WOMEN’S DIVISION OFFICIALS COUNCIL OF U. S. LACROSSE, INC.

Central New York - Rochester Board of Women’s Lacrosse Officials

Bylaws
(02-July-2008 Original)
22-March-2012 Amendments Approved by Vote

CHAPTER 1: INTRODUCTION

Section 1.1 These are the bylaws of the Central New York – Rochester Board of Women’s Lacrosse Officials - local umpiring board (hereafter referred to as “Board”) of the Women’s Division Officials Council of US Lacrosse, Inc. and the Central New York Board of Women’s Lacrosse Officials Inc. (hereafter referred to as the "Corporation"), which serve to govern the operations of this Board only.

Section 1.2 These Bylaws are to be interpreted consistent with the Bylaws of the Corporation, US Lacrosse, Inc., the Women’s Division and the Women’s Division Officials Council of US Lacrosse. All definitions of U.S. Lacrosse, Inc. are incorporated herein, and in conjunction with the Women’s Division Umpires’ Manual that serves as the policy book of the Officials’ Council.

Section 1.3 The Board will also follow the Bylaws set forth by New York State Public High School Athletic Association (hereafter referred to as NYSPHSAA) Officials’ Coordinating Federation (OCF).

CHAPTER 2: MEMBERSHIP

Section 2.1 Any rated or probationary women's lacrosse umpire who resides within the Rochester area of New York; who is a member in good standing of US Lacrosse, Inc.; is considered a member of the Board. Renewing members pay directly to US Lacrosse. New official’s US Lacrosse membership dues will be submitted through the Board. NYSPHSAA dues for those members wishing to service the high school level of play will be submitted via the Board to the New York State Certified Officials of Girls Lacrosse board (hereafter referred to as “NYSCOGL”).

Section 2.2 Rated or probationary umpires are defined by the Women’s Division Officials’ Council of U.S. Lacrosse, Inc. as found in the Umpires’ Manual.

CHAPTER 3: LOCAL BOARD CHAIR AND CHAIR-ELECT

Section 3.1 The Board will be represented by the Local Board Chair (hereafter referred to as “Board Chair” or “Chair”) to the US Lacrosse Women’s Division Officials Council.

Section 3.2 The Board Chair shall serve a two (2) year term commencing August 1st of odd years. The Board Chair position will be voted on via ballot vote at the Post-Season meeting. Members not attending the post-season meeting may cast a vote, via email to the Secretary, any time prior to the start of the post-season meeting. The outcome of these votes will be decided by a majority of votes, provided that 51% The Board Chair shall serve until a replacement has been elected. In the event of a mid-term vacancy in the Board Chair position, the Chair-Elect will act as interim Board Chair.
The vote must be completed by the current year's post season meeting.

**Section 3.3** The Board Chair shall: preside over all Board meetings; call and conduct meetings of the Executive Committee; represent the board at the required U. S. Lacrosse National Rules Interpretation Clinic/Convention and be responsible for disseminating pertinent information to the members of the Board at the Pre-Season Meeting.

**Section 3.4** The Board Chair shall serve as the arbiter for the appeal process.

**Section 3.5** The Board Chair shall act as (or appoint another person to act as) the Board's liaison as requested by other organizations.

**Section 3.6** If the Board Chair cannot attend a particular event or fulfill a particular duty on a limited basis—for example, if the Board Chair cannot attend the national rules interpretation meeting—the Board Chair may appoint a proxy to perform the duty in their stead, providing the proxy a.) is a member in good standing of US Lacrosse and of the Board, b.) term expires at the conclusion of the particular event or noted time period, revoked in writing by the Chair, or attendance by the Chair at the stated event.

**Section 3.7** The Board Chair may be removed from office, for any reason, by a two-thirds majority of the members of the Board who are present at a meeting warned for that particular purpose, provided that a majority of the Board members attends and votes. Notice of the meeting/s with their purpose must be sent by mail or other reasonable means to all members, at least fifteen (15) days prior to the meeting/s, and the Board Chair must be given an opportunity to speak at the meeting/s.

**Section 3.8** A position of Chair-Elect shall serve a two (2) year term commencing August 1st of odd years. Chair-Elect position will be voted on via ballot vote at the Post-Season meeting or members not attending the post-season meeting may cast a vote, via email to the Secretary, any time prior to the start of the post-season meeting. The outcome of these votes will be decided by a majority of votes, provided that 51% (quorum) of the members in good standing have voted.

**CHAPTER 4: EXECUTIVE COMMITTEE**

**Section 4.1** The Executive Committee shall perform duties prescribed in the Board Policies and Procedure document and shall have the authority to ensure that the policies and procedures of the following organizations are upheld as warranted: US Lacrosse Women’s Division; United Sports Board Council (USBC); NYSCOGL and NYSPHSAA.

**Section 4.2** The Board will be governed by the Executive Committee, which will consist of Chair, Chair-Elect, Assignor, Rules Interpreter, Secretary, Service Coordinator, Training Coordinator, Rating Coordinator, Treasurer and Member-at-Large. At least one member of the Executive Committee shall hold a Level 3 or higher rating, if possible.

**Section 4.3** The Executive Committee (except for the Chair and Chair-Elect) members shall each serve a two-year (2) term commencing August 1st of even years. They shall be elected via ballot vote at the Post-Season meeting or members not attending the
post-season meeting may cast a vote, via email to the Secretary, any time prior to the start of the post-season meeting. The outcome of these votes will be decided by a majority of votes, provided that 51% (quorum) of the members in good standing have voted. The Executive Committee members may serve succeeding terms, dual offices, and shall serve until a replacement has been elected, or in the case of a mid-term vacancy the Chair shall appoint a replacement.

Section 4.4 The Chair shall: preside at the meetings of the Board; maintain records of and renewal dates for all umpires within the Board, ensure that all members are US Lacrosse members with rosters and appropriate forms submitted to US Lacrosse, and other appropriate entities; maintain and keep current the Bylaws and Policies of the Local Umpiring Board; otherwise preside over the business of the Board. The Board Chair shall also ensure the collection of and dispersing of all National Rules Interpretation Clinic information.

Section 4.5 The Chair-Elect will help the Chair with all of the Chair’s duties. The Chair-Elect is expected to be elected as the Chair after serving two years as the Chair-Elect. The Chair-Elect will develop a ballot prior to the Post-Season Meeting for election of the Executive Committee (except for Chair and Chair-Elect). Before the Post-Season Meeting in appropriate years, at which the Executive Committee will be elected, the Chair-Elect will be responsible for developing at least one nomination for each position whose term is expiring on the Executive Committee. Nominations for Executive Committee may also be accepted at the Post-Season Meeting.

Section 4.6 All other Executive Board positions are described in the RBWLO Policies and Guidelines document.

Section 4.13 If any Executive Committee member cannot attend a particular event or fulfill a particular duty on a limited basis, they may appoint a proxy to perform the duty in their stead, providing the, a) proxy is a member in good standing of US Lacrosse and of the Board, b) Executive Committee member has notified the Executive Committee membership of their intent to appoint the proxy, and c) proxy term expires at the conclusion of the particular event or time period or the proxy is revoked by the attendance of the member whom authorized it.

Section 4.14 Any Executive Committee member may be removed from office for any reason, by a two-thirds majority of the members of the Board who are present at a meeting warned for that particular purpose, provided that a majority of the Board members attends and votes. Notice of the meeting/s with their purpose must be sent by mail or other reasonable means to all members, at least fifteen (15) days prior to the meeting/s, and the Executive Committee Member must be given an opportunity to speak at the meeting/s.

CHAPTER 5: MEETINGS

Section 5.1 The Chair shall call at least three (3) meetings of the membership per year: 1. Pre-Season Meeting: at least one, for purpose of the required rules interpretation, collection of appropriate membership dues, and review of or vote on the Board Policies & Guidelines, as well as all other business. An additional Pre-Season Meeting may be required to enable thorough Rules Interpretation. 2. Mid-Season Meeting: for purpose of rules updates and nomination considerations for
expiring offices, as well as all other business
3. Post-Season meeting: for purpose of voting for positions on the Executive Committee, as well as all other business.

Section 5.2 Business can be transacted at any meeting by a majority vote of then members present.

Section 5.3 The Board Chair shall call meetings for the purpose of resolving Board grievance issues.
Section 5.4 The Board Chair may call any additional meetings deemed necessary to conduct the business of their respective memberships.

CHAPTER 6: OTHER AFFILIATIONS

Section 6.1 All members who are servicing NYSPHSAA games will be members in good standing with NYSCOGL. The Board will ensure its’ scholastic umpires follow the NYSPHSAA Officials Five Point Program as outlined in the “NYSPHSAA Handbook”.

Section 6.2 Each year the Executive Committee will select a representative and an alternate to attend all United Sports Board Council (USBC) meetings and be the liaison between that organization and the Board. This responsibility includes insuring proper umpire representation for contract negotiations with USBC and Section V schools. The Representative is also responsible to annually work with the Assignor to prepare the handout information, which will list scholastic game fees, mileage, cancellation and lightening policies, misconduct card procedures, rule waivers, and other issues specific to the high school section and high school state policies.

Section 6.3 Each year the Executive Committee will provide NYSCOGL with a list of all officials who will be officiating NYSPHSAA play. The Chair will work with the Treasurer to pay dues to NYSCOGL (as per NYSCOGL Policies) each year for each official in the Board who will be umpiring NYSPHSAA play. The Chair will also be responsible to represent the Board at NYSCOGL meetings.

Section 6.4 Each year the Executive Committee will select a representative to the CNYBWLO, Inc (hereafter called the “Corporation”) Board of Directors. This is to ensure representation on the Board of Directors of the Corporation.

Section 6.5 The Board Representative to the Corporation shall present the Board Bylaws and Policies to the Corporation Board of Directors for annual review; and shall oversee Board establishment of Policies and Procedures as per Chapter 4 of the Corporation Bylaws.

Section 6.6 In the event the Corporation Representative cannot attend a particular event or fulfill a particular duty on a limited basis, the Representative may appoint a proxy to perform the duty in their stead, providing the, a) proxy is a member in good standing of US Lacrosse and of the Board, b) Representative has notified the Board Executive Committee of their intent to appoint the proxy, and c) proxy term expires at the conclusion of the particular event or time period, or the proxy is revoked by the attendance of the Representative.
CHAPTER 7: CONFLICT OF INTEREST AND ETHICAL PRACTICES

Section 7.1 No member of the Board may vote on any matter in which they have a financial interest, in which any member of their immediate family has a financial interest, or on any other matter in which they have a conflict of interest. If a member of the Board becomes aware of any matter that could be considered a conflict of interest, they shall immediately disclose that conflict to the appropriate chairperson.

Section 7.2 All members of the Board must follow the US Lacrosse Umpiring Code of Ethical Conduct. All umpires must follow the US Lacrosse Women’s Division Umpires’ Manual for guidance concerning ratings, payment of dues, conduct, and other matters. All members must apply the US Lacrosse Rules of Women’s Lacrosse consistent with official interpretations of those rules.

Section 7.3 All members of the Board are required to: attend an annual rules interpretation meeting, annually pass the written examination at their rating level, schedule a field test as per rating requirements, provide service as defined by the Board and otherwise conduct themselves in accordance with the rules of the US Lacrosse Women’s Division Officials’ Council and any other rules and policies adopted by this Board.

CHAPTER 8: AMENDMENTS TO BYLAWS

Section 8.1 These Bylaws may be amended or repealed by two-thirds (2/3) affirmative vote of the members of the Board.

Section 8.2 Any member in good standing may propose changes to the bylaws by submitting in writing the proposed changes with rationale to the Board Chair.

Section 8.3 Prior notice of any proposed amendment or repeal of any bylaw should be contained in a notice of such action for which it will be voted on. This notice should be issued to the members of the Board at least ten (10) days before the scheduled vote deadline, or meeting date scheduled for the vote.

Section 8.4 These Bylaws and any amendments to them must be submitted to the Women’s Division Officials Council of US Lacrosse.

Section 8.5 Amendments to these Bylaws shall take effect immediately after the meeting in which they are approved.

CHAPTER 9: TRANSACTION BY OTHER MEANS

Section 9.1 Whenever any action by the Board or Executive Committee is required, that action may be conducted by telephone, or other electronic means, in a manner in which all participants may communicate with each other simultaneously.

Section 9.2 Any action by mail shall be deposited in U.S. mail postage prepaid at least ten (10) days before the ballot is to be returned. Electronic balloting is acceptable provided reply e-mails all originate from a member who has indicated consent to the use of e-mail as their official ballot.
CHAPTER 10: DISCRIMINATION

Section 10.1 The Board will conform and comply with all federal, state and local laws concerning discrimination. The Board will not discriminate against any official in hiring practices including, but not limited to: age, ancestry, citizenship, ethnicity, family care status, gender identity or expression, marital status, medical condition, disability, race, religion, sex, and sexual orientation.

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