



Orange County Umpire Board

Bylaws

Includes: Main Document

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Chapter 1: Introduction

Section 1.1: These are the bylaws of the Orange County Local Umpire Board (OCUB) of the Women's Division of U.S. Lacrosse, Inc., which serves to govern the operations of the board only.

Section 1.2: These bylaws are to be interpreted consistent with the Bylaws of U.S. Lacrosse, Inc., the Women's Division, and the Official's Council. All definitions of U.S. Lacrosse, Inc., are incorporated herein, and in conjunction with the Women's Division Umpires' Manual, which serves as the policy book of the Official's Council.

Chapter 2: Membership

Section 2.1: Any rated or probationary women's lacrosse umpire, who resides in Orange County or Riverside Counties, pays dues to the OCUB and is a member in good standing of U.S. Lacrosse, Inc., is considered a member of the OCUB.

Section 2.2: Probationary and rated umpires are defined by the Official's Council of U.S. Lacrosse, Inc.

Section 2.3: Dues shall be payable to OCUB in the amount determined annually by the majority of the board"

Section 2.4: All dues and any training fees must be paid in full prior to the spring season in order to receive games and to be in good standing. Please reference the Policy & Guidelines manual for details.

Section 2.5: All members must complete all training and service per USL Guidelines.

Chapter 3: Local Board Officers and Duties/Responsibilities

Section 3.1: The OCUB will be governed by an Executive Committee, which will consist of a Local Chair, a vice chair, a treasurer, a secretary and an at-large member.

Section 3.2: The Executive Board members shall each serve a two (2) year term. The terms of the members shall be staggered, such that the election of the umpire chair, treasurer and at large member shall take place in the odd years and the election of the vice chair and secretary shall take place in the even years. They shall be elected at the General Meeting of the OCUB by a majority of members present at that meeting, provided a quorum exists. If a quorum does not exist at the General Meeting, the election may take place by email.

Section 3.3: A quorum is defined as a simple majority of the general board.

Section 3.4: Each term of office shall commence immediately following the election. Nominations may be accepted from the membership at large or by a nominating committee. To promote involvement in the board, Executive Committee members may serve no more than two succeeding terms unless a replacement cannot be found.

Section 3.5: The **Local Chair** shall preside at the meetings of the OCUB, shall lead the annual interpretation meeting, shall act as (or appoint another person to act as) liaison to the local chapter and region, shall represent the local board at the annual required national rules interpretation meeting, shall maintain records of, and appropriate renewal dates for, all umpires within the local umpiring board, shall ensure that all members are U.S. Lacrosse members, and otherwise shall conduct the business of the OCUB. The Local Chair should hold at least a District rating unless no such person is available and willing to serve.

Section 3.6: Vice Chair, whose responsibilities will include representing the OCUB at the U.S. Lacrosse Chapter meetings and other contracted leagues or schools, and reporting back to the Local Chair. The Vice Chair shall assist the Local Chair in the performance of her duties and shall exercise all powers of the Local Chair in her absence. She will also participate in other duties as assigned by the Local Chair.

Section 3.7: The **treasurer** shall collect all dues for the OCUB, shall pay all debts and expenses of the OCUB, and shall show a proper accounting of all monies collected.

- There will be a requirement of two members of the board signing all checks written on behalf of the board. Board members with the ability to sign will include the Board Chair, Vice-Chair and treasurer.
- The OCUB Board may require a Live Scan for all signers of checks.

Section 3.8: The **secretary** shall ensure that notices of the annual meeting of the OCUB are properly sent to all members. The secretary shall also ensure that any other communications, from U.S. Lacrosse to the OCUB or otherwise concerning the OCUB are sent to the appropriate members.

Section 3.9 The **Member At Large** represents the general membership on issues of interest or concern.

Section 3.10: The Local Chair may appoint additional roles on the committee as deemed appropriate, and approved by a majority of the Executive Committee. Not all appointed positions will be members of the Executive Committee. These positions may include but are not limited to:

- **Rating & Training Coordinator**, whose responsibilities will include coordinating of training and rating sessions and reporting to the local chair test scores and service given by the membership. She shall plan and direct the instructional program. She shall be in charge of all Rules interpretations at regular or any special rule meetings. She shall coordinate and document training attendance of the membership.
- **Mentor**, whose responsibilities will include overseeing the development and maintenance of referee skills of OCUB umpires, with special emphasis on youth umpires and those umpires desiring upgrades to higher-level ratings, She will work with the assignor to provide assessment and mentoring opportunities for OCUB referees.
- **Collegiate assignor**, whose responsibilities will include coordinating the assignment of officials to games for contracted leagues and schools (i.e. WWLL, NCAA).
- **High School assignor** whose responsibilities will include coordinating the assignment of officials from the local umpire boards in the Greater OC/Riverside area to games for contracted leagues and schools.
- **Youth assignor**, whose responsibilities will include coordinating the assignment of officials to games for contracted leagues and schools.

Section 3.11: Nominating Committee: Before the Annual Meeting at which the Executive Committee members will be elected, the Executive Committee should (not required) appoint a nominating committee, whose responsibilities will include developing at least one nomination for each position on the Executive Committee. Nominations for the Executive Committee may also be accepted at the annual meeting.

Section 3.12: Executive Proxy: If any Executive Committee member cannot attend a particular event or fulfill a particular duty on a limited basis – for example if the Local Chair cannot attend the national rules interpretation meeting – she may appoint a proxy to perform the duty in her stead, providing

- the proxy is a member in good standing of U.S. Lacrosse and of the OCUB,
- the Executive committee member has notified the membership of her intent to appoint the proxy
- the proxy expires at the conclusion of the particular event or time period.

Section 3.13: Executive Committee Member Removal: Any Executive Committee member may be removed from office, for any reason, by a two-thirds majority of the members of the OCUB present at the meeting warned for that particular purpose, provided that a quorum exists. Notice of the meeting and its purpose must have been sent by mail or other reasonable means to all members of the OCUB, including the Executive Committee member, at least fifteen days prior to the meeting, and the Executive Committee member must be given an opportunity to speak at the meeting.

Section 3.14: Vacancies: When a vacancy occurs on the Executive Committee, the Local Chair shall appoint a member who is in good standing to fill the vacancy for the unexpired term. Such appointment shall be ratified by a majority vote of the Executive Committee. Should the vacancy occur in the Local Chair, the Vice-Chair shall succeed for the remainder of the unexpired term. In the event these two Officers shall become unavailable, the members shall elect their successors for the remainder of the term, at the next regular meeting. The Rating & Training Coordinator shall act as Interim Local Chair and conduct this meeting.

Section 3.15: Scholarships: If scholarships are available, the recipients will be selected by the executive committee.

| Summary of Voting Officers and Directors | | | | |
|---|-------|---------|--------------|-----------|
| The following table depicts a summary of voting Officers and Directors. | | | | |
| Title | Votes | Elected | Member of EC | Appointed |
| Local Board Chair | 1 | X | Yes | |
| Vice Chair | 1 | X | Yes | |
| Secretary | 1 | X | Yes | |
| Treasurer | 1 | X | Yes | |
| Member at Large | 1 | X | Yes | |
| Rating & Training Coordinator | 1 | | Yes | X |
| Mentor | | | No | X |
| Assigner(s) | | | No | X |

Chapter 4: Meetings

Section 4.1: The Mandatory Rules Interp meeting of the OCUB shall be held in the last week of January. That meeting should include the annual rules interpretation meeting and all other business to come before the OCUB.

Section 4.2: The Mandatory General Meeting shall be held the third week of May for the purposes of holding elections to the Executive Board in appropriate years and all other business to come before the OCUB.

Section 4.3: If a member fails to attend the two mandatory meetings, they will lose their eligibility to officiate post-season games and will not be allowed to stand for their ratings.

Section 4.4: A quorum for the transaction of business at any meeting of the OCUB shall exist if a majority of the members defined in Chapter 2 are present.

Section 4.5: The Local Chair may call any additional meetings she deems necessary to conduct the business of the OCUB.

Section 4.6: All active members are entitled to one vote. Members may submit their vote to the Local Chair or Secretary prior to the actual vote through electronic or written means. Members may not vote by proxy. In the event of a tie, only the Local Chair shall vote.

Chapter 5: Umpire Assignments and Level of Play

Section 5.1: The OCUB will contract with area leagues and teams on behalf of the Assignor(s) to provide assigning services for each season. Assigning fees will be set and published at the beginning of each calendar year.

Section 5.2: The level of rating will be considered before assignment is made.

- **Apprentice** officials will be assigned to appropriate levels of play that will promote their training and development. Apprentice umpires will be assigned to high school and youth. Apprentice umpires will not be assigned to College Club (WWLL) or NCAA varsity games of any level. Exceptions to this policy can be made only on an individual basis approved by the board chair.
- **Local** officials will be assigned based on their experience, skill and the level of play. Local umpires will be assigned to youth and high school. Local Umpires with a multi-year; rating may be assigned to “B” level College Club games. Exceptions to this policy (i.e. NCAA varsity games) can be made on an individual basis approved by the board chair.

- **District** and **National** rated officials will be assigned based on their experience, skill and the level of play. District and National umpires will be assigned to “A” level College Club games (WWLL Div I) and NCAA varsity games. Other levels of play will be assigned as needed.

Chapter 6: Ratings

Section 6.1: Ratings are conducted in accordance with US Lacrosse guidelines. Apprentice and Local ratings may be conducted at play days, in season games and approved post season and off season events. District ratings are conducted at the collegiate club or post collegiate club games and approved post season and off season events. If an official needs a rating review and cannot attend one of these events, special arrangements must be made with the Rating & Training Coordinator and approved by the Local Chair.

Chapter 7: Conflict of interest and Ethical Practices

Section 7.1: No member of the OCUB may vote on any matter in which she has a financial interest, in which any member of their immediate family has a financial interest, or on any other matter in which she has a conflict of interest. If a member of the OCUB becomes aware of any matter that could be considered a conflict of interest, she shall immediately disclose that conflict to the Local Chair.

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

Section 7.3: All members of the OCUB are required to attend an annual interpretation meeting, pass the written examination, provide service and otherwise conduct themselves in accordance with the rules of the Women’s Division Official’s Council and any other consistent rules adopted by the OCUB.

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 OCUB present at a meeting at which a quorum exists.

Section 8.2: Prior notice of any proposed amendment or repeal of any bylaw should be contained in a notice of the meeting at which it will be voted on, which should be published to the members at least ten (10) days before the meeting commences.

Section 8.3: These bylaws, and any amendments to them, must be submitted to the Women’s Division Officials Council for approval and acceptance.

Section 8.4: If a member would like to suggest a change to these bylaws, please reference the Policies & Guidelines manual for details.

Section 8.5: Amendments to the 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 OCUB or its Executive Committee is required, that action may be conducted by mail, telephone, e-mail, or other means. 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. Any action by e-mail or telephone or other electronic means must be conducted in a manner in which all participants may communicate with each other simultaneously.