

SYNOPSIS OF THE CONSTITUTION OF THE OHIO RUGBY REFEREES SOCIETY

SETUP

ORRS is an Ohio "C" Corporation in good standing with the Ohio Secretary of State and a federally recognized 501 c3 text exempt entity. ORRS is also registered as a charitable organization with the office of the Ohio Attorney General. ORRS is forbidden to discriminate, engage in activities outside of its charitable purpose, allow private inurement and to avoid officers' conflicts of interest etc. These restrictions are set forth in the Constitution.

REFEREE MEMBERSHIP

There are 2 types of memberships in ORRS: regular members who pay dues and honorary members who do not. Honorary members are named by the board for life but such nominations can be rescinded by a majority vote of the membership at any subsequent AGM. Regular members and honorary members have equal voting rights in the society.

Each regular member of ORRS must be a USA Rugby certified rugby referee with the intention to referee at least one match per season. Honorary Members are appointed by the Board and are valuable to the Society by reason of their experience and knowledge. The membership can override an appointment of an Honorary Member by vote at any subsequent AGM.

DUES

Membership dues are set by the Board of Directors at the board meeting which takes place just before the AGM. Client's fees (club dues) as set by the BOD at a board meeting before the beginning of the next fiscal year in which the client fees take effect. Rugby clubs pay client fees as determined by the BOD. Rugby clubs are not voting ORRS members.

MEETINGS

There are 3 kinds of meetings: 1.) regular meetings called by the president or by the Rugby Development Officer; 2.) special meetings called by the membership to discuss special matters like officer removal; and 3.) AGM's (Annual General Meetings) which are held in August of each year.

There are also quarterly board meetings which can be held by phone. There should also be regular meetings of the RDC which can be held by phone.

At any special or AGM meeting, there has to be a 50% quorum. Proxies are allowed for voting. Proxies also count for determining quorums. Proxies rules not specifically set forth in the constitution can be determined by the BOD.

ADMINISTRATIVE BODIES

Board of Directors: There is Board of Directors which consists of all the elected officers of the society. The BOD meets quarterly and can meet by phone. By equal vote among its officer members, the BOD runs the Ohio Rugby Referees Society.

Referee Development Committee: There is a standing referee development committee RDC which should also have regular meetings, which can be by phone. The RDC is responsible for setting the geographic assigning areas and for appointing the assignors in each area. The members on the RDC are the President, the Referee Development Office, the Referee Manager and Referee Member Representative. The Treasurer does not serve on the RDC. The Referee Development Officer is the chair of the RDC.

Disciplinary Committee: There is a Disciplinary Committee which is comprised of the BOD.

Other Committees: The president can appoint other committees as he or she sees fit. The president is an ex-officio member of each and every administrative body or committee

REMUNERATIONS

Assignors and board members can receive remuneration (not salaries). These remunerations are set by and wholly within the purview of the BOD. Typically, these compensations should be paid out last, at fiscal end, after other budget items are satisfied. Assignor remunerations are typically based on the number of matches assigned by a particular assignor. Although the RDC sets the geographical areas for the assignors and although the RDC picks the assignors themselves, it is the BOD which determines how much the individual assignors are paid.

OFFICERS AND DUTIES:

There is a President, Treasurer, Rugby Development Officer, Rugby Referee Manager and Rugby Referee Member Representative. The President, Referee Development Officer and Referee Manager are elected every two years in odd numbered years at the AGM. The Treasurer and Rugby Referee Member Representative are elected for 2 year terms in even numbered years at the AGM in August

Officers' duties are as follows: The President oversees the organization and is responsible for the execution of the various tasks of the office as set forth in the Constitution as well as making sure the other officers execute their duties. The Treasurer keeps the society's books. The Referee Development Officer is responsible for developing and training referees and for the society's media presence. The Referee Manager is responsible for managing the Society's referees and assignors and for overseeing the assigning of referees to the various matches as they are setup in Who's The Ref. The Referee Member Representative is the liaison between the boots on the ground referee members and the BOD.

Geographical assignors are not ORRS officers.

OFFICERS DUTIES FROM THE CONSTITUTION:

- Duties of the President
 - The President shall be the chief executive and administrative officer of the Society;
 - He/she shall be responsible for enforcing this Constitution;

- He/she shall be responsible for the timely and effective discharge of all directions of the BOD or the Society;
 - He/she shall preside at all meetings of the Society;
 - He/she shall discharge his/her responsibilities for the training and promotion of Society referees through the RDC, of which he/she shall be a member;
 - He/she shall oversee the Society's grading of all officials;
 - He/she shall serve as the representative of the Society to all other organizations, including rugby unions and other referee societies;
 - He/she may, at his/her discretion, delegate responsibility for executing any decision of the BOD or the Society to any Member of the Society and he/she may appoint any Member of the Society to serve in any administrative or executive capacity, provided that such appointment is not in contravention of any terms of this Constitution;
 - Duties not designated, in this Constitution, to officers of the Society or to the BOD shall be reserved for the President;
 - The President shall serve as an ex-officio member of all committees; and
 - He/she shall be responsible for notifying the membership, according to the dictates of this Constitution, of any meetings.
- Duties of the Treasurer
 - The Treasurer shall receive all monies due to the Society, keep accounts, have charge of the funds of the Society, and pay debts and discharge monetary obligations of the Society;
 - He/she shall make an annual statement of the finances of the Society, prepare and deliver all financial reports required by government entities, and present a proposed budget for the year at the AGM;
 - In the President's absence or unavailability, he/she shall fulfill the duties of the President; and
 - He/she shall be responsible for receiving and proofing the records and meeting minutes of each meeting of the Society and for subsequent presentation of the same to the membership.
- Duties of the Referee Development Officer
 - With the assistance of the Referee Manager, the Referee Development Officer shall keep and maintain the Society's membership list, including updated contact information for each member, referee grading information for each member as well as members' fitness scores, as necessary;
 - He/she shall be the media representative for the Society and shall oversee and be responsible for all aspects of the Society's media presence, including but not limited to print and digital media, including a website for the Society;
 - Along with the Referee Manager, he/she shall be responsible for organizing and conducting at least two (2) referee refresher courses during each fiscal year,
 - The Referee Development Officer shall serve as a member of and be the chair of the RDC;
 - He/she shall be the chief trainer and educator of refereeing technique and philosophy;

- He/she shall be the final authority on the interpretation of Rugby Law within the Society;
 - He/she shall focus on bringing new officials into the Society and work with local rugby organizations to identify potential officials; and
 - He/she shall assist beginning officials with their orientation within the Society and their initial development as match officials.
- Duties of the Referee Manager
 - The Referee Manager shall assist the Referee Development Officer in maintaining the Society's list of active, available referees and their respective grades and fitness scores;
 - He/she shall oversee the scheduling of rugby matches for which referee appointments are sought by the Society's clients and then, under the guidance of the President, oversee the appointment of referees to these matches by the Society's assignors;
 - He/she shall be responsible for the timely and efficient communication of this information to local clubs and to Members of the Society; and
 - Along with the Referee Development Officer, he/she shall be responsible for organizing and conducting at least two (2) referee refresher courses during each fiscal year.
- Duties of the Referee Membership Representative
 - The Referee Membership Representative shall serve on the RDC;
 - He/she shall be responsible for taking, publishing and delivering, to the Treasurer, the minutes of any meetings of the Society, the BOD, the RDC or any other groups in this Society; and
 - He/she shall be responsible for hearing and recording any concerns of any Member regarding Society issues and, after due diligence and deliberation, reporting any meritorious concerns to the BOD for consideration and possible action.