

# **By Laws of the Portland Volleyball Association (PVA)**

## **ARTICLE I: THE NAME**

The name of this organization shall be the Portland Volleyball Association, Inc., here-in called the "Association."

## **ARTICLE II: OBJECTIVES AND PURPOSES**

The objectives and purposes of the Association are as follows:

1. To establish rules and regulations governing affiliated teams and to equitably administer an efficient volleyball program under a common jurisdiction.
2. To promote mutual friendliness between individuals and groups who participate.
3. To establish volleyball on a high plane, through promoting a healthy recreational amateur pastime for those who participate.
4. To foster this game as a non professional sport engaged in without profit to members, players or officers.
5. To engage in any work or enterprise beneficial to the participants.
6. To coordinate and control the contact and releases of all members of the Association.
7. To cooperate with the Bureau of Parks and Recreation in extending volleyball as a recreational activity for the City of Portland.

## **ARTICLE III: MEMBERSHIP**

1. Membership shall be granted to any team submitting an application supporting these By Laws and complying with the rules for membership as may be, from time to time, established or amended by the Board of Directors.
2. Membership in the Association shall consist of two classes: Active and Associate. Active membership shall include one Manager from each participating team.
3. Each Team Manager or Proxy (hereafter called "Team Manager") shall have one vote at any meeting of the membership of the Association. No

one but the Team Managers or Proxies shall be entitled to vote.

4. Associate membership shall include the Officials Association and other officials other than active players or managers. Associate members are not eligible to vote in any general meeting of the Board of Team Managers.

5. There shall be no restrictions on membership as to class protected by law and the provisions of these By Laws shall apply to all.

6. The Association reserves the right to refuse membership to any team or individual who, in the discretion of the Association, has proven themselves detrimental to the volleyball program.

#### ARTICLE IV: ADMINISTRATION

The administration and general affairs of the Association shall be directed by the Board of Directors.

1. The Board of Directors shall consist of the following elected officers: President, Vice President, Treasurer and Secretary.

League representatives and Members-at-Large, appointed by the Board, and Referee-in-Chief (appointed by the Assigning Official) shall have the right to vote.

The Board of Directors shall develop and maintain such working relationships with USA, AAU and any other programs as may from time to time be found in furtherance with the purposes of the Association.

2. All Officers who are members of the Board of Directors shall be elected by the members of the Association, who shall consist of one Team Manager or Proxy for each participating team as the recognized representative of each team. Election of officers shall be conducted by mail. Officers shall be elected for three-year terms, and they shall serve until their successors are elected and qualified. All Officers assume their duties on January 1 and serve for three years and may run for office again.

3. A nominating committee shall be appointed by the President. The committee shall be composed of three members. It shall be the duty of this committee to select and interview available candidates for the various offices and to report their nominations to the Board of Directors. Additional nominations may always be added by write-in.

4. The President shall preside at all meetings of the Board of Directors and at all meeting of the Team managers. In his or her absence, the Vice President may preside.

5. Representatives of sporting goods dealers shall not be eligible

for office in this Association.

6. An Officer may be recalled at any meeting of the Team Managers, provided that written notice of such recall election must be provided to the Team Managers at least two (2) weeks prior to the meeting. For a recall to be effective, two-thirds (2/3) of all Team Managers must vote for the recall.

7. Any office vacated prior to the expiration of the regular term of office shall be filled by temporary appointment by the Board of Directors, except the President. The Vice President shall assume the office for the remainder of the unexpired term. In the event of a tie vote, the vote of the highest ranking Officer on the Board of Directors shall control.

8. The Treasurer shall be authorized to establish banking accounts for the Association, including a checking account. All bills and disbursements shall be paid by check. Unbudgeted items in excess of \$500 must be approved by a two-thirds majority of the Board of Directors.

9. The Assigning Official shall be a person contracted by the Board of Directors. This position will be selected from a list of a minimum of two candidates submitted by the Officials Association. In the event two candidates are not presented to the Board of Directors, other candidates may be selected by the Board of Directors to interview for this position and may be contracted. The Officials Association shall have a vote on the selection committee. The Assigning Official shall appoint the Referee-in-Chief, with the approval of the Board.

10. The City Representative shall have no vote, but assume the responsibilities as an arbitrator between the Portland Volleyball Association and Portland Parks and Recreation and also be responsible in matters of correspondence relating to facility requests (permits) during the Fall, Winter, Spring and Summer Seasons, and other related Board matters as deemed necessary by the Board of Directors.

## ARTICLE V: MEETINGS

1. Regular Manager's meetings prior to each season and special meetings may be called by the President, by a majority vote of the Board of Directors, and by a written request of at least 25 Team Managers submitted to the Board of Directors. Notices of meetings shall be mailed at least seven (7) days prior to the meeting date.

2. Any action that might lawfully be taken or special meeting request may be taken by a mail vote, except, however, that recall votes cannot be conducted by mail. Such mail votes will be conducted by the Board

of Directors.

3. All elected or appointed members of the Executive Board are expected to attend all meetings. Proxies for the Executive Board meetings may be granted for any agenda item subject to majority vote approval by the Executive Board. Attendance records of all members will be public. Three (3) or more unexcused absences will automatically result in a Board Member's termination from the Executive Board.

4. At Executive Board meetings, over 50% of the voting members shall qualify as a quorum.

## **ARTICLE VI: MEMBERSHIP FEES**

1. Team membership fees and other financial matters shall be established by the Board of Directors, and such fees must be paid before participation.

2. The Association shall control and promote all Clinics, Tournaments, and Unaffiliated Players games in which admission charges are made within the City of Portland. Proceeds from these events shall revert to the treasury for the current expenses of the entire program.

## **ARTICLE VII: FISCAL YEAR**

The fiscal year of the Association shall be from January 1 through the last day of December.

## **ARTICLE VIII: ORGANIZATION**

The Association shall be incorporated as a non-profit corporation under the laws of the State of Oregon.

## **ARTICLE IX: AMENDMENTS**

1. Amendments to these By Laws may be made only at a meeting of the Team Managers, provided seven (7) days written notice of proposed amendments shall be submitted to all Team Managers.

2. A two-third (2/3) vote of the Team Managers present shall be necessary to pass any amendment to the By Laws.

## **ARTICLE X: OPERATIONAL GUIDELINES AND RULES**

1. For the purpose of regulating and conducting the activities of the Association, the Board of Directors shall establish such operational guidelines and rules as they may, in their discretion, deem appropriate.

2. The activities of the Association being of a recreational nature, and those who participate recognizing the hazards of such participation, all Team Managers and participants agree that they shall in no way hold the Portland Volleyball Association, Inc., its Officers, agents, employees, or representatives, nor the City of Portland, Oregon, Bureau of Parks and Recreation, liable for any injury that occurs as a result of their participation in any activities of the Association.

3. A team shall not be allowed to solicit or sell any promotional material for its benefit, unless authorized by the City of Portland and the Executive Board of the Portland Volleyball Association.

## **ARTICLE XI: COMMITTEES**

The President shall be authorized to appoint such Standing Committees as necessary for the proper functioning of the Association.

## **ARTICLE XII: DISSOLUTION**

The Portland Volleyball Association is not organized or operated for the financial benefit of any individual or group of individuals. Therefore, in the event of dissolution, all monies remaining in the treasury after payment of all bills will be distributed to the City of Portland for use in the Recreation Division of Parks and Recreation.

## **OFFICIALS DIVISION:**

The Portland Volleyball Officials Association is directly under the Portland Volleyball Association.

## **QUALIFICATIONS FOR MEMBERSHIP:**

To qualify for membership in this organization the applicant shall:

1. Be 21 years of age or older.
2. Attend all Official's meetings and training sessions in accordance with the rules of this organization as contained herein.
3. Pass a written test of knowledge of the rules.
4. Be in good physical condition.

5. Pass a test of ability to conduct matches properly on the court to the satisfaction of the PVA Assigning Official and/or designated evaluator.
6. Subscribe him/herself to follow the code of ethics established by this organization.
7. Not have been barred from another organization.

The Board of Directors of the Portland Volleyball Association may suspend any member who has shown incompetence, irresponsibility, violations of officiating ethics, or failure to fulfill the obligations of membership otherwise. Said member will remain suspended until an appeal before the PVA Board. The suspended member shall have the right to appeal to the Board of Directors, whose decision shall be final.

#### **ADMINISTRATION:**

The Assigning Official's responsibilities shall be to assign all Portland Volleyball Association matches and others as needed.

- a) Members shall be assigned so that each will receive his/her fair share of games, according to ability level.
- b) An Official shall not, if possible, be assigned to officiate a game of any team that he/she has been remotely connected with.

#### **PROCEDURES AND POLICIES:**

The scale of fees to be paid each Official per match, will be established by the Executive Board. Payments are to be made at the conclusion of each half.

The Officials Association shall conduct a series of meetings and/or clinics yearly at a time and place determined by the Assigning Official. Failure to attend meetings and clinics will result in the Official not receiving any assignments for the season.

All assignments will be made by the Assigning Official. Should an Official, after receiving an assignment, be unable to officiate, the Official is to contact the Assigning Official to cancel that assignment. Any Official giving their assignment to another Official will be penalized.

Any Official appearing at a game to which he/she has been assigned, appearing to be under the influence of alcohol or drug shall be

subject to immediate suspension for the remainder of the season.

An Official shall give at least twenty-four (24) hours notice to the Assigning Official when declining an assignment.

An Official who makes a practice of canceling after being assigned shall be penalized by not being assigned any future matches.

An Official who gives their assignment(s) to another Official after being given assignments shall be penalized losing assignments already assigned and by not being assigned any future matches.

Officials who make a practice of arriving late at matches shall be penalized by not being assigned any future matches.

Failure to report game scores will result in a fine of ten (\$10) per match. Monies from the fines shall be placed in the Association treasury to be disbursed at the discretion of the Portland Volleyball Association Executive Board.

In instances of player ejection from a match, the Official involved must submit an oral and written report to the Assigning Official within twenty-four (24) hours of the event.

An Official shall not threaten to suspend players from the program.

When a member is determined to be guilty of any of the above mentioned violations of the Portland Volleyball Association By Laws, the Board may prescribe and levy such penalty, which in its judgement may be fitting and proper for the preservation, integrity and honor of the Officials Association.

## CODE:

The officiating of volleyball matches is a responsibility that demands professional performance for a program of amateur players. The Official must be a person of unimpeachable integrity, absolute fair and impartial, capable and efficient, with a desire to help the game and those participating. To establish this standard of conduct for this organization, the members of the Officials Association shall subscribe to this Code:

a) To appear PROMPTLY at all matches, at least fifteen (15) minutes prior to match time, in a clean and neat uniform. An Official is required to be in uniform while conducting any and all matches. The official uniform will be determined by the Board.

b) To make all decisions immediately, blow the whistle, show the appropriate hand signals and to display alertness and confidence.

- c) To keep the match under complete control at all times. Yellow and Red Card procedures must be assessed as warranted.
- d) To exercise integrity and unbiased judgement toward all concerned.
- e) To refrain from criticizing the work and decisions of another Official.
- f) To refrain from excessive fraternizing with players and/or spectators during a match.
- g) To always use good common sense and judgement in all difficult situations.
- h) To refrain from using his/her official authority during any match in which he/she participates as a player.

The duties of the Official will be to see that the playing area is ready for play 15 minutes before the match is scheduled to start and to start the match on time. The net must be set up to the proper height and tension so that the ball will rebound off the net.

All matches will consist of three full games. All games will be rally scoring. The first two games will be played to twenty five (25); the third game will be played to fifteen (15). Tournaments will follow a format established by Tournament Directors.

## THE PROGRAM:

These By Laws are the results of experience and organization which began in 1969.

Public interest in volleyball has developed in remarkable style. One of the increasingly popular group and recreation sports, volleyball is popular with all ages. Because of this increase in popularity, Portland Parks and Recreation department started a formal league in 1969. The program's development subsequently became the Portland Volleyball Association.

The organization shall make its own policies and administer this program for the general good of all its members. During the years of its existence, the organization has grown and prospered. Revision of the organization in various phases has been made from experience gained and this edition carries all the amendments.

## SEASONS OF PLAY:



FALL - September through December  
WINTER - January through March  
SPRING - March/April through June  
SUMMER (sand and grass) - June through August

## **MEMBERSHIP DIVISIONS:**

MENS - Leagues are composed of teams that desire to participate in recreational competition.

WOMENS - Leagues are composed of teams that desire to participate in recreational competition.

COED - Leagues are composed of teams that desire to participate in recreational competition.

## **REGISTRATION OF PLAYERS:**

Players in the Association shall register on official application forms (teams and players). Team applications shall not be accepted without the membership fee being paid. Player forms must be signed by the player to be official. A player is not eligible for play until his/her application has been accepted by the Portland Volleyball Association.

A player may register with only one team in any single division.  
Example: Mens Division, Womens Division, or Coed Division.

## **TEAM FEES:**

Team fees will be established by the Board of Directors. Refunds to any registered team dropping prior to the start of any season shall be pro-rated.

This pro-rate will be applied as follows:

Withdrawal prior to the Manager's Meeting: 75% refund.

Withdrawal after Manager's Meeting, but before the first week of scheduled play: 50% refund.

Withdrawal before the midpoint of the play season: 20% refund.

Withdrawal after the midpoint of the play season: No refund.

## **SECOND HALF TEAMS:**

Teams registering for the second half only will pay 50% of the original season fee plus an additional \$15.

### **PLAYER RELEASE:**

A player may be released from a team's roster by a Team Manager's signature on a player release form.

### **PLAYER LIMIT:**

A team may have a maximum of twelve (12) players on its active roster.

### **PLAYERS POOL:**

Any player can be in the Players Pool. The player must be registered on a current team. Within any Division, players pool players may only substitute onto a higher level team. Exception: The lowest three Coed leagues may substitute anywhere. Cross-division players may substitute straight across: for example, a Coed B player may substitute onto a Womens B team and visa versa.

A players pool player cannot be used if six or more of the regular team are there at match time. The Official must be notified at the coin toss that there is players pool player being used and who it is. This will prevent any abuse of the Players Pool system.

### **AWARDS:**

The Portland Volleyball Association shall provide suitable awards to overall league champions.

### **ELIGIBILITY OF PLAYERS:**

All players in the Association shall be amateurs. Amateur for the purpose of competition in the Association shall be one who competes in volleyball solely for the pleasure, physical, mental or social benefits he/she derives therefrom, and who has not disqualified him/herself in any of the following acts:

1. By competing under an assumed name.
2. Being guilty of fraud or extreme unsportsmanlike conduct.
3. By directly or indirectly receiving pay or other remuneration for playing volleyball in this or any other volleyball organization.

### **SCHEDULING:**

The scheduling of all season league matches will utilize the

Association's software scheduling program. The scheduling will be done by the Portland Volleyball Association. Copies will be mailed to each Team Manager.

The assignment of Officials will be done by a person contracted by the Board of Directors, the Assigning Official.

At the discretion of the Board, league play will result in four (4) teams having the best over-all record or score in each league. These four (4) teams will have a play-off for over-all league champion. A readjustment of teams within a Division may be made at the end of the first half for the purpose of equalizing the competition.

### **FORFEITURES:**

1. Teams failing to appear at the scheduled match time will forfeit the first game. If at ten (10) minutes after the scheduled start time, the team does not have the mandatory number of players to start the match, the match will be forfeited.

2. Team forfeiting two (2) matches within one season will result in that team being suspended from the league. No team fee will be refunded. A \$35 forfeit fee will be required, if the team requests to re-enter the league.

### **PROTESTS AND PROCEDURE:**

1. A filing fee of \$35 must accompany each protest. If the protest is allowed, the fee is returned. Otherwise, it reverts to the treasury.

2. Whenever a protestable situation arises during a match, the Captain or Manager of the protesting team shall immediately notify the Official and the opposing Manager, before the next serve, that the match is being played under protest from that point. This will provide all interested persons with an opportunity to take notice of the conditions surrounding the protest and will aid in the proper determination of the issue. A team failing to follow this procedure may forfeit its right to file an official protest.

3. All protests, which are based on rule interpretations or player eligibility only must be in writing and submitted to the Portland Volleyball Association within 24 hours of the match in question. All circumstances must be clearly stated. Give the rule and the violation of the RULES OF PLAY: USA Rules with Park Bureau Differences.

### **GYMNASIUM RULES:**

Teams using the Portland Public Schools or Community Centers will be

held responsible for the conduct of their players and the spectators while they are occupying the facility.

In case of damage to school or center equipment, the teams using the facility at the time shall be assessed their equal share of the damages.

There shall be no smoking within school or center buildings.

Players and spectators shall not enter any room other than the gymnasium, the storage room, and the rest rooms.

Each team is responsible for a visible scoreboard. A team without a scoreboard will automatically lose all coin tosses.

Supplements to the regulations governing the play in this program may be issued by the Portland Volleyball Association or Portland Parks and Recreation, as they are needed from time to time.

## **PERSONAL BEHAVIOR:**

There shall be certain standards of conduct expected from every member and person associated with a team. Teams will be held responsible for the actions of their members. A player, Manager, Coach or person(s) connected with a team shall not commit any of the following violations:

- a. Lay a hand on an Official.
- b. Delay the match with stalling tactics.
- c. Use vulgar or abusive language.
- d. Smoke in any school district, community center, or outdoor volleyball facility.
- e. Engage in a fight with either a player, spectator, or an Official.
- f. Engage in any unsportsmanlike conduct.
- g. Consume alcoholic beverages on the premises during a volleyball match.
- h. Drug and alcohol use is prohibited.

In the event of such violation of conduct, the Official and/or authorized persons shall immediately suspend the offender from the match and/or premises, and shall make a written report to the Portland Volleyball Association for further action regarding the status of the member, person(s) and/or team.

## ALCOHOLIC BEVERAGES AND/OR ILLEGAL SUBSTANCE:

A ball player found consuming alcohol or using an illegal substance during his/her game at any public recreational facility will be suspended from the program for not more than four (4) league matches and not less than two (2) league matches. The team will be put on probation for the same period of time. Upon second offense by this team, the team will be dropped from the program.

Each member of the Portland Volleyball Association Board of Directors shall be considered an "authorized person" and shall have the power to suspend in accordance with this article. The suspension shall be in effect until reviewed by the Portland Volleyball Association for further action.

## DISCIPLINARY GUIDELINES:

1. PHYSICAL ABUSE OF AN OFFICIAL:
  - A. Intentional
  - B. Flagrant
  - C. Intimidating
2. PHYSICAL ABUSE OF ANOTHER PLAYER OR SPECTATOR:
  - A. Intentional
  - B. Flagrant
3. SEVERE VERBAL ABUSE OF AN OFFICIAL:
  - A. Profanity or threats
  - B. Harassment
4. UNSPORTSMANLIKE CONDUCT
5. JUDGEMENT RULE PROTEST
6. VALID RULE PROTEST
7. INELIGIBLE PLAYER(S)
  - A. League Play
  - B. Play-off Play
  - C. Tournament Play.

## RECOMMENDED MINIMUM BOARD ACTION:

### INFRACTION

NUMBER:    ACTION:

- 1.A.        Suspension for one or two matches with probation for the remainder of the season.
- 1.B.        Suspension for three or four matches with probation for the remainder of the season.
- 1.C.        Suspension for the remainder of the season, subject to Board approval to play the following season.
- 2.A.        Suspension for one or two games, with probation for the remainder of the season.
- 2.B.        Suspension for the remainder of the season, subject to Board approval to play the following season.
- 3.A.        Suspension for one or two games, with probation for the remainder of the season.
- 3.B.        Probation for the remainder of the season, with possible suspension for one or two games.
- 4.          Ruling by the Board based on severity of offense, with possible probation.
- 5.          Judgement calls are not protestable actions and therefore cannot be acted upon.
- 6.          Rule according to the Rule as it is stated.
- 7.A.        Probation for the remainder of the season, with possible suspension for one or two games. This includes the team Manager and the offending player.
- 7.B.        Loss of the match.
- 7.C.        The team is suspended from further tournament play.