

**South Dakota Volleyball Officials Association  
Constitution  
Approved July 2017**

**Article I - Definitions/Acronyms**

SDVBOA - The organization of the South Dakota Volleyball Officials Association.

SDHSAA – The organization which governs the SDVBOA known as South Dakota High School Activities Association.

Sports Officials Advisory Council - An executive committee for the South Dakota Sports Officials Association.

Board - The South Dakota Volleyball Officials Association board which is comprised of the following: President, President-Elect, Executive Secretary/Treasurer, Regional Representatives, and an All Sports Advisory Council/Volleyball Advisory Board representative.

NFHS - National Federation of State High School Associations.

**Article II - Name**

This organization shall be known as the South Dakota Volleyball Officials Association. (SDVBOA)

**Article III - Purpose**

A. The purpose of the SDVBOA is as follows:

1. To promote the sport of volleyball.
2. To unite all high school volleyball officials.
3. To promote consistency in the interpretation of the rules according to the NFHS rule book.
4. To maintain a high standard of volleyball officiating.

**Article IV - Membership**

A. Membership in the SDVBOA is comprised of all licensed volleyball officials in South Dakota.

B. Membership dues are included with registration fees to the SDHSAA. Membership dues are set by the Sports Officials Advisory Council.

C. Requirements for volleyball officials will be set by the Board of the SDVBOA with the advice and consent of the SDHSAA and Sports Officials Advisory Council.

D. The Board shall have the authority to establish any and all committees necessary for the operation of the SDVBOA.

## **Article V - Board**

A. The duties of the Board are as follows:

President - The President is responsible for scheduling and conducting all meetings of the Board. The President shall preside over all meetings, and only casts a vote to break a tie.

President Elect - The President Elect performs duties as requested by the President. The President Elect assumes the role of President when the President's term expires. The President Elect is a voting member of the board.

Executive Secretary/Treasurer - The Executive Secretary/Treasurer shall record and distribute minutes from all meetings, maintain all recorded funds of the SDVBOA and their disbursements, submit a financial report at each Board meeting, be responsible for publishing a yearly newsletter, be the liaison between the SDVBOA and the SDHSAA, be responsible for communications to all members, be responsible for the continuation and maintaining the overall purpose for the SDVBOA as described by the constitution. The yearly compensation for the Executive Secretary/Treasurer shall be set by the Board. Current compensation is \$350.00 per year. The Executive Secretary/Treasurer is a non-voting member of the board.

Sports Officials Advisory Council Representative - The All Sports Advisory Council Representative shall be elected by the SDVBOA to represent it at all meetings of the All Sports Advisory Council and the Volleyball Advisory Board. The representative can serve up to two consecutive three year terms. Expenses of the representative shall be paid by the SDHSAA. The All Sports Advisory Council Representative is a non-voting member of the board.

Regional Representatives - These representatives shall be approved by the Board to represent designated areas of South Dakota. There will be two representatives for each region. If a region has more than 50 officials, a third representative may be added. These representatives shall be certified members of the SDVBOA. Term for regional representatives is 3 years and begins immediately after the fall meeting.

The regions represented are as follows:

Northeastern: This region shall be all the area that is North of Hwy 14, East of Hwy 281 to Redfield, North of Hwy 212 to Missouri River, East of Missouri River.

Southeastern: This region shall be all the area that is east of US Highway 281 and south of Interstate 90.

East Central: This region shall be all the area that is east of US Highway 281, south of US Highway 14 and north of Interstate 90.

Central: This region shall be all the area east of SD Highway 73, South of Hwy 212, west of US Highway 281, and north of US Highway 34.

South Central: This region shall be all of the area south of Hwy 34, east of SD Highway 73, west of US Highway 281.

Western: This region shall be all of the area South of Hwy 212, west of Hwy 73

North West: - This region shall be all of the area West of Missouri River (Hwy 83), North of Hwy 212.

#### B. Election of Officers (President/ President-Elect)

Nominations for officers should be sent to the Executive Secretary/Treasurer or a board member prior to the fall board meeting or presented at the fall meeting. The Board will then determine a slate of officers and present this information at a Board meeting typically held after the state volleyball tournament.

#### C. Terms of Officers

Election of officers shall take place every two years. Officers will assume their duties immediately after the fall meeting.

Members of the Board shall be eligible for re-election. With the exception of the Sports Officials Advisory Council/Volleyball Advisory Representative, there is no term limits for members of the Board.

#### D. Dismissal of Officers

If an officer fails to perform his/her duties, the option of resigning or being dismissed from the Board of the SDVBOA will be given to him/her. Dismissal shall be by a majority vote of the Board.

#### E. Vacancies

With the exception of the President or President Elect, the Board shall have the power to fill any other vacancy on the Board. This appointment must be approved by the Board during the next meeting. In the event the office of President becomes vacant, the President Elect will assume those duties. If the office of President Elect becomes vacant, it will remain so until it can be filled at the next Board meeting.

### **Article VI - Meetings**

#### A. Rules of Procedure

The SDVBOA shall embody the Rules of Order and Standing Rules as necessary to ensure proper organization and methods of transacting business at the meetings of the Board. Where not specifically provided for in the Rules of Order or Standing Rules within the Constitution of the SDVBOA, meetings shall be governed by Parliamentary Procedure under Robert's Rules of Order.

#### B. Number of Meetings

Meetings of the Board are open to all members of the SDVBOA. The SDVBOA will hold Board meetings two times a year, and as deemed necessary by the President. Typically, the Board will conduct a summer meeting in July and a fall meeting after the state volleyball tournament.

#### C. Voting

Any action of the Board must be approved by a majority vote.

In the event there is an issue that must be voted on by all SDVBOA members, the ballot shall be done by e-mail. These ballots must be returned to the officers or region representatives of the Board. The outcome of the vote must be decided by the majority of the ballots cast by

SDVBOA members.

SDVBOA officials must submit a request in writing to the Executive Secretary/Treasurer any proposals or items to be placed on a Board meeting agenda.

**Article VII - Amendments**

Amendments to the constitution will be voted on at any meeting, provided the amendment had been submitted at a previous meeting for discussion and placement on the meeting agenda.

## **Policies and Procedures of the SDVBOA**

### **RIDE SHARE POLICY**

Mileage will be paid to only one person from an area (person living 40 miles or less from each other). If others are going along from a common route (over the 40 mile limit) arrangements should be made to ride share where feasible.

This policy does not apply to the state tournament

### **MILEAGE**

Mileage will be paid at a rate of \$.50/mile one way. Mileage will not be paid for mechanics meetings or region meetings unless someone is asked to go out of their region to conduct the meeting.

Reviewed and approved 7-10-2016

## **MEETINGS POLICY**

### **State tourneys held in one location:**

Mileage (per board policy) and hotel (at state rate) will be paid to all board members attending the SDVBOA board meeting. Ride sharing policy needs to be utilized if possible.

This policy does not apply if the board member is at the state tourney in some other capacity and getting paid for mileage and hotel.

### **State tourneys held in multiple locations:**

Mileage (per board policy) and hotel (at state rate) will be paid to all board members attending the SDVBOA board meeting.

If the board meeting is held at one of the tourney locations, officials working the state tourney will be paid mileage from the tourney site they worked to the meeting site. Ride sharing policy needs to be utilized if possible.

Depending on meeting location, hotel (at state rate) will be paid to board members unless they are working at the state tourney in some capacity and getting paid for hotel.

Meals will not be reimbursed.

### **Meeting on date other than state tourney weekend and summer meeting:**

Mileage (per board policy) will be paid to all board members attending the SDVBOA board meeting. Ride sharing policy needs to be utilized if possible.

Meal will be paid by the board.

Reviewed and approved 7-9-2017

## **FUNERAL MEMORIAL POLICY**

Anyone wanting to honor an active official, who has passed away, needs to contact either the Executive Secretary of the SDVBOA; the President of the SDVBOA or the Assistant Executive Director of the SDHSAA informing them of the when the official passed and the time and location of the funeral/memorial service.

An official is considered active if they are currently registered as an official with the SDHSAA.

A memorial/ charitable donation of \$50 will be given.

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