

# **Texas Association of Sports Officials Victoria Volleyball Chapter By-Laws**

## **ARTICLE I (Name)**

This organization shall be known as the Victoria Volleyball Chapter, a chapter of the Volleyball Division of the Texas Association of Sports Officials, herein referred to as TASO.

## **ARTICLE II (Purpose)**

The purpose of this Chapter shall be to promote the game of volleyball by:

- a. Advancing the ideals of good sportsmanship and fair play through qualified officiating and respect for the authority of volleyball officials at all levels of competition,
- b. Developing and maintaining a membership consisting of experienced and capable officials whose integrity is above reproach,
- c. Providing educational programs to advance the skills of officials at all levels of competition,
- d. Fostering a high standard of ethics, encouraging fair play, sportsmanship, closer cooperation, and a better understanding among coaches, players, athletic directors, and the media on any issues that may arise concerning the sport of volleyball.

## **ARTICLE III (Geographical Counties)**

The Victoria Volleyball Chapter shall service Bee, Calhoun, DeWitt, Goliad, Jackson, Karnes, Lavaca, Refugio, and Victoria counties, plus others at the request of coaches.

## **ARTICLE IV (Membership)**

1. All members shall meet or exceed the requirements for membership in TASO Volleyball and the Victoria Volleyball Chapter and shall strictly adhere to the Chapter and TASO Policies.
2. All members shall strictly adhere to the TASO Code of Ethics, Conflict of Interest, and UIL Constitution and Contest Rules concerning Athletic Contest.
3. Membership rankings are defined in the TASO Volleyball Operating Procedure.
4. A member in good standing is one who:
  - a. has paid all dues and fees both to TASO and their local Chapter.

- b. has complied with all the membership requirements at the state and local level.
- c. has attended the annual meeting and/or TASO-Volleyball rules clinic or completed an online clinic.
- d. has completed and passed the mandatory exam with a grade set forth by TASO.
- e. is following all the policies and procedures of TASO and TASO-Volleyball and the Victoria Volleyball Chapter.
- f. has attended at least 5 meetings, one training session, and one scrimmage session. Scrimmages and training sessions are considered meetings.
- g. is not on probation or suspension.

5. A member not in good standing with the TASO Volleyball/Victoria Volleyball Chapter shall not participate in any matter or manner of business within the Chapter.

6. A member not in good standing is not eligible for playoff matches.

7. As an "Independent Contractor", you as an official enter into a contractual agreement to fulfill your schedule and represent the Chapter positively and professionally.

8. At no time or under any circumstances may a member of the Victoria Volleyball Chapter personally contact any school representative concerning Chapter business or personal conflicts without prior approval of the President. If any member has an issue to resolve, he/she will contact the President immediately. Any breach or circumvention of this policy will result in the members' immediate suspension pending notification and investigation by the Board of Directors.

9. To be eligible to officiate, all members must:

- a. complete the TASO membership application,
- b. pass a background check,
- c. pay local and state dues,
- d. attend Chapter meetings as determined by the Board,
- e. attend a scrimmage,
- f. attend the Annual Meeting, TASO Volleyball Rules Clinic or online clinic, and
- g. pass the TASO Volleyball Rules examination with a score set forth by TASO Volleyball.

## **ARTICLE V**

### **(Meetings)**

1. The Chapter shall conduct its business at regular or called meetings. A minimum of five (5) meetings per season for educational and business purposes must be held.

A **called meeting** shall be defined as one in which all members are notified by email at least seven (7) days before the scheduled meeting.

2. The time, place, and length of meetings shall be determined by the Board of Directors before the beginning of each season.
3. All members of the Victoria Chapter and their guests, coaches, and school officials may be admitted to any regular meeting.
4. Unless otherwise specified in these By-Laws the business at meetings of the Victoria Volleyball Chapter and the Board of Directors shall be transacted following "Robert's Rules of Order, Newly Revised".
5. Members may request an excused absence from a meeting, scrimmage, or training by submitting a written request stating the cause of the absence via email within 7 calendar days to their Division Representative. The Division Representative will present the request to the board for approval.

## **ARTICLE VI**

(Board of Directors)

1. The Board of Directors shall be the governing body of the Victoria Volleyball Chapter and shall be responsible for fulfilling the purpose and administering the operations of the Chapter.
2. The Board shall be composed of the President, Vice-President, Assignor, and an elected representative from each membership classification as provided by TASO Volleyball. Also, a Board appointed Trainer and Assistant Assignor(s), the Immediate Past President, and the District Director (should he/she reside in this area) will not vote.
3. A quorum of two-thirds (2/3) of the Board of Directors must be present to conduct the business of this committee.
4. Participation in Board of Directors meetings shall be limited to the Board members unless an invitation to participate is extended to a non-committee member.
5. The Board of Directors shall have full power to act and pass on all matters of business about the Chapter including changes to these By-Laws. Their decisions shall be binding unless determined to be specifically in violation of TASO Policies
6. The Board of Directors shall review and approve match assignments before dispersal to members.

## **ARTICLE VII**

(Officers and Their Duties)

The Board shall be composed of the President, Vice-President, Assignor, Division Representative, a board-appointed Trainer and Assistant Assignor(s), and the Immediate Past President. To hold an office a member must be a member in good standing. A member in good standing is defined in Article IV, item 4.

1. The **President** shall:

- a. Oversee all chapter business;
- b. Call, arrange meeting sites, prepare the agenda for, and preside over all meetings of the Chapter and Board of Directors;
- c. Appoint committees and serve as ex-officio member of such committees;
- d. Sign checks;
- e. Attend the TASO Annual Meeting and represent the Chapter as liaison to TASO in all matters about the operation of the Chapter;
- f. Shall receive, investigate, and report on complaints, criticisms, problems, scheduling issues, and performance of members and coaching staff;
- g. Serve as the Chairperson of the Grievance Committee;
- h. Prepare and distribute all meeting notices and interpretations;
- i. Receive, record, and deposit into one bank account all dues and fees belonging to the Chapter;
- j. Maintain the financial report and have it available at each meeting along with a copy of the Chapter's bank statements.

2. The **Vice-President** shall:

- a. Substitute in the absence of the President;
- b. Keep and report the minutes of all Chapter and Board of Directors meetings;
- c. Sign checks.
- d. Carry out assignments designated by the President.

3. The **Assignor** and **Assistant Assignor** shall:

- a. Maintain a current and complete roster of all Chapter members;
- b. Prepare and distribute game assignments to Chapter officials following the Chapter's Assignment Policy;
- c. Report to the President any complaints, problems with schedules and performances of members or coaching staff;
- d. Attend the TASO Annual Meeting and represent the Chapter.

- e. The board shall appoint the Assistant Assignor.
- f. The Assistant Assignor shall carry out duties designated by the Assignor(s).

4. The **Division Representative** shall:

- a. Serve as a liaison for a selected group from the membership of the Chapter;
- b. Handle any questions and comments from that group;
- c. Participate in Chapter meetings as requested by the President;
- d. Report to the President any complaints, problems with schedules and performances of members or coaching staff;
- e. Carry out assignments designated by the President.

5. The **Chapter Trainer** shall:

- a. Be appointed and approved by the Board
- b. Provide training sessions for all officials;
- c. Provide explanation or clarification of rule per UIL, TASO, and NFHS volleyball guidelines;
- d. Review evaluation forms submitted by coaches for officiating inconsistencies.
- e. Perform other duties as directed by the Board.

## **ARTICLE VIII**

### **(Election of Officers)**

1. The President, Vice President, and Assignor shall be elected by a plurality of eligible members who may cast votes using the online voting procedure as promulgated by the board of directors if the election is contested. If the election is not contested and there is only one candidate, no online voting shall be necessary. The incoming President, Vice President, and Assignor shall assume their office on December 1. Vacancies in office that occur during the year shall be filled by the Board of Directors appointment. The candidates for office must be members in good standing and remain so throughout their term.

2. Nominations for President, Vice President, Assignor, Certified Representative, Approved Representative, and Registered Representative will be made at the October meeting.

3. Voting will be via electronic ballot beginning the last Monday in October and ending the first Monday in November. The winner of the election will be announced at the November meeting.

4. Each division representative on the Board of Directors shall be elected by the eligible members of his/her division who may cast their votes by an online voting procedure as promulgated by the Board of Directors if the election is contested. If the election is not contested and there is only one candidate, no online voting shall be necessary. The incoming Division Representatives shall assume their office on December 1. Vacancies in office that occur during the year shall be filled by the Board of Directors appointment. The candidates for office must be members in good standing and remain so throughout their term.

5. The term of office for all elected officers shall be for one (1) year beginning December 1 of each year.

## **ARTICLE IX**

(Dues and Assessments)

1. Each member admitted to the Victoria Volleyball Chapter shall pay annual membership dues of \$30.00 (set by the Board of Directors). A late fee of \$15 will be assessed for dues paid after March 1 of each year.

2. Annual membership will run from December 1 to November 30. Local membership dues must be paid before match assignments are given.

3. The Victoria Volleyball Chapter will conform to the fee schedule as prescribed by the University Interscholastic League's Section 1204.

4. Supplementary fees paid to the Assignor for his/her services shall be payable upon notice from the Assignor. The Board of Directors shall set the rate for the supplementary fee.

5. Expenditures more than \$50.00 must have the Board of Director's approval.

6. In the event of a returned check, the member will be subject to any bank charges and handling fees. Once the Chapter has received a returned check for any reason, that member must pay all future fees by cash, money order, or cashier's check.

7. Incentives for dues reductions will be reviewed annually by the Board and implemented as the Board deems necessary.

## **ARTICLE X**

(Grievance Committee)

The Grievance Committee shall be comprised of the Board of Directors. As allowed by TASO guidelines, the grievance committee process is as follows:

- a. A grievance must be lodged in writing (using the Chapter's Grievance Form) to the Grievance Committee within 48 hours of the grievance.

b. A grievance lodged against any member will be verbally reported to that member within 48 hours and a written notice (Certified Mail Return Receipt Requested per TASO guidelines) will be sent to the respondent at the most recent address furnished to the Chapter Secretary or hand delivered to the respondent. The notice shall contain the following:

- 1) Date or dates of alleged infraction(s);
- 2) Description of alleged infraction(s);
- 3) Name of the person initiating action unless determined to be confidential following the TASO Due Process policy;
- 4) Identification of provision of the By-laws or rules involved;
- 5) The day, time, and location of the hearing;
- 6) The range of action that may be taken as a result of the proceedings;
- 7) In the absence of good cause shown, that failure to attend the hearing will terminate the respondent's right to appeal any disciplinary decision of the committee;
- 8) A respondent shall be given not less than five (5) days notice of any Chapter hearing which might result in action adversely affecting the respondent.

c. The Grievance Committee has the authority to make the disciplinary decisions as allowed within TASO guidelines.

d. The respondent has the right to appeal against the decision to the Board of Directors.

e. Further appeals may be made to the Volleyball Division of TASO as provided in TASO's Policies and Procedures for Ethical Complaints and Other Violations.

## **ARTICLE XI**

(Code of Conduct for Officials)

The members of the Victoria Volleyball Chapter shall adhere to TASO's Code of Ethical Conduct Policy and Solicitation Policy.

## **ARTICLE XII**

(Conflict of Interest)

The members of the Victoria Volleyball Chapter shall adhere to the TASO Conflict of Interest Policy.

## **ARTICLE XIII**

### **(Annual Awards)**

A. The Gilbert Gonzales “Rookie of the Year” Award in memory and honor of Gilbert Gonzales was established in 2007. This award is voted on by the “CHAPTER MEMBERSHIP” and presented to the official who has best represented the Chapter in their first year of service. The criteria to qualify for this nomination and award are as follows:

1. Must be a first-year official;
2. Must be a member in good standing within the Chapter;
3. Must meet and exceed the requirements of a PROFESSIONAL.

B. The Kathy Cullum “Rising Star” Award was established in 2020. This award is voted on by the “CHAPTER MEMBERSHIP” and presented to the official who has best represented the Chapter as one who strives to improve and become a better official and dedicated active member. The criteria to qualify for this nomination and award are as follows:

1. Must have completed at least one (1) to six (6) years of consecutive service in the Chapter;
2. Must be a member in good standing within the Chapter;
3. Must meet and exceed the requirements of a PROFESSIONAL.

C. The Wilfred Becker “Veteran of the Year” Award in honor of Wilfred Becker was established in 2007. This award is voted on by the “CHAPTER MEMBERSHIP” and presented to the official who has best represented the Chapter as a mentor and co-official. The criteria to qualify for this nomination and award are as follows:

1. Must have completed at least seven (7) years of consecutive service in the Chapter;
2. Must be a member in good standing within the Chapter;
3. Must meet and exceed the requirements of a PROFESSIONAL.

C. All eligible for these awards will be voted on before the second to the last meeting of the season. After the votes are collected and tabulated, the Division Representative announces his/her award recipient to the Board of Directors. The Division Representative will then present their award at the final meeting of the season.

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|---|--------------------------|
| 1. Adopted 1982                           | 17. Reprinted 2009       |
| 2. Revised 1994                           | 18. Revised 2012         |
| 3. Reprinted 1995                         | 19. Reprinted 2013       |
| 4. Revised 1996                           | 20. Amended 2014         |
| 5. Revised 1997                           | 21. Reprinted 2015       |
| 6. Reprinted 1998                         | 22. Amended 2016         |
| 7. Reprinted 1999                         | 23. Renamed By-Laws 2017 |
| 8. Amended 2000                           | 24. Amended 2018         |
| 9. Reprinted 2001                         | 25. Amended 2019         |
| 10. Reprinted 2002                        | 26. Amended 2020         |
| 11. Reprinted 2003                        | 27. Amended 2021         |
| 12. Reprinted 2004                        | 28. Amended 2022         |
| 13. Reprinted 2005                        | 29. Amended 2023         |
| 14. Reprinted 2006                        | 30. Amended 2024         |
| 15. Renamed Constitution and By-Laws-2007 | 31. Amended 2025         |
| 16. Reprinted 2008                        |                          |