

OKC METRO OFFICIALS ASSOCIATION BYLAWS

ARTICLE 1

DUTIES OF THE PRESIDENT

The President will preside at all meetings of the Association, business meetings of particular sports, and meetings of the Board of Directors.

ARTICLE 2

DUTIES OF THE VICE-PRESIDENTS

1. The vice-president of each recognized sport will preside at meetings in the absence of the president.
2. The vice-president of a sport may be designated by the President as the Association representative to OSSAA, conferences, or other meetings of cooperating entities.
3. The vice-president(s) will pass and collect attendance forms of all meetings and forward same to the Secretary.
4. The vice-president(s) may, in the absence of the Treasurer, collect dues and forward to the Treasurer.
5. The vice-president(s) with assistance from the Secretary will assure the membership is knowledgeable of their rights and privileges as members of the Association and that meetings are conducted in accordance with the Constitution and Bylaws of the Association.

ARTICLE 3

DUTIES OF THE SECRETARY

1. The Secretary will prepare and maintain all records and minutes of Association business.
2. The secretary will prepare and file all reports and documents as necessary, as required by law or by this constitution.
3. The Secretary will prepare and maintain attendance records for all meetings and forward such attendance records to the Oklahoma Secondary Schools Activities Association, ensuring that all in attendance at meetings are members of the Association, visitors from another recognized local association, or coaches.
4. The Secretary will make rosters of the membership available periodically and may provide attendance lists upon request.

ARTICLE 4

DUTIES OF THE TREASURER

1. The Treasurer will maintain the financial records of the Association.
2. The Treasurer will collect all dues and deposit such funds in the Association bank account.
3. The Treasurer will make disbursements as deemed necessary by the Board of Directors.
4. The Treasurer will present a financial report to the membership at the Annual Business Meeting.

ARTICLE 5

DUTIES OF THE TECHNICAL ADVISORS

1. The Technical Advisor of each recognized sport will be informed on the rules, mechanics, procedures, and special rulings by the Oklahoma Secondary Schools Activities Association.
2. The Technical Advisor(s) will provide for the training, training aids, instruction, and demonstration of the rules and mechanics in order that the membership will be well trained, qualified, and competent in the sport they officiate.
3. The technical Advisor(s) will serve as the final authority for the membership and this Association in all matters pertaining to the sport for which they serve.

ARTICLE 6

DUTIES OF THE BOARD OF DIRECTORS

1. The Board of Directors will conduct and oversee the business, the training, and the financial matters of the Association.
2. The Board of Directors will enforce the Constitution and Bylaws.
3. The Board of Directors will perform other duties necessary to ensure the accomplishment of the objectives and purposes and the continued success and betterment of the Association.
4. The Board of Directors will no less than four times during the year
5. A quorum will be a majority of the Board of Directors.

ARTICLE 7

SALARIES

1. The secretary and treasurer will receive a salary of two hundred dollars (\$200) each payable August 1 of each year.
2. The technical advisors will receive a salary of two-hundred dollars (\$200.00) payable the first regular meeting of their sport.

ARTICLE 8

DUES

- I. The Dues for membership in the Association as established by the Board of Directors will be twenty dollars (\$20.00) per year.
- II. The yearly dues will coincide with the term of Offices of the Association July 1 to June 30 of the following year.
- III. Privileges, duties, and limitations of Association membership are specified in the Constitution of the Association under Article 4, Membership.
- IV. No dues will be refunded.

ARTICLE 9

ANNUAL BUSINESS MEETING

The time and place of the Annual Business Meeting will be announced no less than forty-five (45) days in advance to the membership by the Board of Directors.

ARTICLE 10

AMENDMENTS

Any amendments to this Constitution must be presented to the Board of Directors no less than thirty (30) days prior to the Annual Business Meeting of the Association.

A proposed amendment must be approved by a two-thirds majority vote of the membership present at the Annual Business Meeting.