

TEXAS ASSOCIATION of SPORTS OFFICIALS

Fort Bend Chapter

ARTICLE I: NAME

Section I: This association shall be known as the Texas Association of Sports Officials – Fort Bend TASO Softball Chapter (“the Chapter”).

ARTICLE II: PURPOSE

Section I: The purpose of the Chapter shall be the promotion of the game of softball by:

- Recruiting, training, developing and providing continuous instruction for softball officials who shall act as independent contractors in officiating games assigned by the Chapter.
- Fostering a high standard of ethics, encouraging fair play, sportsmanship, closer cooperation and better understanding of the game among officials, athletic directors, school administrators, coaches and players.
- Promoting the welfare of the game of softball, the players, coaches and officials.
- Having available at all times, an adequate number of thoroughly trained officials; and cooperating with organizations and schools connected with the game of softball in furthering the game's interests and ideals.

ARTICLE III: AUTHORIZATION

Section I: The authorization for this organization shall be the By-laws of the Texas Association of Sports Officials (“TASO”).

ARTICLE IV: BOARD OF DIRECTORS

Section I: The business and affairs of the Chapter shall be managed under the direction of a Board of Directors (“The Board of Directors”). The Board of Directors shall be elected from and voted on by the membership and shall consist of 7 voting members and 2 non voting members as follows:

- A. Five (7) officers and voting members.**

I. President

II. Vice President

III. Secretary

IV. Treasurer

V. Area Representative(s)

VI. At-Large Position

VII. Parliamentarian, all elected from the membership of the Chapter.

B. Two (2) non voting members.

I. Immediate past President

II. The District Director

ARTICLE V: APPOINTED POSITIONS

Section I: The Immediate past President shall serve on the Board of Directors in a non-voting advisory capacity for a one (1) year period following his/her term of office.

Section II: The President shall appoint additional non-voting positions as is deemed necessary for the continued success of the Chapter.

ARTICLE VI: ELECTED OFFICERS

Section I: The President shall hold this position for a term of one (1) year of the Chapter's initial inception then elected for a term of two (2) years thereafter.

Section II: The Vice President shall hold this position for a term of (1) one year of the Chapter's initial inception then elected for a term of two (2) years thereafter.

Section III: The Secretary shall hold this position for a term of one (1) year of the Chapter's initial inception then elected for a term of two (2) years thereafter.

Section IV: The Treasurer shall hold this position for a term of one (1)

year of the Chapter's initial inception then elected for a term of two (2) years thereafter.

Section V: The procedure for identifying and electing members to serve as President, Vice President, Secretary, Treasurer and Area Representative shall be as follows:

On or before May 1st of each year, or whenever the position(s) of the President, Vice President, Secretary, Treasurer and Area Representative become vacant, the Secretary shall notify the membership of the upcoming election and ask members seeking the open position(s) to submit their name to be placed on the ballot. Nominations must be presented in advance and placed on the official ballot. Ballots will be finalized on May 31st, or after 30 days following the notification to the members. No open floor nominations will be permitted at the time of the election. The President, Vice President, Secretary, Treasurer and Area Representative shall be elected by a majority vote of the current members. The election shall be held prior to the term of the office beginning July 1st. Vacancies in any elected position shall be filled by an election at the next regularly scheduled Chapter meeting following the vacancy, except for the President and District Director. Should a vacancy occur in the position of President, the Vice President shall assume the position of the President to serve out the remainder of the Chair's term. A new Vice President shall be elected at the next regularly scheduled Chapter meeting following the vacancy.

Section VI: The District Director:

The procedure for electing the District Director, the District Director's term of office and the District Director's job description shall be determined by TASO.

ARTICLE VII: BOARD OF DIRECTORS

Section I: The Board of Directors shall have power and authority to adopt all regulations to govern its own deliberations insofar as those regulations do not conflict with this Constitution. A majority of the voting members of the Board of Directors shall constitute a quorum for the transaction of business. A quorum is required for any action taken by the Board of Directors.

Section II: The Board of Directors shall review and approve the financial report and records of the Treasurer for the preceding season prior to July 1st of each year.

Section III: The Chapter may, by two-thirds (2/3) vote of the members present at a duly constituted meeting at which a quorum is present, vote to remove from office an officer or member of the Board of Directors whose actions or conduct is detrimental to the best interests of this organization.

Section IV: The Board of Directors shall have the authority to act on all matters not covered by this Constitution. The Board of Directors shall have no power to amend this Constitution without a vote by the complete membership.

Section V: The Area Representative(s) shall act in a liaison capacity between the membership represented, the Board of Directors and area schools to include the coaches and athletic directors of each district residing within their respective area(s).

ARTICLE VIII: MEMBERSHIP AND MEETINGS

Section I: Any person who desires membership in the Chapter shall be accorded membership in the Chapter provided that the person complies with all rules and regulations of the Chapter, timely pays all dues and assessments, completes the minimum training and education requirements described herein, and meets and agrees with all requirements as described on the official TASO application for membership.

Section II: Any TASO member in good standing transferring from another TASO Chapter to the Fort Bend Chapter shall be admitted to membership in the Chapter upon submission of a Chapter application, the payment of Chapter dues and assessments and the completion of the minimum training and education requirements described herein and notification from transferring chapter he/she is in good standing.

Section III: A person who has experience officiating softball and desires to participate in the Chapter to further the purpose of the Chapter but does not desire to actively officiate, may become a

member of the Chapter and participate as a voting member by serving as officers, schedulers or committee members. These members shall be known as Associate Members and will not be required to pay dues.

Section IV: A person who has experience officiating softball and has been certified by a Chapter board member, scheduler, area representative or association in the area(s) where they have gained such experience may apply for membership to the Chapter as an active member. Upon receipt of a completed membership application by the Chapter Secretary, the payment of all dues and assessments, and the completion of the minimum training and education requirements described herein, the person shall be admitted to membership in the Chapter.

Section V: Minimum age requirements for membership shall be eighteen (18) years of age and older. Such members are eligible to officiate any level games assigned by the Chapter, excluding a current UIL softball participant, except as otherwise restricted herein.

Section VI: Restricted membership shall be available to persons between the ages of sixteen (16) and eighteen (18) years of age. Persons in this age group may participate in the Chapter training and education programs. Such persons may not officiate any games above the middle school level except by prior approval of the Board of Directors.

Section VII: For a member to be in good standing, he/she must have paid all dues, fines and assessments comply with all the rules, regulations and policies of the Chapter and attend an approved rules clinic conducted by TASO or pre-season District rules clinic or the annual TASO state meeting.

Section VIII: No Chapter member, except as authorized or as designated by assignment by the Board of Directors, shall contract to perform the services of "Umpire in Chief" for a tournament, or assign officials for games for schools serviced by the Chapter. Any member receiving a request from a school serviced by the Chapter for the assignment of officials shall refer the individual making the request to the scheduler or current Chapter board member(s).

Section IX: The Board of Directors shall establish a meeting schedule for each year. The Chapter Secretary shall timely notify the members of the meeting dates and location(s).

Section X: The Chapter shall hold a total of five (5) meetings annually; three (3) mandatory and two (2) general. All members are expected to attend these meetings.

Section XI: A quorum shall consist of members entitled to cast twenty-five per cent (25%) of the votes for any action to be taken by the membership. If the required quorum is not present at any meeting, the quorum requirement at any such subsequent meeting shall be one half (50%) of the required quorum at the preceding meeting.

Section XII: Except as otherwise provided herein, all Board of Directors and Chapter meetings shall be conducted according to Robert's Rules of Order.

Section XIII: A member not in good standing with the Chapter and TASO shall not be eligible to officiate games assigned by the Chapter, is ineligible to serve as an officer or on the Board of Directors and may not participate in the affairs of the Chapter.

ARTICLE IX: REGISTRATION, MEMBERSHIP DUES and FEES

Section I: The membership year shall begin on July 1st and end on June 30th of the following year.

Section II: TASO and the Chapter dues must be postmarked by or delivered to the Chapter Secretary no later than June 15th of each year and shall accompany the current signed TASO registration form. Each member must complete a new registration form annually.

Section III: Chapter dues shall be set by the Board of Directors and shall be deposited in an insured bank account selected by the Treasurer and approved by the Board of Directors.

Section IV: TASO and the Chapter dues that are received late will incur a reinstatement fee set by TASO and the Board of Directors.

ARTICLE X: GAME ASSIGNMENTS

Section I: The Board of Directors shall establish the method of game assignments with the athletic department representative of the schools and/or school district(s) served by the Chapter.

Section II: The Board of Directors shall select an Assignment Secretary (ies) or “Scheduler(s)” to assign all scrimmages, non-district, district and tournament games. Play-off game assignments for all rounds will be made by the scheduler(s) in cooperation with the schools official representative or coach. All play-off game assignments should be reported to the elected Secretary immediately after the assignment has been agreed upon. All play-off assignments requested by the UIL shall be made by the Chapter Secretary and/or President. Officials are assigned on a “first come, first serve” basis when duplicate requests are received for a single official.

Section III: Scrimmage, Non-district, District and Tournament game assignment guidelines:

- Official must be a “member in good standing” with TASO.
- Membership in TASO or the Fort Bend Chapter does not guarantee game assignments.
 - Every attempt will be made to assign officials to games within twenty-five (25) miles of their place of work or home unless otherwise requested by the official.
 - In the event of a “contested mileage” complaint initiated by a school or school district representative, mileage fees may be capped at fifty (50) miles each way or one hundred (100) miles round trip.

Section IV: Post season game eligibility guidelines are as follows:

- Member in good standing with TASO.
- Attendance at a Regional Clinic or State meeting as required by TASO.
- Officiate a minimum of two (2) pre-season scrimmage games

and five (5) varsity games; this excludes tournament games.

- Score seventy per cent (70%) or above on the TASO test.
- All exceptions must be requested in writing to the Board of Directors.

ARTICLE XI: PRESIDENT

Section I: Shall preside over all meetings; Chapter or Board of Directors. Shall approve all meeting agendas, training agendas and instructors.

Shall conduct all negotiations on behalf of the Chapter as authorized by the Board of Directors.

Shall attend the annual State meeting or designate a representative to attend.

Shall attend or designate a representative to attend any meeting requested by an Athletic Director, Coach or League Board of Directors.

Shall appoint a Budget Committee, Education Committee, as well as an Ethics Committee.

Budget Committee shall develop an annual Chapter budget by December 31st of each year for the following calendar year.

Education Committee shall develop lesson plans, presentations and teaching aids to be used for training purposes for Chapter members.

Ethics Committee shall investigate any complaints regarding a Chapter member and recommend penalties for violations of the Chapter by-laws and policies.

Shall act as co-signer with the Treasurer and/or Vice President on all Chapter checks in excess of \$1000.00.

Shall govern his/her actions in accordance with this.

Shall assign or designate a Chapter training clinician.

Constitution, policies adopted by the Chapter and resolutions of the Board of Directors.

Article XII: VICE PRESIDENT

Shall preside and assume the duties of the President in his/her absence.

Shall succeed the President in case of a vacancy in that office.

Shall act as Chapter Representative for all new members of the Chapter.

Shall act as parliamentarian when necessary.

Shall monitor the process of the election officers and Chapter Representatives.

Shall perform other duties as may be assigned by the President.

Shall govern his/her actions in accordance with this Constitution, policies adopted by the Chapter and resolutions of the Board of Directors.

Article XIII: SECRETARY

Shall compile and maintain an accurate roster of the membership of the Chapter to include name, address and phone number(s) (home, work, cell, fax and/or pager).

Shall send out all notices to members.

Shall record all meeting minutes for General as well as Board of Directors meetings.

Shall maintain a file of all meeting minutes whether by hand or electronic media.

Shall develop agendas for all meetings based on input from the President and/or members of the Board of Directors.

Shall maintain records on all school scratches and provide such

information to the Board of Directors and Assignment Secretary/Scheduler.

Shall verify the receipt of all Chapter records and present these reports for audit by the Board of Directors.

Shall submit all reports and/or documents necessary to be filed with the State office.

Shall maintain all Chapter correspondence and be responsible for the preparation in a timely manner.

Shall act pursuant to the Chapter Constitution, policies adopted by the Chapter and resolutions of the Board of Directors.

Article XIV: TREASURER

Shall be responsible for collection of all fees, dues and fines from Chapter members.

Shall deposit same into Chapter checking account.

Shall maintain all financial records for the Chapter.

Shall have charge of disbursement of all Chapter funds as authorized by the Board of Directors.

Shall work with the Secretary in sending fees owed from the Chapter to the State office meeting necessary deadlines.

Shall prepare fiscal year budget to be presented to the Board of Directors no later than the start of the high school season.

Shall prepare monthly financial reports to be presented to the Board of Directors and available to membership upon request.

Shall act as co-signer with the President and/or Vice President on all Chapter disbursement checks in excess of \$1000.00.

Shall serve as a member of the Budget Committee.

Shall act pursuant to the Chapter Constitution, Chapter policies and directives of the Board of Directors.

ARTICLE XV: AREA REPRESENTATIVE(S) and At-Large Position

Shall represent the members of each area.

Shall be members in good standing in TASO and the Fort Bend Chapter.

Shall be elected by the membership.

Shall recruit, register, train and assist members within their area in any matters necessary.

Shall act as liaison between the membership, Board of Directors and area schools to include coaches and Athletic Directors of each district residing within their respective area.

ARTICLE XVI: DISTRICT DIRECTOR'S

Shall represent the Chapter on the TASO Board of Directors and serve in a liaison capacity between the Chapter, it's Board of Directors and the TASO Board of Directors.

ARTICLE XVII: MEMBERSHIP

Shall fit one of these categories, Active, Transfer, Associate and Inactive.

Active members are individuals who have fully completed and submitted an application for membership and has paid all State and local fees/dues.

Transfer members are individuals from other TASO Chapters who have changed Chapters and completed and submitted the appropriate transfer form.

Associate members are individuals who will officiate softball games within their primary Chapter and another TASO Chapter and are up to date on all fees/dues.

Inactive members have failed to submit an updated application and pay dues by the June deadline. These members shall not be allowed to vote in Chapter elections.

Shall be in good physical condition.

Shall be honest and upright citizens of good moral character who are wholeheartedly in accord with the purpose of the Chapter.

Shall not discriminate against any player, coach, official, team or any other person or entity because of race, color, creed, sex or national origin.

Shall refrain from any comment or conduct which would be contrary to the meaning and purpose of the Chapter By laws and policies and should avoid even the appearance of impropriety.

Shall read the Chapter by-laws and policies and all other rules, regulations and policies of the Chapter and the State.

ARTICLE XVIII: ADMINISTRATIVE

Section I: Members who fail to comply with the provisions of this Constitution, and/or Chapter policies, are delinquent in the payment of authorized charges, fines, penalties, assessments; or for any other conduct conclusively established to be contrary to the best interest of the Chapter, shall be subject to disciplinary action based on recommendation of the Board of Directors, pursuant to the TASO Due Process Guidelines.

Section II: Members may appeal disciplinary action taken by the Chapter's Board of Directors to TASO's State office at the following address: 3737 Executive Center Dr. #151

Austin, Texas 78731

Phone: 512 345 9640

Fax: 512 345 9947

Section III: The Chapter shall conduct pre-season training programs as mandated by TASO.

Section IV: All members of the Board of Directors involved in

the handling and disbursal of Chapter funds; the President, Vice President and Treasurer, shall be bonded at the expense of the Chapter.

Section V: Robert's Rules of Order shall be the authority for conduction of all meetings.

ARTICLE XIX: RATIFICATION AND AMENDMENTS

Section I: These policies become effective upon their approval by a majority of the active membership.

Section II: Amendments to these by laws may be made by a two-thirds (2/3) majority vote of the active members present at the first meeting after the proposed amendment has been presented.