



SOUTHERN LACROSSE OFFICIALS ASSOCIATION CONSTITUTION

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Article I Name

This organization shall be known as the **Southern Lacrosse Officials Association (SLOA)**.

Article II Purpose

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

- The procurement, training, classification and maintenance of an adequate membership of qualified and competent officials whose integrity is above reproach for the use of the Appointing Authorities in collegiate, club, and scholastic and recreation games.

- Fostering a high standard of ethics, encouraging fair play, sportsmanship, closer cooperation, and better understanding among officials, athletic directors, coaches, players, media and spectators.

Article III Appointing Authorities

It is recommended that SLOA Members officiate only in those games assigned by those Appointing Authorities recognized by the **Board of Directors (BOD)**

Article IV Territory

This association shall serve the geographical area subject to the jurisdiction of the Appointing Authorities designated in Article III above.

Article V Membership

Section A. Qualifications for Applicants:

1. Be not less than 21 years of age as of January 1 in the year of application. The Membership Committee is empowered to waive this age limit on a case-by-case basis.
2. Possess an abiding interest in the game of lacrosse.

Section B. Requirements for Applicants:

1. Pay to the Trainer designated by SLOA a fee established by the BOD annually and submit the requisite insurance verification.
2. Submit an application in writing on the prescribed form at or before the second regularly scheduled meeting of the SLOA in the year in which the application is made. The burden of proof of qualification is upon the applicant, and he must submit sufficient information to enable the membership committee to verify same.
3. Attend and participate in the meetings of the SLOA, including classroom instruction, fieldwork and clinics as prescribed.

Section C. Requirements for Admission to Membership:

1. Fulfill all the requirements of Applicants.
2. Pass a written examination on the rules and manual to be held at end of the requisite training course.
3. Attend the meetings of the SLOA as is required of active members under Bylaw IV, after the submission of the application form.

4. Receive favorable reports from the observation of officiating in a scrimmage or game by members of SLOA.
5. Abide by all of the general policies of the SLOA.
6. Secure the recommendation of the Membership Committee.
7. Secure the tentative approval of the BOD, such approval to become final upon compliance with the payment of dues and fees as prescribed in Paragraph 8 below.
8. Pay dues and any other fees owed by the date set by the BOD.
9. Failure to comply with requirements of Paragraph 8 above causes forfeiture of application fees and all privileges as an Applicant.

Section D. Requirements for Transfer Members:

1. Present credentials from former association(s) and/or National Intercollegiate Lacrosse Officials Association (NILOA) District Appointing Authority to the BOD for approval and verification.
2. Be placed in a division commensurate with length of service, game experience and recommendations. The Transferee shall provide all information necessary to help the BOD in placing the Transferee in the appropriate division including the number, caliber and location of games worked before, if any.
3. Pay dues for the current year and any other applicable fees, and submit the requisite insurance verification.

Section E. Classes of Membership:

1. Active members of this association are those currently engaged in the officiating of lacrosse. They are classified into three divisions, including (a) the Scholastic Division (high school or lower level); (b) the Club Division (all games above high school level); and (c) Senior Limited Status. The requirements and privileges of each division are set forth below. All members who accept appointments to work games must submit to the appropriate appointing authority the requisite insurance verification. Advancement to a higher division may be made after June 1st and prior to June 30th, if recommended by the Membership Committee and approved by the BOD.

a. Scholastic Division

1. Members completing the Applicant year and those who have not met the requirements for placement in the Club Division.
2. Members are eligible to officiate scholastic, recreation, summer league, under squad, junior varsity and varsity games. Members are ineligible to officiate games of higher classification unless all available Club Division members have

been assigned to the higher level games by appointing authority.

3. Members may be official timer or scorer in any game.

b. Club Division - To be in this Division, a member must have:

1. Completed three years active membership in the Scholastic Division.
2. Officiated in a minimum of 25 varsity Scholastic games.
3. Complied with all requirements for members as prescribed in this Constitution.
4. Received the recommendation of the Membership Committee.
5. Received the approval of the BOD.
6. Club members are eligible to officiate in any game in any capacity.
- 7.

It is the responsibility of Scholastic Division officials and Applicants to provide the Chairman of the Membership Committee, no later than June 1 of each year, with a list of varsity scholastic games worked showing the date of each game, the schools involved and the name of the other official in each game.

c. Senior Limited Status - To be in this Division, a member must have:

1. Completed eight continuous years of active service or have been a member in good standing in the SLOA for 15 years or transferred into the SLOA with senior status from another recognized lacrosse officials association.
 2. Paid all regular dues unless 30+ years of service and submit the requisite insurance verification.
 3. Submitted a request for senior limited status on an annual basis.
 4. Be approved for this division by a simple majority vote of the BOD of the SLOA
 5. Agreed to be generally available to work Club /recreation games and, in an emergency, can work scholastic games as requested by the appropriate assigning authority.
2. Inactive membership may be conferred by the BOD upon request to any active member. They are not required to attend meetings, must not accept game

appointments, but must pay a fee as prescribed by the BOD in lieu of dues and submit the requisite insurance verification. Time in the inactive status does not accrue as credit toward division advancement. The BOD, upon request, may return an inactive member to active status in conformation with the following:

- a. If inactive not more than 1 year, no change in Division.
 - b. If inactive more than 1 year, placed in the appropriate division as determined by the BOD.
3. Honorary membership may be bestowed by the BOD to those who have been active ten years or more. Honorary members are not eligible to work any games or required to pay annual dues.

Article VI Availability

At such dates as are determined by the BOD, the members shall advise the Appointing Authorities of the dates they will be available for officiating. The members may impose no restrictions or requests upon the Appointing Authorities regarding the type of game they will accept.

Article VII Officers and Directors

The officers of this association shall be: President, Vice-President, Secretary, Treasurer and Assistant Secretary-Treasurer.

The Directors of this association shall be ten in number, to wit: The President, Vice-President, Secretary, Treasurer, Assistant Secretary-Treasurer, Interpreter and four directors without office: one Director representing the Club Division, one Director representing the Scholastic Division, one Director elected at large, one Director, who shall be the most immediate Past-President who is an active member of the SLOA.

Vacancies on the BOD shall be filled by nominations from the floor and a general membership vote at the next regular meeting of the SLOA after the vacancy occurs. The vote of the general membership to fill a vacancy shall be a vote by those member classifications which originally voted for the Director as requested by Article VII and Article IX.

Article VIII Interpreter

The President shall appoint, subject to confirmation by the BOD, one of the Club Division members annually who shall function as Interpreter.

Article IX Elections

Each Officer and Director shall be elected at the Annual meeting, for a term of one year beginning July 1st and ending June 30th. No individual may serve more than two consecutive years as President.

Article X Recall

Any Director or Officer may be recalled from his office by a motion to recall made by any Board Member and seconded by any Board Member and passed by two-thirds (2/3) of the votes cast at the next scheduled membership meeting providing at least 60% of the members are present.

Article XI General

The duties of Officers, Interpreter 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 for in the Bylaws.

Article XII Amendments

This Constitution may be amended at any Annual Meeting by an affirmative vote by two-thirds of the votes cast, providing that a copy of any amendment proposed shall be handed out to the members at any regularly scheduled meeting at least two weeks prior to the Annual Meeting at which the vote is to be taken. Any member who is not officially marked as "present" at the meeting at which any proposed amendment is handed out shall be mailed OR emailed a copy of the proposed amendment within three days of such meeting.

Article XIII Bylaws

The BOD shall adopt and/or amend Bylaws to implement the purposes as set forth in this Constitution. The membership may revoke a decision of the BOD by a sixty (60) percent of the vote cast or fifty (50) percent of the total membership, whichever is higher, in favor of such revocation.

BYLAW I:

Duties of Officers and Interpreter

A. Duties of the President

1. Shall preside at all meetings of the SLOA and its BOD.
2. Shall make every effort to further the policies of the SLOA.
3. Shall conduct all negotiations on behalf of the SLOA not specifically delegated otherwise, or may delegate these duties at his discretion.
4. Shall appoint all, and is ex-officio member of, the committees herein provided and may appoint special committees as may be necessary to properly administer the business of the SLOA and may revoke said appointments.
5. Shall be responsible for signing all contracts for services on behalf of the Southern Lacrosse Officials Association. A copy of all signed contracts shall be preserved either physically or electronically and provided to the Secretary for storage. It is recommended that the President and Vice-President review these documents at the beginning of the fiscal year, July 1.
6. Has no authority to overrule a majority vote by the BOD.

B. Duties of the Vice-President

1. Shall perform the duties of the President in his absence or inability to act.

2. Shall conduct any negotiations on behalf of the SLOA delegated to him by the President.

C. Duties of the Secretary

1. Shall keep accurate minutes of all meetings of the SLOA and its BOD, and records of any other official activities of the SLOA.
2. Shall coordinate with the Assistant Secretary-Treasurer the keeping of accurate attendance records for each member.
 - a. Shall notify the President and Treasurer as to all members who shall be fined pursuant to BYLAW IV, paragraph E regarding absences.
 - b. Shall notify the President as to all members who fail to meet the mandatory attendance requirements spelled out in BYLAW IV, paragraph F.
3. Shall conduct all correspondence of the SLOA, not specifically delegated otherwise, and preserve all records, including a file of outgoing and incoming correspondence and reports.
4. Shall, by the date determined by the BOD pursuant to Article VI of the Constitution, assist the Appointing Authorities for the Scholastic and Club Divisions with the notification of availability forms.
5. Shall prepare and post a directory of Appointing Authorities, Officers, Board of Directors, all Committees and an alphabetical roster of the members.
6. Shall have available to all members, *a posting* of the Constitution and Bylaws, and shall note all changes in the Bylaws voted on by the BOD during the course of the year and all changes in Articles voted on by the membership at the Annual Meeting and shall bring these changes to the attention of the Chairman of the Constitution Review Committee at the end of each year so that the Constitution can be amended each year and kept current.
7. Shall post an up-to-date roster of members of the SLOA in good standing to all Appointing Authorities.

D. Duties of the Treasurer

1. Shall receive and disperse all funds of the SLOA, record all such transactions and deposit all such funds in the name of the SLOA.
2. Shall prepare each member's annual statement in accordance with Bylaw VI (Finances).
3. Shall keep a record of all fees paid by each member.

4. Shall report at each meeting the balance on hand at last meeting, monies received, monies paid out since then and the current balance on hand.
5. Shall report any delinquent members to the BOD.
6. Shall prepare an annual report on or before June 30. This report shall show a balance on hand as of the previous July 1st, the amount and source of all monies received, the amount and recipient of all monies paid out, balance on hand as of June 30. The names and amount owing of any delinquent members shall be recorded thereon. A copy is to be filed with the Treasurer's records and a copy is to be filed with the minutes.

1. Duties of the Assistant Secretary-Treasurer

- a. Shall have primary responsibility for maintaining accurate attendance records.
- b. Shall perform the duties of the Secretary and/or Treasurer at the meetings of the SLOA or its BOD in their absence or inability to act.

2. Duties of the Interpreter

- a. Shall obtain from appropriate authority the answers to any questions pertaining to the rules and/or mechanics referred to him by the President, the BOD, SLOA members or any of the Appointing Authorities.

BYLAW II:

Duties of the Board of Directors

- A. Shall manage and direct the affairs of the SLOA in accordance with the Constitution and Bylaws.
- B. Shall accurately report to the SLOA all of its decisions.

- C. Shall have the power to adopt any and all regulations to govern its deliberations.
- D. Shall vote on the recipient of the Richard Tamberrino Award and notify the membership at the Annual Meeting whether or not an award will be presented that year. It will be up to the discretion of the BOD as to the time and place of any announcement to the membership of the name of any recipient of the Richard Tamerrino Award.
- E. Vote on and approve or disapprove all business matters as it pertains to the SLOA.

BYLAW III:

Committees and Their Duties

The following committees shall be appointed by the President immediately upon his taking office, and they shall serve for one year unless otherwise set forth in this Constitution and its Bylaws. The first appointed member will be the Chairman.

The President may appoint, or a Chairman may request, the appointment of a subcommittee to assist in any special phase of a committee's duties.

A. Finance and Auditing

1. Shall consist of at least four (4) members, two (2) of whom must be the Treasurer and the Assistant Secretary-Treasurer.
2. Between July 1st and September 30th shall review the Treasurer's records for the previous year and report its findings to the BOD.
3. Shall prepare an approximate budget for the current year, and recommend to the BOD the amount of discount, if any, to be allowed for prompt payment of the ensuing year's dues as submitted on each member's annual statement.

B. Membership

1. Shall consist of three (3) or more members, one of which shall be designated by the BOD as the Applicant Class Trainer.
2. Shall encourage all qualified persons to apply for membership.
3. Shall receive, investigate and accept or reject all applications for membership, received on the proper form and accompanied with the application fee.
4. Shall process and qualify all accepted applications by:

- A. Preparing, presenting, supervising and grading a written examination on the current rules and manual during the first week in May.
 - B. Observing their field work in a game or scrimmage whenever possible.
 - C. Recommending all qualified Applicants for admission to membership.
5. Shall recommend to the BOD all members considered for restoration to their previous Division any former inactive members demoted for inactivity.

C. Rules and Mechanics

- 1. Shall consist of three (3) or more members and the Interpreter.
- 2. Shall record any rule or manual decisions of the NCAA, National Intercollegiate Lacrosse Officials Association (NILOA) Appointing Authorities, SLOA and the Interpreter.
- 3. Shall define, clarify and/or resolve any Rule and/or Mechanics problems referred to it and to report its findings and interpretations to the SLOA.
- 4. Shall note any controversial problems pertaining to the Rules and/or Mechanics that occur during the season and make recommendations for approval by Club Division members to remedy same at the Annual Meeting.
- 5. Shall utilize a subcommittee to be designated as the Rules and Mechanics Discussions Committee to aid in the presentation for covering rules, approved rulings and mechanics in the regular membership meetings.

D. Performance and Evaluation

- 1. Shall consist of three (3) or more members.
- 2. Shall from time-to-time obtain from the active members of the SLOA their constructive criticism, remarks and suggestions pertaining to the improvement of their fellow members' performances.

All remarks, suggestions and criticisms received are to be held in confidence for the member to whom they pertain and are not to be available to other SLOA members, Appointing Authorities or the general public, including the media.

E. Entertainment

- 1. Shall consist of three (3) or more members.
- 2. Shall plan and present any social function approved by the BOD.

F. Nominating

1. Shall consist of three (3) or more members.
2. Shall select at least one and not limited to more than two active members to be candidates for each office and directorship, subject to the restrictions set forth in Article VII and Article IX of the Constitution. This is due by the first Monday in May.
3. Shall consult with the Membership Committee and/or the BOD to avoid nominating a Director who may become disqualified by Division advancement.
4. The slate of the Committee shall be announced electronically to the entire membership on the first Monday in May, and finalized on the second Monday in May. This Final slate of the Committee shall be submitted to entire membership electronically for "E-Voting" election, which is posted, votes collected, winners declared and process completed at the Annual Meeting.

G. Awards and Recognition

1. Shall consist of at least five (5) or more committee members to represent Awards & Recognition for all levels. The Committee shall be composed of one (1) Chairman, current SLOA VP, (2) the current SLOA Director at Large, (3) the current Scholastic Division Director, (4) the current Club Division Director, (5) & (6) two optional members with at least 5-10 years of SLOA service; one (1) Club Division member and one (1) Scholastic Division member; (7) the current SLOA Applicant Trainer, (8) the current SLOA Scholastic Assignor, and (9) the current SLOA Club Assignor.
2. Shall enhance the development of conscientious officiating by developing a comprehensive and effective evaluation system for the purpose of identifying the outstanding senior, scholastic and applicant official (s) for each year as approved by the BOD for the selection of the winners and all approved recognition awards as listed, i.e. (2 max) "Outstanding Applicant(s) of the Year" (3 max) "Outstanding Scholastic Official(s)" and (3 max) "Outstanding Senior Official(s) Award" level.
3. Shall evaluate the following:
 - a. Physical conditioning
 - b. Knowledge and application of rules (official's test and ratings)
 - c. Attendance (meetings-games-and scrimmages)
 - d. Conduct and game management
4. Recognition for all levels shall be as approved by the BOD and acknowledged to the general membership at SLOA Annual Business Meeting and the recipients be presented with a formal Letter of Appreciation (LOA) and/or Board approved purchased of a plaque/trophy/SLOA embroidered white hat or other item.

5. All Assigning Authorities at each level shall assist the committee in its efforts to maintain the high standard of the award. The Award for all levels shall be a formal post-season game assignment at each award level, supported by the appropriate level Assigning Authorities.

H. Planning and Promotion Committee

1. Shall consist of at least three (3) or more members.
2. Shall resolve any questions pertaining to the purposes enumerated below which are referred to this Committee by the President, BOD or SLOA membership.
3. Shall have as its purposes the periodic review of the relationship between SLOA and the Appointing Authorities and those people for whom they work, review of the fee schedules and related questions, and review of the territorial working limits of the SLOA.
4. Shall make recommendations to the membership with regard to the questions referred to the Committee.

I. Ethics Committee

1. Shall consist of a total of five (5) members, one of whom shall be designated as Chairman, and the Committee shall be composed of two (2) Club Division members, two (2) Scholastic Division members, one (1) at-large member.
2. Shall oversee the performance and actions of all members as officials.
3. Decisions will be made by majority vote of the Committee and all decisions will be referred to the BOD for final action.
4. Shall have as its purposes the periodic review of the relationship between SLOA and the Appointing Authorities and those people for whom they work, review of the fee schedules and related questions, and review of the territorial working limits of the SLOA.

J. Constitutional Review Committee

1. Shall consist of a Chairman who shall be designated by the President.
2. Shall consist of three (3) other members, one of whom shall be appointed by the President from the *Club Division*, one from the *Scholastic Division*, and the *Secretary*.

3. Shall review suggestions of the membership for amending the Constitution and Bylaws and shall draft such amendments as the Committee approves by majority vote and post such proposed amendments to the membership in accordance with the provisions in Article XIII.
4. Shall incorporate into the Constitution at the end of each year any changes in the Articles approved by the membership at the Annual Meeting and any changes in the Bylaws voted on by the BOD during the course of the year so that the Constitution shall be kept current.

K. Richard Tamberrino Award Committee

1. Shall consist of three (3) Club members who shall accept and consider names submitted by the membership and who shall submit by April 30, one or more names to the BOD for an Award which may be given annually by the SLOA.
2. The recipient shall be an active or past active member of the SLOA who has been a member of the SLOA for at least six years and contributed to the continued success of the SLOA and where applicable, has made an outstanding contribution to the game of lacrosse.
3. L. Information and Technology (IT)
4. Shall consist of a Chairman and two members who shall be designated by the President that have experience in IT and Web page development.
5. For the purpose of posting and communicating with its membership through all web-based communications; they will create, maintain and serve the SLOA BOD and its membership in producing the main e-form of electronic media and information exchange.
6. The Secretary will work with the committee to retain backup copies of all data, text, pictures and documents created, stored and published on the SLOA.net Web site.

BYLAW IV

Meetings

- A. The Annual Meeting of the SLOA shall be set by the BOD.
- B. Regular meetings of the SLOA shall begin the first Monday in February and continue weekly thereafter (2 hour meetings) until the Rules Committee's yearly review of the rules is complete. Thereafter the SLOA shall meet as determined by the Board of Directors until the last meeting, which will be set by the BOD at a date prior to May 31st.
- C. Special meetings may be called by the President, or by written request often (10) or more members. Written notice stating the purpose of such a meeting must be posted to the membership at least ten days prior to the meeting.
- D. Every active member of the SLOA is expected to attend all meetings, including mandatory clinics and the Annual Meeting, as scheduled by

the SLOA BOD. With exception of attendance at all clinics and the Annual Meeting, which are mandatory, each member will be permitted two (2) absences during the fiscal year unless excused due to game assignments as set forth in Bylaw IV, paragraph G.

Senior Limited Status members must attend all mandatory clinics and the Annual Meeting and at least two (2) other meetings.

E. Failure to observe the above will result in immediate review by the BOD for appropriate action.

If the BOD suspends a member, reinstatement to membership in the SLOA can only be done by sending a letter to the Secretary of the SLOA requesting a hearing before the BOD of the SLOA. The BOD will hold the hearing as soon as possible.

The BOD will make a strong recommendation to the appropriate appointing authorities that any requested suspension under this Bylaw be strictly enforced.

F. Excused absences due to game assignments apply to absences of members who work a daytime game more than thirty (30) miles from Baltimore City, or a night-time game during meeting time. Names of members excused for absences due to game assignments are to be supplied to the Secretary of the SLOA within 5 days following the meeting by the appropriate appointing authority. Members working lacrosse games are requested to attend all meetings, even if they will be late due to a game.

G. Meetings of the BOD may be called by the President or any three Directors, providing all Directors are notified.

H. The President may eliminate other regular meetings during April and May if he feels, in his discretion, that they are not necessary. However, this discretionary power of the President does not apply to the Annual Meeting. Any meeting eliminated by the President counts as an attended meeting for each member for attendance purposes.

1. Member Request Dismissal of Meetings: Any member may make a long-term annual SLOA Meeting Dismissal request to the SLOA BOD within the fiscal year under the following criteria:
 - A. Must be a member in good standing (full membership dues and requisite insurance fees are paid up to date)
 - B. Must present a written letter of the request to the next meeting of the SLOA BOD within TEN (10) days prior to the date of request.
 - C. The members written request must present evidence of an extreme change in lieu of their normal ability to meet the required meeting guidelines as set forth in Bylaw IV, Meetings paragraph E, F and G. (extreme examples include but limited to: Members; on active duty in the military, permanent change in vocational work schedule, attending educational courses on scheduled SLOA meeting dates, short term health disability and other extreme examples recognized and considered appropriate by the SLOA BOD *)

- A. The current **full annual SLOA dues are not waived** for Active and Senior Limited status members. If the SLOA BOD votes to approve the request, Members in this status must be billed for the current fiscal year as set forth in Bylaw VI, FINANCES under paragraph B - Dues.
- B. Member to abide by all of the general policies of the Southern Lacrosse Officials Association.

*** The decision to approve / disapprove the Member's long- term request of Dismissal of SLOA Meetings in the current fiscal year, is made final by a majority vote of the SLOA BOD.**

BYLAW V:

Finances

A. Annual Statement

1. On or before the Annual Meeting, each member will receive his Annual Statement. This will be an itemized account of all charges against him due the SLOA. Any member not receiving his Annual Statement at the Annual Meeting will be mailed his Annual Statement forthwith after the Annual Meeting.
2. The total amount of this Annual Statement is due and payable when rendered and becomes delinquent after the date set by the BOD and prior to December 31st.
3. Annual statement dates are set by the BOD and, if unpaid by December 31st, will incur a \$100.00 reinstatement fee.
4. Adjustments required after the Annual Statements have been rendered will be negotiated by the Treasurer and the members involved.

B. Dues

1. Active members and Senior Limited Status members shall pay dues annually, determined by the Board of Directors.
2. Inactive members shall pay dues in the amount to be determined by the Board of Directors.
3. Members on active duty in the military do not pay dues.
4. Honorary members do not pay dues.
5. Any active members with 30 years or more service in the SLOA shall not pay dues.

BYLAW VI:

Fiscal

The fiscal year of the SLOA shall begin on July 1st and end on June 30.

BYLAW VII:

Uniform and Procedures

- A. Members shall wear the uniform prescribed by the BOD.
- B. Members must abide by the rules and interpretations of the NCAA, USCLA, NCLL NHFS, and Youth Level and conform to the respective mechanics of said organizations.

BYLAW VIII:

Disciplinary Measures

- A. Members may be suspended, fined, demoted in Division or expelled for violating or causing another member to violate the Constitution and/or Bylaws, by the BOD.
- B. In cases of expulsion, a hearing will be conducted by the BOD. In all such cases three-quarters (3/4) of the vote cast is necessary for expulsion. C. Expelled members may request reinstatement.
 - 1. They may be given a hearing by the BOD.
 - 2. In all such cases, three-quarters (3/4) of the vote cast is necessary for reinstatement.
 - 3. If reinstated, said party must pay a penalty as set forth by the BOD in addition to unpaid fees.
- C. In the event that the BOD suspends a member all appointing authorities shall refrain from using said member until appropriate reinstatement occurs.

BYLAW IX:

Quorum and Voting

- A. At all meetings of the SLOA, 25 percent of the active membership shall constitute a quorum.
- B. At all meetings of the BOD, five Directors shall constitute a quorum.
- C. All active members shall have one vote, when eligible, at all meetings of the SLOA.

- D. All Directors shall have one vote at all meetings of the Board of Directors.
- E. Annual Elections and "E-Voting" Process may be conducted in accordance with:
 - 1. **Article VII Officers and Directors, Article IX Elections** and per **Article XIV BYLAWS; BYLAW III Committees and Their Duties;**
- F. **Nominating**
 - 1. The approved voting method for the annual voting process may be done by "E-Voting" by way of an on-line Electronic Survey where the ballot is designed, distributed to membership by email one week prior to the annual meeting, votes collected (w/ poll open and closed (TBD and announced by Nominating Committee Chair) prior to Annual Meeting start), tabulated and managed by the Nominating Committee Chair per **Article XIV BYLAWS; BYLAW III Committees and Their Duties; F. Nominating**
 - 2. The Nominating Committee Chair will announce the Election results of Winners with highest plurality of electronic votes cast will be declared at annual meeting. A motion (w/second) to accept E-Voting election results will be made before membership as official.

BYLAW X:

Parliamentary Procedure

Parliamentary procedure under the Constitution and Bylaws shall be governed by Roberts Rules of Order Revised.

BYLAW XI:

Guidelines for the BOD as to Transfer Members and Their Placement within the SLOA.

A. Persons wishing to transfer to the SLOA from another recognized organization.

1. Requirements of the Transferee

(a) A written request to transfer to the SLOA addressed to the President of the SLOA.

(b) A written recommendation from the transferee's former District Appointing Authority.

(c) A completed questionnaire from the prior appointing authority as well as a verified list of previous games worked.

(d) Transferee must meet the basic requirements for membership in the SLOA.

2. Probationary Year Placement

(a) It shall be the responsibility of the BOD of this Association to make initial determination of the transferee's status for his probation year upon receipt of the above.

(b) Placement in the Association shall adhere to the existing hierarchy as it applies to years of service i.e., Year 1 applicant; Years 2, 3 and 4 - scholastic membership; Year 5 possible Club placement.

(c) If the transferee does not meet the basic requirements of entrance into the Club Division - he shall be placed in the Scholastic Division generally.

(d) If the transferee meets the basic requirements of entrance to the Club Division (years of service plus requirements for advancement) he may be placed in the Club Division generally.

3. Requirements of the Transferee during Probationary Year

(a) Must meet the minimum attendance requirements of the Association.

(b) Must work a minimum of 4 games assigned by SLOA recognized appointing authorities during the spring season at the minimum of the Scholastic Level.

(c) Must be observed by 2 members of the Membership Committee.

(d) Must pass a designated examination.

4. Final Placement Following Probationary Year

(a) The Membership Committee will prepare a written recommendation to the Board for final placement.

(b) The SLOA appointing authorities shall make recommendations to the Board.

(c) The BOD shall ratify these recommendations using as guidelines the SLOA qualifications for placement.

(d) The BOD is permitted to waive one year of membership in determining ultimate placement in any Division.

B. Persons wishing to join the SLOA from no organized group.

Requirements, Probationary Year Placement and Final Placement for transferees in this category are essentially identical to that of Section A.1 except that letters of recommendation from the former president and questionnaires are not required. Generally, these transferees will be placed in their Applicant year and retain that status and eligibility for advancement from that point.

BYLAW XII:

Order of Business

- A. Sign In
- B. Reading of minutes of previous meeting or electronic posting of minutes prior to meeting
- C. Treasurer's Report
- D. Communications
- E. Rules and Mechanics Discussion
- F. Appointing Authorities Reports
- G. Committee Reports
- H. Unfinished Business
- I. BOD Report
- J. New Business
- K. Election of Officers
- L. Adjournment

OR

- A. Sign In
- B. Call to Order
- C. President's Comments
- D. Secretary Report - Reading of minutes of previous meeting or *electronic posting of minutes prior to meeting*
- E. Treasurer Report
- F. Appointing Authorities (Assigners) Reports
 - 1. Youth
 - 2. High School
 - 3. Club
- G. Committee Reports
- H. Old Business
- I. New Business
- J. Discussion
- K. Adjournment

BYLAW XIII:

APPOINTING AUTHORITY / COMMISSIONER SCOPE, AUTHORITY DUTIES AND RESPONSIBILITIES SHALL EXTEND EACH CALENDER YEAR, WITH AN INITIAL 1YEAR PROBATIONARY TERM (thereafter continuous at the discretion of the SLOA BOD)

A. Appointing Authority / Commissioner Duties and Responsibilities

1. Solicitation and coordination of schedules from schools and school systems serviced by the SLOA.
2. Solicitation and coordination of SLOA Officials' availabilities.
3. Solicitation of new clients and/or games/assignments.
4. Appointing Authority / Commissioner shall endeavor to bargain on behalf of the SLOA to maintain and/or increase assignment fee structures.
5. Maintaining accurate records of:
 - (a) school schedules, individual team and league schedules.
 - (b) school system and schools, team and league information (i.e., phone numbers, contacts, etc.).
 - (c) Officials' availabilities and games worked by Officials.
 - (d) rules and exceptions for teams and leagues they assign.
 - (e) problems involving Officials and/or schools, teams, leagues and/or their agents (i.e., coaches, players, fans, etc.).
 - (f) games turned back by Officials.
 - (g) changes in schedules by schools and school systems, teams and leagues (to include rain-outs, postponements, cancellations, time and date changes and any other changes).

NOTE: Documentation of the reason for changes should be noted.

6. Appointing of Officials to games and scrimmages, as well as postseason assignments where applicable.
 - (a) Appointing Authorities / Commissioners may consider Officials' availability, acceptability, experience and other factors when making game assignments.
 - (b) Appointing Authorities / Commissioners shall endeavor to work closely and in harmony with fellow Appointing Authorities / Commissioners to avoid scheduling conflicts.

- (c) Appointing Authorities / Commissioners may not penalize Officials that accept assignments offered by Appointing Authorities / Commissioners assigning at a higher level.
- (d) Appointing Authorities / Commissioners shall not be held liable for officials' game fees in the event of mistakes by the Appointing Authority / Commissioner (Officials affected by such mistakes shall be given the highest consideration in future assignments made by the Appointing Authority / Commissioner involved).

B. The SLOA recognizes the following levels of Appointing Authorities / Commissioners, they are listed in order of preference in accepting games *regular Season Leagues*:

1. Regular Season

- (a) NCAA Appointing Authority / Commissioner
- (b) NCAA, National Intercollegiate Lacrosse Officials Association (NILOA) District IV Appointing Authority / Commissioner
- (c) Club, NCLL Appointing Authority / Commissioner
- (d) High School/Scholastic Appointing Authority / Commissioner
- (e) Recreation and Youth Appointing Authority / Commissioner
- (f) Other SLOA BOD Approved Appointing Authorities / Commissioners

2. Non-regular Season Leagues

- (a) *Appointing Authority / Commissioners as approved by the Board of Directors*
- (b) Club Recreation Appointing Authority / Commissioner
- (c) Other SLOA BOD Approved Appointing Authorities / Commissioners

NOTE: No SLOA Official may work SLOA games unless assigned by one of the aforementioned Appointing Authorities / Commissioners. Indoor and/or Professional / BOX lacrosse does not come under SLOA jurisdiction. Any Official may work assignments outside the geographic area not served by the SLOA (e.g.: World Games, the Vail Co. Tournament, California Summer League, etc.

C. Management, supervision and evaluation of SLOA Officials' performance. Commissioners may request assistance in this area from the BOD of the SLOA or their designee(s) or agents (i.e., performance and evaluation committee).

1. Executing disciplinary measures involving officials.

NOTE: Notification of the Board of Directors of the SLOA or an agent of the Board of Directors (i.e., President, Vice President, etc.) should occur prior to any significant action being taken against an Official.

2. Miscellaneous duties and responsibilities (e.g., any duties or responsibilities not listed above that fall under the jurisdiction of the Appointing Authority / Commissioner).

3. Providing information in regards to the aforementioned items in a reasonable manner and time frame when requested by the BOD of the SLOA.

D. Disputes between Officials and Appointing Authorities / Commissioners.

1. The BOD of the SLOA shall appoint a Board of Review (i.e., Performance and Evaluation Committee) to assist in resolving disputes between Officials and Appointing Authorities / Commissioners in the event a dispute arises.

(a) The Board of Review (Performance and Evaluation Committee) shall consist of at least three (3) members in good

standing of the SLOA with at least 5 years of officiating experience appointed by the BOD of the SLOA.

(b) Any Appointing Authority / Commissioner not involved in the dispute shall be appointed to the Performance and Evaluation Committee.

(c) The Board of Review shall report directly to the BOD of the SLOA and the parties involved in the dispute.

(d) All discussions and actions taken in regard to any dispute shall be considered a private matter between the parties involved, the Board of Review and the BOD of the SLOA.

(e) The BOD of the SLOA shall take strong punitive action against any individual(s) that violate the privacy of the parties involved in a dispute.

(f) Officials' assignments (i.e., master list of Officials' assignments) shall not be published for review by the membership of the BOD of the SLOA.

- (g) Officials' assignments are a private matter between the Appointing Authority / Commissioner and individual Officials.
- (h) Disputes involving individual Officials' assignments shall be handled on a case-by-case basis by the BOD of the SLOA and/or the Board of Review.
- (i) The BOD or the Board of Review shall decide what actions may be taken in resolving disputes.

E. Appointing Authority / Commissioner Authority and Accountability

1. Appointing Authorities / Commissioners shall be accountable to and report directly to the BOD of the SLOA in matters regarding the SLOA and the Appointing Authorities/Commissioners position and/or office.
2. Appointing Authorities / Commissioners shall have full and complete authority in regard to their respective positions and office and shall not be interfered with by agencies or agents outside the scope of their respective position and/or office.
3. Appointing Authorities / Commissioners shall serve at the discretion of the BOD of the SLOA and report exclusively to the SLOA BOD.
4. Members of the SLOA including members of the BOD of the SLOA shall not interfere or influence Appointing Authorities / Commissioners Officials assignments in any way.
5. Appointing Authorities / Commissioners shall submit and distribute all Officials availabilities and assignments in a timely manner.
 - (a) Appointing Authorities / Commissioners may not provide or schedule Officials to any school system, individual school, club, team or Tournament /Camp client that is delinquent in paying Officials and/or Appointing Authorities/Commissioners' fees.
6. The BOD of the SLOA shall have the authority to periodically evaluate the performance of Appointing Authorities / Commissioners as needed.
 - (a) When an evaluation is commissioned by the SLOA BOD each Appointing Authority / Commissioner being evaluated will receive an evaluation from the SLOA BOD by June 30 of the current year of the evaluation.
 - (b) The BOD of the SLOA and/or the Board of Review shall conduct the performance review.
 - (c) The results of any actions taken as the results of the performance review shall be a private matter between

the Appointing Authority / Commissioner and the BOD of the SLOA.

- (d) Appointing Authorities / Commissioners not being reviewed shall be included on the Board of Review or in the event the review is performed by the BOD of the SLOA Appointing Authorities / Commissioners not involved shall have significant input into the performance evaluation. F. Appointing Authority / Commissioner Selection.

1. The SLOA BOD shall seek and select Appointing Authorities / Commissioners when an opening occurs or exists.

- (a) The SLOA BOD shall conduct detailed interviews of qualified applicants.

- (b) The SLOA BOD shall publicly announce the selection of anew Appointing Authority/Commissioner at the earliest opportunity available.

2. Appointing Authority / Commissioner Applicants shall meet the following qualifications:

- (a) 5 years or greater experience in officiating lacrosse.

- (b) 100 games or greater worked at high school varsity level or above.

- (c) Applicant must be a United States citizen.

- (d) Applicant must exhibit or demonstrate the dedication, ability and must have the resources available to effectively perform responsibilities of the office.

- (e) Applicant shall be 26 years of age or older.

- (f) Applicant shall submit a detailed resume to the SLOA BOD.

- (g) Any member elected to the SLOA Board of Directors is not eligible to apply or hold a BOD appointed position of Appointing Authority / Commissioner for any level of assigning.

3. The BOD of the SLOA shall have the authority to appoint an interim or temporary Appointing Authority / Commissioner in the absence of an Appointing Authority/Commissioner.

- (a) First consideration for a temporary position of Appointing Authority / Commissioner shall be existing SLOA Appointing Authorities / Commissioners.

(b) If existing Appointing Authorities / Commissioners are unavailable, other options may be exercised by the BOD of the SLOA.

4. Applicants for an Appointing Authority / Commissioner position shall be notified of the following facts:

(a) The Appointing Authority / Commissioner is a year-round job.

(b) Significant investment of time and finance may be required in the first and second year in the position and thereafter.

(c) The Appointing Authority / Commissioner must be available by phone (i.e., in person, answering machine or voice mail, etc.)

(d) The Appointing Authority / Commissioner is responsible to the BOD of the SLOA exclusively.

G. Officials' Responsibilities to Appointing Authorities / Commissioners.

1. Individual Officials shall provide an accurate and detailed availability to each Appointing Authority / Commissioner for whom they work.

2. Individual Officials shall confirm their schedule with each Appointing Authority / Commissioner by the Appointing Authorities / Commissioner deadline after receiving their schedule.

3. Individual Officials shall give Appointing Authorities / Commissioners adequate notice when an assignment must be turned back.

4. In case of an emergency where the Appointing Authorities / Commissioner cannot be contacted, individual Officials shall find a qualified replacement.

5. Individual Officials shall work all game assignments regardless of level.

6. Individual Officials shall attempt and make initial contact with school systems, individual schools, clubs or teams if Officials' fees have not been received (if individual Officials are unsuccessful in their attempt to collect unpaid fees, Official shall contact the respective Appointing Authority / Commissioner to resolve the problem).

7. Appointing Authorities / Commissioners shall provide information (i.e., contacts, addresses, phone numbers, etc.) to assist officials in resolving problems of nonpayment and/or incorrect payment of Officials' fees.

8. Individual Officials shall contact the appropriate Appointing Authority / Commissioner if unusual circumstances occur in any assignment (i.e., instances of unsportsmanlike conduct, fighting, ejections and/or problems with players, coaches or spectators).

BYLAW XIV:

Implementation of an Arbiter Sports Keychain Protocol for (SLOA) Arbiter Sports account (*****). The purpose of the protocol is to provide a safeguard that prevents the SLOA Arbiter site from being shutdown/closed, thereby protecting SLOA members and SLOA Appointing Authority/Commissioner from being adversely affected or disenfranchised by the action.

A. Implementation

1. The Protocol states that the five representatives in the keychain must all be in agreement and unanimous before any shutdown of the SLOA's Arbiter Sports Account. This would limit any admin (primary or sub) or member of the SLOA from logging into the system and using it. It prevents any one person from closing down the Arbiter Sports account.

2. When a shutdown occurs for more than 48 hours, (typically biannually) for maintenance reasons, the keychain representatives will be informed, all Appointing Authority/Commissioner as well as all SLOA members and BOD members shall be notified that there will be a shutdown for maintenance reasons.

B. The Five Keychain Representatives

1. The Appointing Authority/Commissioners of the SLOA shall select two (2) Appointing Authority/Commissioners to serve as their keychain representatives and the third key shall be the duly elected Treasurer of the SLOA BOD. The 4th & 5th key will be selected by the BOD. The Admin Assigner (Primary Administrator) will be the first key.
2. The next most experienced Assignor (Appointing Authority/Commissioner) will be the second key.
3. The Treasurer of the SLOA shall serve as the third keychain representative.
4. The fourth key shall be selected by the SLOA BOD.
5. The fifth key shall be selected by the SLOA BOD.

C. Primary Administrator

The Primary Administrator (PA) is the administrator that has the ability to add/remove a sub-admin in the account and edit a sub-admin's permissions. The PA should be someone with knowledge of the system, how it is setup and how it operates. It should be the most experienced and Sr. (Appointing Authority/Commissioner).

Should an Appointing Authority/Commissioner be unable to perform their duties, resign or be removed, the BOD should follow the procedures in Bylaw XIV to replace or create an interim. If at any point, the treasurer retires, resigns or is removed, the BOD would follow article VII and Article IX of the SLOA Constitution. At this point the Appointing Authorities/Commissioners would appoint another

Appointing Authority/Commissioner to become the Administrator or the next most Sr. Appointing Authority/Commissioner would become the holder of the second (2nd) key. Whichever position is open. Any opening held by a BOD member will be appointed by the BOD as the Key Chain replacement.

Written: 1923 by Unknown