



# MIDLANDS SOCCER OFFICIALS ASSOCIATION

## Lexington – Richland and Surrounding Counties

PO Box 808 - Chapin, SC 29026

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BY-LAWS

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### PREFACE

THE ORIGINAL WRITING OF THE BY-LAWS OF THE MIDLANDS SOCCER OFFICIALS ASSOCIATION WAS MADE AUGUST 2019.

THE ADOPTION OF THE BY-LAWS CONTAINED HEREIN WAS MADE DURING A CALLED MEETING OF THE REFEREES OF THE SOUTH CAROLINA MIDLANDS AREA.



# MIDLANDS SOCCER OFFICIALS ASSOCIATION

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### ARTICLE I NAME, PURPOSE AND AFFILIATION

Section 1: The name of this organization shall be:

MIDLANDS SOCCER OFFICIALS ASSOCIATION (M.S.O.A.)

Section 2: The purpose of the Midlands Soccer Officials Association shall be:

- A. To advance the quality and highest standards of soccer refereeing.
- B. To assist in the education, training, development and instruction of soccer referees.
- C. To promote the welfare of the game of soccer, its players and referees.
- D. To encourage the spirit of fair play and sportsmanship.
- E. To promote the uniform interpretation and administration of the laws of the game by all referees.
- F. To cooperate with all recognized bodies officially connected with the game of soccer for the purpose of furthering the interests and ideals of soccer.
- G. To perform those services deemed worthy and proper toward the achievement of the purposes of this association and the game of soccer.

Section 3: This Association shall be formed as a not-for-profit association of individuals for the greater benefit of soccer officials in the Lexington, Richland, Calhoun, Newberry, Saluda, Sumter, and neighboring counties.

### ARTICLE II MEMBERSHIP

Section 1: Definitions of Members:

- A. Member:
  - i) Shall consist of those persons resident in the Lexington, Richland, Calhoun, Newberry, Saluda, Sumter Counties and any person living outside the area may also become a member provided that they are registered as soccer referees with the United States Soccer Federation (USSF), the National Intercollegiate Soccer Official Association (NISOA) or the National Federation of State High School Association (NFHS).
- B. Associate Member:
  - i) USSF licensed referees currently inactive in the practice of soccer refereeing and desiring to be a part of the association.
  - ii) An Associate Member may at any time become a member by meeting the requirements for that class and by approval of the Executive Board.
- C. Emeritus Member:
  - i) USSF licensed referees no longer active in the practice of soccer refereeing, but who are revered by their colleagues for their long and honorable service to refereeing and the Association.
- D. Honorary Member:
  - i) Persons outside the ranks of licensed referees whose outstanding services, accomplishments, or contributions to soccer in this area warrant recognition by the Association.
  - ii) The Executive Board will determine honorary members on an annual basis.



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### Section 2: Qualification

- A. In order to qualify for membership, a person shall be interested in furthering the purpose of the Association and shall meet the requirements of at least one class of membership in Section 1 above.
- B. Referees whose primary interest are related to the excepted Lexington, Richland, Calhoun, Newberry, Saluda, Sumter, and neighboring county areas of South Carolina as demonstrated to the Membership Committee and as evidenced by the fact of affiliation with soccer activities within such area.
- C. Acquiring membership in good standing by meeting the requirements of the By-Laws.
- D. Members who have allowed their membership to lapse shall no longer be considered members of this Association. In order to again become a member of this Association, the requirements of Section 2 of Article II must be satisfied.
- E. Any member may be expelled from membership in the Association or disciplined by means available to the Executive Board, for any conduct that reflects discredit upon the Association or the game of soccer, for incompetence, for violation of these By-Laws, or for failure to fulfil his financial obligations to the Association, with approval of the Review Committee and the Executive Board.
- F. Any member, who has been disciplined, shall have the right to be heard in person and shall have the right to submit a written statement(s) in their defense
- G. A member disciplined by the Association shall have the right to appeal to the Executive Board of the MSOA.
- H. The Association will accept a member who, because of a change of legal residence, comes within the jurisdiction of the Association. Such member shall have the same status of membership as he had at the time of this transfer and shall be subject to the rules and regulations of this Association. If at the time of his transfer he has paid dues to the Association from which he is transferring, the member shall not be required to pay additional dues for that year. However, the new member shall be subject to the same assessments, which this Association requires. All transfers must be verified and referred in writing by the former association.
- I. For simplicity, the term "General Membership" shall be used herein to designate all members and associate members as a group.

### Section 3: Rights of Voting Members:

- A. Vote on any matter submitted for vote.
- B. Attend any regular or special meetings of the GM.
- C. Receive credit towards USSF recertification at any meeting where a certified USSF instructor presents instruction.
  - i) The Training Committee will maintain records of accumulated credit.
  - ii) Before each recertification clinic, the Executive Board will notify the GM, the ARA and the instructor of the recertification clinic of the current number of hours each member has accumulated.
  - iii) Member must be present for the entire instructional time to receive credit.
  - iv) After attending a recertification clinic, the member's accumulated credit will be reset to zero (0).



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- D. Receive notification of Midlands Soccer Officials Association sponsored events.
- E. Eligible to participate in Midlands Soccer Officials Association sponsored events and programs.
- F. Eligible to hold Executive Board and/or committee positions.
- G. Participate in mentoring program.

### Section 4: Rights of Non-Voting Members:

- A. Except as required by law, shall not have the right to vote on any matter submitted for vote or other action of the members.
- B. May attend any meeting Midlands Soccer Officials Association, but are not entitled to notification.
- C. Ineligible to participate in Midlands Soccer Officials Association sponsored events.
- D. Ineligible to hold Executive Board and/or committee positions.

## ARTICLE III DUES AND ASSESSMENTS

Section 1: Annual dues shall be payable from registration fees gathered by the State Referee Committee.

Section 2: Special assessment of Members may be made by majority vote of those present at a General Meeting based on current needs as determined by the Executive Board.

## ARTICLE IV EXECUTIVE BOARD

Section 1: A. The Executive Board shall be the ruling body of the Association and shall be composed of the following:

- i) President
- ii) Vice President
- iii) Secretary
- iv) Treasurer
- v) Member-at-large representing youth soccer
- vi) Member-at-large representing adult soccer
- vii) Member-at-large representing National Intercollegiate Soccer Association

B. All members of the Executive Board shall have one vote, with the President voting only in case of a tie.

C. The Area Referee Administrator (ARA) as the duly appointed representative of the State Referee Administrator shall be an ex-officio member (non-voting) of the Executive Board.



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- Section 2: The President of the Association shall be the President of the Executive Board.
- Section 3: Executive Board meetings shall be as directed in Article V.
- Section 4: An Executive Board quorum shall be as directed in Article VI.
- Section 5: The Executive Board shall have the authority to rule on matters of law interpretation and matters of policy having to do with fees, ethics, and disbursement of funds, which are consistent with the overall interests and actions of the Association. All actions of the Executive Board are subject to review of the General Membership.
- Section 6: The General Membership shall rule on all matters of general interests to the Association with approval of the Executive Board.
- Section 7: The term of office for elected officials shall be two (2) years.
- Section 8: The positions of President (i), Secretary (iii), and two Member-At-Large positions (v & vii) shall commence upon their election on the date of Annual General Meeting of even years. The positions of Vice President (ii), Treasurer (iv), and Member-At Large (vi) shall commence upon their election on the date of the Annual General Meeting of odd years.
- Section 9: If an Executive Board member resigns prior to the completion of their terms, the Executive Boards shall appoint a replacement to fulfill the member's term.
- Section 10: Removal of Executive Board members: A Board member can be removed from their position with a two-thirds majority vote by the remaining Board members.

### ARTICLE V MEETINGS

- Section 1: The Association shall ordinarily hold at least quarterly general meetings during the soccer season (September thru August) with breaks during the winter and summer months.
- Section 2: The annual meeting for the election of officers of the Association shall be held the end of May or the first part of June.
- Section 3: Special meetings and functions of the Association or the Executive Board shall be held as called by the President and/or a majority of the members of the Executive Board. Due notice shall be given of all special meetings.
- Section 4: Meetings of the Executive Board shall be held at such times, as the President deems necessary.
- Section 5: The President and/or the Executive Board shall determine the exact time and place of all meetings.
- Section 6: The President, following consultation with the Executive Board, shall prepare the order of business and the agenda for the Association's meetings. Generally, the agenda shall be Old Business, New Business, Discussion of concerns on game activities, and a "short subject" program.



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### ARTICLE VI RULES OF ORDER AND QUORUMS

- Section 1: Roberts' Rules of Order shall govern the proceedings of all meetings, except where in conflict with these By-Laws.
- Section 2: Quorums for the transaction of business shall be:
- A. Executive Board Meetings; 4 members
  - B. Meetings of the Association; 7 members, provided all members have been previously attempted to be notified of the meeting (in writing, either electronically or otherwise). If all members have not been attempted to be duly notified the transaction may not take place.
- Section 3: These By-Laws may be amended by a two-thirds majority vote of the members present at any general meeting, or special meeting called for that purpose, provided written notice of the proposed amendment shall have been mailed (electronically or otherwise) to all members at least fifteen (15) days prior to such meeting.
- Section 4: The initial By-Laws shall become binding upon approval of a majority of the Executive Board.

### ARTICLE VII OFFICERS AND DUTIES

- Section 1: The officers of the Association shall be as follows:
- A. The **PRESIDENT**, who shall preside at all meetings of the Association and the Executive Board, appoint committees, call General or Executive Board meetings as necessary or when requested to do so by the members of the Executive Board, and conduct and supervise the business and activities of the Association. He shall be an ex-officio member of all committees. The President shall vote only in case of ties regarding matters put to a vote.
  - B. The **VICE-PRESIDENT** who shall exercise the authority of the President in case of his absence or disqualification. His prime duty shall be to organize programs for all general meetings, establish meeting places and times. He shall otherwise assist the President as required. The Vice-President shall be a voting member of the Executive Board.
  - C. The **SECRETARY**, who shall be responsible for recording and preparing the minutes of all meetings of the Association and the Executive Board. The Secretary shall plan, promote and direct the public relations of the Association under the direction of the Executive Board; promote good will and favorable publicity for the Association; be responsible for the printing and distribution of the Association's publications under direction of the Executive Board; and provide timely notifications to the members of the Association regarding matters of particular interest. The Secretary will maintain the Official Record of this organization which will include at a minimum all the minutes of all the meetings. The Secretary shall be a voting member of the Executive Board.
  - D. The **TREASURER**, who shall keep full and accurate accounts of all monies received and deposited the same in the name of and to the credit of the Midlands Soccer Officials Association and in such depository as may be designated by the Executive Board. The Treasurer shall disburse all monies by check or debit card from a single account. Monies disbursed in the amounts of two-hundred dollars or less (up to \$200) require the signature of the Treasurer. Amounts in excess of two-hundred dollars (>\$200) require the signature of the Treasurer and one other of the following three officers: President, Vice-President or Secretary. The Treasurer shall present an annual written financial report to be received by the Executive Board prior to the annual meeting. The Treasurer shall arrange for an annual audit of his accounts, if and when requested by the Executive Board. The Treasurer shall be a voting member of the Executive Board.



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- Section 2. The terms of the officers of the Association are listed in Article IV.
- Section 3: Only members in good standing shall be eligible for election as officers.
- Section 4: Only the President, Vice President, and Treasurer shall have access to the association financial accounts and be signatories.

### ARTICLE VIII NOMINATION AND ELECTION OF OFFICERS

- Section 1: The nomination and election of officers shall follow the procedure outlined herein.
- Section 2: Election of officers shall take place at the annual meeting of the Association and the newly elected officers shall take office by the September 1 following the election unless circumstances dictate otherwise. The offices of President, Secretary, and two Member-at-Large positions will occur on even years. The offices of Vice President, Treasurer, and the remaining Member-at-Large position will occur on odd years.
- Section 3: If there is more than one nominee for any office, an oral ballot shall be taken for that office, unless members request a written ballot. If a written ballot is requested, the President will arrange for the preparation and distribution of ballots so as to preserve their secrecy and validity. The President shall collect and tally ballots.
- Section 4: The President shall declare those nominees receiving a majority of the votes cast, elected. Should a nominee fail to poll a majority of the votes cast, a run-off vote shall be taken between the two nominees receiving the most votes.
- Section 5: The Executive Board shall have the power to fill a vacancy in any office, except President, between annual meetings. When the Executive Board makes an appointment to fill a vacancy, such appointments will be taken until the first annual meeting following such appointment. In case there is a vacancy in the office of President, the Vice President shall become the President.

### ARTICLE IX COMMITTEES AND DUTIES

- Section 1: Prior to the general meeting after the annual meeting, the President and the Executive Board shall meet for the purpose of appointing the following Association's standing committees, as required to carry out the responsibilities of the Association.
- A. RULES COMMITTEE- shall be composed of and responsible for the following:
- 1) Executive Board shall preside over this committee, and
  - 2) Reviewing league rule modifications and recommending unification of local laws of soccer with the guidelines and directives of USSF, and
  - 3) Making recommendations establishing fair and just fee structures for games, with respect to age level, location and tournament play, for approval of the Executive Board.
  - 4) Rules Committee Members shall consist of three members approved by the Executive Board.





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**B. REVIEW COMMITTEE-** shall be composed of and responsible for the following:

- 1) Two members appointed by the Association's President, pursuant to the direction of the Executive Board, and
- 2) The investigation of all complaints, misconducts, or otherwise unbecoming behavior which is contrary to the best interests of soccer, the Association, or the member(s) involved. All incidents which are submitted in writing to the Association shall be considered, and
- 3) Upon the conclusion of the committee's investigation, submit its recommendations in writing to the Executive Board for determination. The Executive Board shall be empowered to reprimand, censure, fine, suspend or dismiss from the Association any member(s) found guilty of misconduct, and
- 4) The involved member(s) shall have the right to a hearing before the Executive Board and/or shall have the right to submit documents in support of the members' position before the Executive Board renders a determination.
- 5) Review and offer an opinion on game protest which are submitted in writing by Area Soccer Club Governing Bodies, and
- 6) No member of the committee may sit upon a case in which he is directly involved. The Association's President shall appoint a replacement for that case, and
- 7) In the event that the committee is of the opinion that the incident is potentially detrimental to soccer, the Association or the involved member(s) the Committee shall have the power to grant a leave of absence to the included member(s) until such time as the matter is finally submitted in writing to the involved member(s) and the Executive Board, and
- 8) All written reports shall be signed by all members of the Committee with an appropriate notation of concurrence or dissent of each member,

Section 2: The Association President, pursuant to the direction of the Executive Board, shall have the power to convene other committees as necessary.

Section 3: The Executive Board may appoint members to the capacity of more than one committee office. In no event, however, shall such member have more than one vote.

Section 4: Only members in good standing shall be eligible for appointment to committees.

Section 5: Committee members and committee President shall serve for two years; they may be reappointed

Section 6: The Association President, pursuant to the direction of the Executive Board, shall fill the vacancy of any appointed committee member or President. Such member appointed to fill such vacancy will serve until such time as the term of that office expires.

Section 7: The standing committees shall meet as necessary to accomplish their particular purpose,

Section 8: The Association appointed committees shall be under the direction and authority of the Executive Board. For failure to comply with established authority, regulation, or policy of the Association, the Executive Board or for any other conduct or malperformance sufficiently established to be contrary to the best interests of soccer or the Association, the Association appointed committee members may be subject to disciplinary action or termination.

Section 9: The President may appoint Ad-hoc committees as needed.



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### ARTICLE X CODE OF CONDUCT

Section 1: All members of the Association shall abide by the Code of Ethics as follows:

- A. That I shall always maintain the utmost respect for the game of soccer.
- B. That I will conduct myself honorably at all times and maintain the dignity of my position.
- C. That I will always honor a contractual obligation.
- D. That I shall endeavor to attend the local meetings and clinics so as best to know the Laws of the Game and their proper interpretation.
- E. That I will always strive to achieve maximum teamwork with my fellow referees and other match officials.
- F. That I shall be loyal to my fellow referees and linesmen, and never knowingly promote criticism of them.
- G. That I shall be in good physical condition so as to be in the right place at the right time.
- H. That I will control the players effectively by being courteous and considerate without sacrificing firmness.
- I. That I shall do my utmost to assist my fellow officials to better themselves and their work.
- J. That I shall not make statements about any game except to clarify an interpretation of the Laws of the Game.
- K. That I consider it a privilege to be a part of the United States Soccer Federation (USSF), the National Intercollegiate Soccer Official Association (NISOA) or the National Federation of State High School Association (NFHS), and I will strive to make my actions reflect credit upon that organization and its affiliates.

**Updated in October 2023 to reflect the proper election cycle after postponement due to Covid. Also updated registration fees coming from the SRC. (JN 10/23)**