



## BY LAWS

### PART I: PURPOSE

**1.01** The general purpose for the Columbia Soccer Referees Association (hereafter referred to as "CSRA"), shall be the promotion of the sport of soccer and of soccer refereeing.

**1.02** The specific purpose of CSRA shall be:

- (a) To promote the training and qualification of referees to the United States Soccer Federation (USSF) grades.
- (b) To arrange for the administering of USSF testing of referees.
- (c) To provide information on refereeing and names of available referees to the soccer leagues in the area covered by CSRA.
- (d) To arrange referee scheduling services as required by soccer leagues in the area.
- (e) To provide a means for members to improve the quality of soccer refereeing.

**1.03** Said organization is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501c (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign of any candidate for public office.

CSRA is a Non-Profit Corporation under the laws of the State of Washington

Notwithstanding any other provision of this document. the organization shall not carry on any other activities not permitted to be carried on:

- (a) By an organization exempt from federal income tax under section 510c(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, of
- (b) By an organization, contributions to which are deductible under section 170c(2) of the Internal Revenue Code, or

(c) Corresponding section of any future federal tax code

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501c(3) of the Internal Revenue Code, or corresponding section of any future federal tax code , or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## **PART II: AFFILIATION**

**2.01** CSRA shall be affiliated with the Washington State Referee Committee (WASRC), and through them with the United States Soccer Federation (USSF).

**2.02** CSRA shall be subject to all rules of the USSF, and all applicable bylaws of the WASRC.

## **PART III: MEMBERSHIP**

**3.01** There shall be three grades of membership in CSRA:

- (a) USSF Referee
- (b) Washington Officials Association (WOA) Referee

**3.02** Membership dues shall be assessed yearly in an amount determined by the Executive Board.

**3.03** Membership in CSRA may be terminated for good cause shown by:

1. Recommendation of the Disciplinary Committee.
2. Thirty (30) days notice in writing to the member affected by the Executive Board.
3. Two-thirds vote of the membership present at any general or special meeting. At said meeting, the member shall be entitled to respond to the stated reasons and be heard in his own defense.
4. Members shall honor the USSF Code of Ethics for Referees

## **PART IV: MEETINGS OF MEMBERS**

**4.01** The Annual General Meeting (AGM) of the membership of CSRA shall be held during the month of December of each year for the purpose of electing an Executive Board for the following year, voting on bylaw changes, and consideration of CSRA business.

**4.02** Special meetings of the membership may be called at any time by the Executive Board.

**4.03** The Secretary shall notify all members in advance of the AGM and any special or monthly meeting.

**4.04** A quorum shall consist of ten (10) members entitled to cast a vote at the AGM or monthly meetings, shall consist of three (3) board members for an executive board meeting, and shall consist of three (3) members for a disciplinary committee meeting.

## **PART V: VOTING**

**5.01** All members in good standing shall have one vote each at the AGM and at other meetings.

**5.02** All board and committee members shall have one vote each at their respective board and committee meetings.

**5.03** All voting must be done in person at all meetings.

**5.04** The President of CSRA shall vote only in case of a tie at any meeting during which he presides.

## **PART VI: BYLAW AMENDMENTS**

**6.01** The bylaws of CSRA shall be amended by a quorum of CSRA members at the AGM, or at a special meeting called to consider bylaw amendments.

**6.02** All proposed bylaw amendments must be submitted to the Secretary thirty (30) days before the meeting. The Secretary shall notify all members of the proposed amendments in writing fifteen (15) days before the meeting at which they will be considered.

**6.03** A special meeting will be called to consider bylaw amendments if requested in writing by one-third of the voting members.

## **PART VII: DISCIPLINARY COMMITTEE**

**7.01** The President of CSRA shall preside at all meetings and shall vote only in case of a tie. The President may recuse them self and appoint another BOD member to chair the committee.

**7.02** The President shall appoint 5 members of CSRA to be members.

**7.03** Duties of the committee shall be:

- (a) To hear formal protests about CSRA members.
- (b) To discuss formal written complaints about CSRA members with those members, and as a committee.
- (c) To make recommendations to the CSRA member involved about improvements if necessary.
- (d) To hear and make recommendations about terminating membership in CSRA.

**7.04** If a member of the committee is the subject of a protest or written complaint to be heard, he shall resign from the committee for that hearing and the President shall appoint another CSRA member for that specific hearing.

**7.05** All decisions by the committee shall be communicated to the Executive Board for necessary administration.

## **PART VIII: ORGANIZATION**

**8.01** CSRA shall be directed by an executive board consisting of the following directors:

President  
Vice President-Assessment  
Vice President-Instruction  
Vice President-Youth Referees (under 19 years old)  
Secretary  
Treasurer  
Referee Assignor  
WOA Secretary

**8.02** All members of the Executive Board shall be elected by the members at the AGM for a term of one year and until their successors are elected.

**8.03** If an officer is terminated, resigns, or dies before the end of term of office, the President shall appoint a successor to fill the office for the unexpired portion of the term.

**8.04** The majority of our Board of Directors will be non-salaried and will not be related to salaried personnel or to parties providing services. In addition, the salaried individuals cannot vote on their own compensation and the board will make that compensation decisions.

## **PART IX: DUTIES OF OFFICERS**

### **9.01 President**

The President shall:

1. Prepare an agenda and preside at all meetings of the CSRA
2. Preside at Executive Board meetings.
3. Appoint a Disciplinary Committee of five (5) members of CSRA when appropriate.
4. Preside at Disciplinary Committee meetings.
5. Be the CSRA liaison with local youth, and adult soccer associations and WIAA member schools.

### **9.02 Vice President-Assessment**

The Vice President-Assessment shall:

1. Act in the absence of the President with the same authority and power.

2. Succeed to the office of President if the President is terminated, resigns, or dies and shall fill the office of President for the unexpired term.
3. Coordinate referee upgrading and assessments.
4. Coordinate USSF fitness exams each year.
5. Shall be CSRA assessor liaison with the WASRC.

### **9.03 Vice President-Instruction**

The Vice President-Instruction shall:

1. Provide one (1) hour of instruction at each monthly chapter meeting to meet recertification requirements per WASRC.
2. May arrange for 'outside' instruction to meet WASRC requirements.

### **9.04 Vice President-Youth Referees**

The Vice President-Youth Referees shall:

1. To attend all board and regular meetings,
2. To advise the board as a representative of the youth referees.
3. To promote youth participation in CSRA
4. To represent CSRA at local tournaments for the purpose of increasing awareness of CSRA in the community and attracting new youth members.

### **9.04 Secretary**

The Secretary shall:

1. Keep a true account of the meetings of the membership and of the Executive Board.
2. File all minutes away for future reference.
3. Provide timely notice to members of the time and place of all meetings.
4. Keep current copies of the Bylaws and provide a copy to any member who requests.
5. Provide CSRA information to the membership

### **9.05 Treasurer**

The Treasurer shall:

1. Receive and be accountable for all funds belonging to the CSRA.
2. Receive all dues from the membership.
3. Maintain bank accounts as needed by the CSRA and shall pay all obligations incurred by the CSRA as authorized by the Executive Board.

4. Maintain a record of those monetary transactions of the CSRA under his authority.
5. Prepare a written consolidated financial report of the CSRA at the end of the fiscal year for presentation to the Executive Board and the membership at the AGM.
6. May appoint a 3<sup>rd</sup> party payment agent(s) to collect fees and distribute payment to officials who are independent contractors.

#### **9.06 Referee Assignor**

The Referee Assignor shall:

1. Must be a USSF certified assignor
2. Schedule CSRA member officials for league matches that CSRA has contracts with.

#### **9.07 WOA Secretary**

The Washington Officials Association (WOA) Secretary shall:

1. Appoint the WOA (High School) Assignor who will be a CSRA voting Officer.
2. Be responsible for carrying out duties deemed necessary by the WOA
3. Be responsible for registering WOA officials every year.
4. Be CSRA liaison with WOA.

The original bylaws were duly adopted by the CSRA membership at the Annual General Meeting held at Hudson's Bay High School Library on **December 11, 1989**

Underlined portion was adopted by vote of the association on **December 14<sup>th</sup>, 2009 AGM**