

By-laws of the Foothill-Citrus Softball Officials' Association
As of July 1, 2021

Section 1. The Association

- A.** The name of this Association shall be the Foothill Citrus Softball Officials' Association (FCSOA), a unit of the California Softball Officials' Association (CSOA).
- B.** The purpose of FCSOA is to provide an educational and instructional program for the training and qualification of individuals to officiate California Interscholastic Federation (CIF) and National Federation of High School Softball (NFHS) games. It is the commitment of FCSOA to develop and provide a curriculum that will increase efficiency and competency of softball umpires in the areas of rules knowledge, proper use of mechanics, and effective game-management techniques.
- C.** The resources and powers of FCSOA shall be used solely for the benefit of the purpose of FCSOA and National Federation of High School Softball games as defined.
- D.** FCSOA shall operate as a non-profit organization.
- E.** For all business and membership purposes pertinent to FCSOA, each fiscal year shall begin August 1st of the current year and shall conclude July 31st of the following year.

Section 2. Membership

- A.** Eligibility for membership: Any person eighteen (18) years of age or older, who is not currently attending high school. This shall hold true for all persons, regardless of gender, race, national origin, religion, or any other factor unrelated to the ability to perform officiating duties.
- B.** The members of FCSOA: are considered independent contractors and as such are not employees of FCSOA, CIF-Southern Section (SS), or of any member school using their services as provided through FCSOA.
- C.** Be a member in good standing.

Section 3. Member in good standing (members rights)

- A.** A member in good standing (member) is an individual who has met the following minimum requirements:
- B.** Met all requirements for application to FCSOA.
- C.** Met all financial obligations due to FCSOA.
- D.** Complies with Section 2. A & B of these bylaws,
- E.** Adheres to the Code of Conduct, as prescribed by FCSOA.

- F.** Submits and has on file with the Secretary, a signed copy of the personal liability insurance declaration form as provided by FCSOA.
- G.** No person shall be permitted to participate in any FCSOA functions until the release and hold harmless form has been completed and submitted.
- H.** The right to attend and participate in general membership meetings.
- I.** The right to attend and participate in field clinics and special membership meetings and functions.
- J.** The right to vote on matters presented to the membership.
- K.** The right to vote in general elections and/or hold office.
- L.** The right to attend Board meetings while the Board is not in Executive Session.
- M.** The right to speak and present to the Board on matters pertinent to the FCSOA or its members.
- N.** Classification as a member shall be determined by the secretary and approved by the Board.

Section 4. Process for Classification as a Member:

- A.** The secretary and or treasurer shall receive all documents relevant to Section 3. as submitted by the member-applicant, and verify that all requirements therein have been met
- B.** The secretary shall compile a list of all applicants who have fulfilled their requirements pursuant as stated within Section 3. This list shall be submitted to the Board.
- C.** The Board shall review, discuss and vote on the list regarding any points pertinent to acceptance or rejection of any applicants as members, and shall vote on the acceptance of applicants.

Section 5. *Certified Umpire (Umpires)*

- A.** An umpire is a member who has also met the following minimum requirements and is certified by the Instructional Chair and approved by the Executive Board.
- B.** Met the classroom attendance requirements as prescribed in the Instructional Curriculum

- C. Met the field work requirements as prescribed in the Instructional Curriculum.
- D. Met the testing requirements as prescribed in the Instructional Curriculum.
- E. Completed the NFHS certification exam satisfactory to the requirements of CSOA & NFHS.
- F. Has on file a completed FCSOA registration form for the current season.
- G. Has on file with the secretary proof of personal liability insurance declaration as prescribed by the Board for the current season.
- H. Has on file with the secretary a signed copy of the "No Show Policy" for the current season.
- I. Has on file with the secretary a signed copy of the "Code of Conduct" for the current season.

Section 6. All umpires have the following rights:

- A. Rights entitled to members.
- B. Eligibility to receive CIF-sanctioned game assignments under the jurisdiction of FCSOA.
- C. Certification is not a guarantee to any umpire that game assignments will be offered.
- D. Certification as an umpire shall be determined by the instructional chair, and approved by the Board.
- E. The instructional chairperson shall receive all documentation required in Section 5. submitted by their appointed instructional staff, the candidate-umpire, and/or the governing body of another qualifying agency/Association.
- F. The instructional chairperson shall compile a list of all candidates who have fulfilled their requirements pursuant as stated within Section 5.
- G. The Board shall review the list, discuss any points pertinent to acceptance or rejection of any candidates as qualified umpires, and shall vote on the acceptance of candidates prior to the release of the master schedule.

- H.** The Board may vote to accept the list of candidates in its entirety, provided there are no objections by any voting Board member relevant to the eligibility of an individual candidate or candidates.

Section 7. Removal and Reinstatement of Status of umpires:

- A.** Qualification as a member in good standing is a prerequisite of a qualified umpire should a qualified umpire lose status as a member in good standing, removal of status as a qualified umpire is effective upon notification.
- B.** Failure to meet the requirements of membership and/or certification as an umpire will result in immediate removal of all games.
- C.** Re-issuance of game assignments may be offered upon completion of requirements for membership and umpire certification upon approval of the Board.

Section 8. Disclosure requirements:

- A.** It is required that any member of FCSSOA must notify the Secretary-Treasurer at the first scheduled meeting of the year as soon afterwards including but not limited to:
- B.** Member in another officiating unit.
- C.** Employment in or ties to a school.
- D.** It is each members responsibility to practice ethical and reasonable decision making in the acceptance, declination and/or turning back of game assignments. If evidence is found that any umpire is acting in any way that jeopardizes the integrity and/or authority of FCSSOA, such evidence may be subject to review by the Ethics Council, as stated within Section 5.
- E.** No dual member shall office and/or position in the FCSSOA

Section 9. Resignations and Terminations of Membership

- A.** Membership in FCSSOA shall terminate upon a receipt of a member's formal letter of resignation to the Board:
- B.** Failure to voluntarily meet the requirements as prescribed within Section 2.04 will constitute a resignation member.

- C. At the discretion of the Board, monies paid to FCSOA may be returned to the member upon resignation.
- D. Membership in FCSOA may be terminated by authority of the Board for failure of a member to meet or maintain all requirements as a member in good standing pursuant as prescribed within Section 3.
- E. Membership in FCSOA may be terminated by the authority of the Board based upon a recommendation of the Ethics Council pursuant to Section 14.

Section 10. Executive Board of Directors (the Executive Board)

- A. There shall be one president, elected by a majority of the votes cast by the members of FCSOA. A vacancy of this position shall be filled according to the order of succession.
- B. The president shall appoint replacements for all vacant appointed positions and the office of vice-president. All such appointments are subject to approval by the Board.
- C. The president shall appoint all committees and their chairpersons, except as designated in these bylaws.
- D. Except where conflict of interest exists pursuant to Section 14. The president shall be the presiding officer at all general membership meetings. The president shall conduct these meetings in accordance with Parliamentary Procedure.
- E. The president shall supervise and oversee the affairs of this Association, and see that the by-laws of this Association are adhered to at all times.
- F. The president shall not have a vote on any Board matters, except to break a tie.
- G. Should the office of president become vacant, the highest ranking officer available shall become president for the remainder of the term.
- H. The order of succession, also to be used for the ranking of officers, is as follows:
 - 1. President
 - 2. Vice president
 - 3. Secretary
 - 4. Treasurer
 - 5. Sergeant of Arms
 - 6. Chairperson of the Ethics Council
 - 7. Each member-at-large of the Board by seniority, as determined by consecutive time in office.
 - 8. Each member of the Ethics Council by seniority, as determined by consecutive time in office.

- I.** There shall be one vice-president, elected by a majority of the votes cast by the members of FCSOA or in case of a vacancy, appointed by the president and approved by the Board.
- J.** The vice-president shall assist the president and shall be acting president at all meetings that the president is absent. While acting as president, the vice-president shall not have a vote on any Board matters, except to break a tie.
- K.** The vice-president shall be a voting Board position.
- L.** Should FCSOA choose to have a banquet, the vice-president will act as coordinator.
- M.** Should the president appoint a committee for the coordination of the banquet, the vice-president shall preside as the committee chair.
- N.** There shall be one secretary/ webmaster, elected by a majority of the votes cast by the members of FCSOA or in case of a vacancy, appointed by the president and approved by the Board.
- O.** The secretary/webmaster shall keep a record of all business transactions by FCSOA and shall issue all correspondences and notices on behalf of FCSOA, its president, and the Board.
- P.** The secretary/webmaster shall maintain a record of minutes of all Board and general membership meetings, a copy of which shall be posted publicly upon Board approval and inclusion in the unit's website.
- Q.** The secretary/webmaster shall be responsible for posting on or removing from the units website any and all materials approved by the Board.
- R.** The secretary/webmaster shall maintain a current roster listing all qualified umpires and other members of FCSOA.
- S.** The secretary/webmaster shall notify members of all meetings.
- T.** The secretary/webmaster shall be a voting Board member.

Section 11. Board Members at Large (the Board)

- A.** There shall be one treasurer, elected by a majority of the votes cast by the members of FCSOA or in case of a vacancy, appointed by the president and approved by the Board.

- B.** The treasurer shall submit in writing prior to June 30th of each year a proposed budget for the current fiscal year to the Board for approval.
- C.** The treasurer shall be the Chief Financial Officer of FCSOA and shall be responsible for all monies and financial records.
- D.** The treasurer shall issue instructional kits to all members.
- E.** The treasurer shall deposit FCSOA's account, all funds received on behalf of FCSOA.
- F.** The treasurer shall submit in writing prior to July 31st of each year a financial report for the completed fiscal year to the Board for approval.
- G.** The banking account used for FCSOA business shall be listed with the names of the treasurer and the president. The vice-president shall also be listed on the banking account.
- H.** The treasurer shall be a voting Board position.
- I.** There shall be one sergeant of arms, elected by a majority of votes cast by the members of FCSOA, or in the case of a vacancy, appointed by the president and approved by the Board.
- J.** The sergeant of arms shall be a voting Board member position.
- K.** Board members at-large.
- L.** There shall be five members-at-large of the Board of directors (Board members), each elected by a majority of the votes cast by the members of the Association present at a scheduled election meeting.
- M.** Any vacant positions for Board member at-large shall be filled by an election held on the first available date, under the provisions of the election process and direction of the Board.
- N.** Each Board member is expected to attend all Board meetings, and while present shall have a vote on all issues brought before the Board.
- O.** Each Board member at large may serve on no more than two designated committees.

Section 11. Functions of the Board

- A.** The Board shall conduct, manage and administer the affairs of this Association and shall direct the handling of all of its funds and properties. The Board shall approve the expenditures of any funds and shall set the amounts of fees or expenses that are paid to any member of this Association for services rendered to this Association. The Board shall at no time permit the funds of this Association to be depleted.
- B.** The Board shall enforce the provisions of the by-laws and make recommendations and decisions regarding all matters affecting this Association. The Board shall conduct the interview and determine appointment procedures for the positions of instructional chairperson, assignor and webmaster at such times that either of these positions becomes vacant.
- C.** The Board shall oversee and assist in the administration of the instructional program as implemented by the instructional chair. The Board shall secure a site for general meetings, set the schedule for such meetings, and incorporate the instructional program into the general meeting agenda. The instructional program will include the staff of instructors, as approved by the Board from a list of recommendations.
- D.** The Board shall oversee and assist in the administration of the assignment of CIF-certified umpires to sanctioned softball games as directed by the assignor.
- E.** The financial report shall be audited by the Board prior by the end of the current fiscal year.
- F.** The published financial report, after having been approved by the Board, shall be distributed to all members by the first general meeting of the new season.
- G.** No Association expenditures shall be made without Board approval
- H.** The Board shall vote on all measures presented to the Board. Board approval of any measure requires a majority of vote by a majority of the Board members.

Section 12. Attendance

- A.** In order to insure the continuity of operations of FCSSOA, all executive Board Members and Board Members at large are expected to attend meetings on a regular basis. 3 unexcused absences by a Board member will result in the automatic removal of the Board member.

Section 13. Appointed Members (Supported Staff)

- A.** There shall be one instructional chairperson, appointed by the Board. An interview and appointment process will be conducted for filling of the position upon the termination of the instructional chairperson's term.
- B.** The instructional chairperson shall direct and supervise a program of instruction that meets or exceeds the minimum requirements by NFHS, CSOA & CIF for training and qualifying members of FCSOA as certified members.
- C.** The instructional chair shall submit to the Board a plan of instruction prior to October of each year for approval. This plan must include:
- D.** Curriculum that meets the minimum requirements for NFHS certification,
- E.** Training in 1-umpire mechanics,
- F.** Training in 2-umpire mechanics,
- G.** An opportunity for training in 3-umpire mechanics.
- H.** The instructional chairperson shall direct and organize discussions or classroom groups.
- I.** The instructional chairperson shall establish the procedures by which attendance at and/or participation in instructional meetings, clinics or other curricular activities will be documented.
- J.** The instructional chairperson shall preside over the portions of the meetings relating to softball rules and officiating mechanics.
- K.** The instructional chairperson shall compile and update a written list of all Association members qualified to officiate CIF Softball games. This list shall be submitted to the assignor and secretary-treasurer.
- L.** The instructional chairperson or their instructional staff shall evaluate all new and transfer umpires to determine their abilities and shall make recommendations for ratings to the Board for approval by the Board.
- M.** The instructional chairperson shall establish a process for classifying all umpires based on skill level, subject to the approval of the Board.

- N.** The instructional chairperson shall schedule and preside over the ratings committee meeting, to be held prior to the end of the fiscal year.
- O.** The new ratings shall be posted publicly no later than thirty (30) days after the rating meeting.
- P.** The instructional chairperson shall be a non-voting Board position.
- Q.** There shall be one assignor, appointed by the Board. An interview and appointment process will be conducted for filling of the position upon the termination of the assignor's term.
- R.** The assignor shall be responsible for assigning members who are certified umpires to all CIF-sanctioned softball events.
- S.** The assignor may, at their leisure and expense, upon approval by the Board subject to an interview and appointment process, appoint an assistant(s), who is/are the responsibility of the assignor.
- T.** The method by which the assignor determines the assignments of the master schedule of the certified umpires shall be submitted to the Board for review and approval.
- U.** The assignor shall be a non-voting Board position.

Section 14. The Council of Inquiry, The Ethics Council (the Council)

- A.** There shall be five members of Council
- B.** Three Council members shall be elected by the membership.
- C.** One Council member shall be elected by the Board
- D.** One Council member shall be appointed by the president and approved by the Board. This member shall be Chairperson of the Council. The Chairperson of the Council shall preside over all meetings of the Council.
- E.** Removal of any Council Member shall be done under the rules of impeachment per Section 11 of these bylaws.
- F.** The Ethics Council shall conduct all meetings held for the purpose of determining whether a member has engaged in unprofessional conduct or has acted in any manner which is detrimental to the welfare and purpose of FCSSOA or is in violation of the Code of Conduct.

- G.** A complaint will be initiated by a formal written statement of the complaint submitted to the Ethics Council by another member or by a member of the public at large.
- H.** A member who has had a complaint lodged against them shall have a right to respond to the complaint in writing and such a response shall be submitted to the Ethics Council prior to the rendering of any decision.
- I.** The Ethics Council, being a council of inquiry and due process, shall determine all corrective and/or disciplinary measures, subject to approval by the Board.
- J.** All decisions made by the Ethics Council shall be reported to the Board in a timely manner.
- K.** Any action(s) taken by the Ethics Council may be appealed only to the FCSOA Board.

Section 15. Auditing Committee

- A.** The Auditing Committee shall consist of two (2) members who are not members of the Board, Council, or any other committee.
- B.** The Committee shall audit the books of FCSOA by the end of the current fiscal year. A written report from this audit shall be submitted to the Board at the beginning of the new fiscal year.

Section 16. Ratings Committee

- A.** The ratings committee shall consist of at least one (1) member for every ten (10) umpires on the Umpire roster, selected as follows:
- B.** The Instructional chairperson shall be the chairperson of the Ratings Committee
- C.** The Instructional staff members and at least one non-instructor member of the Ethics Council shall be members of the ratings committee.
- D.** The president shall appoint additional members as needed to meet the requirements of Section 16.
- E.** The ratings committee shall be responsible for the ratings of all umpires, in accordance with the guidelines set forth by the standing order.

Section 17. Other Committees

- A.** Other committees may, at the discretion of the president, be established appointment by the president to perform specific duties as needed by the Association.
- B.** All actions by these committees that affect the welfare and/or operation of the Association shall require Board approval.

Section 18. Election of officers

- A.** The candidates for the office of vice-president, secretary-treasurer, the five Board members and the two elected Ethics Council members shall be nominated by any qualified member at the next to the last general meeting of the year, provided the candidate's term in office is about to expire. In extreme circumstances the President and Board of Directors may choose to freeze election i.e., Pandemic etc.
- B.** Two (2) of the five (5) members at-large of the Board of Directors shall be elected during the odd years and the remaining three (3) shall be elected in the even years.
- C.** The election shall be conducted at the last general meeting of each year. Any run-offs shall be conducted at the same meeting.
- D.** All candidates shall be permitted to speak to the membership prior to distribution of ballots.
- E.** The vote shall be by secret ballot and for online voting in extreme circumstance .
- F.** There shall be no absentee ballots
- G.** Two Ethics Council members who are non-candidates shall be responsible for the counting of the votes. The results of the election shall be announced after the votes have been counted. The counted ballots will be given to the secretary for storing. The number of votes each candidate received shall be shared to the Board.
- H.** A candidate must receive a majority of the votes cast in the election to be declared the winner of the election.
- I.** If a candidate does not receive a majority of the votes cast, a run-off election shall be conducted at the same meeting between the top two (2) candidates for the same office.

Section 19. Rules for electronic correspondence Re: voting on line, general membership meetings.

- A.** As the following is limited, these guidelines should be supplemented by related material in the current edition of *Robert's Rules*, indicated by the references in the section headings below.
- B.** Quorum [*Robert's* (S3, S39)]. For an e-mail message to be part of a meeting, it must be sent to *all* members (with the exception of returned ballots). Other

messages may be sent for caucusing or other off-line discussion, but these are not officially part of the meeting.

- C.** For a vote to be valid in the context of an e-mail meeting, a quorum of ballots must be returned. Unless otherwise provided for, this quorum is one half. This need for a vote quorum results from the fact that it is harder to know who is following an e-mail meeting than who is attending a face-to-face meeting; hence, the concept of a quorum based on attendance is less applicable to e-mail meetings.
- D.** An equipment malfunction among the membership that significantly interferes with reading, writing, or delivering e-mail requires the chair to recess or adjourn the meeting without a vote. E-mail meetings shall not be held when equipment malfunction is a significant hindrance.
- E.** Call to order [*Robert's* (S3)]. An e-mail meeting is called to order with a message from the chair containing a "subject" (or equivalent) line stating "Call to order" and a body beginning with "The e-mail meeting will come to order."
- F.** The call-to-order message should explain which meeting has been called to order, because unlike attendees at ordinary meetings, members may be participating in multiple simultaneous e-mail meetings.
- G.** Minutes [*Robert's* (S3)]. Minutes consist of the full transcript of the meeting, comprising all of the e-mail messages that were part of it. Their accuracy can usually be assumed, so minutes need not be read or approved in e-mail meetings.
- H.** Floor [*Robert's* (S3)]. In an e-mail meeting, the floor is trivially and implicitly obtained simply by sending an e-mail message to the membership, and rules of order for obtaining the floor are generally unnecessary.
- I.** Voting [*Robert's* (S4)]. A vote by e-mail shall be acceptable unless explicitly disallowed. To conduct an e-mail vote, a ballot is sent to the voting membership stating exactly what is to be voted on and containing at the beginning a clearly designated place for the member to mark a vote. The subject line (or equivalent) should contain the term "ballot."
- J.** The simplest kind of vote is the *consensus vote*. The ballot specifies that only nay votes need be returned. No nay votes means the measure is approved, so no vote quorum applies.
- K.** If a vote is to be counted, the ballot should clearly designate the choices.
- L.** I vote _____ (fill in "yes," "no," or leave blank).

- M.** I vote for _____ (fill in name of nominee re: "Jones," "Miller," "Wang," or leave blank).
- N.** We will vote *terse public vote*, completed ballots are returned to the sender. Voting may be conducted by the chair, the secretary or a hired service provider. The votes for each option are tabulated to produce a report that accompanies the announcement of the result. This report is sent after a deadline (by default, one full business day after ballot distribution). Ballots returned after the deadline but received before the report is sent are valid votes and must be included in the report.
- O.** Secret balloting may be conducted by the chair, the secretary or a hired service provider, who must be trusted to maintain the confidentiality of the ballots and to count them reliably. Alternatively, special software can be used for balloting, or a brief, appropriately scheduled face-to-face balloting session may be needed.
- P.** Voting commissioner's [*Robert's* (S46)] in FCSOA will be two individuals the Vice President and the Secretary or a hired service provider.

Section 20. Limitations for placement in Government office

- A.** The term of president shall be two (2) years.
- B.** The term of vice president shall be two (2) years.
- C.** The term of each member-at-large of the Board shall be two (2) years.
- D.** No person shall concurrently hold more than one elected or appointed position other than on committees established under Section 17.
- E.** No person shall be placed on a ballot for an elected position nor apply for an appointed position, while concurrently holding an elected or appointed position other than on committees established under Section 17.
- F.** No person shall hold any single elected or appointed position for longer than three consecutive terms, without a review by the Ethics Council with a purpose review of FCSOA business. The Ethics Council upon completion of the elected/appointed position will forward to the Board a confidence/no confidence recommendation to the board. The Board will review and make the final decision of holding or removal of the elected/appointed position.

- G.** Candidates for any elected or appointed position on the Board, Council, or support staff, must have been a member of FCSOA in the prior fiscal year.

Section 21. Calling and Holding of Recognized Meetings:

- A.** The president or a majority of the Board shall have the authority to call to order and preside over any Board meeting, except in matters pursuant to Section 14.
- B.** The president or a majority of the Board shall have the authority to call to order and preside over any regularly scheduled general membership meeting, except in matters pursuant to Section 14.
- C.** The chairperson of the Ethics Council or his designee shall have the sole authority to call to order and preside over any special meeting of the Council or the general membership held for the purpose of discussing and/or deciding issues in which violations of these bylaws or the Code of Conduct are alleged, except in matters pursuant to Section 21.
- D.** A quorum of those eligible to vote on motions for a given meeting must be present for the motion(s) of that meeting to be recognized. If a quorum is reached, any motion(s) passed shall be recognized and accepted by FCSOA. A quorum is defined as a majority of those eligible to vote. Any person ineligible to vote due to conflict of interest will not be counted in consideration of a quorum.
- E.** If an item of business on the table creates a conflict of interest with any person, that person shall not be permitted to chair the discussion of or vote on any motion(s) relevant to that item of business. The attending members shall instead appoint a chair pro tem to preside over the meeting until the disposition of said item is determined. The attending members shall determine by vote to the point-of-order, whether a conflict of interest exists. This applies to all matters of business, whether conducted by a committee, the Council, the Board, or the General membership.

Section 22. Resignation from Office

- A.** Any member of the Board or the chairperson of the Ethics Council may resign their position, upon formal written notice to the president. Such resignation shall be effective at a time mutually agreed upon by the resigning officer and president.
- B.** Any member of the Council may resign his position, upon formal written notice to the chairperson of the Council. Such resignation shall be effective at a time mutually agreed upon by the resigning officer and chairperson.

- C. The president may resign their position, upon formal written notice to the vice president. Such resignation shall be effective at a time mutually agreed upon by the resigning president and vice president.

Section 23. Impeachment:

- A. Any FCSOA officer whose actions or conduct are detrimental to FCSOA, or who deliberately fails to adhere to the bylaws of FCSOA and or in violation of the Code of Conduct may be removed from office by the following procedures:
- B. A written petition, naming the officer in question, listing specific complaints against said officer, and signed by a minimum of (20%) of the membership, shall be submitted to the Ethics Council.
- C. The Ethics Council, upon receipt of the signed petition, shall call for an Ethics Council meeting to determine whether sufficient evidence to prosecute the allegations charged against the officer exist. Should the Ethics Council determine that sufficient evidence of violations exist to justify a hearing the Ethics Council will call for such a hearing. If the Ethics Council finds that evidence is insufficient to justify such a hearing the matter shall be dismissed. Any officer charged with a violation has the right to appeal the findings of the Ethics Council and present evidence, question witnesses, and provide statements in defense of the allegations to the Board.
- D. The Ethics Council shall within ten (10) business days, call for an impeachment hearing.
- E. The hearing shall be conducted in accordance with Parliamentary Procedure.
- F. The Board shall conduct the hearing, The highest-ranking board member not involve shall preside over the meeting.
- G. The hearing shall be scheduled to take place within twenty (20) business days from the time the Ethics Council receives the petition.
- H. A quorum of the Board is required for the hearing to proceed. If a quorum is not reached, the hearing shall be rescheduled for another time within seven (7) business days of the previously scheduled hearing.
- I. All voting Board members not subject to impeachment shall be eligible to vote as to the validity of the claims made against the accused in the formal complaint.
- J. At the conclusion of the hearing, a vote shall be taken. All votes shall be accepted by the hearing chairperson before the meeting adjourns. Removal from office shall require a majority vote.

Section 24. Financial Obligations, Membership Fee (Dues):

- A. The Board of Directors shall set the amount of Dues to be paid by the members for the following softball season.
- B. This amount shall be announced to the membership no later than May 31st.

- C. Any discount offered shall not exceed 20% of the base dues amount. Any penalties imposed shall not exceed 30% of the base amount. Rules governing any penalties and/or discounts shall be disclosed at the time the dues amount is announced to the membership.
- D. All dues for the current softball season shall be paid to FCSOA's treasurer prior to February 1st of the current softball season.

Section 25. Financial Obligations, Assignor Fees:

- A. Upon Board approval, the assignor shall set the amount of assignor fees to be paid by the umpires for the current softball season.
- B. Assignor's fees shall be paid to the assignor at the time and in the manner specified by the assignor.

Section 26. Parliamentary Authority, Parliamentary Law

- A. Roberts Rules of Order shall be the authority on all questions on Parliamentary procedure not covered by these Bylaws.
- B. All motions (except those requiring specified higher limits) shall require a majority of the votes cast in order to pass.
- C. There shall be one parliamentarian, appointed by the Ethics Council and approved by the Board. The parliamentarian shall insure that parliamentary law and the by-laws of FCSOA are followed during all general membership and Board meetings. The parliamentarian is not a member of the Board or the Ethic Council, and does not have a vote on any matters presented to either body. However the parliamentarian has the right and duty to be present at all sessions of the Board, including executive closed sessions.

Section 27. Amending These bylaws

- A. These articles may be amended only in the following manner:
- B. Members may present proposed amendments in writing to the Board after securing a minimum of twenty (20%) of certified members signatures.
- C. A majority of the Board may generate a proposed amendment.
- D. The proposed amendment(s) can be presented in writing or by email to each member prior to the next regularly scheduled meeting or at a special meeting, called for the purpose of discussing said proposed amendment(s).
- E. The proposed amendment(s) shall be voted upon by the members in a meeting held no less than 10 days from the time the membership was presented with the proposed amendment(s). Or via electronic correspondence, to the secretary of

FCSOA or the hired service provider within seven (7) business days of said meeting or electronic correspondence as a ballot.

- F.** Amending a proposed amendment prior to a final vote shall require a simple majority.
- G.** An amendment shall require 2/3 majority of the votes cast to be adopted.
- H.** Unless otherwise stated within the amendment itself, any adopted amendment shall be effective beginning the next fiscal year.