New York State Certified Officials of Girls Lacrosse

Bylaws

06/07/03

CHAPTER 1: INTRODUCTION

Section 1.1 These are the bylaws of the New York State Certified Officials of Girls Lacrosse (hereafter “NYSCOGL”) which serve to govern the operations of this association only.

CHAPTER 2: MEMBERSHIP

Section 2.1 The association shall be comprised of member sections as determined by the NYSPHSAA.

Section 2.2 Each shall exercise self government by establishing and operating under its own constitution and by laws consistent with the policies set forth herein.

Section 2.3 A new section may be admitted to this association after meeting the following conditions:

Section 2.3.1 A written request to the chairperson, to establish a new umpiring board within a section of this association not already being serviced.

Section 2.3.2 A demonstrated need must exist for a new umpiring board in the section designated.

Section 2.3.3 A new umpiring board in the designated section must adhere to the requirements as outlined in NYSCOGL Bylaws and Constitution.

Section 2.3.4 A majority vote of the governing membership of the association shall be required to admit a new chapter.

CHAPTER 3: EXECUTIVE COMMITTEE

Section 3.1 The executive committee consists of a Chairperson Secretary/treasurer and a Representative of each section.

Section 3.2 Each section Representative shall have one vote. The Chairperson and Secretary/treasurer are ex officio, non-voting members of the association. Should an officer hold dual positions (section Representative) they will be permitted to vote as their respective section Representative.

Section 3.3 In the case of a mid-term vacancy of an officer, the remaining elected officer shall preside until a special election can take place.

Section 3.4 The Chairperson shall preside at the meetings of the NYSCOGL executive committee. In addition the Chairperson shall disseminate information to the NYSCOGL
sections, to include but not limited to rule New York State rule amendments and interpretations.

Section 3.5 The Secretary/Treasurer shall maintain and disseminate minutes of NYSCOGL meetings to representatives and others designated by the Chairperson; notify members in advance of meeting dates; be responsible for correspondence necessary for the association; maintain a current directory of individual members of all Sections; send and collect any necessary roster forms from each section and distribute them to any state organization that requires a copy; send notification and collect dues; disburse money for payment of bills as authorized by the Chairperson; make books available for audit and submit an annual report at the first meeting of the calendar year of the NYSCOGL.

Section 3.6 The terms of the office for all officers shall be two (2) year alternating terms. No officer shall serve more than three (3) consecutive terms. The chairperson shall be elected in even calendar years and the secretary/treasurer in odd calendar years

Section 3.6.1 In 2004 an election will be conducted for the position of Secretary/treasurer, and in 2005 an election will be conducted for the position of Chairperson... Current officers shall remain in office until the elections stipulated per Section 3.5.

Section 3.7 At the January meeting in appropriate calendar years, officers shall be elected by the governing body.

Section 3.8 Nominations must be accompanied by a letter of acceptance and a resume. All nominations will be accepted up to and including the day of the meeting.

Section 3.9 A majority of the governing membership present at the meeting shall be necessary for the election of the officers.

Section 3.10 Installation of officers shall take place immediately prior to adjournment of the annual meeting in the year of election.

Section 3.11 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; 1.) The Proxy is a member in good standing of NYSCOGL; 2.) The Executive Committee member has notified the Executive Committee membership in writing of their intent to appoint the Proxy, and 3.) The Proxy term expires at the conclusion of the particular event or noted time period.

Section 3.12 Section Representatives and Executive Officers shall be reimbursed for costs associated with their attendance at membership meetings of the association. The executive committee may at their discretion, initiate a one time a travel reimbursement
for representatives from other lacrosse organizations and/or invited guests using the following guidelines:

**Section 3.12.2** Roundtrip mileage to be reimbursed at current IRS volunteer mileage rate for one Representative per Section.

**Section 3.12.3** The Section shall not pay lodging unless the Executive Committee grants special approval. Approved lodging will be reimbursed at a rate of $80.00 per room, or the actual fee incurred, whichever is lesser.

**Section 3.13** Any Executive Committee member may be removed from office, for any reason, by a two-thirds majority of the members of the NYSCOGL executive committee present at a meeting warned for that particular purpose. Notice of the meeting and its purpose must have been sent by mail or other reasonable means to all members of the NYSCOGL executive committee, including the Executive Committee member, at least fifteen (15) days prior to the meeting, and the Executive Committee member must be given an opportunity to speak at the meeting.

### CHAPTER 4: MEETINGS

**Section 4.1** The NYSCOGL Chairperson shall call a minimum of two (2) meetings of the executive committee annually.

**Section 4.1.1** A meeting of the NYSCOGL executive committee shall be called within a month after the National Rules Interpretation Clinic for purposes of disseminating information to the Sections and conducting other business of the NYSCOGL.

**Section 4.1.2** The Chairperson shall also call a meeting of the NYSCOGL executive committee during the month of June. That meeting should include the preparation of the electoral ballot for elections (in appropriate years), and all other business to come before the NYSCOGL.

**Section 4.2** A quorum for the transaction of business at any meeting of the NYSCOGL executive committee shall exist if a majority of the members of that committee are present.

**Section 4.3** The chairperson may call any additional meetings deemed necessary to conduct the business of the respective membership. A written notification of any special meeting must be disseminating thirty (30) days prior to said meeting.
CHAPTER 5: CONFLICT OF INTEREST AND ETHICAL PRACTICES

Section 5.1 No member of the NYSCOGL 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 NYSCOGL becomes aware of any matter that could be considered a conflict of interest, they shall immediately disclose that conflict to the appropriate chairperson.

Section 5.2 All members of the NYSCOGL must follow the umpiring Code of Ethical Conduct as per the NYSPHSAA Handbook.

Section 5.3 All members of the NYSCOGL are required to follow the Five Point Program as set forth in the Constitution of the NYS High School Officials Coordinating Federation that includes: observe the constitutions and bylaws of their local and state officials organization; attend annual interpretation meetings and clinics of the local organization each year; give satisfactory evidence of proficiency in the mechanics of officiating and of competent performance related to the girls lacrosse; annually pass the approved written examination at their rating level; schedule a field test as per rating requirements, provide service as defined by the local governing officials board; list themselves with the NYSPHSAA, Inc. Executive Director; and otherwise conduct themselves in accordance with the rules and policies adopted by this NYSCOGL.

CHAPTER 6: AMENDMENTS TO BYLAWS

Section 6.1 A proposed amendment(s) may be presented in writing at any regular meeting of the governing body.

Section 6.2 These bylaws may be amended or repealed by two-thirds (2/3) affirmative vote of the members of the NYSCOGL.

Section 6.3 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 at least fifteen (15) days before the meeting commences.

CHAPTER 7: TRANSACTION BY OTHER MEANS

Section 7.1 Whenever any action by the association 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 7.2 Any action by mail must 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 8: DUES and ROSTER

Section 8.1 The Executive Committee at the first meeting of the year shall establish dues. The fiscal year shall be from January 1st to December 31st.

Section 8.2 Dues shall be paid annually by all Representatives prior to the date established by the Executive Committee. A late fee of 20% shall be applied for dues not received by the established date.

Section 8.3 Only Sections with Representatives in good standing may have umpires participate at regional and higher competitions.

Section 8.4 Section Rosters are to be submitted by their Representative to the Secretary/Treasurer prior to the date established by the Executive Committee. Rosters must be received by the established date to permit umpires to participate at regional and higher competitions.