

# **TINKER OFFICIALS ASSOCIATION BY-LAWS**

## **ARTICLE I.**

**NAME:** The name of this association shall be the TINKER OFFICIALS ASSOCIATION, hereafter to be referred to as TOA.

## **ARTICLE II.**

**PURPOSE:** To promote the welfare of sports by maintaining the highest standards of officiating, to encourage the spirit of fair play and sportsmanship, and to have available trained officials classified (rated) by their officiating abilities. Provide rules meetings as a Local Association for accreditation by the Oklahoma Secondary Schools Activities Association (OSSAA).

## **ARTICLE III.**

**MEMBERSHIP:** The membership shall be open to all persons regardless of race, creed, religion, sex or national origin. The membership of TOA shall begin annually on 1 August and end on 31 July of the following year.

## **ARTICLE IV.**

**SUSPENSION, EXPULSION and RESIGNATION:**

Section 1. Suspension: Any member may be suspended from the TOA for cause or through action of the Executive Committee. Length of the suspension shall be determined by the Executive Committee but will not exceed thirty (30) days.

Section 2. Expulsion: Any member may be expelled from the TOA based on personal actions considered to be detrimental to the Association/Membership. Expulsion will prohibit further membership in TOA until reviewed by the Executive Committee.

Section 3. Resignation: Any member who submits a letter of resignation will not participate in any future TOA activities. Reinstatement will be considered by the Executive Committee upon application.

Section 4. Any member being considered for action under Article IV, Section 1 or 2 will be notified in writing of such and be given date, time, and location of the Executive Committee meeting considering the matter so person(s) concerned will be afforded the opportunity to attend that meeting and present any grievances.

## **ARTICLE V.**

**DUES and FEES:**

Section 1. Members will be assessed dues annually as determined by the Executive Committee payable by the fourth (4th) meeting date.

Section 2. A fee, as determined by the Executive Committee, shall be charged to anyone who participates in the Floor Mechanics/Academic Training sessions. This fee may be included in the annual membership dues, or for non- members, paid separately.

Section 3. A NSF (Non-Sufficient Fund) fee will be assessed for all returned checks.

Section 4. Dues and Fees are non-refundable unless specifically directed by the Executive Committee.

## ARTICLE VI.

### OFFICERS and DUTIES:

Section 1. The officers of the TOA shall consist of a President, Vice-President, Secretary and Treasurer.

Section 2. Officers shall be elected to office by simple majority vote of the membership. The election of officers shall be held during the month of October. Officers elected will hold office two (2) years, to begin on the first day of the month following last day of the High School basketball season so as to have an overlap period for transition to new office.

2.1 In case of a tie vote, a second vote will be taken with a simple majority of the members present deciding the outcome or vote.

2.2 Nominations must be submitted by the fourth (4th) meeting date. Each Member will be afforded the opportunity to nominate one or more individuals for each office.

2.3 Nominees need to accept or decline by the fifth (5th) meeting date.

### Section 3. DUTIES:

A. **President:** Will preside over all meetings of the association, will represent the association in all its affairs and dealings with other organizations, and will approve the disbursement of funds.

B. **Vice-President:** Will preside in the absence of the president or, upon the direction of the president, act on his/her behalf. He/she will be chairperson of the Executive Committee.

C. **Secretary:** Will keep and publish the minutes of each Executive Committee meeting, maintain a current roster of all members, and keep a listing of all property of the association. Coordinate TOA activities as directed by president or vice-president to include the drafting and/or editing of executive correspondence to agencies outside of said TOA. Maintain and forward local meeting attendance sheets for paid members, when completed, to the Oklahoma Secondary Schools Activities Association (O.S.S.A.A.) office for required attendance credit.

D. **Treasurer:** Will maintain financial records, fund accounts, and receive and disburse funds in accordance with proper accounting procedures with verification by president and/or vice-president. He/she will also provide a financial statement upon request.

Section 4. **Vacancy in Office:** If any office becomes vacant prior to the next election, or if any officer is unable to fulfill his/her duties for any reason, the vacancy shall be filled by interim appointment by the Executive Committee. Exception: Should the office of President become vacant, or the presiding president is unable to fulfill his/her duties for any reason, it will be filled by the Vice-President for the remainder of that term, or until the president is able to return to his/her duties. Notice will be given to the membership when any office becomes vacant for any reason.

Section 5. **Executive Committee:** This committee shall consist of the chairperson (Vice-President), past and present TOA officers, and enough members-at-large not to exceed twenty (20) members. The committee shall have the power to approve/disapprove applications for membership, consider all suspensions, expulsions and reinstatements, determine membership dues, set fee amounts required for TOA training, camps, and clinics, and appoint individuals to fill office vacancies and other positions such as Technical Advisor, Training Director, Sports Commissioner, and Officials Observer.

Section 6. **Technical Advisor (TA)** shall be appointed by the Executive Committee prior to the start of regular meetings. An assistant may be named by the appointed TA, with the approval of the Executive Committee, to act on his/her behalf or assume duties if required. Duties are as follows:

- Conduct the rules meetings for TOA.
- Determine members' levels of competence to officiate by use of a rating system and by observations at training sessions, scrimmages, camps and clinics.

Section 7. *Training Director* shall be appointed by the Executive Committee and will ensure all levels of training are conducted prior to start of the season.

Section 8. *Sports Commissioner* shall be appointed by the Executive Committee to ensure all officials are interpreting and applying the rules consistently and to recommend levels of game assignments for all officials.

Section 9. *Officials Observer* shall be appointed by the Executive Committee to provide feedback to the Technical Advisor and Sports Commissioner on games observed, as well as provide feedback to those officials working those games.

Section 10. Eligibility: Any member of the TOA, in good standing, is eligible for election as an officer or appointment to a position. No member may hold an office/appointment simultaneously without approval of the Executive Committee.

## **ARTICLE VII.**

### **MEETINGS:**

Section 1. The Executive Committee shall set the dates and location for association meetings.

Section 2. Local rules meetings and training will be held weekly prior to start of season.

Section 4. Executive Committee shall meet quarterly or as directed by the president.

Section 4. Special meetings of the general membership may be called by the president whenever necessary.

## **ARTICLE VIII.**

### **POLICIES and PROCEDURES:**

Section 1. All members of TOA are encouraged to be affiliated with the Oklahoma Secondary Schools Activities Association (OSSAA) and the National Federation of High School Association (NFHSA).

Section 2. Disciplinary Actions: Failure of any official to cover their assigned games without just cause may result in disciplinary action as determined by the Executive Committee. Any member making any public derogatory statement about TOA, its members, or other officials shall be subject to disciplinary action as determined by the Executive Committee.

Section 3. All officials working school games in grades 7 – 12 must be registered with the OSSAA and meet all requirements of the OSSAA.

Section 4. To protect the interest of TOA and its membership with respect to any additional expenditure, the Executive Committee shall have the authority to assess any member the cost of damages to or loss of TOA property or expenditures caused by the member to TOA.

Section 5. Any member has the right to appear before the Executive Committee for whatever reason at a time to be determined by the president.

