

SOUTH SHORE OFFICIALS ASSOCIATION

BY –LAWS

Article I: Name

Section 1:

The name of this organization shall be known as the South Shore Officials Association (SSOA).

Article II: Objective

Section 1:

The Mission of the South Shore Officials Association is to enhance the officiating skills of its members by providing an opportunity for rule discussion and interpretation, knowledge of mechanics, and provide an opportunity for members to be assigned games.

The Association also works as a network for its members in connection with the Wisconsin Interscholastic Athletic Association (WIAA), area conferences, Commissioners, and Athletic Directors.

Article III: Membership

Section 1:

The membership shall be from July 1 to June 30.

Section 2:

To be a member of the SSOA, an individual shall be affiliated with the WIAA or be a prospective new member.

Section 3:

To become a member of the SSOA a person shall meet the following criteria:

- A. Shall pay membership dues required by the Association By-Laws.
- B. No prospective new member shall be discriminated against because of race, creed, color, or sex.
- C. Must be licensed by the WIAA.

Section 4:

1. A current member shall meet the following criteria:
 - A. Shall pay membership dues by **Dec 1st of each year.**
 - B. Shall promote the SSOA to prospective members.
2. To be eligible for game assignments, each member shall:
 - A. Shall attend two of the four general meetings and at least 50% of the scheduled meetings for each sport which the official is registered with the SSOA.

Section 5:

A member in the SSOA is entitled to all rights and privileges granted in the By-Laws of the organization.

Section 6:

The privilege of holding an office, introducing motions, and receiving game assignments shall be limited to its membership.

Section 7:

A member who does not meet the membership criteria (Sec. 4) will not have the privilege of being offered game assignments as an association member. The succeeding year, if the member fulfils his/her membership obligation, they will be eligible to be assigned games through the Association. Membership in the SSOA can be revoked if an official misrepresents the Association, continuously fails to honor contracts or assignments, either independently or from the Association's game assignment Secretaries, or discredits the Association through misconduct. Such revocation will require recommendation by a majority of the Executive Committee, followed by a majority vote of the general membership.

Section 8:

Any retired Official may be extended an honorary membership upon approval of the Executive Committee.

Article IV: Dues**Section 1:**

Membership dues shall be determined yearly for the following year by a majority vote of the Association membership. A recommendation for dues to be paid for the upcoming year shall be submitted to the General Membership by the Executive Committee at the last meeting of the WIAA year.

Section 2:

Dues shall be used to defray the expenses of the Associations activities.

Article V: Association Officers:**Section 1:**

Officers of the SSOA shall be the following: President, President-Elect, Vice President, Secretary of each sport, Secretary & Treasurer.

Section 2:

All officers shall be elected for a period of two years and may serve consecutive terms.

Section 3:

No person shall be eligible for an office unless that person has been a member of the SSOA for a period of at least two membership years.

Article VI: Executive Committee and its duties

Section 1:

The Executive Committee shall consist of the President, President-Elect, Vice President, Secretary of each sport, Secretary, Treasurer, and Past President.

Section 2:

Those offices that have been vacated prior to election will be filled immediately by appointment of the President. The individual shall act in such capacity pro tem until the next scheduled election, or until a special election can be organized.

Section 3:

The Executive Committee shall act on all situations where a member's privileges or membership is being revoked. A member may request to have their situation reviewed for special consideration by the Executive Committee.

Section 4:

The Executive Committee shall appoint committees as needed.

Section 5:

The Executive Committee shall approve all members.

Section 6:

The Executive Committee shall rule on issues not specifically addressed in the By-Laws.

Article VII: Duties of Officers

Section 1:

The President shall coordinate all activities of the SSOA. The President shall perform duties prescribed in the By-Laws, or any other duties that are assigned by the SSOA, or Executive Committee.

Section 2:

“The President–Elect shall succeed the President after his/her term is completed and shall become the President. A new President – Elect shall be elected during the usual election process as with all other officers. The President – Elect will be mentored by the current President and shall observe duties and processes in preparation for succession”

Section 3:

The Vice President/Secretary of each sport shall act as an aid to the President. The Vice President/Secretary of each sport will preside at the meetings during their perspective season. They will schedule all Association meeting dates for their sport. The Vice President/Secretary of each sport will oversee the Game Assignment Secretary in the assignment of games and contests when necessary. The Vice President/Secretary of each sport may also act as a game assignor.

Section 4:

The Vice President /Secretary of each sport shall keep an accurate record of all meetings of the SSOA and perform such duties as delegated.

Section 5:

The Association Treasurer shall receive all cash receipts of the SSOA and shall keep and maintain an accurate record of the receipts and disbursements, and shall pay out funds as authorized by the Executive Committee or President. The Secretary shall keep minutes of each meeting and will submit a balance of funds report to the membership upon request.

(Clause 1) The Treasurer's report record may be audited at the request of the Executive Committee. The Committee will consist of (3) members_who are appointed by the Executive Committee.

(Clause 2) All expenditures, requiring Association checks, shall be signed by the President or Association Secretary/Treasurer.

Article VIII: Election of Officers**Section 1:**

The Nominating Committee shall make nominations for Officers.

(Clause 1) The Nominating Committee shall solicit names for the office of President, President-Elect, Vice President/Secretary of each Sport,

Secretary & Treasurer to be elected to a new term. This shall not preclude nominations from the floor.

(Clause 2) Election of Officers shall be every other year at the Association banquet or general meeting.

Article IX: Game Assignment Secretary**Section 1:**

There shall be a game assignment secretary in each sport elected by the General Membership in each sport, to be done in association with the election of Officers. The Vice President/Secretary may also assign games.

Section 2.

Schools are asked to contact the Game Assignment Secretary or the Vice President /Secretary of that sport. If the officials are available, they will be assigned, and the school shall be notified.

(Clause 1) When officials are not available, the requesting school shall be notified immediately.

(Clause 2) The Vice President/Secretary or Game Assignment Secretary can assign only SSOA members.

(Clause 3) All game assignments made by the Vice President/Secretary or Game Assignment Secretary shall be filed and available to any member upon request.

(Clause 4) The Game Assignment Secretary position is a compensated position. Compensation will be approved by a majority vote of the general membership, based upon recommendation of the Executive Committee and shall be approved yearly. It shall be the responsibility of the Secretary and Treasurer to see that this is approved yearly.

Section 2:

Game assignments will be made based upon availability of officials, official's experience, and level of contest. All members will be informed of all available contests prior to assignments. Game Assignment Secretaries may appoint a subcommittee to aid in game assignments. Game assignments may be made in an open forum or by email. Game Assignment Secretaries will do everything possible to distribute games equally and fairly. Game Assignment Secretaries may choose their games before distribution to the general membership. It is suggested that Game Assignment Secretaries poll officials in their respective sport for availability. As a courtesy to Athletic Directors and Commissioners, if all SSOA officials are unavailable, the Game Assignment Secretary may then make games available to non-SSOA members

Article X: Order of Business

Section 1:

The Order of Business shall be as follows:

- A. Call Meeting to order
- B. Approval of minutes of group and Executive Committee meetings
- C. Report of all officers, Committee Chairperson(s), and Association Secretary/Treasurer
- D. Report of activities
- E. Unfinished business
- F. New Business
- G. Unusual incidents or situations
- H. Adjournment

Article XI: Quorum

Section 1:

A quorum for any meeting of the SSOA shall consist of (5) active members present.

Section 2:

A quorum for the Executive Committee meeting shall consist of five (5) members present.

Article XII: Amendments to the By-Laws

Section 1:

Any amendment of these By-Laws must be proposed in writing at a general meeting. A vote, on such amendment, shall take place at the next General Association meeting. The vote shall require 2/3 (two-thirds) of the majority vote of the active members present.

Revisions:

4/11/18:

Article III: Membership Section 4 Letter A:

Currently reads – A current member shall meet the following criteria:

- A. Shall pay membership dues on or before the WIAA test night of that Officials first sport.

Proposal Passed - A current member shall meet the following criteria:

- A. Shall pay membership dues by **Dec 1st of each year**.

6/4/18:

Article VII Duties of Officers, section 5 needs to be split probably adding another section defining each duty.

Article IX Game Assignment Secretary Clause 4. The last sentence added an “and” between secretary and treasurer.