

TEXAS ASSOCIATION OF SPORTS OFFICIALS RIO GRANDE VALLEY BASKETBALL DIVISION

CONSTITUTION

ARTICLE-1-NAME

The organization shall be known as the Texas Association of Sports Officials (TASO) Rio Grande Valley Basketball Division. It shall be an affiliated with the Texas Association of Sports Officials (TASO).

ARTICLE-2-PURPOSE

SECTION 1. To unite in membership of this organization all fully qualified officials residing in and around the Rio Grande Valley area.

SECTION 2. To establish and maintain the highest ideals of sportsmanship in connection with the game of basketball.

SECTION 3. To help develop among basketball officials a definite responsibility as to their knowledge of the rules and conduct of the game as officially adopted and published.

SECTION 4. To encourage every official to rigidly enforce all rules of the game both in letter and spirit.

SECTION 5. To create a greater amount of good fellowship and cooperation among members of the organization and the activities served.

SECTION 6. To assist in every practical and ethical way the advancement of our individual members to the highest level of the game of basketball of which they are capable of officiating.

ARTICLE -3-JURISDICTION

SECTION 1. The Board of Directors and this constitution will have complete governance over all officials of this Chapter when dealing with matters relating to chapter assigned college, high school, middle school and all other games assigned through the Chapter. Conduct and dress of officials during the aforementioned games and evaluation of all officials of this Chapter are also under said jurisdiction.

SECTION 2. Junior College, senior college games and their assignments are the concern of individual conferences and/or their respective coaches, except those assigned by this Association. However, conduct, dress and evaluation of all officials of this Chapter are within jurisdiction of this Article.

ARTICLE -4-MEMBERSHIP

SECTION 1. To be a qualified member of the Rio Grande Valley Chapter of the Texas Association of Sports Officials, Basketball Division (TASO) a person must:

- A. Meet all requirements for membership of the Texas Association of Sports Officials;
- B. Submit to the Board of Directors, the personal references in the number and type that the Board may request; and,
- C. Paid all fee assessments – state and local – and any fines by deadline dates as specified by the RGV Chapter Board of Directors per year.

SECTION 2. This chapter of the Texas Association of Sports Officials shall accept into full membership any member of another approved Chapter of The Texas Association of Sports Officials upon receipt of a letter of recommendation from said Chapter and a majority vote of the Board of Directors.

SECTION 3. The Board of Directors may accept, for local membership and temporary placement in a division, other officials that apply for membership pending approval and placement in a division by the Texas Association of Sports Officials. Such an official may be assigned games, but only those that come through local sources. (No playoff or other type games maybe assigned or approved) Such official may vote, but may not hold office on the Board of Directors.

SECTION 4. Active membership is maintained by abiding by all rules and regulations as established by the Constitution and By-Laws of the chapter.

SECTION 5. Honorary membership may be conferred upon an individual by unanimous vote of the Board of Directors. This honor is usually reserved for special recognition of long years of exemplary service either to the Association or the game of basketball. Honorary members shall not be required to pay dues but cannot vote or hold an office.

SECTION 6. Inactive membership is reserved for members who have paid their state dues but are not actively engaged in officiating basketball games. Inactive members are not required to attend meetings of this chapter.

SECTION 7. The acceptance of membership in the Rio Grande Valley Chapter of the Texas Association of Sports Officials obligates each member to observe all regulations as set forth in the Constitution, By-Laws and stated policies of the Rio Grande Valley Chapter.

ARTICLE –5- OFFICERS AND BOARD OF DIRECTORS DUTIES

SECTION 1. The officers shall consist of a President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Assigning Secretary and Parliamentarian. The Parliamentarian is appointed by the President with the approval of the Board.

SECTION 2. The board of Directors shall consist of all elected officers, Representatives, and the immediate Past President. The immediate Past President will serve as ex-officio member of the Board of Directors without voting privileges. Therefore, there shall be eleven (11) voting members of the Board of Directors, with the President (or other presiding officer) exercising voting privilege only to break ties. The eleven (11) voting members of the Board of Directors shall be the President, the 1st Vice President, the 2nd Vice President, the Treasurer, the Recording Secretary, the Assigning Secretary, and the five (5) division representatives.

SECTION 3. Board of Directors' meetings shall be scheduled at least two (2) working days prior to general membership meetings. Emergency, disciplinary, and/or "special administrative" Board meetings may be held immediately following (not preceding) general membership meetings. Meetings of the Board of Directors shall be scheduled once a month as needed on the same day of the month as recommended by the President and approved by the Board. The removal of Board members, officers and division representatives, may occur when a Board member is found in violation of the following attendance code as applied to duly scheduled Board of Director meetings – not emergency meetings -- or general Chapter meetings as they appear on the Chapter meeting calendar. Absence totals from the 2 different meetings will be counted as separate totals and considered separately as described in the following:

- A. When 2 consecutive or 4 total meeting absences in a given term year (April 1st thru March 31st) are recorded a certified letter will be sent to the Board member from the Chapter general secretary warning them of their potential violation of the Board absence code.
- B. When 3 consecutive or 5 total meeting absences in a given term year (April 1st thru March 31st) are recorded, a certified letter will be sent informing the Board member that a hearing date has been scheduled to discuss their impending removal based on violation of the Board absence code.
- C. A Board of Directors hearing will be scheduled no earlier than 7 days after the certified letter is received by the Board member as dated on the U.S. Post Office (green) receipt card.
- D. The Board of Directors by majority vote may find the Board member in violation of the code and remove from office or may waive any or all absences from the record of the Board member.
- E. In the event that the Board member is removed from office, the opponent of the removed Board member, receiving the most votes in the past election, will replace the removed member for the remainder of the office term. If the opponent for some reason can not assume office, the Board will nominate and elect a replacement member.

SECTION 4. Chapter meeting calendar including meeting dates, site(s), and agendas will be approved by the Board of Directors each year. The number of scheduled general membership meetings shall not exceed a maximum of (15) per year (basketball season). The Chapter calendar will be announced in the annual chapter newsletter prior to each season. The newsletter and calendar will also be posted on the chapter website RGVREFS.COM at least 2 weeks prior to the first meeting.

- A. All meetings shall have an agenda calling for the scheduled beginning of the meeting no later than 7:00 p.m. and the scheduled conclusion of business at or before 8:30 p.m.

SECTION 5. Each member of the Board of Directors shall cast one vote (except as stated in Section 2 of Article 5).

SECTION 6. The Board of Directors shall have jurisdiction over such matters as cannot be handled conveniently by the Chapter at regular meetings and shall meet at the call of the Secretary issued at the request of the President or at request of fifty percent (50%) of the total membership of the Board of Directors. They shall perform all other duties assigned to them by the Chapter and shall appoint officers to fill any vacancy which may occur.

SECTION 7. The Board of Directors shall be empowered to hire and enter into salary agreement with an individual or individuals for the purpose of assisting the Chapter in the assignment of all games officiated by the Chapter. These individuals will be named the Assigning Secretary and the Sub-Varsity Assignment Directors(s), and they may be either a member or non-member of the Chapter. Both the Assigning Secretary and the Sub-Varsity Assignment Director(s) will be under the direct control of the Board of Directors. The Board of Directors will determine their duties and responsibilities in the appropriate Assigning Secretary's agreement.

SECTION 8. The President shall: (a.) be the chief Executive Officer who shall reside at all the meetings of the chapter and of the Board of Directors; (B) shall appoint the various standing committees and shall be a member ex-officio of all committees; (C) perform such other duties as are usual for such an officer. The president shall be followed for the conduct of all business of the chapter by the vice president and/or any other presiding officer; (D) attend the annual Texas Association of Sports Officials state meeting as a representative of the chapter; and, (E) be elected for a term of two (2) years in odd numbered years.

SECTION 9. The 1st Vice-President shall: (A) in the absence of the President, perform all the duties pertaining to the office of the President; (B) serve as the program chairman for all regularly scheduled meetings; (C) attend the Annual State Meeting, Regional Workshop, or camp endorsed by TASO before each season begins; and (D) be elected to a term of two (2) years.

SECTION 10. The 2nd Vice-President shall: (A) assist the 1st Vice-President; (B) oversee new members' training; and, (C) be elected to a term of two (2) years.

SECTION 11. The Secretary shall; (A) answer all correspondence directed to the chapter after conferring with the President. Special attention will be given by the Secretary alone to the handling of all questions earned and reported by the members, especially those of new members and transfers; (B) maintain the minutes of all general meetings and Board of Directors' meetings, post written copies of same (for examination by the membership), and present a verbal outline of same to each general membership meeting. If a portion of the Board of Directors meeting is declared in "special administrative" session by the presiding officer (which can be for member disciplinary reasons only), then those portions of the minutes (only) shall be excluded from the posted written minutes; (C) be reimbursed for all expenses; including office stationary, local and long distance telephone calls, postal expenses and mileage when attending out of town meetings concerning chapter business. All expenditures must be approved by the Board of Directors; (D) attend the annual Texas Association of Sports Officials state meeting as a representative of the Chapter; and, (E) be elected to a term of two (2) years in which there is not an election for President (even numbered years).

SECTION 12. The Treasurer shall: (A) keep the accounts and records and collect the dues, fees, assessments, and disburse same through a bank account to include the signature of the Treasurer and the President or 1st Vice President. Be the custodian of all funds and all financial reports belonging to the Chapter; make a detailed report to the Chapter annually and the Board of Directors and membership upon request; and, (B) be elected to a term of two (2) years.

SECTION 13. The Assigning Secretary shall: (A) be responsible for the assignments of all varsity contests serviced by the Chapter, including all varsity tournaments; (B) appoint, with approval of the Board, sub-varsity assignment directors, who will assist in the assignment of sub-varsity contests and tournaments; (C) serve as the liaison with coaches in regards to game assignments; and, (D) keep a written record of all assignments, cancellations and scratches that is to be submitted to the Board as deemed necessary for record keeping.

SECTION 14. Division Representatives shall: (A) Be one (1) representative each from Divisions I thru V. In circumstances where divisions are too large for the allowable number of representatives to handle, the Board of Directors has the authority to add one or more representatives to any division that is in need. However, each division will only be allowed the number of votes equal to the number of elected representatives. Board appointed representatives will be allowed to vote only in the absence of elected representatives. (B) be elected by a caucus of the division members following the election of Chapter officers. They will serve a term of one (1) year; (C) check roll at each meeting and keep a record thereof and turn the record over to the Parliamentarian at the end of each meeting; and, (D) maintain contact with their division members and act as liaison between their division and the Board of Directors. They will be expected to keep the Board of Directors informed about any member of the division that might incur some problems which could render the official less than what would normally be considered an active member. Also, they are expected to keep the division members informed of Chapter business if they would be unable to attend meetings.

SECTION 15. The Parliamentarian shall: (A) maintain a current file of the Constitution and By-Laws (B) maintain order and proper decorum at each meeting (C) coordinate roll call at all meetings within 5 minutes of the initial Call to Order (D) after the roll call, the Parliamentarian shall establish a sign-in sheet for late arrivals (E) have control of all elections and recall and, with the Secretary, counting of the election or recall returns; and (F) will serve to a term of one (1) year.

ARTICLE-6-ELECTION OF OFFICERS AND THE BOARD OF DIRECTORS

SECTION 1. The President, 1st Vice President, 2nd Vice President, Secretary, Treasurer and Assigning Secretary should be elected as follows:

- A. A nominating committee of five (one from each division) shall be appointed by the President during the current season, no later than two (2) meetings prior to the next to the last meeting of the year.
- B. It is recommended that the committee submit two (2) candidates for each of the offices above that are due to be filled at the next to the last called meeting and these candidates shall be voted on at the last meeting.
- C. Immediately after the report of the nominating committee, the President shall call for nominations from the floor for each office. In order to be a candidate for elected office, nomination must be accomplished by the close of this meeting.
- D. The Parliamentarian and the Secretary will prepare written ballots with all candidates nominated for each office. No write-in votes are counted. President, Vice President, Secretary, Treasurer and Assigning Secretary shall be voted on separately and the nominee receiving the majority of vote cast by the membership present shall be declared elected. A majority will consist of 51% or more of the votes cast by the membership present. If no candidate receives a majority vote on the first ballot, the candidates with the top two vote totals will have a runoff election on a second ballot. Ballots shall be maintained by the current Parliamentarian, stored by Division, stored for a minimum of 30 days, and made available to any candidate requesting to examine same.
- E. Division Representatives shall be elected by a caucus of each division following the election of officers. A person shall not be a Division representative and hold any other office in the Chapter. The member receiving the majority of votes cast by the Division membership present shall be declared elected as the Division Representative.
- F. In the division caucus, a member advancing to a higher division will vote in and may be elected as a Division Representative only in the higher division.
- G. Succeeding to the Presidency in case of resignation or removal will be: 1st Vice-President, 2nd Vice-President, Secretary and Treasurer.
- H. Members shall not serve in the same elected Board of Directors position for more than Two (2) consecutive terms as President, 1st Vice-President, 2nd Vice President, and Secretary; or for more than Three (3) consecutive years as Division Representative or Assigning Secretary. Officers will be elected in the following years;
 - President, 1st Vice-President, 2nd Vice-President; Elected on odd number years.
 - Secretary, Treasurer; Elected on even number years.
 - Assigning Secretary; Elected on a yearly basis.
 - Division Representatives; Elected on a yearly basis.
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- I. Chapter officers-elect and division representatives-elect will begin their term of office one (1) week after the RGV Chapter sponsored all-star game held in March or April of each year. If no all-star game is played in a given year, the officers and representatives-elect will begin their term of office on April 1st.

SECTION 2. The removal of Officers of the Chapter is accomplished by recall election as follows:

- A. A recall petition with the names of 2/3 of the total membership when the election took place will be presented to the Board of Directors and a date will be set for a recall election.
- B. The Secretary and Parliamentarian, if neither is the subject of the recall, will prepare written ballots that may ask only if the removal should take place.
- C. A two-thirds (2/3) vote of a quorum of the membership is necessary for removal. In the event of a recall election a quorum will consist of at least fifty-percent (50%) of the membership.

ARTICLE-7-AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

SECTION 1. The constitution and By-Laws may be amended by giving notice of such change in writing to the Secretary who in turn shall notify the President. The President shall make proper announcement at the next regular meeting. Action by the Chapter membership on the amendment(s) will be taken at the first meeting following the Presidential announcement.

SECTION 2. A two-thirds (2/3) affirmative vote of the membership present is necessary for adoption.

SECTION 3. Any proposed Constitutional amendments or By-Laws alterations during the off season must be in writing to all members of this Chapter. This will be mailed at Chapter expense. If the Board of Directors deems the change essential; Votes on the aforementioned will be mailed to the President and the votes will be counted by the Board of Directors. For a mail-in vote to be valid, fifty percent (50%) of the membership must respond.

ARTICLE-8-CONDUCT OF MEETINGS

Section 1. To the extent that there are not in conflict with The Rio Grande Valley Chapter Constitution and By-Laws, Robert's Rules of Order shall prevail during Chapter meetings.

Section 2. The first Chapter meeting of the season will be conducted as a business meeting. All chapter policies to be in force the current year will be announced during this meeting including attendance, assigning, and the Chapter budget.

REVISED BY BALLOT ON 10-29-2008

**TEXAS ASSOCIATION OF SPORTS OFFICIALS
RIO GRANDE VALLEY
BASKETBALL DIVISION**

BY-LAWS

ARTICLE-1-OFFICIAL'S CONDUCT, RULE ADHERENCE AND FINES

SECTION 1. The Board of Directors shall have the power and the duty to determine punishment for any member found to be in violation of non-compliance with the following (A-J):

- A. Failure to pay state dues and/or local late payment fees as determined by TASO.
- B. Failure to pay local dues and/or local late payment fees.
- C. A Chapter attendance policy will be approved by the Board of Directors each year. The policy will be announced at the first Chapter meeting and posted on the Chapter website RGVREFS.COM prior to the first Chapter meeting each year.
- D. Missing an assigned game (no show); fine equals the amount of the game fee. Missing two assigned games calls for automatic suspension until Board hears appeal.
- E. Cancellation of an assigned game that falls within the guidelines of the member's restriction sheet.
- F. Failure to pay game assignment or cancellation fee.
- G. Violating and/or breaching any basketball officiating ethics as stated in the Official's Manual of the Collegiate Commissioners Association (copy to be on file with the Chapter Secretary); and/or conduct not becoming that of a basketball official or conduct detrimental to the objectives of or injurious to the Chapter.
- H. Failure of any member to give full cooperation to the Board of Directors in the investigation of any matter.
- I. Violation of any provision of the constitution, By-Laws, policies or any duly authorized directive from the Board of Directors.
- J. Appeals shall be in writing to the Board of Directors prior to the next scheduled meeting after a punishment (fine, fee assessment, etc.). A report of each appeal and the Board's decision shall be duly recorded in the Secretary's minutes and reported accordingly to the general membership.

SECTION 2. The Board may set any punishment it feels necessary or proper for the good of the Rio Grande Valley Chapter, including, but not limited to expulsion from the Chapter; assessment of fines; suspension for any period, not to exceed one (1) year; cancellation of any part or all of any remaining games scheduled.

SECTION 3. The Board shall be the sole judge of the conduct of members but no member shall be condemned without an opportunity to be heard in his or her defense before the Board. All hearings and actions by the Board must be in agreement with the procedures outlined by the Ethics committee of the Texas Association of Sports Officials.

SECTION 4. Any member accused of misconduct and desiring a hearing with the Board, must notify the President or Secretary in writing within seven (7) days following notification by the Board that actions have been or will be taken against them.

SECTION 5. All fines assessed by the Board shall be payable to the Rio Grande Valley Chapter, Basketball Division, Texas Association of Sports Officials. Said fees are to be paid within seven (7) days after notification by the Board.

SECTION 6. This Chapter will recognize the authority of another Chapter to impose suspension or expulsion upon any of its members violating its rulings. No Rio Grande Valley Chapter official shall be permitted to work with suspended official of any other TASO Chapter. Members of this Chapter may officiate only with TASO members in all games over which this Chapter has jurisdiction as defined by the Constitution in Article 3, Section 1.

SECTION 7. Any official who has a complaint against another official, a school district, a school, coaches, players or fans shall bring that complaint in writing first, to the Rio Grande Valley Chapter of the TASO Basketball Division.

ARTICLE-2-THE BOARD OF DIRECTORS RESPONSIBILITY

SECTION 1. Any problem or question not specifically covered herein shall be determined by a majority vote of at least a quorum of members present of the Board of Directors.

SECTION 2. This Chapter recognizes the authority of the TASO in all matters involving the Rio Grande Valley Chapter and other Chapters and entities (i.e. U.I.L.) of the state. However, this Chapter and the Board are sovereign in matters involving this Chapter and its members only.

REVISED BY BALLOT ON 10-29-2008

**TEXAS ASSOCIATION OF SPORTS OFFICIALS
RIO GRANDE VALLEY
BASKETBALL DIVISION**

POLICIES

1. All officials are expected to know the meaning/application of the Rules/mechanics of basketball.
2. All officials are expected to be physically, mentally and emotionally fit to discharge their duties on the basketball court.
3. Officials should refrain from drinking intoxication beverages before or during a game. Officials in uniform should not be seen in place(s) that sells intoxicating beverages for consumption.
4. All officials are expected to be well groomed, including clean and neat regulation uniforms. This includes the official shirt, pants, shoes, socks and two (2) whistles.
5. When two officials from the Chapter work together, the highest ranked official will act as referee, unless otherwise designated or agreed upon. If officials are of the same rank, either may act as referee. On all assignments, the officials are both responsible for notifying each other that they will work the assignment at least 24 hours before the game.
6. When two (2) officials travel together, the driver is expected to fill out the travel and pay card. The driver will be the official living farther from the game site, unless other arrangements are made between the two (2) officials. When two officials work several games together during the season driving should be divided equally between them, if desired by either official.
7. Members of the Chapter are not to dress in the players dressing rooms or around teams quarters when reasonably avoidable.
8. Officials will arrive on the floor as designated by the rules of the National Federation.
9. Officials should refrain, as far as courtesy permits, from talking to fans during or after a game.
10. Officials should neither avoid nor seek out coaches or school authorities after a game. It shall be the practice of officials in this Chapter to leave the floor immediately after the conclusion of any game.
11. No official should discuss other officials of the Chapter with coaches, other school authorities, publicity personnel or fans. All criticism of our officials should be to the official himself or herself, s the case may be, or to the Board.
12. Officials shall honor all contracts and official assignments.
13. No member of this Chapter directly or indirectly solicit games for thyself or others from coaches or school officials.