

TEXAS ASSOCIATION OF SPORTS OFFICIALS SAN ANTONIO CHAPTER

BYLAWS

ARTICLE I: NAME

The name of this organization shall be known as The San Antonio Chapter, Texas Association of Sports Officials, (hereafter referred to as TASO) a Texas Non-Profit Corporation.

Elected officers are hereafter referred to as Board Members. Appointed officers are hereafter referred to as Officers. Elected and Appointed officers are hereafter referred to as the Board of Directors.

ARTICLE II: PURPOSE

The purpose of the Association shall be to foster and promote ~~national and international~~ amateur sports competition in the game of soccer by:

1. Advancing the ideals of good sportsmanship and fair play through quality officiating in soccer, and respect for the authority of soccer officials at all levels of competition;
2. Providing educational programs to advance the skills of soccer officials at all levels of competition;
3. Conducting public information programs that will encourage appreciation for the skills and competence of soccer officials;
4. Placing special emphasis on developmental concepts of good sportsmanship among the youth of the nation, both as competitors and as spectators;
5. Developing and maintaining a membership, consisting of experienced and capable soccer officials whose integrity is above reproach and who are actively engaged each year in officiating games;
6. Fostering a high standard of ethics, encouraging fair play and sportsmanship, and promoting closer cooperation and better understanding among officials, athletic representatives, coaches, players, and the press.

ARTICLE III: GEOGRAPHICAL OPERATION AREA

Section 1: Geographical Service Area

The San Antonio Chapter provides services to South Central Texas. ~~includes the Bexar county area, and sections of Comal, Kendall, Kerr, Gillespie, Guadalupe, Maverick, Wilson, Hayes, Uvalde, Medina, Bandera, Atascosa and Val Verde counties.~~

Section 2: Sub-chapter

1. A county with a membership of not less than nine (9) members in good standing may become a Sub-Chapter of the San Antonio Chapter.

- a. Each county so approved by the San Antonio Chapter Board of Directors as a Sub-Chapter, shall be named after its county, and shall remain a Sub-chapter unless the membership shall fall below three (3) members in good standing for two (2) consecutive years.
 - b. The Board Members shall review the membership status of those Sub- chapters at each pre-season Board meeting.
2. Only one (1) Sub-chapter may be formed per county. A Sub-chapter may become a Chapter, if they meet the following:
 - a. They are approved by the TASO Board of Directors;
 - b. They are in a county where ten (10) or more members are in good standing of TASO and are bona fide residents of said county; and
 - c. They hold regular meetings for the purpose of discussing soccer rules and officiating mechanics.
 3. Each Sub-chapter is required to have a designated representative in attendance at the San Antonio Chapter pre-season meeting and one (1) Board Business meeting during the season. Failure to do so for three (3) consecutive meetings is grounds for termination.
 4. Each Sub-chapter shall elect an At-Large Area Administrator, whose responsibility is to act as a liaison between the Sub-Chapter and the San Antonio Chapter.

ARTICLE IV: OFFICERS - BOARD OF DIRECTORS

Section 1: Board and Board of Directors:

1. The San Antonio Chapter Board shall be composed of the President/Chairman, Vice-President Operations/Co-Chairman, Vice President Scheduling, Secretary, Treasurer, and any/all At-Large Area Administrators.
2. The San Antonio Chapter Board of Directors shall be composed of the President/Chairman, VicePresident-Operations/Co-Chairman, Vice President-Scheduling, Secretary, and Treasurer. ~~At-Large Area Administrators, and Ex-Officio members.~~

~~Section 2: Ex-officio:~~

~~The immediate past President, Director of Instruction and Director of Assessments, shall serve as ex-officio of the Board of Directors.~~

Section 2: Power:

Subject to the restrictions contained in the bylaws of TASO, the Board Members shall have full charge of the activities and general operations of this association. It shall have full power and authority, within the limitations imposed by law, to do all things necessary to further the purpose for which the association is organized and to serve the best interest of the association. The Board Members shall have the power to recommend bylaw changes and present these to the membership for a vote. The Board Members shall be empowered to rule on situations not covered in the San Antonio Chapter's Administrative Procedures and Bylaws Handbook, and to adopt all operating procedures to govern its own deliberations.

Section 3: Compensation of Board of Directors:

No individual member of this Chapter, elected or appointed shall receive any compensation for any act or services done as a Board of Directors or otherwise for or on behalf of the association. His or Her provision shall not exclude the reimbursement to the individual member, for expenses incurred in or performing the business and affairs of this association and for fees paid to instructors, assessors and game assigners ~~or schedulers~~ duly assigned by the Chapter officers.

Section 4: Property Rights:

No member, Board Member, Director, officer, or employee of San Antonio Chapter shall have any right, title or interest in or to any property of any kind owned by this association or use by it in connection with the performance of its functions nor in or to any income or other funds received by it, and no part of the net earnings of this association shall inure to the benefit of any private member.

ARTICLE V: ELECTION OF OFFICERS AND DIRECTORS

Section 1: Nomination procedures for Board Members:

1. Qualified candidates shall be nominated ~~by the Nomination Committee~~ for the office of President, Vice-President-Operations, Vice-President-Scheduling, Secretary and Treasurer. Provided the Vice-President-Operations consents, the Vice-President-Operations' name shall automatically be listed on the ballot as a nominee for the office of President. ~~Names of candidates may be submitted by a member or members of the Nomination Committee at the election meeting.~~ All candidates shall agree to serve prior to their nomination. ~~The retiring President shall automatically become the Immediate Past President.~~ Nominations shall be closed two (2) weeks before the election.
2. ~~Nominations are to take place at the following scheduled Chapter meetings:~~
 - a. ~~The Nominating Committee shall be appointed during the January general meeting of the current soccer season.~~
 - b. ~~Nominations for the office of President, Vice-President, Secretary, and Treasurer shall take place at a meeting in the month of February of the current soccer season.~~

Section 2: Election Procedures:

1. San Antonio Chapter Board Members shall be elected by a majority of ballots cast by members in good standing. Ballots will be available at the designated Election meeting or by email. Election results will be announced during the month of April of the current soccer season.

Section 3: Terms of Office:

1. Term of office for each officer is as follows:
 - a. The term of office for each Board Member, and Director shall be two (2) years, unless otherwise in conflict with these by-laws. All elected and appointed Board of Directors, including District Director, shall serve until a successor has been duly elected or appointed and qualified.
 - b. The President and Vice President of Scheduling ~~Vice-President-Operations~~ shall be elected in odd numbered years. The Vice President of Operations ~~Vice-President-Scheduling~~, Treasurer and Secretary shall be elected in even numbered years according to the procedures set forth in Article V, Section 1.1 of these bylaws.
 - c. The District Director shall be elected according to TASO Bylaws at an election to be established and administered by the TASO state office.

- d. The term of office for the District Director shall be two (2) years, unless otherwise in conflict with these by-laws.
2. The new elected Board Members and appointed officers shall assume their duties on the 1st of May, of the year of their election or appointment.

Section 4: Office Limitations:

1. A Board Member may be elected for only three (3) consecutive terms **per position**, however, after being out of office for a period of one (1) term, the person may be re-elected to the same office.
2. The Directors of Instruction and Assessments are appointed by the President and serve at the pleasure of the President.
3. The District Director may serve **accordingly by TASO State Bylaws, only two (2) consecutive terms; however, after being out of office for one (1) term, the person may be re-elected, or may be elected or appointed to any other office within the Chapter.**

Section 5: Vacancies:

1. In the event of a vacancy in the office of President, the Vice President-Operations shall become the President. A vacancy in the office of either of the Vice Presidents, Secretary or Treasurer shall be filled by a majority vote of the remaining Board Members. **The District Director's office shall serve as the tie-breaker, were required.** In the event of a simultaneous vacancy in the Office of the President and both Vice-Presidents, the remaining Board Members are authorized to appoint a temporary President and Vice-Presidents, until such time as an election can be held to fill the unexpired terms.
2. In the event the District Director is not elected, or if the vacancy occurs during a term, the President, in concurrence with the rest of the Board Members and subject to the approval of the TASO office, shall appoint a member in good standing, who resides in the San Antonio Chapter area to fulfill the vacancy in that office.

Section 6: Procedures for Recall

1. An elected officer may be recalled by a majority vote of the Board Members, or by a two-thirds vote of the membership. A request for recall must be filed with the TASO State office. The officer or officers whose recall is being requested is/are not eligible to vote. A minimum of fifteen (15) days will be permitted before the membership's vote is taken.
2. A District Director may be recalled by a majority vote of the Board Members or by a two-thirds vote of the membership or by the TASO State Board of Directors. A request for recall must be filed with the TASO State office and approved by the TASO Board of Directors, as set forth in the TASO bylaws.

ARTICLE VI: AMENDMENTS TO THE BY-LAWS

Section 1: Amendments:

The members of the San Antonio Chapter shall have the power to alter, repeal **and/or** amend Bylaws, ~~and the Administrative Handbook~~, at any regular meeting of the membership, by an affirmative vote of three-fourths (3/4ths) of the votes cast, provided notice of the proposed action is set forth in the notice of meeting. The Board Members shall have similar power, subject to the same requirements of notice; provided, however, that the amendments by the Board Members, shall be valid and continue in effect unless the members, at the next regular meeting, alter, modify, or rescind the action of the Board Members; and

provided that the notice of any amendment by the Board Members, shall be given to each member within two (2) consecutive meetings after such amendment; and provided further that the Board Members shall not make or alter any bylaws fixing their number, qualifications or terms of office.

Section 2: Notice of Amendment Vote:

Proposed amendments for consideration at any San Antonio Chapter meeting shall be provided, in writing to the Chapter Secretary at least ~~Ten (10) Fifteen (15)~~ days prior to the meeting date. A copy of the proposed amendment(s) shall be distributed to each member at the meeting. Discussion and election will be held at the following meeting ~~or at a special meeting.~~

ARTICLE VII: DUTIES OF THE CHAPTERS OFFICERS

Section 1: President's Duties:

The President shall preside at all meetings of the association and of the Board of Directors. The President appoints Committee Chairs and Officers as needed and represents and acts as liaison between the San Antonio Chapter, the TASO State Office, and the school districts Athletic Directors respectively. Other duties include, but are not limited to:

- a. Approve, pre-approve or dis-approve San Antonio Chapter business expenditures including but not limited to travel allowances.

~~Attend the School District Athletic Directors preseason meeting, procure game schedules and provide contact personnel roster.~~ (Moved to the VP of Scheduling Duties.)

- b. Revise and update game and tournament fees, including pre-season and charity events. Propose, negotiate and consent to fee changes with school district soccer staff, under the jurisdiction of Article XI of these bylaws.

Section 2: Vice-President-Operations Duties:

The Vice-President-Operations shall perform all the duties of the President, in the event of the President's absence, and generally perform all the duties usually incident to the office of Vice-President Operations, or which may be required by the President, the Board of Directors, or provisions of these bylaws. The Vice-President Chairs all standings committees, but may delegate this authority while maintaining responsibility for the performance of the standing committee. The Vice-President-Operations acts as liaison between the Committees and the Board.

Section 3: Vice President-Scheduling Duties:

The Vice President-Scheduling, shall be responsible for attending school district preseason meetings (or sending someone in their absent), procuring game schedules, providing assignors contact information to the school districts, and for all game assignments and cancellations as per policies and procedures set forth in the San Antonio Chapter Administrative Handbook. He shall supervise the Assigner, who shall be the primary liaison between the Chapter and the school district Athletic Directors office, in matters of game administration, such as additions, schedule changes or game cancellations.

Section 4: Secretary Duties:

The Secretary shall keep the minutes of all meetings of the Chapter and of Board of Directors; shall send out all notices, per Article VI of these bylaws; preserve all records; and, have charge of all necessary printing and publications ordered by the Chapter. Other duties include, but are not limited to:

- a. Administrate membership requirements and procedures under the jurisdictions prescribed in Article VIII of these bylaws.
- b. Update records pertaining to officials, prospective members, school district soccer personnel, and playing sites.
- c. Ensure each member has all the current publications necessary to perform his/her duties as an official.
- d. ~~Recruit possible members and non-active members.~~
- e. Make all records of the Chapter available for review at the request of any member in good standing, at a mutually agreeable time and place.
- f. Take notes of each Chapter meeting and provide those notes for publication to the general membership.
- g. Collect W-9s, as required.

Section 4: Treasurer Duties:

The Treasurer shall have charge of the collection and disbursement of all fees and dues authorized by the Chapter; shall place all receipts of the Chapter into one fund from which disbursements, authorized by the President, shall be made; shall carry the funds of the Chapter in the name of TASO-SSA, San Antonio Chapter; and shall maintain a complete financial record in the name of the TASO-SSA. Other duties include, but are not limited to:

- a. Send each member a notice of dues, registration fees and registration form in accordance with the current Administrative Procedures prescribed by TASO and the San Antonio Chapter Board of Directors. Provide monthly and annual financial reports to the membership and TASO State Offices as may be required.
- b. Be liaison between San Antonio Chapter and the Internal Revenue Service offices, in regards to non-profit organization status.
~~Revise and update game and tournament fees, including pre-season and charity events. Propose, negotiate and consent to fee changes with school district soccer staff, under the jurisdiction of Article XI of these bylaws.~~ (Move to the President Duties.)
- c. In the absence of the Vice President-Operations, is liaison between members and school district Athletic Director's accounting office, in matters regarding fee disagreements, payments or late payments, and travel allowances at local or state levels.
- d. Make all records of the Chapter available for review at the request of any member in good stand, at a mutually agreeable time and place.

Section 5: District Director Duties:

The District Director shall preside over all meetings of the Sub-chapter(s), if any, and attend, when possible, the San Antonio Chapter, Board of Directors meetings. Shall appoint local committees and officers as needed and represent and act as liaison between the local members and the San Antonio Chapter. He shall perform all other duties as assigned by the TASO Soccer State Board of Directors.

~~**Section 6: Immediate Past President Duties:**~~

~~The immediate Past President shall perform the duties of the President in case of absence of both the President and the Vice President and shall act in an advisory role to the President and Directors.~~

Section 6: Director of Instruction Duties:

1. The Director of Instruction shall be responsible for the administration of the Training Program, under the guidelines set forth in the San Antonio Chapter Administrative Handbook.
2. The Director of Instruction shall be the primary liaison between any Sub-chapter training officers and the Director of Assessments. They shall work together to develop specific training programs to address needs identified in the assessment program.
3. The Director of Instruction shall serve as Rules Interpreter and Technical Officer and shall be the official interpreter of soccer rules and mechanics for the Chapter. He/she shall provide support in this regard for all members and school district soccer staff. He or she shall conduct necessary rules and mechanics classes as required.

Section 7: Director of Assessment Duties:

The Director of Assessment shall be responsible for the Chapter Assessment Program, as set forth in the San Antonio Chapter Administrative Handbook, training qualified assessors, and establishing quality standards to allow for a consistent assessment program. The Director of Assessment shall work closely with the Director of Instruction Training to develop specific training programs to address the needs identified in the assessment program.

Section 8: Board of Director Duties:

1. The Board of Directors shall act in an advisory capacity to the Board Members.
2. The Board Members, in concurrence with The Board of Directors, subject to the requirements of TASO, shall have full power to adopt all regulations to govern its own deliberations, and to act and pass on all matters of business, pertaining to the San Antonio Chapter, including overruling decisions made by the Discipline and Protest Committee, in the best interest of the Chapter.
3. The Board of Directors shall be responsible for the promotion of regular meetings of officials, to discuss rules and interpretations, and shall act as liaison between the Board of Directors and the individual Sub-chapters. All officers and directors shall assist and encourage young and new officials, and do all in their power to further the interest and objectives TASO.
4. All correspondence or business conducted by the Board of Directors and Committees pertaining to the Chapter shall be submitted by copy or copies to the Chapter Secretary with 24 hours.

ARTICLE VIII: MEMBERSHIP

Section 1: Qualification for Membership:

Applications will be processed through the San Antonio Chapter Secretary in accordance with procedures establish by the TASO Board of Directors.

Section 2: Approval of Membership Application:

~~Applicants must be at least 18 years of age.~~

1. Applicants shall have satisfactorily completed the prescribed TASO State application form ~~and submitted it to the secretary of San Antonio Chapter~~ and payment of all member application fees and/or dues required by TASO State.

2. Upon approval of application by TASO State, Applicants must submit their current dues and ~~application fees with each~~for application to the San Antonio Chapter. The amount of such fees is to be determined by the Board of Directors of ~~TASO~~ and the San Antonio Chapter.

~~All Applicants, regardless of their level or grade, must meet the requirements set forth in the San Antonio Chapter Administrative Handbook under the Criteria for Certifying and Upgrading Program.~~
(Moved to Privileges of Membership section.)

~~Applicants, upon approval by TASO, shall receive an annual membership card, the National Federation Rules Book (current year), and TASO badge (new members only), which shall be worn in all U.I.L. games.~~ (Moved to Privileges of Membership section.)

~~The membership year shall be defined by TASO State from October 1st to September 30th.~~ (Moved to Privileges of Membership section.)

3. Multiple Chapter memberships are permissible. However, only one State dues will be paid, but San Antonio Chapter dues must also be paid. A member with multiple Chapter memberships must vote through the Chapter that he/she paid his/her state dues.

~~3.4.~~

Section 3: Privileges of Membership:

1. Applicants shall be considered in Good Standing with the San Antonio Chapter for the membership year upon the satisfactory completion of the TASO State application process, payment of required San Antonio Chapter Dues/Fees, (as outlined in Article IX: Registration and Dues) and has not had their membership terminated (as outlined in Article VIII, Section 4: Termination of Membership)

4.2. All San Antonio Chapter members in good standing have voting privileges in selecting the Board Members and the District Director, provided a member with multiple Chapter or multiple district memberships, may vote in only one such Chapter for District Director in which he/she paid his/her state dues.

2.3. All officers and directors, to be eligible for and hold office, either elected or appointed, must be and remain members in good standing during their term or terms in office.

3.4. All Applicants, regardless of their level or grade, must meet the requirements set forth in the San Antonio Chapter Administrative Handbook under the Criteria for Certifying and Upgrading Program.

4.5. Applicants, upon approval by TASO, shall receive an annual membership card, the National Federation Rules Book (current year), and TASO badge (new members only), which shall be worn in all U.I.L. games.

5.6. The membership year shall be defined by TASO State from October 1st to September 30th.

Section 4: Termination of Membership:

1. The membership and any interests of rights thereunder of a member, who fails to comply with the provisions of TASO or is guilty of any offense as set forth by the TASO Bylaws, shall expire immediately or at the end of the current membership year, depending upon the severity of the violation.

2. Members who violate the provisions and/or spirit of the Bylaws, Code of Ethics, and/or Administrative Procedures of TASO or of the San Antonio Chapter, or falsify information on the application for membership, shall, after due notice and a disciplinary hearing, and at the discretion of the Discipline and Protest Committee, have their membership and any interest or rights thereunder terminated.

Section 5: Appeals:

Members may appeal disciplinary action taken by the Grievance and Ethics Committee to the Discipline and Protest Committee or action taken by Discipline and Protest Committee to the TASO Ethics Body, as appropriate under the TASO Guidelines. Members, who appeal disciplinary action taken by the Board of Directors at any level, shall abide by the decision of the TASO Ethics Body.

Section 6: Transfers:

The San Antonio Chapter will accept as a transfer, any official in good standing, outside the San Antonio Chapter District, upon proof of current or prior certification, and with the approval of the Director of Assessments. However, the Board of Directors shall have the authority to waive any individual requirements.

ARTICLE IX: REGISTRATION AND DUES

From time to time, a schedule of dues payable by members of this association shall be recommended to and adopted by TASO and San Antonio Chapter Board of Directors. The TASO Board of Directors or San Antonio Chapter Board Members shall be entitled to terminate the membership of any member who has not paid his/her dues after a deadline prescribed by the Board of Directors.

1. The membership year and State dues shall be determined annually by TASO State Board of Directors ~~begins on October 1st and ends on September 30th.~~
~~The State dues for the membership shall be determined annually by TASO Board of Directors.~~
2. The Chapter dues for the membership shall be determined annually by the San Antonio Chapter Board Members.
3. Procedures for the payment of the dues and method of notification shall be prescribed.
4. The membership of a member, who fails to comply with the provisions of TASO State or the San Antonio Chapter, shall expire at the end of the current membership year.
5. The San Antonio Chapter Board Members must approve the reinstatement of any expired membership.

ARTICLE X: — UNIFORMS

1. ~~The TASO State Board of Directors shall prescribe the regulation uniform for use by the members statewide.~~
2. ~~All officials must wear the same color uniform in any match assigned.~~
 - a. ~~The San Antonio Chapter Board of Directors recommends a long sleeve jersey at all stadium games when possible.~~
 - b. ~~The officiating team should wear the same sleeve length jersey when possible.~~

ARTICLE X: OFFICIATING FEES AND TRAVEL ALLOWANCE

Section 1: Officiating Fees:

1. Officiating fees will conform to the fees prescribed by the U.I.L. Constitution and Contest Rules, Section 1204 (j)(4), by the TASO Board of Directors and by the San Antonio Chapter Board Members. Fee violations will be processed through the procedures set forth in the U.I.L. Constitution and Contest Rules Section 1204 (i).
2. Officials shall not be paid for pre-season scrimmage games, but may be reimbursed for mileage if the school district allows. A minimum of two (2) pre-season scrimmage games are recommended per official in order to be eligible for playoff consideration.
3. Fees for charity tournaments and post-season games are to be paid by the host school or by the game management as approved by the school and San Antonio Chapter Board Members. Fees shall be paid promptly.

Section 2: Travel Allowance:

Mileage rate will conform to the rates prescribed by the U.I.L. Constitution and Contest Rules, Section 1204 (k), by TASO Board of Directors and by the San Antonio Chapter Board Members.

Section 3: Other Allowed Expenses:

1. Meals: If there is a previous agreement between officials and schools, schools may pay per day, for meals as recommended by the U.I.L. Constitution and Contest Rules Section 1204 (l)(1).
2. Lodging: May be reimbursed as necessary when previously agreed upon, between the officials and schools.
3. Ground Transportation: If prior agreement exists, schools may reimburse for taxi fare, etc. for Officials.

Section 4: Limitations:

No other item shall be included in payment of officials.

ARTICLE XI: OFFICIATING PROCEDURES:

Games assigned by the U.I.L. office, or by the TASO office, or by the San Antonio Chapter, shall be administrated in compliance with the U.I.L. Constitution and Contest Rules, Section 1204. They shall be officiated under the jurisdiction of The National Federation High School Soccer Rule Book, by The United States Soccer Federation Mechanics Procedures for Referees and Linesmen, and by the procedures prescribed by the TASO Board of Directors.

ARTICLE XII: MEETINGS

Section 1: Meeting Schedule:

1. The place, time, and date for San Antonio Chapter meetings shall be determined by the Board Members. Meetings shall be conducted generally in accordance with Robert's Rules of Order, as amended from time to time.
2. All general membership meetings are considered mandatory. A Chapter officer must be notified of non-attendance.
3. Participation in Board Members or Board of Directors meetings shall be limited to Board Members or Board of Directors, unless an invitation to participate is extended to a member or guest.

Section 2: Board Members Meeting:

Board Members shall hold at least two (2) semi-annual meetings. ~~One (1) in May of each year, to review and discuss officer duties, policies and procedures prescribed in the San Antonio Chapter Administrative Handbook and Bylaws, budget, dues, and other such business to be discussed and voted on. One (1) in September of each year to appoint officers and review the Secretary of Assignments, elections and other such business to be discussed and voted. President shall have the ability to call additional meetings, as needed.~~

- a. An emergency meeting may be called by any elected officer with at least twenty-four (24) hour notice. A meeting may be conducted by telephone with all elected members subsequently consenting by their signature to a written rendition of the resolution(s) adopted. The emergency meeting can only take up the business specified in the notice for which the meeting is called. All other rules apply and may not be waived, even by consent.

Section 3: Board of Directors Meeting:

Board of Directors shall hold at least a minimum of two (2) semi-annual meetings. ~~One (1) in the last week of October of each year, to appoint Committee officers and to review and discuss officers duties, policies and procedures prescribed in the San Antonio Chapter Administrative Handbook and Bylaws, and one (1) in the first week of February to review the overall administration and general business. President shall have the ability to call additional meetings, as needed.~~

Section 4: General Membership Meeting:

The General Membership shall hold general meetings: One (1) in the months of August, September, and October. Beginning in November the meetings will take place every other week through the first week of April. The meetings are to discuss rules and mechanics of the game and administration of old and new business. ~~One of the meetings is the State/C.O.P.E. mandatory meeting.~~

~~Section 5: State/C.O.P.E. Meeting:~~

1. ~~Annual State Meeting:~~
 - a. ~~A mandatory state meeting may be held for members to attend to discuss and interpret soccer rules. Time and place will be announced as assigned and approved by TASO Board of Directors, at their annual meeting.~~
2. ~~C.O.P.E. Annual Meeting:~~
 - a. ~~A meeting to review C.O.P.E. may be held for all members to attend. Time and place will be announced as assigned and approved by TASO Board of Directors, at their annual meeting.~~

Section 5: Special ~~or Emergency~~ Meeting:

1. A special meeting may be called by any officer or director or any five (5) members in good standing. Seven (7) days written notice to the address of record of each member shall be given by those calling the special meeting. The special meeting can only take up the business specified in the notice for which the meeting is called. All other rules apply and may not be waived even by consent.
2. ~~An emergency meeting may be called by any elected officer with at least twenty four (24) hour notice. A meeting may be conducted by telephone with all elected members subsequently consenting by their signature to a written rendition of the resolution(s) adopted. The emergency meeting can only take up the business specified in the notice for which the meeting is called. All other rules apply and may not be waived, even by consent.~~ (Move to Article XII, Section 2)

ARTICLE XIII: COMMITTEES

Section 1: Discipline and Protest Committee:

The Discipline and Protest Committee is to be comprised of ~~three (3) five (5)~~ members in good standing, chaired by the President's designee. Term of office is two (2) years.

Section 2: Discipline and Protest Committee Duties:

1. The Discipline and Protest Committee shall be responsible to investigate and manage all discipline issues and disagreements between officials and the school district soccer staffs, which include, but are not limited to coaches send off and school administrator's site violations by following the policies and procedures prescribed by the TASO Incident Reporting Procedures and Guidelines for Investigating Officers.
~~The Discipline and Protest Committee shall be the primary liaison between the Chapter and the School District Athletic Directors Office, in matters of scratching officials.~~
2. The Discipline and Protest Committee shall assist and train members to establish consistency in reporting incidents to the proper authorities and shall address TASO Incident Report Procedures.
3. The Discipline and Protest Committee shall conduct Officer's Appeal hearings as needed.

Section 3: Grievance and Ethics Committee:

The Grievance and Ethics Committee is to be comprised of ~~three (3) five (5)~~ members in good standing, Chaired by the President's designee. Term of office is two (2) years.

Section 4: Grievance and Ethics Committee Duties:

1. The Grievance and Ethics Committee shall be responsible to investigate and to manage officials TASO Code of Ethics violations and Offenses prescribed in the San Antonio Chapter Administrative Handbook, see section entitled Officials Guidelines on Offenses and Fines.
2. The Grievance and Ethics Committee in concurrence with The Discipline and Protest Committee, shall help, assist and train members, to establish consistency in reporting incidents to the proper authorities. The Committee shall address the TASO Incident Report Procedures.

3. The Grievance and Ethics Committee shall abide by the decision of the Discipline and Protest Committee body.

Section 5: Election Nominating Committee:

The Nominating Committee is to be comprised of three (3) five (5) members in good standing chaired by the President's designee. Term of office is two (2) years. Duties include, but are not limited to the following:

1. The Nominating Committee shall be responsible to recruit and select candidates for each elective office of the San Antonio Chapter in accordance with the procedures prescribed in Article V, Sections 1, 2, and 4 and Article XV of these bylaws, including District Director when applicable.
2. The Nominating Committee shall submit to the membership, a slate of candidates for each elective office. They shall set the election date and arrange ballot distribution. The Committee may take nominations from the floor at said meeting, but unless the candidate is present to ratify his/her nomination, a written consent by the nominee must be filed at the time of nomination.
3. The Nominating Committee shall announce the election results to the membership.

Section 6: Scheduling & Ranking Committee:

The Scheduling & Ranking Committee is to be comprised by the VP of Scheduling, President, Director of Assessments and the Assignor; of four (4) senior officials and at least four (4) assigned T.A.S.C.O. coaches representing several districts when possible and Chaired by the VP of Scheduling Director of Assessments or by her/his assignee. Term of office is one (1) year. The Scheduling & Ranking Committee shall be responsible for ranking all scheduled matches from one (1) to five (5), one (1) being the high skilled and competitive match, and five the (5) less competitive match.

ARTICLE XIV: VOTE AND QUORUM

One-third of the members of the Chapter, or a majority of the Board Members, shall constitute a quorum, but any number of members may adjourn a meeting. A mail vote of the members, or of the Board Members may be taken and shall be in all respect as valid as if taken with the members in a general meeting.

ARTICLE XV: ADMINISTRATIVE

1. All administrative correspondence, including replies, proposals and deliberations among officers, members and school district Athletic Directors, shall be in writing with copy(s) to the Chapter Secretary.
2. Policies and procedures shall be processed and executed in conformance with the procedures prescribed in the San Antonio Chapter Administrative Handbook and Bylaws, unless otherwise in conflict with TASO Bylaws.
3. Games schedules shall be procured no later than October November 30th of each year.
4. The San Antonio Chapter adopts the TASO Code of Ethics, as its official Code of Ethics.
5. The Board Members shall review the Sub-chapter status (if any sub-chapters) at each pre-season Board meeting.
6. Every active member, prior to officiating, shall receive a copy (s) of the following documents:
 - a. Current Year National Federation High School Rule Book

- b. TASO Soccer patch and membership card

All working rules for any investigation shall be done by the assigned officer or officers using TASO Guidelines for Investigating Officers Procedures.

- 7. In the event the San Antonio Chapter loses its Single-Chapter status, Article V, Section 3.1.b; Section 3.1.f; Section 4.5; Section 5.1; Section 5.3, and Section 6.3 and also Article VII, Section 11 and Section 14.1 of these Bylaws shall be amended.
- 8. The exiting officer shall surrender his/her San Antonio Chapter business records to the newly elected officer at the first general meeting, held in the month of April of the membership year their election or appointment took place.

ARTICLE XVI: ORDER OF BUSINESS

~~Section 1: Procedures:~~

~~The senior officer, shall Chair the meeting and if the Secretary is not present, he shall appoint one. It shall first be determined if a quorum is present. The Chairman will be the exclusive authority for determining whether or not a member is in good standing. The order of business at all meetings shall be as follows:~~

- 1. ~~Roll call (may be substituted by having all active officials' present sign the TASO referee roster at the meeting).~~
- 2. ~~Reading of the minutes of the previous meeting~~
- 3. ~~Reports of the officers~~
- 4. ~~Unfinished business~~
- 5. ~~New business~~
- 6. ~~Election of officers, if appropriate~~

~~Section 2: Conduct of Meetings:~~

~~San Antonio Chapter's meetings shall be conducted generally in accordance with Robert's Rules of Order, and from time to time amended.~~

ARTICLE XVI: EXPENSES

Reasonable expenses incurred by the Officers and Directors in attending designated meetings, representing the Chapter and carrying out the affairs of the Chapter shall be paid by the Chapter as approved or pre-approved. Reimbursement of expenses for entertainment, alcoholic beverages and expenses not necessary in the conducting of Chapter business is prohibited.

LIST OF CHANGES AND REVISIONS/DATES

- 1. Original Constitution Approved: August 8, 1977

First Printed: February 21, 1978

Abolished by S.O.A.: September 1987

2. Re-writing: June 14, 1995 Revised: November 1, 1995

Adopted: November 8, 1995

Printed: November 15, 1995

Re-writing: October 24, 2013

Revised: October 24, 2013

3. Re-writing: February 5, 2018 Revised: August 21, 2018

Adopted:

Printed: