

Between The Lines

The Official Newsletter of the Southeast Hockey Officials Association

March/April 2003

Message From the President

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Next Meeting

Thursday, April 24, 2003

7:30PM

George C. Marshall High

7731 Leesburg Pike, Falls

Church VA

About BTL:

Between The Lines is published regularly by the Southeast Hockey Officials Association. (SHOA)

Member comments and article submissions are always welcome and should be sent to Tom LaTona, SHOA Secretary and BTL Editor, at tlatona@dellepro.com.

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*By Bill Hughes
SHOA President*

Goal Setting

The passing of the Capital Beltway Hockey League, Southeast District and National youth tournaments marks the transition from winter hockey to summer. Now is a great time to reflect on your game and your accomplishments this year and start to think of setting goals for next year. It was at this time last year that I did just that.

Preparing myself to attend the Eastern Instructors Camp at Lake Placid, I began thinking about what I needed to do to improve and determining how far I could go. I quickly found that the three SHOA members who attended had the least experience in the group. I knew that to improve, I had a lot of work to do. I had to get in better shape. I had to improve my skating and, above all, rule knowledge. These were important to passing the level 4 test again.

I talked frankly, no holds barred, with several officials on what other high level officials see regarding my abilities and what they thought I needed to do to improve. Some would say "don't ask the question that you don't want the answer to," but I really needed to hear what was being said around the ref rooms from the top tier officials if I wanted to improve. And you have to make sure they know you really want to hear it all without sugar-coating and without regard for your feelings. It was interesting to hear. I took the critiques as a challenge to improve.

Looking at the schedule for the area, I realized there were some great opportunities and decided to work to get selected for a district and a national assignment.

To get there, I got in better shape with more weight workouts and more running up until it snowed. Working less games but focused on skating only upper youth and high school levels, I found that I was more involved with the games, fresher, and stronger than in years past. In fact, I am fresher now after the nationals than I was in October. No one was happier to get the email saying that I was selected for a national assignment as an on ice official. The effort paid off.

Now is the time to look at what you want to accomplish next year -- referee the Tier I MSHL or NVSHL final; Midget or PeeWee

CBHL final -- set a goal and start working to it. It starts now by improving your conditioning and with the seminars in the summer. As we say in my other life, "See you on the objective."

JOHN ROBINSON RETIRES

Long time SHOA member John "JR" Robinson has announced that he is hanging up his skates after 30 years as an official. His service to the game was recognized at the Midget National Tournament at The Gardens Ice House in early April. Look forward to a feature on JR and his career in a future newsletter.

AT THE NEXT SHOA MEETING ON 4/24/2003 IN FALLS CHURCH, CONSTITUTIONAL CHANGES WILL BE VOTED ON. THIS COULD BE A VERY IMPORTANT MEETING TO ATTEND.

THE MEETING WILL TAKE PLACE IN THE CAFETERIA AT GEORGE MARSHALL HIGH SCHOOL IN FALLS CHURCH VA. SIMPLY TAKE ROUTE 7 OFF THE WASHINGTON BELTWAY IN NORTHERN VIRGINIA AND HEAD EAST OR INSIDE THE BELTWAY AND THE HIGHSCHOOL WILL BE ON YOUR RIGHT SIDE AFTER GOING NOT MUCH MORE THAN A MILE.

“YOU LOVE HOCKEY MORE THAN YOU LOVE ME”

By Tom LaTona

Have you ever heard this said to you? “You’re doing so many games”. “You love hockey more than you love me”. “I was hoping we could clean the garage this afternoon but I guess I’ll just have to do it myself while you are playing with your hockey reffing”. There are probably plenty of other terms and lectures that we have all gotten in addition to this. If you are a newly-wed or soon to be wed, you are probably hearing it a lot. If you have been married a long time, you probably aren’t hearing it much if you are hearing it at all.

First and foremost, there is a two way street here. First, officiating is a part of each and every one of us. No one can decide...“well, I like this part of you and that part of you but that part that refs all the hockey games I don’t like so we will cut that part out”. It just doesn’t work that way. Once we have properly established that, we have to address the other side of the equation. We constantly have to remind our significant others how much we appreciate the sacrifices they make so that we can do the officiating that we enjoy. If we aren’t doing that on a regular basis then the following tidbits of helpful lines and suggestions won’t do you much good at all.

Now, how do we deal with some of these statements? Common complaint. “You love hockey more than you love me!” “But honey, I love you more than I love Basketball” was my answer but I don’t recommend that to everyone. If your relationship is at all on the rocks, that is probably not a good thing to say but I used it several years ago and I am still married (to the same wife) so if the relationship is pretty strong the come back of such absurdity illustrates the absurdity of the original

statement. However, there might be more to it than just that. There might be a problem and ignoring it is not the answer. Addressing it is. The question is “How?”. I would say that the first thing to do is be a listener. That is easier for some than it is for others but it is very important in my opinion. Once the listening is done you are in a good position to assess it and you are the one who knows best about where to go from there.

My favorite approach to any situation that appears like a bad one on the surface is to try and find a way to turn it into a positive. That is not always possible but some times it is with officiating. Ask some questions to yourself. How can this enhance our relationship? Having that significant other attend one of your games on a Friday or Saturday night with a dinner at a fine restaurant after the game is often a fine trade-off. Taking a shower after the game so that you don’t stink at the restaurant is also a good idea. Let her know how much you appreciate her fitting your hockey game into her evening. That should make her feel good about herself. Once you have done that, your chances for a successful evening are good as well as a successful relationship (or at least one that won’t get ruined by hockey). If you go on a week-end trip (like for example...Easton!!!!) there are all kinds of waterfront shopping and sight seeing she can do while you are doing your games. It can become something special rather than something that puts a bad taste in someone’s mouth. Find ways to work it into your relationship whatever that relationship may be.

Another little pointer can be getting the significant other involved with planning your officiating schedule. Show her the games on the computer and consult her of what dates and times she thinks would be good to do games. If the reffing income is not needed

for survival, ask her stuff like “what do you think we should do with the referee check when it comes in?” “After all, the added workload on you as a result of me being out reffing means that you are earning this money just as much as I am”. Make her feel like part of your officiating efforts. The exact things to say and do in accomplishing that goal is something you would know better than me (I hope).

When my son was first born I was hearing about how I was doing too many hockey games. We didn't need the money at the time so what I did was set up a bank account in my son's name. I told my wife that every dollar earned reffing hockey games was going into her baby's bank account. What does that create in this new mother's mind? Telling you not to ref as many hockey games is taking money out of her precious little newborn's pocket and financial future. In most cases your wife (that new mother) will encourage you to officiate games and enjoy watching her new little baby's bank account start to slowly grow. Don't be surprised when you come home from work and find that your wife has washed your uniform without you even asking her to.

Once you have cemented your relationship with that significant other and she knows that you aren't going anywhere, the games tend to be less and less of a problem. Again, it is a two way street. Time spent at the rink is time spent away from the relationship. She needs to let you do your thing but you need to express your appreciation for her patience. No one likes to feel like they are taken for granted. Some marriages actually benefit from one partner being out a lot reffing hockey games. If it works don't fix it. On the other hand, some officials do have to reduce the amount of

games they do to accommodate their marriage or relationship. Some relationships also have deeper problems where hockey reffing is used as a scapegoat. Again, that is where the listening comes in and from that you find out whether the real problems are solvable or not.

The point is, we like to officiate and we like to have that significant other. If you can't remember the last time you let her know how much you appreciate her patience for your officiating then you are probably way overdue in letting her know. Get her something nice with that referee income and let her know where it came from and then tell her she earned it just as much as you did. The two can co-exist very well together but it takes work. Never underestimate that task and when you see another official's wife or significant other at a hockey game, treat her with that high level of respect that she truly deserves.

Rants and Raves from the Treasurer

By Dave Boyer

Actually, the title of this article is a misnomer. I don't actually plan to rant and rave, but rather state the obvious, which we go through at this time of year, every year. We are getting to that point in the season where we need to wrap up our accounting for the season, settle up outstanding issues and get on to the business of 2003-2004.

In order to clean up our books at the end of the season, we need get everyone on the same sheet of music, so that I can pay people and get an accurate picture of how much money we have in the kitty at season's end. To that point, there are three submission dates you need to be aware of, that we use to close up accounting holes. If you screw these dates up, after they are put in writing for you, grab a mirror; it's your fault. These dates are:

- May 31 – All Winter Season Games must be claimed by this date. Since all the youth winter programs are long done and all the Senior Leagues are into their summer schedule. After this date, **Winter Games will not be paid.**
- June 10 – All Spring/Summer Season games played through May 31 must be claimed. After this date, **Spring/Summer games played through May 31, will not be paid.**
- November 10 – All Spring Summer League games played between June 1 and October 1, must be claimed by this date. After this date, **Spring/Summer games will not be paid.**

Your games worked sheets need to be in the Treasurer's hands by these dates in order to get paid for the games specified. These deadlines are established in order to give the organization a complete picture of it's accounting data prior to State and Federal Tax document filing. SHOA files it's tax documentation on a fiscal year basis, so everything needs to wrap up as quickly and neatly after May 31 as possible.

One item that always seems to get lost in the shuffle at the end of the winter season is wrapping up Atlantic Metro Hockey League (Little Caps) game payments. The AMHL closes it's books sooner than we do. If you have AMHL League games to claim (where we use the AMHL voucher), do it **NOW**. Send any completed vouchers to me ASAP. The league tends to lock up it's database for the year around May 1, so the April submission will be last time the AMHL will entertain the idea of writing checks for Winter 2002-2003.

Lastly, as this season draws to a close, I'd like to thank everyone for his or her patience and assistance throughout the course of the season. Largely, it's been a good year. Payrolls have run pretty smoothly, give or take a snow-out here or there. The Schedulers have done yeoman work keeping the data straight and their efforts have made this season go much more smoothly, than previous years. Randy Brawley and Scott Pomento have kept the data-submission process on target all year. Jerry Gibbons has kept the bills moving and the money pouring in. Steve Edwards has been at my house at 3am signing checks so that people could get paid and Bill Hughes has beaten several customers into submission. It takes a lot of effort to keep the organization running and I could not do my part without help of all of you.

Proposed constitutional changes to be voted on at the SHOA MEETING ON 4/24/2003
My advice to you the reader is to pull the constitution from the SHOA website and view the differences.

Section 1 : The operations and activities of the Association shall be based on the fiscal year beginning on June 1 of each calendar year and ending on May 31 of the following calendar year

ARTICLE II : PURPOSE

ARTICLE III : The ORGANIZATION

Section 1 : This organization is duly established as the Southeastern Hockey Officials' Association, Incorporated (hereinafter referred to as, "the Association" or "SHOA").

Section 2 : The Association shall be organized under the laws of the State of Maryland as a non-stock, not-for-profit corporation and shall register with the United States Internal Revenue Service as a tax-exempt organization under the provisions of Section 501c(3) of the Internal Revenue Code.

Section 3 : The Association shall issue no stock nor shall it pay dividends of any kind. Any excess of income over expenses derived as a result of operations shall be returned to the general fund(s).

Section 4 : The Association shall generally conduct its operations within, but not necessarily limited to, the District of Columbia, the State of Maryland, and the Commonwealth of Virginia.

Section 5 : Association is established for the following purposes:

A. Foster the development and growth of amateur ice hockey by providing trained and impartial officiating services to amateur hockey organizations operating within the SHOA area of responsibility.

B. Assist in the character development of youth hockey players by instilling the ideals of citizenship, sportsmanship, fair play, and sacrifice through participation in competitive hockey.

C. Provide adult leagues and players with a fair and orderly playing environment.

D. Recruit and train interested individuals to provide skilled and impartial hockey officiating services.

E. Provide appropriate support services to its members, to include training, game scheduling, supervision, game fee

negotiation and contracting, fee collection from subscriber organizations, and making payment to individual members on behalf of such organizations.

Section 6 : The association shall generally subscribe to the philosophy, principles, rules, and regulations of USA Hockey, Inc. and of the Potomac Valley Amateur Hockey Association (PVAHA), which is the USA Hockey Affiliate Association exercising exclusive jurisdiction over USA Hockey programs within the SHOA area of responsibility. SHOA shall specifically subscribe to USA Hockey standards relating to equipment and safety, player registration and eligibility, ice hockey officials registration and eligibility, playing rules, and officiating procedures.

ARTICLE IV : MEMBERSHIP

Section 1 : Eligibility. Membership in the Association shall be restricted to individuals who satisfy the following criteria:

- A.** Demonstration of an acceptable level of physical ability, emotional stability, and soundness of judgment, consistent with the requirements of hockey officiating, as determined by vote of the SHOA

membership.

- B.** Submission of a completed membership application on a form provided by SHOA.
- C.** Registration as an Allied Member the Officials Section of USA Hockey.
- D.** Completion of all tests and other criteria specified by USA Hockey, to include attendance at an annual USA Hockey Officiating Seminar.

Section 2 : Acceptance.

- A.** The Board of Directors may, at its discretion, make appropriate recommendations to the membership regarding the acceptability of any applicant.
- B.** By accepting membership, each individual agrees to abide by the rules and regulations of the Association as set forth in this Constitution and such Standard Operating Procedures and other relevant directives as may be duly enacted.

Section 3 : Membership Categories.

There shall be four categories of membership:

- A.** Provisional.
Automatically conferred on applicants who have submitted a completed membership application but have not yet completed other requirements specified in Section 3.B. Provisional members may fully participate in SHOA activities and may, after completing USA Hockey registration and receiving SHOA New Member Indoctination through the Director of Evaluations and Training, receive game assignments, but may not participate in debate, vote, or hold office.
- B.** Associate.
Conferred on Provisional members upon completion of USA Hockey registration and testing requirements, attendance at a minimum of two membership meetings, completion of a minimum five SHOA assignments, and upon the

affirmative vote of a majority of the Active members at any general meeting or special meeting called for that purpose. It shall be automatically conferred on any Active members who have not met participation requirements specified in Section 3.C by the end of the Fiscal Year. Associate members may participate in all of the activities of the Association, to include participation in debate, but may not vote or hold office.

- C.** Active.
Conferred upon Associate members who have been Provisional or Associate members for one calendar year and upon completion of USA Hockey registration and testing requirements, attendance at a minimum of three membership meetings, completion of a minimum of twenty-five SHOA officiating assignments,

and upon the affirmative vote of the majority of the Active members at any general meeting or special meeting called for that purpose. Active members may participate in all of the activities of SHOA, may participate in debate, and are eligible to vote and hold office. Active members who attend a minimum of three membership meetings and complete a minimum of twenty-five SHOA officiating assignments during a fiscal year shall automatically maintain Active status for the following fiscal year. The minimum number of membership meetings attended by member(s) in a year to attain/maintain Active status may be reduced to a value fewer than three as an exception authorized by the Board for that prior year. Such a reduction may be considered by the Board only if

extreme weather or other unforeseen circumstances preclude the conduct of a suitable number of membership meetings in that same year, or for any other reason agreed to by the Board. Members may substitute for attendance credit one excused absence due to a skating assignment that starts prior to 10pm of the night of the meeting.

D. Honorary. May be conferred on those persons who have distinguished themselves or made significant contributions to amateur hockey, consistent with the purpose of SHOA. Candidates for Honorary membership shall be nominated by majority vote of the Board of Directors and elected by two-thirds of the Active members. An honorary member shall have no voting privileges.

Section 4 : Transfers.

- A.** Former SHOA members who hold current USA Hockey officiating credentials in another area or organization and who apply for reinstatement may be accorded Associate or Active membership as recommended by the Board of Directors and affirmed by majority vote of the Active members. Determination will be based on case-by-case review of the level and frequency of officiating activity conducted in the former area or organization.
- B.** Former SHOA members applying for reinstatement who do not hold current USA Hockey officiating credentials will be accorded Associate membership in accordance with section 3b.
- C.** Individuals holding current USA Hockey officiating credentials who apply for membership in SHOA but who are not former

SHOA members will be accorded Provisional membership in accordance with Section 3a.

Section 5 : Duties and Responsibilities.

- A.** Except as provided for in Article 3, members are entitled to attend all general and special meetings, participate in debate, serve on committees, hold office, pay duly assessed dues and other fees, and officiate in hockey games over which the Association has assignment authority.
- B.** Each member is individually responsible for meeting the participation requirements established for each category of membership, as specified in Article 3. Completion of participation requirements for automatically maintaining Active status shall be based on the Association's fiscal year.
- C.** Active members who do not complete specified participation

requirements will automatically become Associate members at the beginning of the next fiscal year. Active membership status will be restored upon the affirmative vote of the majority of the Active members present at any general or special meeting called for that purpose. Prior to any vote for restoration to Active membership, the member shall have completed current USA Hockey registration and testing requirements, shall have attended a minimum of three membership meetings during the prior calendar year, and shall have completed a minimum of twenty-five SHOA officiating assignments during the calendar year.

ARTICLE V : ADMINISTRATION

Section 1 : Board of Directors. Administrative and operating authority within the Association shall be vested in a Board of Directors (hereinafter

referred to as the Board), which shall consist of five Officers and four Directors, each and all of whom shall be elected at the Annual Meeting by majority vote of the Active members. The officers shall include a President, a Vice President for Management, a Vice President for Game Operations, a Secretary, and a Treasurer. Directors shall include a Director of Information Services, a Director of Evaluation and Training, Director of Scheduling Operations, and a Director of Officiating Standards. Each officer or director shall have one vote. Adjunct members of the board include the Webmaster, and the rink schedulers shall be nominated by the President and confirmed by majority vote of the Officers and the Directors. Adjunct members may participate in board meetings and debate issues but do not vote. Officers, Directors, and Adjunct board members shall have attained the age of 18 years prior to installation to office.

Section 2 : Authority. The Board shall collectively be responsible for the overall management and direction of the Association and is empowered to levy and collect appropriate fines and fees, make recommendations related to applications for membership, temporarily suspend members for violation of performance or disciplinary standards, as specified in Article V, and

make recommendations to the membership concerning the expulsion of members. In addition, it shall maintain a manual of Standard Operating Procedures which shall define the Association's policies, practices, and procedures. Changes shall be developed and implemented as necessary. Those that establish or change policy shall require approval by majority vote of the Active members.

Section 3 : Duties.

A. President.
Serves as Chief Executive Officer of the Association and, as such, has ultimate responsibility for conducting its affairs in accordance with the Constitution and such Standard Operating Procedures as may be enacted. Presides at all Board meetings, general membership meetings, and such special meetings as may be necessary and appropriate. Serves as the sole representative of the Association to USA Hockey, PVAHA, subscriber organizations, sister organizations, and the general

public except when such functions are duly delegated to other officers, directors, or members. Appoints members to serve on standing or special committees, and generally conducts the affairs of the Association with the advice and concurrence of the Board. Has check signing authority. Delegates check signing authority to the Vice President for Management and to the Secretary.

B. Vice President for Management.
Serves as Controller of the Association and is generally responsible for developing, implementing, and overseeing such management procedures and practices as may be necessary to ensure the efficiency, effectiveness, and accountability of the Association's business interests. Chairs a Management Committee to plan and carry

out appropriate tasks and administer contracts and activities. Responsible for all contract administration functions: to include negotiation of terms and conditions for the Association's services, drafting of contracts for such services, and the administration of such contracts so long as they remain in force. Manages the Association's insurance program and serves as insurance Risk Management Coordinator; implements the USA Hockey Catastrophic Injury and Hockey Liability coverages within the Association and arranges for such supplemental personal injury and comprehensive liability protection as may be necessary and appropriate. In coordination with the Treasurer, conducts and manages monthly client billing and correspondence related to

collection of fees. Develops, implements, and applies appropriate internal audit and control procedures to assure the integrity and accountability of the Association's financial and management structures, and annually causes a formal audit of the Association's financial condition to be conducted with a final report posted on the members only area of the Association website not later than one month after the completion of the audit.

C. Vice President for Operations. Serves as Chief Operating Officer of the Association and is generally responsible for coordination its officiating activities. Chairs an Operations Committee to plan and carry out appropriate tasks and activities. Determines requirements for game officials and assures that resulting officiating assignments are

equitably distributed among members, consistent with individual proficiency levels and skill classifications. Develops Association policy for relating proficiency levels and skill classifications to age group and competitive levels, subject to approval of the Board. Assigns officials to all tournament and playoff games over which the Association exercises assignment authority. Represents the Association in matters pertaining to disposition of player suspensions and other disciplinary matters relating to violations of the playing authorities, with the concurrence of the Board.

D. Secretary. Establishes and maintains the records of the Association, which shall include the minutes of all Board, Membership and Special meetings. Signs all contracts,

leases, correspondence, and other official documents in the name of the Association, as authorized by the Board. Maintains disciplinary records on members. Gives due notice of all Board, Membership, and Special meeting, and maintains attendance records for all such meetings. Periodically produces and distributes a newsletter or similar communication to inform the membership of developments or items of general interest. Maintains the membership records of the Association, causes the advancement of qualified Provisional members to Associate membership, and recommends advancement of qualified Associate members to Active membership. Annually, and prior to the Association's Annual Meeting, reviews the

records of each Active members not meeting duly constituted participation requirements to revert to Associate membership or to be dropped from the rolls, as appropriate. At the time of the Annual Meeting, furnishes the Secretary with a list of all bona fide Active members eligible to vote. Under takes appropriate activities to publicize and promote the activities of the Association and to recruit and enroll new Provisional members. Develops, produces, distributes, and maintains a directory of ices rinks located within the Association's area of responsibility, which shall include pertinent information addressing, at a minimum, street address, telephone number, travel directions, location of officials' dressing facilities, and similar information.

Coordinates posting of information on the organization website with the Webmaster.

E.

Treasurer.

Maintains custody of the Association's funds and such record as may be required by the Constitution, Standard Operating Procedures or by applicable Federal and State laws. Annually provides each member with a Statement of Miscellaneous Income and causes all tax returns and related reports required of the Association to be completed and filed. Maintains appropriate records of receipts and disbursements, bills for and collects all accounts and receivables, and satisfies all member accounts, and other Association obligations in a timely manner. Prepares a monthly financial operating statement which shall be available for

review at each general membership meeting and an Annual Report reflecting the overall financial condition of the Association, projected to the end of the fiscal year. The Annual Report shall be available for review at the Annual Meeting.
DELETE TERM LIMIT.

F. Director of Scheduling Operations [Master Scheduler]. Coordinates operations with the VP for Operations. Conducts centralized supervision of program and rink schedulers. In coordination with the rink schedulers, ensures weekend, holiday, and tournament commitments are fully staffed. Coordinates with schedulers on elevating officials into higher levels of games and coordinates approval of such assignments with the Officers. Closely coordinating with the VP for

Operations, develops playoff assignments for all youth and high school programs. Coordinates with Director of Officiating Standards and Director of Evaluations and Training for evaluation, training and disciplinary issues.

G. Director of Officiating Standards. Manages the quality assurance of officiating services provided by the Association. Investigates instances or allegations of misfeasance, malfeasance, or nonfeasance involving Officers, Directors, Adjunct Board Members or Members and makes appropriate recommendations. Monitors, or members and makes appropriate recommendations. Monitors results of the Association's evaluation program and provides guidance,

counseling, or advice to individual members, as appropriate. In matters pertaining to alleged misconduct or wrong doing, convenes a Judicial Committee consisting of a minimum of three and a maximum of seven disinterested Active members, none of whom shall be party to the accusation or allegation. Should the Director of Officiating Standards be party to any such action, the President will appoint another disinterested officer or director to chair the committee. Once convened, the committee must complete its investigation and report findings and recommendations to the Board within 30 days. Recommendations approved by the Board, but requiring action by the membership, will be placed on the agenda of the next scheduled membership meeting or at a

special meeting called for that purpose. Shall provide to the Secretary for signature and release all correspondence to members regarding disciplinary actions approved by the Board and/or membership. Copies of all correspondence sent or received pursuant to any disciplinary issue will be provided to the Secretary for retention and historical file completeness.

H. Director of Evaluations and Training. Recruits interested members and chairs the Evaluation and Training committee(s) to plan and carry out appropriate tasks and activities. Recruits members for the Evaluation and Training Committee. Develops and implements Association policy governing the training, evaluation, and skill progression of all members, and administers a structured evaluation

program to monitor individual proficiency using the guidelines set forth by USA Hockey in coordination with the USA Hockey Evaluation Directors for Maryland/DC and Northern Virginia. Administers a comprehensive training program, consistent with the policies and objectives of USA Hockey, and assists in the agenda of each membership meeting by planning and conducting one training presentation or guest speaker to be covered during the Membership meeting and plans and conducts such other training events at other times as may be considered necessary and appropriate. Coordinates directly with the Vice President for Operations to assure that members receive game assignments that foster their development, and with the Director of Officiating

Standards to resolve proficiency issues identified as a result of the evaluation process. Conducts New Member indoctrination session(s) with applicants for Provisional Membership whereby the cover

I. Director of Information Services. Coordinates and develops web and server applications. In coordination with the Webmaster, maintains appropriate and current information on the organization website. Seeks modern web applications from related websites in order to design ideas that promote the efficiency and effectiveness for the management of the organization and service to members and client organizations.

J. Webmaster. Serving as an Adjunct member of the Board, reports to the Director of Information Services regarding the

organization website operation and appearance. Manages content contained on the website and solicits additional material for posting. Recommends other good practices identified from other websites for use by SHOA. Identifies issues and problems identified through the website and other sources regarding the website operation.

K. Rink Schedulers. Reports to the Vice President for Operations and the Operations Manager and serves as Adjunct members of the Board. Coordinates with appropriate client organizations for game schedules and seeks certified officials, qualified at the level of play both by certification and by demonstrated ability, to officiate these games. Will use web scheduling tool or other

suitable means to provide the best possible officiating team to requested games and will assist with the development of new officials by introducing them into lower level games partnered with senior officials. Coordinates with Treasurer to ensure proper accountability for officials assignments and appropriate financial compensation therefore

Section 4 : Steering Committee. A Steering Committee, composed of all former Presidents who continue to hold current USA Hockey officiating credentials, shall be maintained to provide advice and assistance to the President, conduct studies or special projects, and perform such other duties as may be considered necessary and appropriate, as determined by the President.

Section 5 : Succession to Office.

A. In the event of the absence or incapacitation of the President, remaining Officers and Directors shall succeed to that office in the order listed in Section 3.

B. If by reason of

resignation, recall, or any other reason, an Officer or Director is no longer able to serve, the President shall appoint a replacement to serve on a temporary basis until the next scheduled general membership meeting, at which time a special election shall be held to fill the remainder of the unexpired term. If for any reason an Adjunct Board Member is no longer able to serve, the President shall appoint a replacement to serve on a temporary basis until the next scheduled Board meeting at which time the Officers and Directors shall vote to affirm the assignment by a majority vote of the Board Members present to fill the unexpired term.

Section 6 : Terms of Office. All Officers and Directors shall serve a term of one year, or until successors are elected, which shall coincide with the Association's Fiscal Year.

Section 7 : Recall from Office.

A. Officers, Directors, and Adjunct Board Members may be recalled from office for willful violation of the Constitution, mismanagement or misappropriation of the Association's funds or for instances of misfeasance, malfeasance, or nonfeasance which, in the opinion of a majority of the voting Board, warrants such recall.

B. Upon the concurrence of a majority of the voting Board in any recall resolution, the matter will be referred to the Active membership, which shall have final authority to remove an Officer or Director from office by affirmative vote of two-thirds of the eligible members present and voting.

C. Notwithstanding any action by the Board of Directors, a recall resolution may be introduced at any general membership

meeting by any Active member through appropriate motion. Upon seconding of the motion, the matter shall be tabled until the next general membership meeting, at which time full debate on the merits of the motion shall be heard, to include an opportunity for the Officer(s), Director(s), or Adjunct Board Members concerned to respond and present evidence or witnesses on their behalf. At the conclusion of debate, the motion shall be taken up and the Officer(s), Director(s), and/or Adjunct Board Members recalled upon two-thirds affirmative vote of the eligible Active members present and voting.

Section 8 : Indemnification.

- A.** No Officer, Director, or Adjunct Board Member shall be liable to the Association or any member or third parties for any mistake of judgment, negligent or

otherwise, except in the event of individual willful misconduct or bad faith. The Association shall indemnify and hold harmless each Officer and Director from and against all contractual liability arising out of contracts made by them on behalf of the Association, unless any such contract shall have been made in bad faith and except to the extent that any such liability is satisfied by insurance.

- B.** The Association shall indemnify and hold harmless others arising out of the due exercise of their responsibilities, unless their actions shall have been taken in bad faith.

ARTICLE VI : CONDUCT AND PROFICIENCY

- Section 1 :** It is the implied duty and responsibility of every member of the Association to conduct himself/herself in a manner that reflects credit on the Association and USA Hockey both on and off the ice. Incidents of misconduct on the part of any member at any game or other activity sanctioned by the Association, including

travel to and from such activities which, in the opinion of a majority of the Board violates the spirit of this section, may consider appropriate.

Section 2 : No member of the Association shall use, carry, or condone the use of any illegal substance in any form except for drugs prescribed by a physician for a specific purpose. No Member shall consume alcoholic beverages prior to providing officiating services. No Member shall possess firearms within the confines of a customer facility, unless they are occupationally required to do so, providing said firearm is secured prior to rendering officiating services.

Section 3 : Each Associate and Active member has the right and obligation to make known incidents or allegations of misconduct or wrong doing by any other member. Such incidents or allegations shall be made known to the Director of Officiating Standards, either orally or in writing. The Director of Officiating Standards may, at his/her discretion, convene a Judicial Committee to investigate the facts and circumstances and make appropriate recommendations to the Board.

Section 4 : Any member so investigated shall be notified of the nature of the charges and shall be provided an opportunity to respond, to include the opportunity to introduce evidence and produce

witnesses in his/her behalf.

Section 5 : The Board of Directors, after considering the findings and recommendations of the Judicial Committee, shall have the authority to recommend expulsion for membership or impose any or all of the following lesser sanctions.

- A.** Monetary fines as listed in the Standard Operating Procedures.
- B.** Suspension for certain specified periods as listed in the Standard Operating Procedures.
- C.** Frequency of games worked.
- D.** Levels of games worked.
- E.** Limitations on on-ice partners subject to scheduler/VP for Game Operations approval.
- F.** Required training or refresher training to be completed prior to returning to the ice or being permitted to raise level of games.
- G.** Completed formal evaluations prior to assignment at higher level games.
- H.** Written apologies to

offended
organizations
and/or
individuals.

Section 6 : Imposition of penalties listed in Section 5A-H above shall require a majority vote of the Board. Imposition of expulsion from membership shall require an affirmative majority vote of the Board and a two-thirds affirmative vote, by secret ballot, of the Active members present and voting at any regular meeting on which the matter of expulsion is on the agenda or any special meeting called for that purpose.

Section 7 : A member who is fined or suspended by action of the Board may appeal the action to the general membership, which shall sustain or reverse the action by majority vote. The decision of the membership shall be final. Any fine or suspension so appealed shall be held in abeyance pending action by the membership. A member who is expelled from the Association by two-thirds affirmative vote of the eligible Active members present and voting, the motion to reconsider shall have failed and the expulsion shall be final. If two-thirds of the eligible voting members concur in reconsideration, the matter of expulsion shall again be taken up and, by voting, the matter of expulsion shall be affirmed or reversed.

Section 8 : A member is expected to attain and maintain a level

of physical and technical proficiency commensurate with the requirements of the age group(s) and competitive level(s) serviced by the individual. Should information obtained from evaluation reports or any other source indicate an unsatisfactory level of proficiency, the Director of Officiating Standards, either individually or through committee, will review the official's performance and initiate appropriate remedial action.

Section 9 : In cases where performance deficiencies are substantiated, the Director of Officiating Standards may initiate any of the following remedial actions, as considered appropriate:

- A.** Counsel the member in a manner that clearly identifies specific deficiencies, prescribes remedial actions, and identifies objective(s) to be attained. A written record will be made of each such counseling.
- B.** Refer the member to the Director of Training and Evaluation for remedial training.
- C.** Recommend suspension of the member for the period of time required to

complete remedial training. The Board may suspend a member for up to thirty-one days, by majority vote, under provisions of the section. For suspensions involving misconduct on the part of the official, such actions will be reported to the Maryland/DC and Virginia State Supervisors for appropriate action by USA Hockey.

D. Recommend termination of membership, without prejudice, on the basis of demonstrated lack of proficiency. Termination without prejudice shall require a majority vote of the Board of Directors and a two-third vote of the Active members present and voting at any membership meeting in which the matter of termination without prejudice is on the agenda or any special meeting called for that purpose.

E. A member who

is suspended or terminated without prejudice may appeal such action in accordance with procedures specified in Section 7.

F. For documented deficiencies in professional abilities, to include skating ability, a member may be restricted to the level of games and frequency of games worked by a majority vote of the Board of Directors based on two formal evaluations conducted by a certified USA Hockey evaluator or USA Hockey Level 4 official.

G. A member who has been restricted to the level and frequency of games permitted may appeal such a finding by requesting a second evaluation to be conducted at the convenience of a USA Hockey certified evaluator or USA Hockey Level 4 official followed by a two thirds vote of the Active members present and

voting at any membership meeting in which disciplinary actions is on the agenda or any special meeting called for that purpose. The restriction will remain in force through the voting at the membership meeting.

Section 10 : In the event of any litigation between any member and the Association, or between any member and an Officer or Director of the Association, concerning or in any way related to the Association, the party or parties substantially prevailing in the litigation will be reimbursed the costs of such litigation, including reasonable attorney's fees, by the non-prevailing party or parties, which costs and fees may be awarded as part of a judgement in the case, or in separate litigation for that purpose.

ARTICLE VII : MEETINGS

Section 1 : General membership meetings shall be conducted at the discretion of the SHOA Board of Directors, with the interval between such meetings being not greater than 67 days, during the period September through April of each year, and shall include presentation of appropriate training topics as a part of each agenda. Each member shall be provided not less than (7) days notice of the date,

time, and place of each general membership meeting.

Section 2 : An Annual Meeting shall be conducted during the month of May of each year for the purpose of electing officers and directors, reviewing the annual financial report, and conducting such other business as may properly come before it. Each member shall receive not less than thirty (30) days' notice of the day, time, and place of the Annual Meeting.

Section 3 : The Board of Directors shall meet at the call of the President or when considered necessary by a majority of the Board, except that the Board shall meet at least once per month during the playing season (October through March) and once every other month outside of the playing season. Each member of the Board shall receive not less than forty-eight hours notice of the time, day, and place of all such meetings.

ARTICLE VIII : VOTING AND ELECTIONS

Section 1 : Voting Procedure.

A. Voting on motions brought to a vote in general and special meetings shall be by voice vote or show of hands, as determined by the President, except on matters pertaining to recall from office, expulsion

of members, or termination of membership without prejudice, which shall be by secret ballot. In addition, any other motion brought to a vote will be conducted by secret ballot upon request of any three Active members present and voting.

B. Voting for the election of officers and directors conducted at the Annual Meeting shall be by secret ballot.

C. Proxy votes on Board elections will be accepted only in exceptional circumstances where unavoidable personal considerations that are clearly beyond the control of the member preclude attendance at the Annual Meeting. Written applications for proxy ballots must be received by the Secretary of the Association not later than 7 days prior to the date of the Annual Meeting. and four (4) days

prior to any general meeting. The Secretary shall approve or disapprove each proxy application based on a case-by-case review of the circumstances. Upon approval, the Secretary will forward ballots and proxy instructions not later than 3 days prior to the Annual Meeting or any general meeting..

Section 2 : Nominations.

A. The president shall annually appoint a Nominating Committee to solicit candidates for each office and to prepare a list of such candidates whose names shall appear on the election ballot. The list of candidates shall be made known to the membership not less than 10 days prior to the Annual Meeting.

B. Subsequent to the presentation of the Nomination Committee slate of candidates and prior to the conduct of balloting for each office,

names of additional candidates may be nominated from the floor and placed on the ballot.

Section 3 : Elections.

- A.** A separate ballot will be conducted for each elective office, beginning with the President and following sequentially in the order listed in Article IV, Section 3. The candidate receiving the majority of the votes cast by the eligible Active members present and voting shall be declared elected.
- B.** If no candidate receives a majority of the votes cast, or if the balloting results in a tie, a run-off ballot shall be conducted between the two candidates with the greatest number of votes or, in the case of a tie, between the tied candidates. This procedure shall continue until one candidate achieves a majority and is declared elected.

ARTICLE IX : AMENDMENTS

- Section 1 :** Proposed amendments to this Constitution may be introduced by any Active member at any general membership meeting.
- Section 2 :** Proposed amendments will be considered enacted upon ratification by two-thirds of the Active members present and voting at any general membership meeting at which the question of amendment is on the agenda or at any special meeting called for that purpose. Copies of proposed amendments must be distributed by the sponsor to the Active membership a minimum of 30 days prior to the date a ratification vote is scheduled. Copies of proposed amendments must be published, through electronic means, and distributed to the Active Membership a minimum of 20 days prior to the date a ratification vote is scheduled,
- Section 3 :** Amendments so ratified shall become effective immediately unless another specific effective date is included as part of the ratification action.
- Section 4 :** The Board of Directors shall review all proposed amendments and make appropriate recommendations to the membership prior to the conduct of voting.

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