

**ARIZONA REGION
of
USA VOLLEYBALL**

CONSTITUTION

Revised May 2005

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CONSTITUTION

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ARIZONA REGION of USA VOLLEYBALL CONSTITUTION

Preamble

That knowledge of the game be increased; that new members be taught the skills necessary to play the game at all levels of competition; that interested members be instructed in the proper methods of officiating; and that players, coaches, officials and any other interested parties learn to appreciate the game; we dedicate ourselves as members of the Arizona Region of USA Volleyball.

Article I: Name of the Organization

The name of the organization shall be the "Arizona Region of USA Volleyball," hereinafter referred to as the "Region."

Article II: Offices

The principal offices of the Region shall be located in Maricopa County, Phoenix, Arizona. The mailing address for the Region is:

Arizona Region of USA Volleyball
2105 S. 48th Street
Suite 108
Tempe, AZ 85282.

Article III: Purpose of the Organization

The specific and primary purposes for which this non-profit organization is formed are:

1. To teach the sport of volleyball to children and adults by holding instructional clinics conducted by qualified instructors in schools, public gymnasiums, playgrounds and parks;
2. To provide practice in volleyball sessions, classroom lectures, seminars and panel discussions through which selected trainees may be schooled in competitive coaching, playing, officiating and scouting techniques;
3. To foster and conduct area, regional, state, and national amateur volleyball competitions;
4. To act as the official representative of USA Volleyball within an area designated as the Arizona Region;
5. To select and train suitable candidates in the techniques of volleyball for national and international competitions and thereby improve the caliber of candidates representing the United States in Olympics, Pan American, and World Game competition;
6. To foster and conduct amateur volleyball programs between the United States and foreign nations for the exchange and training of suitable candidates in the techniques and practices of volleyball in countries other than their own.

Article IV: Powers of the Organization

In order to carry out the purposes of the Region, the Region shall have the power to receive and hold money or other property, tangible or intangible, real or personal, for any of the purposes of the Region. The Region shall have the power to borrow money and to mortgage or pledge real or personal property as security therefore, to use, borrow or expend the funds and property to the Region and do all things necessary or convenient to carry out the powers expressly granted.

Article V: Membership in the Arizona Region

Section 1. Types of Membership

The Arizona Region shall consist of regular, junior, beach, one-event, and provisional members as defined by USA Volleyball.

Section 2. Eligibility for Membership

To be eligible for membership in the Arizona Region, a person must apply for membership to USA Volleyball through the Arizona Region office. All requirements for joining the USA Volleyball apply to the Arizona Region as well.

Section 3. Active Membership

An active membership begins when a person fully and completely fills out all of the required membership forms and pays the appropriate fees. Members must apply for membership each year to maintain their active membership.

Section 4. Revocation of Membership

In the event a member does not meet his/her financial obligation within one month of submitting his/her paperwork or if the member violates the Code of Conduct according to the Incident Review Committee or if the member has his/her membership revoked by USA Volleyball, the name of the member shall be removed from the membership rolls and any future application for membership will be addressed by the Executive Board.

Article VI: Regional Organization

Section 1. Executive Board of Directors

A. Members of the Executive Board of Directors

The Executive Board of Directors of the Arizona Region shall consist of the following:

1. Elected offices

- a. Commissioner
- b. Secretary/Treasurer
- c. Officials Division Coordinator
- d. Adult Division Coordinator
- e. Junior Division Coordinator

2. Unelected office

The office of Commissioner Emeritus shall be an office automatically assigned to the previous Commissioner. The position does not require an election process since there is usually only one candidate who fulfills the requirements.

3. Restrictions

- a. No member of the Executive Board may hold more than one office on the Board at the same time
- b. No more than one member of the Executive Board may come from any one club or team.

B. Committees Created by the Executive Board

1. The Region may, by a simple majority vote of the Executive Board of Directors, create or appoint any committees, either standing or ad hoc committees, it deems necessary and vital for the conduct of the affairs of the Region. The Executive Board of Directors may or may not, at its discretion, delegate to such committees the authority of the Executive Board.

2. Standing committees that are created by the Executive Board must be created so that the committee must report to one of the elected officers. The creation of a standing committee will require a change in the By-laws to indicate the purpose, composition and reporting structure of the committee will be.

3. Ad hoc committees that are created by the Executive Board will only exist until the end of the current fiscal year.
4. Members of either standing or ad hoc committees shall be appointed by the Commissioner with the majority approval of the Executive Board.
5. The Commissioner of the Region shall appoint the Chairperson of all standing or special committees.

C. Qualifications/Eligibility for Office

Eligibility requirements for each office on the Executive Board of Directors shall be as follows:

1. Commissioner - To be eligible a candidate
 - a. Must be a Regular member of the Arizona Region of USA Volleyball for three years prior to the appointment or election,
 - b. Must be involved with regional activities and operations for a minimum of three years prior to the election,
 - c. Must have served on the Executive Board of Directors or the Junior Board of Directors for a full term at least two of the previous four years before the election.
2. Secretary/Treasurer - To be eligible a candidate
 - a. Must be a Regular member of the Arizona Region of USA Volleyball for three years prior to the appointment or election,
 - b. Must be involved with regional activities and operations for a minimum of three years prior to the election
 - c. Must have served on the Executive Board of Directors, the Junior Board of Directors or an Arizona Region committee for a full term at least one of the previous four years before the election.
3. Officials' Division Coordinator - To be eligible a candidate
 - a. Must be a Regular member of the Arizona Region of USA Volleyball for three years prior to the appointment or election,
 - b. Must be involved with regional activities and operations for a minimum of three years prior to the election,
 - c. Must be a USA Volleyball National Referee in good standing and approved by the USA Volleyball.
4. Adult Division Coordinator - To be eligible a candidate
 - a. Must be a Regular member of the Arizona Region of USA Volleyball for two years prior to the appointment or election,

- b. Must be involved with regional activities and operations for a minimum of two years prior to the election,
 - c. Must be a registered member of an adult team at least one of the four years prior to the election.
5. Junior Division Coordinator - To be eligible a candidate
- a. Must be a Regular member of the Arizona Region of USA Volleyball for two years prior to the appointment or election,
 - b. Must be involved with regional activities and operations for a minimum of two years prior to the election,
 - c. Must have been a Junior Division Club Director or a Coach for a Junior Division Club for two full seasons of the previous three years
 - d. Must be registered with a Junior Club during his/her term.

D. Term of Office

1. Length of Term
Each member of the Executive Board of Directors shall serve a two-year term or until such time as the successors are duly elected and qualified. Newly elected members of the Executive Board of Directors shall take office following the National Championships.
2. Inability to Complete the Term of Office
- a. If, for any reason, a member of the Executive Board of Directors is unable to complete the full term, the Commissioner, with the consent of the majority of the Executive Board of Directors, will appoint a qualified person to fill the remainder of the unexpired term.
 - b. In the event the Commissioner is unable to complete the full term, then the Secretary/Treasurer with the consent of the majority of the Executive Board of Directors, will appoint a qualified person to fill the remainder of the unexpired term.

E. Election of the Executive Board of Directors

1. Director of the Election Process
When occupied, the office of Commissioner-Emeritus will administer the election process. In the event that no one is currently holding the office of Commissioner Emeritus, the Executive Board will appoint, by majority rule, a third party unrelated to any of the candidates.
2. The Process

The specifics of the process can be found in the By-Laws. (See Chapter IV.)

3. Winners of the Election Process

With the exception of the office of Commissioner Emeritus, the members of the Executive Board of Directors shall be elected by a majority vote of the returned written ballots of the Regular membership.

F. Vacancy

In the event of a vacancy in any office because of death, resignation, removal, disqualification, or otherwise, the Commissioner shall appoint someone for the unexpired portion of the term with the approval of the Executive Board of Directors. Approval of the Executive Board will require a majority vote of a quorum, or a majority vote of the Executive Board of Directors should a decision be warranted between Board meetings.

G. Removal from Office

1. The following criteria shall be applied in determining whether a member of the Executive Board of Directors shall be removed for non-attendance at Board meetings:

- a. Two consecutive unexcused absences from meetings without advance notification to the Commissioner and/or Secretary that he/she cannot attend, whether or not a new term of office as a Board member is being assumed.
- b. Three total absences during three consecutive years.

2. The Process

In order to remove a member of the Executive Board, the following steps must be followed:

a. To Request a Hearing

Any current Regular member of the Arizona Region of USA Volleyball, upon ten (10) days notification in writing to the Commissioner and accompanied by a petition signed by fifty (50) current Regular members of the Arizona Region of USA Volleyball, may request a hearing to initiate proceedings to remove from office any member(s) of the Executive Board.

b. The Hearing

Regular members may appear on the agenda of the next regular Executive Board of Directors meeting and in a presentation, not to exceed (10) minutes, state their case for removal of the Board

member(s). The Commissioner will notify the appropriate member of the Executive Board of Directors that he/she also will be given a time not to exceed ten (10) minutes for rebuttal at the same meeting.

c. The Decision

The matter will then be tabled until the next regular Executive Board meeting at which time discussion and vote will be taken, but in no case later than 10 days. The vote for removal of a member of the Board of Directors must be at least two - thirds of the Executive Board of Directors, either present or by written and signed proxy.

3. To Remove the Commissioner

a. In the event that the removal of the Commissioner is being considered, the same process will be followed except that the notification should be presented to the Secretary/Treasurer of the Region who will then conduct the meeting. A recorder of the meeting will be appointed to replace the Secretary.

b. Special Qualifications for the appointment to the position of Commissioner of the Executive Board of Directors:

A member of the Executive Board of Directors must be a regular member of the Arizona Region United States Volleyball Association for at least three years or participated in interim sub - region development, and must be approved by the National Organization of USA Volleyball.

H. Duties of the Executive Board of Directors

1. Duties of the Board

The Executive Board of Directors, in furtherance of the specific and primary purposes of this non-profit Region and expressed in its Articles of Incorporation, may perform such acts as are necessary or convenient to exercise the powers of this non-profit corporation stated in its Articles of Incorporation, and generally may do or perform or cause to be done or performed, any act which the Region lawfully may do or perform in the furtherance of its specific and primary purposes as stated in its Articles of Incorporation.

2. Duties of Each of the Members of the Board

Specific duties and responsibilities of each member of the Executive Board of Directors are listed and described in the By-laws.

Section 2. Junior Division Board of Directors

A. Legislative Authority

1. Non-financial Matters

Legislative authority in all matters pertaining to junior activities of member clubs shall be vested in the Junior Division Board of Directors.

2. Financial Matters

All financial decisions of the Junior Division Board of Directors must be submitted and approved by the Executive Board of Directors prior to implementation.

B. Junior Sub-Regions

The Arizona Region shall be broken into sub-regions and zones for the purpose of governing the Junior Division. Member clubs shall be considered to be part of the sub-region associated with the address of the Club Director. Sub-regions and their defining areas are as follows:

1. Metro Sub-Region: All member clubs in Maricopa County

The Metro Sub-Region consists of:

- Metro Northwest Zone
- Metro Northeast Zone
- Metro Southwest Zone
- Metro Southeast Zone

The location of the practice facilities of the teams in a club will define to which Metro Zone a club belongs. In the event that a club has teams that practice in different Metro Zones and/or Sub-Regions, then the Junior Board of Directors will decide in which Zone the club belongs.

2. Northern Sub-Region: All member clubs north of Maricopa County throughout the state

3. Southern Sub-Region: All member clubs south of Maricopa County throughout the state

C. Members of the Junior Division Board of Directors

1. Girls Representation

Club Directors in each sub-region shall select their own member(s) to the Junior Division Board of Directors as follows:

- a. Metro Sub-Region Members (4)
Club Directors in the Metro Sub-Region shall select four (4) members of the Junior Division Board of Directors however no more than one member can come from any one club.
 - b. Northern Sub-Region Member (1)
Club Directors in the Northern Sub-Region shall select one (1) member of the Junior Division Board of Directors
 - c. Southern Sub-Region Member (1)
Club Directors in the Southern Sub-Region shall select one (1) member of the Junior Division Board of Directors
2. Boys Representation
One member of the Junior Division Board of Directors, by one-year rotation, shall represent the interests of boys' volleyball.

D. Qualifications/Eligibility for Office

To be eligible to run for a position on the Junior Division Board of Directors, a candidate:

1. Must be a regular member of the Arizona Region of USA Volleyball for two years prior to the appointment or election,
2. Must be involved with regional activities and operations for a minimum of two years prior to the election and
3. Must have been a Junior Division Club Director or Coach for two of the previous three years
4. Must be registered with a Junior Club during his/her term.
5. **Must not be serving on the Executive Board in any other capacity except as the Junior Division Coordinator**

E. Term of Office

1. Members of the Junior Division Board of Directors shall be elected for a term of three years.
2. Additional qualifications and the right of a member of the Junior Division Board of Directors to succeed him/herself in an office shall be at the discretion of the appointing or electing sub-region.

F. Officers

1. The Junior Division Board of Directors shall elect a Junior Division Coordinator and a Junior Member At-Large Representative from among the members of the Junior Board. The Junior Division Coordinator or, in his/her absence or inability to serve, the Junior Member At-Large Representative shall preside at all meetings of the Junior Board. The presiding officer shall be entitled to vote only in case of a tie.
2. The Junior Division Coordinator, by virtue of Junior Division Board of Directors elections, shall act as official representation for Junior Division volleyball on the Arizona Region Executive Board of Directors.

G. Election of the Junior Division Board of Directors

1. Director of the Election Process
When occupied, the office of Commissioner-Emeritus will administer the election process. In the event that no one is currently holding the office of Commissioner Emeritus, the Executive Board will appoint, by majority rule, a third party unrelated to any of the candidates.
2. The Process
The specifics of the process can be found in the By-Laws. (See Article VI and VIII for voting rights.)
3. Winners of the Election Process
The members of the Junior Division Board of Directors shall be elected by a majority vote of the returned written ballots of the Club Directors in the specified Zone or Sub-Region.

F. Vacancy

In the event of a vacancy in any office because of death, resignation, removal, disqualification, or otherwise, the Commissioner shall appoint someone for the unexpired portion of the term with the approval of the Executive Board of Directors. Approval of the Executive Board will require a majority vote of a quorum, or a majority vote of the Executive Board of Directors should a decision be warranted between Board meetings.

G. Removal from Office

1. The following criteria shall be applied in determining whether a member of the Junior Division Board of Directors shall be removed for non-attendance at Board meetings:

- a. Two consecutive unexcused absences from meetings without advanced notification to the Junior Division Coordinator that he/she cannot attend, whether or not a new term of office as a Board member is being assumed.
 - b. Three total absences during two consecutive years.
2. The Process
- In order to remove a member of the Junior Division Board of Directors, the following steps must be followed:
- a. To Request a Hearing
Any current Regular member of the Arizona Region of USA Volleyball, upon ten (10) days notification in writing to the Commissioner and accompanied by a petition signed by fifty (50) current Regular members of the Arizona Region of USA Volleyball, may request a hearing to initiate proceedings to remove from office any member(s) of the Junior Division Board.
 - b. The Hearing
Regular members may appear on the agenda of the next regular Junior Division Board of Directors meeting and in a presentation, not to exceed (10) minutes, state their case for removal of the Board member(s). The Junior Division Coordinator will notify the appropriate member of the Junior Division Board of Directors that he/she also will be given a time not to exceed ten (10) minutes for rebuttal at the same meeting.
 - c. The Decision
The matter will then be tabled until the next regular Junior Division Board meeting at which time discussion and vote will be taken, but in no case later than 10 days. The vote for removal of a member of the Board of Directors must be at least two - thirds of the Junior Division Board of Directors, either present or by written and signed proxy.

H. Duties of the Junior Division Board of Directors

1. Duties of the Board
The Junior Division Board of Directors is charged with the responsibility for administering, educating and managing all aspects of the Junior Division of the Arizona Region.

2. Duties of Each of the Members of the Junior Division Board
Specific duties and responsibilities of each member of the Junior Division Board of Directors are listed and described in the By-laws. (See Chapter II.)

Article VII: Policy Governing the Exercise of Powers by the Executive Board of Directors.

Section 1.

It shall be the policy of this Region to budget and disperse each year substantially all of its ordinary net income in the furtherance of its primary and specific purposes as stated in its Articles of Incorporation. It also shall be the policy of this Region that the Region shall not engage in any of the following transactions:

- A. Lending any of its income or principal without adequate security or a unreasonable rates of the interest to donors, to members of the families of donors, or to the corporations controlled by donors or member of donors' families;
- B. Selling any substantial part of the property of this Region to the donors, members of the donors' families, or corporations controlled by donors or members of donors' families for less than adequate consideration.
- C. Engaging in any transactions which results in substantial diversion of the income or corpus of the Region to donors or members of donors' families.

Section 2.

The business, property and affairs of the Region shall be managed by the Executive Board of Directors whose number shall be limited as stated in Article VI.

Section 3.

No person who is, or later becomes, a member of the Executive Board of Directors of this non-profit corporation shall be personally liable to its creditors for any indebtedness or liability, and any and all creditors of this non-profit corporation shall look only to the assets of this non-profit corporation for payment.

Section 4.

The Commissioner (or Co-Commissioners) shall be the Director of the Region. He/she shall be the principal executive of the Region and, subject to the control of the Executive Board of Directors, shall in general supervise and control all of the business and affairs of the Region. He/she shall, when present, shall preside at all meetings of the Executive Board of Directors. He/she may sign, with other proper officer of the Region there unto authorized by the Executive Board of Directors, any deeds, mortgages, bonds, contracts, or any other instruments, which the Executive Board of Directors has authorized to be executed, except in cases where the signing and the execution thereof shall be expressly delegated by the Executive Board of Directors or by these bylaws to some other officer

or agent of the Region, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of Commissioner, and such other duties as may be prescribed by the Executive Board of Directors from time to time.

Section 5: Seal

A corporate seal is not required for this Region.

Section 6: Waiver of Notice

The transactions of any meeting of the Executive Board of Directors, however called and noticed or whatever held, shall be as valid as though taken at a meeting duly held after regular call and notice, if (a) a quorum is present, and (b) either before or after the meeting, each of the Executive Board Members not present brings a written waiver of notice, a consent to holding the meeting, or an approval of minutes. The Waiver of Notice or Consent need not specify the purpose of the meeting. All waivers, consent and approvals shall be filed with the corporate records or made apart of the given to the Executive Board Member who attends the meeting shall also be deemed given to the Executive Board Member who attends the meeting without protesting before or at its commencement about the lack of adequate notice.

Article VIII: Meetings and Procedures

Section 1. Meetings

There shall be such meetings of the Arizona Region Executive Board of Directors as shall be deemed necessary and proper to conduct business. (For specifics see By-laws, Chapter V.)

- A. Regular or special meetings of the Executive Board of Directors may be held at a set time as published in the Arizona Region Handbook or Arizona Region Newsletter or Arizona Region web site, at such times and at such places as shall from time to time be determined by the Commissioner.

Section 2. Procedure

- A. Governing of the Meetings

The procedural rules governing the meetings of the Arizona Region Executive Board of Directors shall be Robert's Rules of Order, except as specified and set forth herein.

- B. Quorum

A majority of the elected positions on the Executive Board of Directors shall be considered a quorum..

- C. Voting

The persons allowed to vote at the meetings of the Executive Board of Directors shall be as follows:

- 1. Regular Meetings

Each member of the Executive Board of Directors shall be entitled to one vote at the regular meetings of the Executive Board of Directors. This vote shall be cast by the official delegate who is present and recognized at the meeting. The Commissioner only votes in the case of a tie. Voting by proxy may occur if a signed proxy is produced. Voting may be written or oral ballot.

- 2. Special Meetings

Voting at special meetings will be identical to that of regular meetings.

Article IX: Finance

Section 1. Tax Exemption.

The Arizona Region shall be operated exclusively for non-profit reasons and shall be exempt from taxation under Section 501(a) as described in Section 501 (c)(3) in the Internal Revenue Code. No part of its net earnings shall inure to the benefit of any private individual except that reasonable compensation shall be paid for services actually rendered.

Section 2. Fees.

Membership fees shall be fixed by the Executive Board of Directors.

Section 3. Expenditure of Funds.

All fees, donations, grants, and other types of financial income shall be expended for the purposes of this Region.

Section 4. Financial Report.

The Treasurer shall present a complete financial report for approval to the Executive Board of Directors at the Annual Meeting. A statement of the financial condition of the Region shall be published annually in the official publication of the Arizona Region.

Section 5. Financial Obligations.

No financial obligation shall be incurred by any officer or committee except as authorized within annual budgets or except under authority of special interim action which has been approved by the Executive Board of Directors.

Section 6. Fiscal Year.

The fiscal year of the Arizona Region shall be ~~fixed by~~ defined in the By-Laws. (See Chapter VI.)

Section 7. Assets.

- A. All bank checks drawn against the Region's checking accounts shall be signed by the Treasurer or Commissioner or by such other person or persons as the Executive Board of Directors may from time to time determine.
- B. Deeds, mortgages, leases and contracts may be signed by the Commissioner, or by such other person or persons as the Executive Board of Directors may authorize.

- C. No loans shall be contracted on behalf of the Region, and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Executive Board of Directors.
- D. All funds of the Region not otherwise employed shall be deposited as received in the Region's checking account or in a savings account with such bank or banks, or other depositories as the Executive Board of Directors may select.

Section 8. Provision of Dissolution.

Assets of the Arizona Region will revert to the National organization in the event of the dissolution of the Arizona Region organization. Any and all funds in this account will be used to reestablish volleyball in the State of Arizona, and to form a new regional volleyball association.

Article X: Amendments

Section 1. Constitution.

The Constitution of the Arizona Region of USA Volleyball may be amended at any time in the following manner:

- A. A written amendment shall be submitted to the Commissioner and Secretary at least ten (10) days prior to the upcoming regular or special meeting.
- B. The amendment shall then be presented to the Executive Board of Directors meeting for discussion and possible approval.
- C. A two-thirds affirmative vote of the Executive Board of Directors who are present at the meeting shall approve the amendment. If less than one half of the total members of the Executive Board is present, the amendment must be tabled until at least one-half of the total board of directors is present.
- D. After approval, the amendment shall be added to the Constitution.

Section 2. By-Laws.

The By-Laws of the Arizona Region of USA Volleyball may be amended at any time in the following manner:

- A. A written amendment shall be submitted to the Commissioner and Secretary at least ten (10) days prior to the upcoming regular or special meeting.
- B. The amendment shall then be presented to the Executive Board of Directors meeting for discussion and possible approval.
- C. A majority affirmative vote of the Executive Board of Directors who are present at the meeting shall approve the amendment. If less than one half of the total members of the Executive Board is present, the amendment must be tabled until at least one-half of the total board of directors is present.
- D. After approval, the amendment shall be added to the By-Laws.

Section 3. Prohibition of Amendments.

Amendments shall not prevent the Arizona Region from operating exclusively for nonprofit purposes and in a manner which make the Region tax exempt nor prevents the deduction of donations from taxable income to the extent allowed by the Internal Revenue Code.