

**ARIZONA REGION  
Of  
USA VOLLEYBALL**

**CONSTITUTION**

Revised September, 2016

# ARIZONA REGION Of USA VOLLEYBALL

## CONSTITUTION

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# **ARIZONA REGION Of USA VOLLEYBALL**

## **CONSTITUTION**

### **Preamble**

That knowledge of the game be increased; that new members be taught the skills necessary to play the game at all levels of competition; that interested members be instructed in the proper methods of officiating; and that players, coaches, officials and any other interested parties learn to appreciate the game; we dedicate ourselves as members of the Arizona Region of USA Volleyball.

### **Article I: Name of the Organization**

The name of the organization shall be the "Arizona Region of USA Volleyball," hereinafter referred to as the "Region."

### **Article II: Offices**

The principal offices of the Region shall be located in Maricopa County, Phoenix, Arizona. The mailing address for the Region is:

Arizona Region of USA Volleyball  
9100 S. McKemy Street  
Tempe, AZ 85284

### **Article III: Purpose of the Organization**

The specific and primary purposes for which this non-profit organization is formed are:

1. To teach the sport of volleyball to children and adults by holding instructional clinics conducted by qualified instructors in schools, public gymnasiums, playgrounds and parks;
2. To provide practice in volleyball sessions, classroom lectures, seminars and panel discussions through which selected trainees may be schooled in competitive coaching, playing, officiating and scouting techniques;
3. To foster and conduct area, regional, state, and national amateur volleyball competitions;

4. To act as the official representative of USA Volleyball within an area designated as the Arizona Region;
5. To select and train suitable candidates in the techniques of volleyball for national and international competitions and thereby improve the caliber of candidates representing the United States in Olympics, Pan American, and World Game competition;
6. To foster and conduct amateur volleyball programs between the United States and foreign nations for the exchange and training of suitable candidates in the techniques and practices of volleyball in countries other than their own.

#### **Article IV: Powers of the Organization**

In order to carry out the purposes of the Region, the Region shall have the power to receive and hold money or other property, tangible or intangible, real or personal, for any of the purposes of the Region. The Region shall have the power to borrow money and to mortgage or pledge real or personal property as security therefore, to use, borrow or expend the funds and property to the Region and do all things necessary or convenient to carry out the powers expressly granted.

#### **Article V: Membership in the Arizona Region**

##### **Section 1. Types of Membership**

The Arizona Region shall consist of regular, junior, beach, one-event, and provisional members as defined by USA Volleyball.

##### **Section 2. Eligibility for Membership**

To be eligible for membership in the Arizona Region, a person must apply for membership to USA Volleyball through the Arizona Region office. All requirements for joining the USA Volleyball apply to the Arizona Region as well.

##### **Section 3. Active Membership**

An active membership begins when a person fully and completely fills out all of the required membership forms and pays the appropriate fees. Members must apply for membership each year to maintain their active membership.

##### **Section 4. Revocation of Membership**

In the event a member does not meet his/her financial obligation within one month of submitting his/her paperwork or if the member violates the Code of Conduct according to the Ethics and Compliance Committee or if the member has his/her membership revoked by USA Volleyball, the name of the member shall be removed from the membership rolls and any future application for membership will be addressed by the Board of Directors.

## Article VI: Regional Organization

### Section 1. Board of Directors

#### A. Members of the Board of Directors

The Board of Directors of the Arizona Region shall consist of the following:

1. Elected offices
  - a. Commissioner
  - b. Secretary/Treasurer
  - c. Officials Division Coordinator
  - d. Adult Division Coordinator
  - e. Junior Division Coordinator
2. Unelected office

The office of Commissioner Emeritus shall be an office automatically assigned to the previous Commissioner. The position does not require an election process since there is usually only one candidate who fulfills the requirements.
3. Restrictions
  - a. No member of the Board of Directors may hold more than one office on the Board at the same time
  - b. No more than one member of the Board of Directors may come from any one club or team.

#### B. Committees Created by the Board of Directors

1. The Region may, by a simple majority vote of the Board of Directors, create or appoint any committees, either standing or ad hoc committees, it deems necessary and vital for the conduct of the affairs of the Region. The Board of Directors may or may not, at its discretion, delegate to such committees the authority of the Board of Directors.
2. Standing committees that are created by the Board of Directors must be created so that the committee must report to one of the elected officers. The creation of a standing committee will require a change in the By-laws to indicate the purpose, composition and reporting structure of the committee will be.
3. Ad hoc committees that are created by the Board of Directors will only exist until the end of the current fiscal year.

4. Members of either standing or ad hoc committees shall be appointed by the Commissioner with the majority approval of the Board of Directors.
5. The Commissioner of the Region shall appoint the Chairperson of all standing or special committees.

C. Qualifications/Eligibility for Office

Eligibility requirements for each office on the Board of Directors shall be as follows:

1. Commissioner - To be eligible a candidate
  - a. Must be a Regular member of the Arizona Region of USA Volleyball for three years prior to the appointment or election,
  - b. Must be involved with regional activities and operations for a minimum of three years prior to the election,
  - c. **Must have a thorough knowledge of Arizona Region policies, rules, regulations and operational procedures as outlined in the Arizona Region Handbooks and Policy Manual.**
  - d. Must be in Good Standing with the Arizona Region and USA Volleyball,
  - e. Must have served on the Board of Directors or the Junior Committee for a full term at least two of the previous four years before the election.
  - f. As a corporate officer must not have ever filed for either personal or corporate bankruptcy.
2. Secretary/Treasurer - To be eligible a candidate
  - a. Must be a Regular member of the Arizona Region of USA Volleyball for three years prior to the appointment or election,
  - b. Must be involved with regional activities and operations for a minimum of three years prior to the election,
  - c. **Must have a thorough knowledge of Arizona Region policies, rules, regulations and operational procedures as outlined in the Arizona Region Handbooks and Policy Manual.**
  - d. Must be in Good Standing with the Arizona Region and USA Volleyball,
  - e. Must have served on the Board of Directors, the Junior Committee or an Arizona Region committee for a full term at least one of the previous four years before the election.
  - f. As a corporate officer must not have ever filed for either personal or corporate bankruptcy.
3. Officials' Division Coordinator - To be eligible a candidate

- a. Must be a Regular member of the Arizona Region of USA Volleyball for three years prior to the appointment or election,
  - b. Must be involved with regional activities and operations for a minimum of three years prior to the election,
  - c. **Have a thorough knowledge of Arizona Region policies, rules, regulations and operational procedures as outlined Arizona Region Handbooks and Policy Manual**
  - c. Must be in Good Standing with the Arizona Region
  - d. Must be a USA Volleyball National level referee (Active or Retired) in Good Standing.
4. Adult Division Coordinator - To be eligible a candidate
- a. Must be a Regular member of the Arizona Region of USA Volleyball for two years prior to the appointment or election,
  - b. Must be involved with regional activities and operations for a minimum of two years prior to the election,
  - c. **Have a thorough knowledge of Arizona Region policies, rules, regulations and operational procedures as outlined Arizona Region Handbooks and Policy Manual**
  - d. Must be in Good Standing with the Arizona Region and USA Volleyball,
  - e. Must be a registered member of an adult team at least one of the four years prior to the election.
5. Junior Division Coordinator - To be eligible a candidate
- a. Must be a Regular member of the Arizona Region of USA Volleyball for two years prior to the appointment or election,
  - b. Must be involved with regional activities and operations for a minimum of two years prior to the election,
  - c. **Have a thorough knowledge of Arizona Region policies, rules, regulations and operational procedures as outlined Arizona Region Handbooks and Policy Manual**
  - d. Must have been a Junior Division Club Director or a Coach for a Junior Division Club for two full seasons of the previous three years,
  - e. Must be in Good Standing with the Arizona Region and USA Volleyball,
  - f. Must be registered with a Junior Club during his/her term.

D. Term of Office

- 1. Length of Term
  - a. The members of the Board of Directors shall serve a three-year term or until such time as the successors are duly elected and qualified.

Newly elected members of the Board of Directors shall take office June 1<sup>st</sup>.

- b. The elections for the Board of Directors positions will be staggered so as not to elect more than 2 positions in any one year.
- c. Beginning Spring 2016, the election cycle will be:  
2016 – Secretary/Treasurer  
2017 – Adult Division Coordinator & Junior Division Coordinator  
2018 – Commissioner & Officials’ Division Coordinator

2. Inability to Complete the Term of Office

- a. If, for any reason, a member of the Board of Directors is unable to complete the full term, the Commissioner, with the consent of the majority of the Board of Directors, will appoint a qualified person to fill the remainder of the unexpired term.
- b. In the event the Commissioner is unable to complete the full term, then the Secretary/Treasurer with the consent of the majority of the Board of Directors, will appoint a qualified person to fill the remainder of the unexpired term.

E. Election of the Board of Directors

- 1. The process and procedure for nomination and election of the members of the Board of Directors can be found in the Best Practices, Chapter VIII, Section 1.
- 2. Election of the Commissioner and Secretary/Treasurer will be by all currently registered Regular Adult members of the Arizona Region. Election of the Officials’ Division Coordinator will be by all currently registered adult members of the Official’s Division. Election of the Adult Division Coordinator will be by all currently registered adults listed on an adult team roster. Election of the Junior Division Coordinator will be by all currently registered Club Directors that registered at least one team in the previous season.

F. Vacancy

In the event of a vacancy in any office because of death, resignation, removal, disqualification, or otherwise, the Commissioner shall appoint someone for the unexpired portion of the term with the approval of the Board of Directors. Approval of the Board of Directors will require a majority vote of a quorum, or a majority vote of the Board of Directors should a decision be warranted between Board meetings.

G. Removal from Office



1. The following shall be applied in determining whether a member of the Board of Directors shall be removed:
  - a. Non-Attendance at Board Meetings
    - i. Two consecutive unexcused absences from meetings without advance notification to the Commissioner and/or Secretary that he/she cannot attend, whether or not a new term of office as a Board member is being assumed.
    - ii. Three total absences during two consecutive years.
  - b. Inability, unwillingness or poor performance in the execution of the duties of the office.
2. The Process

In order to remove a member of the Board of Directors, the following steps must be followed:

  - a. To Request a Hearing

Any current Regular member of the Arizona Region of USA Volleyball, upon ten (10) days notification in writing to the Commissioner and accompanied by a petition signed by fifty (50) current Regular members of the Arizona Region of USA Volleyball, may request a hearing to initiate proceedings to remove from office any member(s) of the Board of Directors.
  - b. The Hearing

Regular members may appear on the agenda of the next regular Board of Directors meeting and in a presentation, not to exceed (10) minutes, state their case for removal of the Board member(s). The Commissioner will notify the appropriate member of the Board of Directors that he/she also will be given a time not to exceed ten (10) minutes for rebuttal at the same meeting.
  - c. The Decision

The matter will then be tabled until the next regular Board of Directors meeting at which time discussion and vote will be taken, but in no case later than 10 days. The vote for removal of a member of the Board of Directors must be at least two - thirds of the Board of Directors, either present or by written and signed proxy.
3. To Remove the Commissioner
  - a. In the event that the removal of the Commissioner is being considered, the same process will be followed except that the notification should be presented to the Secretary/Treasurer of the Region who will then conduct the meeting. A recorder of the meeting will be appointed to replace the Secretary.

- b. Special Qualifications for the appointment to the position of Commissioner of the Board of Directors:

A member of the Board of Directors must be a regular member of the Arizona Region of USA Volleyball for at least three years **or participated in interim sub - region development and approved by USA Volleyball.**

#### H. Duties of the Board of Directors

- 1. Duties of the Board

The Board of Directors, in furtherance of the specific and primary purposes of this non-profit Region and expressed in its Articles of Incorporation, may perform such acts as are necessary or convenient to exercise the powers of this non-profit corporation stated in its Articles of Incorporation, and generally may do or perform or cause to be done or performed, any act which the Region lawfully may do or perform in the furtherance of its specific and primary purposes as stated in its Articles of Incorporation.

- 2. Duties of Each of the Members of the Board

Specific duties and responsibilities of each member of the Board of Directors are listed and described in the By-laws, Chapter II.

### **Section 2. Junior Division Committee and Junior Forum**

#### A. Legislative Authority

- 1. Non-financial Matters

Legislative authority in all non-financial matters pertaining to junior activities of member clubs shall be vested in the Junior Division Committee. The Junior Forum is an advisory body for the Junior Division Committee.

- 2. Financial Matters

All financial decisions of the Junior Division Committee must be submitted and approved by the Board of Directors prior to implementation.

#### B. Junior Division Committee

The Arizona Region Junior Division Committee shall consist of five members: The Junior Division Coordinator, two (2) Girls' Club Representatives, one (1)

Boys' Club Representative and one (1) At-Large Member. No more than one (1) member of the Junior Committee may come from any one club.

1. Members of the Junior Division Committee
  - a. Junior Division Coordinator
    - i. The Junior Division Coordinator must be a junior club director in the Arizona Region.
    - ii. The Junior Forum shall elect one (1) Junior Division Coordinator.
    - iii. The Junior Division Coordinator is elected by the entire Junior Forum.
  - b. Girls Club Representatives – 2 members
    - i. The Girls Club Representatives must be junior club directors in the Arizona Region whose club registered girls' teams during each of the previous 3 years. The clubs may also have boys' teams but are predominantly made up of girls' teams.
    - ii. The Junior Forum shall elect two (2) members of the Junior Division Committee as Girls' Club Representatives.
    - iii. The Girls Club Representatives shall be elected by members of the Junior Forum that registered girls' teams in their club the previous season.
  - c. Boys Club Representative - 1 member
    - i. The Boys Club Representative must be a junior club director in the Arizona Region that registered boys' teams in the club the previous season.
    - ii. The Junior Forum shall elect one (1) member of the Junior Division Committee as a Boys' Club Representative.
    - iii. The Boys Representative shall be elected by members of the Junior Forum that registered boys' teams in their club the previous season.
  - d. At-Large Member – 1 member
    - i. The Commissioner shall appoint one (1) member to the Junior Division Committee as another perspective to junior club volleyball. This member shall have no current affiliation with an existing club, could be a former club director, a parent of a junior player, a coach, a person from the business community, etc.

2. Qualifications/Eligibility for Office

To be eligible to run for a position on the Junior Division Committee, a candidate:

- a. Must be a continuing regular member of the Arizona Region of USA Volleyball for two (2) years prior to the appointment or election,
- b. Must be involved with regional activities and operations for a minimum of two (2) years prior to the election,
- c. Must be registered with a Junior Club during the term of office.
- d. Must be in Good Standing with the Arizona Region and USA Volleyball.
- e. Must complete and pass the USAV SafeSport Training

3. Term of Office

- a. Members of the Junior Committee shall be elected for a term of three years.
- b. The terms of office for the 5 members will be staggered so that no more than 2 members are elected each year.
- c. Additional qualifications and the right of a member of the Junior Committee to succeed him/her in an office shall be at the discretion of the Junior Forum.

4. Officers

- a. The Junior Division Coordinator shall preside at all meetings of the Junior Committee and/or the Junior Forum. The presiding officer will vote only in the event of a tie.
- b. The Junior Division Coordinator, by virtue of Junior Division Forum elections, shall act as official representative for Junior Division volleyball on the Arizona Region Board of Directors.
- c. The Junior Committee shall elect a Junior Associate Director from among the members of the Junior Committee.
- d. In the absence or inability of the Junior Division Coordinator to serve, the Junior Associate Director will assume the responsibilities of the Junior Division Coordinator.

5. Election of the Junior Division Committee Members

- a. The process and procedure for nomination and election of the members of the Junior Committee can be found in the Best Practices, Chapter VIII, Section 2.

6. Vacancy

- a. In the event of a vacancy in any office because of death, resignation, removal, disqualification, or otherwise, the Commissioner shall appoint someone for the unexpired portion of the term with the approval of the Board of Directors. Approval of the Board of Directors will require a majority vote of a quorum, or a majority vote of the Board of Directors should a decision be warranted between Board meetings.
- b. The Commissioner may elect to allow a special election of the Junior Forum to fill a vacancy on the Junior Committee for the remainder of the term being vacated.

7. Removal from Office

The following criteria shall be applied in determining whether a member of the Junior Division Committee shall be removed from office:

- a. Non Attendance
  - i. The member misses 50% of the scheduled meetings of the Junior Committee and Junior Forum in one volleyball season.
  - ii. Three total absences during two consecutive years.
- b. Inability, unwillingness or poor performance in the execution of the duties of the office.

8. The Process

In order to remove a member of the Junior Division Committee, the following steps must be followed:

- a. To Request a Hearing

Any current Regular member of the Arizona Region of USA Volleyball, upon ten (10) days notification in writing to the Commissioner and accompanied by a petition signed by fifty (50) current Regular members of the Arizona Region of USA Volleyball, may request a hearing to initiate proceedings to remove from office any member(s) of the Junior Division Committee.
- b. The Hearing

Regular members may appear on the agenda of the next regular Junior Division Committee meeting and in a presentation, not to exceed (10) minutes, state their case for removal of the Committee member(s). The Junior Division Coordinator will notify the appropriate member of the

Junior Division Committee that he/she also will be given a time not to exceed ten (10) minutes for rebuttal at the same meeting.

c. The Decision

The matter will then be tabled until the next regular Junior Division Committee meeting at which time discussion and vote will be taken, but in no case later than 10 days. The vote for removal of a member of the Junior Division Committee must be at least two - thirds of the Junior Division Committee, either present or by written and signed proxy.

9. Duties of the Junior Division Committee

a. Duties of the Committee

The Junior Division Committee is charged with the responsibility for administering, educating and managing all aspects of the Junior Division of the Arizona Region.

b. Duties of Each of the Members of the Junior Division Committee

Specific duties and responsibilities of the Junior Division Coordinator are listed and described in the By-laws Chapter 2. Section 3. F.

Specific duties and responsibilities of the Boys' and Girls' Representatives and the At-Large Member of the Junior Committee are listed and described in the Best Practices Chapter VI.

C. Junior Forum

1. The Junior Forum is an advisory body to the Arizona Region Junior Committee.
2. The Junior Forum consists of club directors in Good Standing who registered at least one team in the Arizona Region the previous season.
3. Meetings of the Junior Forum
  - a. The Junior Forum will meet as a whole twice a year.
    - i. The Annual Meeting
      - a. The Annual Meetings of the Junior Forum will be at the General Assembly in September.

- b. The election of the Junior Division Coordinator and the Junior Committee members will take place at the Annual Meetings.
      - c. Any decisions made at the Annual Meeting will be implemented in the following season.
    - ii. The Mid-Year Meeting
      - a. Due to the difference in club seasons of the boys and girls the Mid-Year meeting of the Girls' Club Forum and the Boys' Club Forum will be held separately.
        - i. The Girls' Club Forum will be held late spring/early summer
        - ii. The Boys' Club Forum will be held just prior to the start of the boys' tryout period in August.
      - b. Decisions made at the Mid-Year meeting may be implemented for the upcoming season.
  - c. The Junior Division Coordinator will call for agenda items one month prior to the General Forum meeting. Club Directors will have two (2) weeks to submit items to the Junior Committee for consideration to be placed on the agenda. The agenda for the meeting will be set by the Junior Committee and distributed to the members of the Junior Forum two (2) weeks prior to the meeting.
  - d. There will be no items added to the agenda from the floor.
  - e. If the Club Director that submitted the item for the agenda does not show up at the Junior Forum meeting, the item will be pulled from the agenda.
  - f. Club Directors or their designee must be present to have a voice at the Junior Forum. If the Club Director is not present a written proxy must be given to the Junior Division Coordinator for the designee to have a vote. The written proxy must be for another representative of the club to stand in for the Club Director. The proxy may not be given to a Club Director of a different club to vote on their behalf. If the Club Director is not in Good Standing with the Region no written proxy will be accepted.
4. Voting on issues by the Junior Forum will be by weighted vote based on the number of teams the club registered the previous season.
  - a. Issues relating to boys will be voted on by clubs that registered boys' teams the previous season.

- b. Issues relating to girls will be voted on by club that registered girls' teams the previous season.
- c. Issues relating to the Junior Division will be voted on by the entire Junior Forum.
- d. Distribution of votes per club
  - 1. A Club that registered 1 – 7 teams the previous season has one vote to cast on the issue
  - 2. A Club that registered 8 – 14 teams the previous season has two votes to cast on the issue
  - 3. A Club that registered 15 or more teams the previous season has three votes to cast on the issue.
  - 4. A Club that did not register any teams the previous season does not get a vote until they have registered at least one team for an entire season.

**Section 3. Officials' Division Action Committee (ODAC)**

A. Legislative Authority

- 1. Non-financial Matters  
Legislative authority in all matters pertaining solely to the officials of the Arizona Region shall be vested in the Officials' Division Action Committee (hereafter referred to as ODAC).
- 2. Financial Matters  
All financial decisions of the ODAC must be submitted and approved by the Board of Directors prior to implementation.
- 3. Responsibilities  
The Officials' Division Steering and Action Committees are charged with the responsibility for directing, administering, facilitating, educating, training and managing all aspects and operations of the Officials Division of the Arizona Region.

B. Geographical Division of Officials: Sub-Regions

The Arizona Region Officials Division shall be divided into seven (7) sub-regions for the purpose of governing the Officials Division. An official shall be considered a part of the sub-region associated with the residential zip code of the official. Sub-regions are geographically defined as follows:



1. Northern Sub-Region: All officials residing north of Maricopa County throughout the state.
2. Southern Sub-Region: All officials residing south of Maricopa County throughout the state.
3. Metro-North Sub-Region: All officials residing within the northern boundaries of Maricopa County shall be assigned to the Metro North Sub-Region.
4. Metro-East Sub-Region: All officials residing within the eastern boundaries of Maricopa County shall be assigned to the Metro East Sub-Region.
5. Metro-South Sub-Region: All officials residing within the southern boundaries of Maricopa County shall be assigned to the Metro South Sub-Region.
6. Metro-West Sub-Region: All officials residing west of I-17 and south of Peoria Ave within the western boundaries of Maricopa County shall be assigned to the Metro West Sub-Region.
7. Metro-Northwest Sub-Region: All officials residing west of I-17 and north of Peoria Ave within the western boundaries of Maricopa County shall be assigned to the Metro-Northwest Sub-Region.

C. Officials' Division Administration

The Officials Division administration shall consist of the Official's Division Coordinator and two (2) separate but interrelated committees: Steering Committee and Action Committee. The Steering Committee shall serve in a directional, leadership role for the Action Committee and the Action Committee shall serve in an operational, managerial role for the Division. The duties and responsibilities of each member of the Steering Committee and Action Committee can be found in the Best Practices, Chapter IV.

1. Appointed Representation of the Steering Committee  
The Officials' Division Coordinator shall appoint member(s) to the Officials' Division Steering Committee.
  - a. Referee Training Director
  - b. Scorer Training Director
  - c. Junior Clinic Training Specialist
  - d. Beach Officiating Director
  - e. Junior Officials Development Program (JODP) Director
  - f. Competition Assignor
  - g. Committee Secretary

2. Appointed Representation of the Action Committee  
The Officials' Division Coordinator shall appoint member(s) to the Officials' Division Action Committee (ODAC)
  - a. Members of the Steering Committee are members of ODAC.
  - b. Team Leaders
    1. Northern Sub-Region Team Leader (1)
    2. Southern Sub-Region Team Leader (1)
    3. Metro North Sub-Region Team Leader (1)
    4. Metro East Sub-Region Team Leader (1)
    5. Metro South Sub-Region Team Leader (1)
    6. Metro West Sub-Region Team Leader (1)
    7. Metro Northwest Sub-Region Team Leader (1)
3. Elected Representation  
Two (2) officials shall be elected from the currently registered members of the Official's Division and will sit on the Officials' Division Action Committee.
4. Ex-Officio Members  
Ex-Officio members of the Officials' Division Action Committee are non-voting members of the Action Committee, who have an interest in the operations of the Officials Division. All members of the Board of Directors who are not already members of the Official's Division are considered Ex-Officio members.

D. Qualifications/Eligibility for Office

1. To hold a position on ODAC, a candidate:
  - a. Must be a regular member of the Arizona Region of USA Volleyball for a period of two (2) years prior to appointment or election.
  - b. Must be involved in Regional activities and operations for a minimum of two (2) years prior to appointment or election.
  - c. Must be a registered official with the Arizona Region for two (2) of the previous three (3) years.
  - d. Must be in Good Standing with the Arizona Region and USA Volleyball.
  - e. Must hold a current official rating of Provisional or higher.
  - f. Must not be serving on the Board of Directors in any other capacity except as the Officials Division Coordinator.

- g. Additional qualifications shall be at the discretion of the voting members of the Official's Division.

E. Term of Office

1. Elected members of ODAC shall serve for a term of two (2) years.
2. Appointed members of the Official's Division Steering and Action Committees shall serve for a period of one (1) year. The Official's Division Coordinator shall identify the appointed committee members for the upcoming season prior to the Board of Directors/Office Staff Retreat in July.
3. The right of an appointed member of ODAC to succeed him/her in an office shall be at the discretion of the Officials' Division Coordinator.

F. Administrative Officers

1. The Officials' Division Coordinator, by virtue of the Board of Directors elections, shall act as the official representative for the Officials' Division on the Arizona Region Board of Directors.
2. The Members of ODAC shall elect an Associate Official's Division Coordinator (AODC) from among its members, in the event the Official's Division Coordinator is absent or unable to serve, and shall preside at all meetings of ODAC. The presiding officer shall be entitled to vote only in case of a tie.

G. Election of the Officials' Division Committee

1. The election procedure and process for the At-Large positions can be found in the Best Practices Chapter VIII, Section 3

H. Vacancy

1. In the event of a vacancy in any office because of death, resignation, removal, disqualification, or otherwise, the Officials Division Coordinator shall appoint a replacement for the unexpired portion of the term with the approval of the Board of Directors. Approval of the Board will require a majority vote of a quorum, or a majority vote of the Board of Directors should a decision be warranted between Board meetings.

2. The Officials Division Coordinator may elect to allow a special election of the registered officials to be held at the General Assembly to fill a vacancy of the elected At-Large position(s) for the unexpired portion of the term.

I. Removal from Office

1. The following criteria shall be applied in determining whether a member of ODAC shall be removed from office:

- a. Non-attendance at Committee meetings
  - i. Two consecutive unexcused absences from meetings without advanced notification to the Officials' Division Coordinator that he/ she cannot attend whether or not a new term of office as a Committee member is being assumed.
  - ii. Three total absences during two consecutive years.
- b. Inability, unwillingness or poor performance in the execution of the duties of the office.

2. The Process

In order to remove a member of ODAC, the following steps must be followed:

- a. To Request a Hearing  
Any current Regular member of the Arizona Region of USA Volleyball, upon ten (10) days notification in writing to the Commissioner and accompanied by a petition signed by fifty (50) current Regular members of the Arizona Region of USA Volleyball, may request a hearing to initiate proceedings to remove from office any member(s) of ODAC.
- b. The Hearing  
Regular members may appear on the agenda of the next regular ODAC meeting and in a presentation, not to exceed (10) minutes, state their case for removal of the Committee member(s). The Officials' Division Coordinator will notify the appropriate member of ODAC that he/ she also will be given a time not to exceed ten (10) minutes for rebuttal at the same meeting.
- c. The Decision

The matter will then be tabled until the next regular ODAC meeting at which time discussion and vote will be taken, but in no case later than 10 days. The vote for removal of a member of ODAC must be at least two - thirds of the entire committee, either present or by written and signed proxy.

## **Article VII: Policy Governing the Exercise of Powers by the Board of Directors.**

### **Section 1.**

It shall be the policy of this Region to budget and disperse each year substantially all of its ordinary net income in the furtherance of its primary and specific purposes as stated in its Articles of Incorporation. It also shall be the policy of this Region that the Region shall not engage in any of the following transactions:

- A. Lending any of its income or principal without adequate security or a unreasonable rates of the interest to donors, to members of the families of donors, or to the corporations controlled by donors or member of donors' families;
- B. Selling any substantial part of the property of this Region to the donors, members of the donors' families, or corporations controlled by donors or members of donors' families for less than adequate consideration.
- C. Engaging in any transactions which results in substantial diversion of the income or corpus of the Region to donors or members of donors' families.

### **Section 2.**

The business, property and affairs of the Region shall be managed by the Board of Directors whose number shall be limited as stated in Article VI.

### **Section 3.**

No person who is, or later becomes, a member of the Board of Directors of this non-profit corporation shall be personally liable to its creditors for any indebtedness or liability, and any and all creditors of this non-profit corporation shall look only to the assets of this non-profit corporation for payment.

### **Section 4.**

The Commissioner (or Co-Commissioners) shall be the Director of the Region. He/she shall be the principal of the Region and, subject to the control of the Board of Directors, shall in general supervise and control all of the business and affairs of the Region. He/she shall, when present, shall preside at all meetings of the Board of Directors. He/she may sign, with other proper officer of the Region there unto authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or any other instruments, which the Board of Directors has authorized to be executed, except in cases where the

signing and the execution thereof shall be expressly delegated by the Board of Directors or by the Bylaws to some other officer or agent of the Region, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of Commissioner, and such other duties as may be prescribed by the Board of Directors from time to time.

#### **Section 5: Seal**

A corporate seal is not required for this Region.

#### **Section 6: Waiver of Notice**

The transactions of any meeting of the Board of Directors, however called and noticed or whatever held, shall be as valid as though taken at a meeting duly held after regular call and notice, if (a) a quorum is present, and (b) either before or after the meeting, each of the Board Members not present brings a written waiver of notice, a consent to holding the meeting, or an approval of minutes. The Waiver of Notice or Consent need not specify the purpose of the meeting. All waivers, consent and approvals shall be filed with the corporate records or made apart of the given to the Board Member who attends the meeting shall also be deemed given to the Board Member who attends the meeting without protesting before or at its commencement about the lack of adequate notice.

### **Article VIII: Meetings and Procedures**

#### **Section 1. Meetings**

There shall be such meetings of the Arizona Region Board of Directors as shall be deemed necessary and proper to conduct business. (For specifics see By-laws, Chapter V.)

- A. Regular or special meetings of the Board of Directors may be held at a set time as published in the Arizona Region Newsletter or Arizona Region web site, at such times and at such places as shall from time to time be determined by the Commissioner.

#### **Section 2. Procedure**

- A. Governing of the Meetings  
The procedural rules governing the meetings of the Arizona Region Board of Directors shall be Robert's Rules of Order, except as specified and set forth herein.
- B. Quorum  
A majority of the elected positions on the Board of Directors shall be considered a quorum.
- C. Voting

The persons allowed to vote at the meetings of the Board of Directors shall be as follows:

1. Regular Meetings

Each member of the Board of Directors shall be entitled to one vote at the regular meetings of the Board of Directors. This vote shall be cast by the official delegate who is present and recognized at the meeting. Voting by proxy may occur if a signed proxy is produced. Voting may be written or oral ballot.

2. Special Meetings

Voting at special meetings will be identical to that of regular meetings.

## **Article IX: Finance**

### **Section 1. Tax Exemption.**

The Arizona Region shall be operated exclusively for non-profit reasons and shall be exempt from taxation under Section 501(a) as described in Section 501 (c) (3) in the Internal Revenue Code. No part of its net earnings shall inure to the benefit of any private individual except that reasonable compensation shall be paid for services actually rendered.

### **Section 2. Fees.**

Membership fees shall be fixed by the Board of Directors.

### **Section 3. Expenditure of Funds.**

All fees, donations, grants, and other types of financial income shall be expended for the purposes of this Region

### **Section 4. Financial Report.**

The Treasurer shall present a complete financial report for approval to the Board of Directors at the Annual Meeting. A statement of the financial condition of the Region shall be published annually in the official publication of the Arizona Region.

### **Section 5. Financial Obligations.**

No financial obligation shall be incurred by any officer or committee except as authorized within annual budgets or except under authority of special interim action which has been approved by the Board of Directors.

### **Section 6. Fiscal Year.**

The fiscal year of the Arizona Region shall be defined in the By-Laws, Chapter VI, Section 3.

### **Section 7. Assets.**

- A. All bank checks drawn against the Region's checking accounts shall be signed by the Treasurer or Commissioner or by such other person or persons as the Board of Directors may from time to time determine.
- B. Deeds, mortgages, leases and contracts may be signed by the Commissioner or by such other person or persons as the Board of Directors may authorize.
- C. No loans shall be contracted on behalf of the Region, and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors.
- D. All funds of the Region not otherwise employed shall be deposited as received in the Region's checking account or in a savings account with such bank or banks, or other depositories as the Board of Directors may select.

**Section 8. Provision of Dissolution.**

Assets of the Arizona Region will revert to the National organization in the event of the dissolution of the Arizona Region organization. Any and all funds in this account will be used to reestablish volleyball in the State of Arizona, and to form a new regional volleyball association.

**Article X: Amendments**

**Section 1. Constitution.**

The Constitution of the Arizona Region of USA Volleyball may be amended at any time in the following manner:

- A. A written amendment shall be submitted to the Commissioner and Secretary at least ten (10) days prior to the upcoming regular or special meeting.
- B. The amendment shall then be presented to the Board of Directors meeting for discussion and possible approval.
- C. A two-thirds affirmative vote of the members of the Board of Directors present at the meeting shall approve the amendment. If less than one half of the total members of the Board is present, the amendment must be tabled until at least one-half of the total board of directors is present.
- D. After approval, the amendment shall be added to the Constitution.

**Section 2. By-Laws.**

The By-Laws of the Arizona Region of USA Volleyball may be amended at any time in the following manner:



- A. A written amendment shall be submitted to the Commissioner and Secretary at least ten (10) days prior to the upcoming regular or special meeting.
- B. The amendment shall then be presented to the Board of Directors meeting for discussion and possible approval.
- C. A majority affirmative vote of the members of the Board of Directors who are present at the meeting shall approve the amendment. If less than one half of the total members of the Board is present, the amendment must be tabled until at least one-half of the total board of directors is present.
- D. After approval, the amendment shall be added to the By-Laws.

**Section 3. Prohibition of Amendments.**

Amendments shall not prevent the Arizona Region from operating exclusively for nonprofit purposes and in a manner which make the Region tax exempt nor prevents the deduction of donations from taxable income to the extent allowed by the Internal Revenue Code.