the member requesting a hearing and other members named or involved shall be sent within this ten (10) day period stating:

a) The decision of the Inquiry Board not to hear or review the matter.

OR

b) The date, time, and place of the Inquiry Board hearing for the purpose of accepting testimony, hearing witnesses, receiving additional written information and other evidence bearing on the matter at hand:

OR

c) Acknowledgment that the Inquiry Board will consider the matter as requested and render a decision within a reasonable time. Additional information may or may not be sought by the Board.

Section 8. The Inquiry Board, at its discretion, shall hear those matters relating to referee competence and deportment.

Section 9. The suspension, removal or replacement of a member referee on the active assignment roster shall be subject to review by the Inquiry Board at its own discretion.

Section 10. The Inquiry Board shall make its decisions only after hearing and examining all relevant information reasonably available. All three members of the Inquiry Board must hear or examine the same relevant information at a meeting (or meetings) called by the First Vice President for that purpose.

Section 11. Any referee who is the subject of an Inquiry Board proceeding shall be informed of that fact at the point the Inquiry Board agrees to consider the matter relating to that referee.

A referee who is the subject of an Inquiry Board proceeding shall have the right to appear in person before the Inquiry Board, with all Inquiry Board members present, and present testimony, evidence, or other information; the subject referee shall be afforded reasonable time to refute arguments and allegations against him and to present his own case.

The recommended procedure to hear testimony is that First Vice President shall request the complainant to present its case first and alone to the Members. Upon conclusion of the testimony, the accused shall have the opportunity to present its case alone to the Members. The Board shall confer alone. Upon concluding their review, the First Vice President shall recall both the complainant and the accused before the Board for further questioning, if necessary. A written statement by either party shall be deemed acceptable in the event that either party cannot be present at the proceedings.

Section 12 The Inquiry Board shall reach its decision by voting, with the majority becoming the official decision of the Board. No minority or dissenting opinions shall be written or published by the Inquiry Board. For the purpose of reaching final decisions on matters before the Board, each Inquiry Board Member shall have one vote.

Section 13 The Inquiry Board must report in writing its decisions and/or other action(s) taken on matters that were pending before the Inquiry Board at the next regular meeting of TCSRA. The written report shall be submitted by the First Vice-President to the President. A copy shall also be given to the Secretary and become part of the permanent records of TCSRA. The First Vice-President shall also report orally to the General Membership of TCSRA at the next regular meeting. The report to the General Membership will not disclose the names of the complainant and/or the accused.

Section 14...The decisions of the TCSRA Inquiry Board shall be final and binding upon all members and officers of TCSRA; these decisions shall not be appealed to other TCSRA members, officers, or committees, nor shall discussion of TCSRA Inquiry Board decisions be allowed during regular meetings.

Actions taken by the Inquiry Board include but are not limited to the following:

- censure
- reprimand (formal)
- reprimand (informal)
- suspension (varying amounts of time)
- ejection from the Association for cause

## ARTICLE IX AMENDMENTS

Section 1 Proposed amendments to the Constitution and Bylaws of TCSRA must be submitted in writing to the Secretary by any General Member no later than two (2) weeks prior to the meeting preceding the Annual General Meeting to be read at that meeting and voted upon at the Annual General Meeting. Such proposed amendments must be passed by a two-thirds (2/3) majority vote of the General Members present and in good standing at the Annual General Meeting. A quorum must be present.

Section 2 Proposed amendments to the Constitution and Bylaws of TCSRA necessary at any time other than the Annual General Meeting must be passed by a three-fourths (3/4) vote of the General Members present at a meeting held for this purpose, in the following manner:

Any General Member may propose an amendment by submitting it in writing to the President with one copy to the Secretary at a regularly scheduled meeting. The President shall insure that the proposed amendment is read and discussed during the meeting at which it is submitted in writing by a general member. The proposed shall then be presented for a vote at the next regularly scheduled meeting if a quorum is present.

Section 3 Proposed amendments which are passed by the required vote as provided in Sections 1 and 2 of Article IX shall become effective immediately.

#### ARTICLE X ELECTIONS

Section 1 Elections for all Executive Board Officers shall be held at the Annual General Meeting in accordance with Section 2 of Article IV.

Section 2 Any General Member in good standing shall be eligible to run for any office and may be nominated by any General Member (including himself or herself) provided permission to be nominated for a given office has been granted by the nominee. **Nominations for office shall be submitted in writing to the Executive Board of Directors through the Secretary prior to the Annual General Meeting.** Nominations from the floor will also be accepted at the Annual General Meeting provided permission to be nominated has been granted by the nominee.

Section 3 During the regular meeting in May, the Executive Board of Directors shall present the existing slate of candidates nominated for office.

Section 4 Each General Member in good standing shall be eligible to vote in the elections at the Annual General Meeting and must be present to vote. There shall be no absentee ballots.

Section 5 A vacancy in any office of the Executive Board of Directors shall be filled within thirty (30) days by the following procedure:

The incumbent President shall appoint a replacement from the roster of members in good standing; the appointee may assume the duties of office only after the Executive Board of Directors has approved the appointment by a simple majority. After approval by the Board is given, the new officer shall serve the remainder of the term and may seek election at the Annual General Meeting.

Section 6 (a) The term of office for the President and the other officers of the Executive Board Directors shall be one year. All officers may be reelected.

(b) There is no limit on the number of times a person may be elected.

(c) Only one elected office may be held at a time by any member; members elected to office also may serve in appointed positions.



- Section 7 a) An Executive Board of Directors member may be removed involuntarily from office by a majority vote of the seated Board members held at a special Executive Board of Directors meeting called for that purpose.
- b) The General Members shall be informed of such an action at the next regular meeting by the President.
- Section 8 a) Any member who violates any of these Byulaws or any Article or Section of this Constitution may be removed from the office or other capacity in which he/she is serving the Association by a majority vote of the seated Board members at a special meeting of the Executive Board of Directors called for that purpose.
- b) The General Members shall be informed of such an action at the next regular meeting by the President.
- c) Any such action also may be reviewed, reversed or modified by the Inquiry Board acting on its own discretion in accordance with Article VIII.

#### ARTICLE XI VACANCIES AND SUCCESSION

- Section 1 Whenever a vacancy occurs among the Executive Board of Directors, the President shall proceed as in Section 5 of Article X.
- Section 2 Whenever the office of President becomes vacant, the First Vice-President immediately shall succeed to the office, duties, and title of President for the remainder of the term and shall proceed as in Section 5 of Article X to fill the office of First Vice-President.
- Section 3 Whenever vacancies occur at the same time in the offices of the President and the First Vice-President, the Second Vice-President shall then succeed to the office, duties, and title of President for the remainder of the term and shall proceed as in Section 5 of Article X to fill the offices of First and Second Vice-Presidents.
- Section 4 In the event that vacancies occur at the same time in the offices of President, First Vice-President and Second Vice-President, the General Members at the next regular meeting shall elect successors to those offices for the remainder of the terms of office. The Secretary shall conduct this election.
- Section 5 The offices of Secretary, Treasurer, and Immediate Past President shall not be part of the line of succession.

#### ARTICLE XII DUES AND FINANCES

- Section 1 The annual membership dues and scheduling fees of this Association shall be determined at the Annual General Meeting (AGM) for the year following but may be modified or changed by vote at any Regular Meeting.
- Section 2 The Association through its Executive Board of Directors shall have the right to assess its General Members for money in the event of any emergency.

Section 3     **Annual dues, scheduling fees and emergency assessments shall be paid to the Treasurer.**

**ARTICLE XIII OFFICIAL UNIFORM**

**The official uniform for members of this Association while officiating at soccer matches shall be the recommended United States Soccer Federation (USSF) uniform for soccer officials.**

**ARTICLE XIV CODE OF ETHICS**

**The Code of Ethics for all members of this Association is the USSF Code of Ethics stated in full in Attachment 1 of these Bylaws.**

## ATTACHMENTS

### ATTACHMENT 1

#### Referee Committee

#### CODE OF ETHICS FOR REFEREES

1. That I shall always maintain the utmost respect for the game of soccer.
2. That I will conduct myself honorably at all times and maintain the dignity of my position.
3. That I shall always honor a contractual obligation.
4. That I will endeavor to attend local meetings and clinics so as best to know the Laws of the Game and their proper interpretation.
5. That I will always strive to achieve maximum teamwork with my fellow referees and linesmen.
6. That I shall be loyal to my fellow referees and linesmen, and never knowingly promote criticism of them.
7. That I shall be in good physical condition so as to be in the right place at the right time.
8. That I will control the players effectively by being courteous and considerate without sacrificing firmness.
9. That I shall do my utmost to assist my fellow officials to better themselves and their work.
10. That I shall not make statements about any game except to clarify an interpretation of the Laws of the Game.
11. That I consider it a privilege to be a part of the United States Soccer Federation and I will strive to make my actions reflect credit upon that organization and its affiliates.

## **ATTACHMENTS**

### **ATTACHMENT 2**

#### **UNITED STATES SOCCER FEDERATION**

##### **Board of Directors and Referee Committee**

#### **STATEMENT OF POLICY**

#### **SYSTEMS OF OFFICIATING SOCCER GAMES**

The FIFA Laws of the Game recognize only one system for officiating soccer games, namely, the system consisting of three officials — one referee (Law 5) and two linesmen (Law 6) . All national competitions sponsored by the USSF require the use of this officiating system.

In order to comply with the FIFA Laws of the Game which have been adopted by the National Council (Rule1001) , all soccer games sanctioned directly or indirectly by member organizations of the USSF must employ the FIFA system (three officials). As a matter of policy, the USSF Referee Committee prefers the following alternatives in order of preference:

1. One USSF referee and two USSF referees as linesmen (the standard ALL organizations should strive to meet).
2. One USSF referee and two linesmen, one of whom is a USSF referee and one of whom is an Associate of the local referee program.
3. One USSF referee and two linesmen who are both Associates of the local referee program (FIFA system ) (only if there are not enough USSF referees to have #1 or #2).
4. One USSF referee and two linesmen who are not both Associates of the local referee program (FIFA system) (only if there are not enough USSF referees and Associates to have #3).

Member organizations and their affiliates should make every effort to assist in recruiting officials so that enough USSF referees will be available to permit use of the FIFA officiating system for ALL their competitions.

## ATTACHMENTS

### ATTACHMENT 3

#### UNITED STATES SOCCER FEDERATION

##### Referee Committee

#### STATEMENT OF POLICY

#### REFEREES' RESOPNSIBILITIES TO AFFILIATED TEAMS

A person registered with the USSF as a referee has the right to participate in referee courses and clinics conducted by the USSF and its affiliates and to be examined and graded from time to time - all for the purpose of assisting the referee in improving his/her officiating skills as well as qualifying him/her for higher-level competition. A USSF registered referee also has the responsibility to officiate games among youth and senior teams which are affiliated with the USSF so that affiliated teams do not have a shortage of qualified officials for their competitions. Recognizing these rights and responsibilities, the USSF Referee Committee adopts the following policy:

1. The primary duty of a USSF registered referee is to officiate games among teams (youth and senior) which are affiliated with the USSF.
2. In order to prevent any referee from taking benefits from USSF referee development programs without also assisting affiliated teams in conducting their competitions, the state referee administrator has the authority to refuse registration and to refuse participation in USSF - sponsored referee development programs to a referee who has previously registered with the USSF if the state referee administrator determines that the following conditions exist:
  - a. There is a shortage of qualified referees for games involving USSF affiliated soccer teams.
  - b. The referee during the past calendar year has officiated more games for unaffiliated soccer teams than for USSF affiliated soccer teams (school sponsored games are not to be considered as either affiliated or unaffiliated games for this purpose).
  - c. The referee has not officiated during the past calendar year a minimum of six (6) games at his/her highest grade level, unless written clearance has been received by the referee from the SRA or Referee Committee Chairman.