



COLUMBIA SOCCER REFEREES ASSOCIATION

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.

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) Referee
- (c) Associate - a member who promotes the sport of soccer and soccer refereeing.

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.

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 officers:

President
Vice President-Assessment
Vice President-Instruction
Vice President-Youth Referees (under 21 years old)
Secretary
Treasurer
Referee Coordinator
WOA Assigning 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, i.e., Columbia Youth Soccer Federation (CYSF), Lower Columbia Women's Soccer Association (LCWSA), and Columbia Adult Soccer Association (CASA).

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. Be responsible for the coordination of the referee rules clinics & shall collect all fees from the rules clinics and transmit said fees to the Treasurer.
2. Provide instruction at the annual CYSF Referee Refresher sessions.
3. Keep membership informed of new laws and new interpretation of old laws of the game of soccer.
4. Shall be CSRA instructor liaison with the WASRC.
5. Coordinate monthly meeting rules programs.

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, both in CSRA and in the Columbian Youth Soccer Federation (CYSF), East County Youth Soccer Association (ECYSA) and District 5 at large,
3. To promote youth participation in CSRA
4. To facilitate the partnering of youth referees with experienced referees for the purpose of mentoring,
5. To communicate with the youth representative on the District 5, CYSF and ECYA board,
6. To work with soccer associations within District 5 to maintain a roster of:
 - qualified referees for nomination to state tournaments finals
 - qualified referees for advancement to state, national and international grade
7. To maintain a record of youth referees attending CSRA meetings for the purpose of continuing education toward annual re-certification
8. 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. Coordinate the CSRA library.
6. Maintain a current list of all members including name, address, telephone number, and current USSF license grade.
7. Promote and encourage membership in CSRA.
8. Provide CSRA information to the membership.
9. Be responsible for coordination of articles and information about CSRA to be published as directed by the Executive Board.

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.

9.06 Referee Coordinator

The Referee Coordinator shall:

1. Schedule CSRA referees for games in leagues that the CSRA agrees to do the scheduling.
2. Maintain a roster of the CSRA referees listed in order of USSF certification.
3. Give preference to available referees with highest USSF certification for first division games, then second division games, etc.
4. Be CSRA representative in deciding details of scheduling with leagues for which the CSRA has agreed to schedule referees.

9.07 W.O.A. Assigning Secretary

The Washington Officials Association (W.O.A.) Assigning Secretary shall:

1. Be responsible for scheduling W.O.A. referees for soccer games sanctioned by the high school Greater St. Helens League.
2. Be responsible for carrying out duties deemed necessary by the W.O.A.
3. Be responsible for registering W.O.A. officials every year.
4. Oversee the collection of WOA dues and the billing for WIAA sanctioned games assigning fees.
5. Be CSRA liaison with WOA.

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

Underlined portion was adopted by vote of the association on **February 10th, 2003**