

RHODE ISLAND FOOTBALL OFFICIALS ASSOCIATION BY-LAWS

ARTICLE I - NAME

SECTION I

This organization shall be known as the Rhode Island Football Officials Association.

ARTICLE II – PURPOSE

SECTION I

The purpose of this organization shall be:

- A. To unite in the membership of this organization all fully qualified football officials.
- B. To help develop among all football officials a thorough understanding of the rules of the game as officially approved.
- C. To surround the game of football with proper safeguards; to aid and assist with the spirit of sportsmanship, honesty and fair play; and to foster friendly discussion of football between officials, principals, athletic directors, coaches and players.
- D. To cooperate with Football Commissioners (Assignors), who are members of the RIFOA, at all levels of football involvement.

ARTICLE III – MEMBERS

SECTION I

Membership shall be of five kinds: Active, Active/Non-Working, Inactive, Retired, and Honorary. All Members shall comply with the rules as established by these By-Laws.

- A. Active Members shall be those as defined in Section II A.
- B. Active/Non-Working Members shall be those as defined in Section II B.
- C. Inactive Members shall be those as defined in Section II C.
- D. Retired/Clock Operator Members shall be those defined in Section II D.
- E. Honorary Members shall be those as defined in Section II E. Honorary Members shall be elected by a 2/3 vote of the membership. They shall not vote or hold office but shall have all other privileges of the Board.

SECTION II

- A. Active Working Members are defined as those who:
 - 1. Have successfully passed the probationary period.
 - 2. Transferred from another Board while in good standing with that Board.
 - 3. Attend the required number of meetings.
 - 4. Pay annual dues as stipulated in By-Laws Article VI, Section I.
 - 5. Accept game assignments, RIIL Varsity and JV/Frosh.
 - 6. Have full voting privileges.
 - 7. Take the annual exam on NFHS website by September 1st.
- B. Active Non-Working Members are defined as those who:
 - 1. Have successfully passed the probationary period.

2. Transferred from another Board while in good standing with that Board.
 3. Attend the required number of meetings.
 4. Pay annual dues as stipulated in By-Laws Article VI, Section I.
 5. Have full voting privileges.
 6. Take the annual exam on NFHS website by September 1st.
- C. Inactive Members are defined as those who:
1. Have successfully passed the probationary period.
 2. Were an Active Member the year preceding their request for Inactive status.
 3. Have requested Inactive status in writing to the Secretary.
 4. Pay annual membership dues as stipulated in By-Laws Article VI, Section IV.
 5. Are not required to attend meetings.
 6. Are not eligible for on-field assignments.
 7. Have a voice at meetings but may not vote.
 8. Are carried on the membership roster as Inactive.
 9. May request reinstatement to Active status by requesting same in writing to the Secretary.
 10. Stop accumulating seniority as of the date of Inactive status. Seniority will resume with reinstatement.
 11. Take the annual written exam on NFHS website by September 1st.
- D. Retired Members are defined as those who:
1. Served as an Active or Active/Non-Working Member of the Association the year prior to retiring from active officiating.
 2. May serve as clock operators with approval from the Board of Directors.
 3. Pay annual dues as stipulated in By-Laws Article VI, Section V.
- E. Honorary members are defined as those who:
1. The Board deems to be worthy of membership because of meritorious contribution to the R.I. Football Officials Association.
 2. Have their name presented to the Board by an Active Member at a meeting preceding the meeting their candidacy is voted upon.
 3. Receive a 2/3 vote of the membership present and voting for acceptance.
 4. Do not pay membership dues.

SECTION III

- A. Candidates seeking membership shall:
1. APPLICANT
 - a. Be eighteen years of age by September 10th of the year application.
 - b. Be physically fit as indicated by a doctor's certificate of an examination given during the application year. This certificate indicating good health must be presented by September 10th of the application year.
 - c. Apply for membership by September 10th on the approved application form, which must be accompanied by a copy of the candidate's birth certificate.
 - d. Pay the required registration fee at the first meeting but no later than the second meeting.
 - e. Have the application approved by the membership (majority vote) at the next meeting following September 10th.
 - f. Take the required applicant's examination(s). TO BE ELIGIBLE TO TAKE THE REQUIRED APPLICANT'S EXAMINATION THE APPLICANT MUST:

- i. Comply with a, b, c, d, and e above.
 - ii. Pay the required examination fee.
 - iii. Attend at least FIVE (5) of the scheduled meetings during the year.
 - iv. Work at least FIFTEEN (15) contests as an active working or as a member of a chain crew for a varsity contest. (No more than FIVE (5) or less than THREE (3) may be chain crew assignments).
 - v. Submit game reports for field work credit signed by an Active Full Board Member.
 - vi. Submit only forms provided by the Board.
 - vii. Average at least EIGHTY (80) on the game reports to be eligible for the applicants' exam.
- g. Obtain at least a minimum of EIGHTY (80) on the written examination to be eligible for consideration for probationary status.
 - h. Be voted on for probationary status by the body prior to the banquet meeting.
 - i. Repeat all the above steps in the event of failure to be elevated to probationary status. (May request waiver of the physician's certificate by writing to the Board of Directors prior to the first meeting.)
 - j. Shall not be permitted to maintain applicant status for more than THREE (3) years.

2. PROBATIONER

- a. Successfully pass the applicant's requirements.
- b. Be absent from no more than TWO (2) of the regular meetings during the year.
- c. Pay the required probationer fee at first meeting.
- d. Take the required probationer's examination(s). TO BE ELIGIBLE TO TAKE THE PROBATIONER'S EXAMINATION(S) THE PROBATIONER MUST:
 - i. Comply with 1, 2, and 3 above.
 - ii. Work at least TEN (10) football games contests as an active working AND at least THREE (3) contests as a chain crew official in a varsity contest.
 - iii. Submit a minimum of THIRTEEN (13) game reports for fieldwork credit on forms provided by the Board.
 - iv. Submit game reports for field work credit signed by ACTIVE WORKING members NOT submit game reports for fieldwork credit signed by the same official more than TWO (2) contests, unless approved by the Board of Directors.
 - v. Average a minimum of EIGHTY-FIVE (85) on the game reports to be eligible for the probationer exam.
 - vi. Pay the required examination fee, if required.
- e. Obtain a minimum mark of NINETY (90) on the written examination to be eligible for the FIELD REVIEW EFFICIENCY EXAMINATION.
- f. Obtain a minimum grade of EIGHTY-FIVE (85) on the FIELD REVIEW EFFICIENCY EXAMINATION to be eligible for consideration for full Board membership.
- g. Be voted on for membership by the body prior to the banquet meeting.
- h. Repeat all the above probationary steps in the event of failure to attain full membership.

3. TRANSFERS

- a. Submit to the Secretary a letter requesting transfer from a recognized board.
- b. Be in good standing with the board he/she is transferring from for at least TWO (2) years.
- c. Have the secretary of his/her present board send a letter to the secretary of the R.I. Board stating the status of the candidate. The letter to indicate the length of time on full board status, the position officiated, the date of field review exam and the rules used by his/her present organization.
- d. Pay a non-refundable registration fee.
- e. Upon acceptance to the R.I. Board, the candidate will pay the full membership dues.
- f. No transfers may be accepted contrary to the rules of membership of this board.
- g. Present a doctor's certificate indicating good health.
- h. Transfer candidate may be field tested at the direction of the BOD or by a majority vote by the membership.

SECTION IV

A majority vote of the membership present and voting shall be required to elect all candidates to full membership.

SECTION V

Seniority shall be determined by the cumulative number of years as an Active Member of RIFOA.

ARTICLE IV - OFFICERS

SECTION I

The Officers of this Association shall be President, Vice President, Secretary and Treasurer. Each officer's term will be two (2) years in length.

- A. Their duties shall be those usually pertaining to these offices.
- B. The Secretary shall receive an honorarium of TWO HUNDRED FIFTY (250) dollars per year.
- C. The Treasurer shall receive an honorarium of SEVENTY-FIVE (75) dollars per year.
- D. The Secretary's name shall be added to the bank signature card along with the Treasurer's name.

SECTION II

- A. The officers and the 3 expiring terms of the Board Members shall be elected at the annual election meeting.
- B. Any vacancies of elected officers or Board Members occurring after the annual election meeting will be filled by nomination and vote of the Board of Directors at its next regular or special meeting called by the President, provided that all members of

the Board of Directors have been notified of the existing vacancy and the intention to fill said vacancy or vacancies at the meeting.

SECTION III

The Board of Directors of this Association shall:

- A. Be comprised of the FOUR (4) elected officers; namely, the President, Vice President, Secretary and Treasurer, the Past President, and SIX (6) Board Members. THREE (3) Board Members shall be elected each year to TWO (2) year terms. The Past President shall serve a TWO (2) year term in that capacity.
- B. Arrange for the program of meetings for the year.
- C. Review all the records of the applicants and probationers.
- D. Discipline members who fail to comply with the requirements of the association.
- E. Reinstate members who have fulfilled the requirements of the By-Laws.
- F. Meet at least once in January, March, and May at a time and place designated by the President, and at any other time on the call of the President.
- G. Have at least SEVEN (7) members present to constitute a quorum for the conducting of official business.
- H. Have the authority to recommend new (first, second, third year) officials to needed positions for assignments.
- I. Approve an expense account for the President to cover costs incurred in this position.
- J. Recommend to the body the setting of the required and necessary fees.
- K. Appoint a parliamentarian annually.
- L. Authorize a Board of Directors conference call via telephone where all members participating must hear each other at the same time in order to allow for proper debate. The Majority must approve any proposed action. This call must be documented in the minutes, to include the date, time and names of all members involved in the conversation.

SECTION IV

1. Standing Committees

On or before the first regular meeting the President shall annually appoint the standing committees and they shall consist of:

- A. Rules committee: (rule interpreter, written examinations, field review efficiency examination).
 1. Shall consist of the rules interpreter and assistants whose duties shall be to review rules changes and to present same to the body each year.
 - a. The President shall designate members to present meeting review examinations. The interpreter shall act on all rules questions coming before the body and shall give final and definitive decisions on all such questions.
 - b. Applicant/Probationer Committee shall consist of TWO (2) Active Working members to meet with the Applicants and TWO (2) Active Working members to meet with the Probationers. They shall review rules and mechanics at each meeting. At the annual exam for Applicants/Probationers the only members present will be the President or his designee, Instructors and the Secretary or his designee. Any other members present must have the approval of the Board of Directors.

- B. Field Review Efficiency Evaluation Committee:
1. Shall consist of Active Working Members.
 2. Shall prepare for and select scrimmages and assign Probationers for evaluation.
 3. Shall rate Probationers according to an established scale and submit to Evaluation Committee a list of those passing the written examination that are eligible for the field review evaluation.
- C. Liaison Committee:
1. Shall consist of Five (5) Active Working Members, one Referee, one Line Judge, one Linesman, one Umpire, and one Back Judge.
 2. Shall meet, at the Board of Directors discretion, with the representatives of the RILL and/or the Coaches Association.
- D. Awards Committee:
1. Shall consist of three (3) Active Working Members.
 2. Shall at the FIRST (1ST) meeting in SEPTEMBER provide members with the criteria for the awards.
 3. Shall solicit nominations for awards to be submitted in writing to the Committee no later than the FIRST (1ST) MEETING in October.
 4. Shall conduct the election of award recipients at the November meeting.
 5. Shall see to the availability and proper inscription of awards for presentation by the President or his delegate at the annual banquet.
 6. Shall see that the Secretary is given names of recipients to officially notify in writing indicating his or her selection.
- E. Auditing Committee:
1. Shall be composed of THREE (3) members.
 2. Shall have no more than 2 members from the previous year.
 3. Shall verify the accuracy of the Treasurer's accounts at least once per year.
 4. Shall complete a report prior to the March Board of Director's meeting for written presentation to the Board of Directors signed by all Auditing Committee members (unavailability of auditing member's signatures to be explained in writing at the end of the report).
 5. Shall prepare an audit other than the annual report at the written request of the President or the Board of Directors, or at the written request signed by at least TEN (10) Active Working Members.
- F. Negotiating Committee:
1. Shall consist of FIVE (5) members, the President, Vice President, and THREE (3) other Active Working Members.
 2. Shall poll members on items for negotiations.
 3. Shall evaluate membership feedback and report findings to the body.
- G. Banquet Committee:
1. Shall be composed of at least FOUR (4) members.
 2. Shall select a banquet site.
 3. Shall select a dinner menu.
 4. Shall determine the program for the evening.
 5. Shall select a Master of Ceremonies.
 6. Shall collect banquet fees.
 7. Shall notify membership of the banquet site, date, menu and cost.

8. Shall submit a written financial report of banquet receipts and expenses to the Treasurer.
9. Shall turn over all monies received to the Treasurer.
10. Shall determine that the Treasurer has paid all expenses for evening.
11. Shall be responsible for publicity prior to and following the banquet.
12. Shall present a banquet budget to the Board of Directors at their first meeting in November.

H. Nominating Committee:

1. Shall consist of FIVE (5) members. No more than TWO (2) members shall be on the Board of Directors.
2. Shall present a report in writing at the first meeting in October, setting forth the names of those recommended to the prescribed offices and the Board of Directors.
3. Shall select their recommendations from Active Working Members of the Association.

I. Grievance Committee:

1. Shall consist of THREE (3) Members. One Member must be selected from the Board of Directors and TWO (2) others from the general membership.
2. Shall be responsible for acting on all written grievances from Members, contractual or internal.
3. Shall report in writing to the Board of Directors indicating grievances received with a recommendation for action or non-action.
4. Shall, whenever feasible, seek a solution to grievances before submitting a report to the Board of Directors.
5. Shall report back to the Member submitting the grievance and indicate their recommendation to the Board of Directors.

In cases where a grievance is filed against the Board of Directors, the Grievance Committee's decision is final.

J. Welfare Committee:

1. Shall consist of THREE (3) Members, one each representing Northern R.I., Central R.I., and Southern R.I.
2. Shall inform Members in their areas and fellow committee members in the event of illness/death of a Board Member or his immediate family.
3. Shall see that Treasurer is informed so that appropriate steps can be taken.
4. Shall also be responsible for notification of Members in the event of special recognition or honors bestowed on an Association Member.

K. Assignment Committee:

1. Shall consist of TEN (10) Active Working Members, the President, Vice President, Secretary, and SEVEN (7) other Active Working Members appointed by the President. Every field position must have at least ONE (1) representative on the committee.
2. Shall make recommendations for playoff assignments.

L. Quality of Officiating Committee:

1. Shall consist of THREE (3) Members, the Assignor, who will serve a four (4) year term, one (1) Active Member, who is not a member of the assignment committee,

- and will serve a three (3) year term, and the Past President, who will serve a two (2) year term.
2. Shall be responsible for dealing with game related issues that are reported by any coach, athletic director, or principal to the President and/or Secretary.

M. Evaluation Committee:

1. Shall consist of a Chairman, who is also Chairman of the Assignment Committee, and 4-6 officials who will serve as evaluators. Said member(s) will have no less than ten (10) active years of on field officiating.
2. Duties of Committee:
 - A. Chairperson: Responsible for collecting and maintaining "Evaluations." Schedules meetings with committee members to discuss evaluations. Schedules meetings with officials that require attention.
 - B. Evaluators: Attend one (1) game per month during regular season. Complete and submit form by the Sunday following the observed game. Observe one (1) game every other week via film or on "hudl". Complete and submit form within two (2) days of watching film.
3. Evaluation system will be used to assist the Assignment and Evaluation Committees with recommendations for playoffs and Super Bowls.

ARTICLE V – MEETINGS

SECTION I

The Association shall hold a minimum of Eight (8) meetings each season per the schedule to be provided by the RIFOA President in May.

SECTION II

Special meetings may be called by either the President, or upon the written request of TEN (10) Active Members. Notices of all special meetings shall be provided to the members at least TEN (10) days before the meeting.

SECTION III

All Members shall be required to attend at least five (5) meetings per season. Failure to comply with this section will result in the Member being placed in the Inactive Member Listing for the following year. (Request for exemption to this action must be made in writing to the Board of Directors for consideration at their next meeting.)

SECTION IV

The annual rules changes meeting shall be held at the first regular meeting in September.

SECTION V

Where possible, the annual banquet shall be held during the SECOND Thursday in December.

SECTION VI

The election of Officers and Directors shall be held at a regular November meeting. Notice of the date of the meeting shall be provided at least thirty (30) days in advance.

SECTION VII

Twenty-five (25) active members shall constitute a quorum for any duly called meeting.

SECTION VIII

A quorum must be present at any meeting duly called at which business is to be transacted or a vote taken committing the Association to any proposal or action.

SECTION IX

At any meeting for which a quorum is not present, the program of the evening, at the discretion of the presiding officer, may be conducted. Attendance will be taken and credit for attendance at the meeting be given to those present.

ARTICLE VI - DUES

SECTION I

The annual membership dues for Active Members will be a current varsity game fee to be paid by the deadline for the return of the availability form, which shall be due not later than July 15.

SECTION II

Failure to pay the annual membership dues on or before July 15th of each year shall result in a Ten (\$10.00) fine that will increase monthly until October 15th, after which time the Member(s) will forfeit any playoff/Thanksgiving Day assignments. Failure to pay will result in loss of membership until such fines are paid in full.

SECTION III

The registration fee for transfer members shall be Twenty-Five (\$25.00) dollars, payable upon application for transfer. This fee is not refundable under any circumstances and shall be in addition to the annual membership dues if the transferee is accepted to membership.

SECTION IV

The annual membership dues for Inactive Members shall be Twenty (\$20.00) dollars, paid annually.

SECTION V

Retired/Clock Operators will pay dues equal to one half of the on-field Board member fee, rounded up to the nearest dollar.

SECTION VI

The Board of Directors may remove restrictions resulting from failure to pay any fees or dues upon its recommendation to the membership and its acceptance by a vote of the majority of the membership voting.

ARTICLE VII – ELECTIONS

SECTION I

Nominating Committee shall:

- A. Not later than the first meeting in October in each year render its report in writing setting forth the names of those members recommended to the prescribed offices and the Board Directors.
- B. Make recommendations from Active Working Members of the Board.

SECTION II

Counter-nominations must:

- A. Be presented to the Secretary, or in his/her absence to his/her duly prescribed designee not later than TEN (10) minutes after the meeting, during which the election is to be held, is called to order by the President or other duly designated presiding officer. Such officer shall determine the propriety of the time period for this purpose.
- B. Be in writing.
- C. Be signed by at least FIVE (5) Active or Active Non-Working Members of the Association.
- D. Be presented by an Active or Active Non-Working Member.
- E. Be Active Working Members of the Association.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

SECTION I

- A. Robert's Rules of Order shall be the final authority for the Association on the questions or issues relating to the procedure involving parliamentary law and which are not covered by the By-Laws of this Association.
- B. Questions involving parliamentary laws and procedure shall be answered by the Parliamentarian.

ARTICLE IX – AMENDING BY-LAWS

SECTION I

The By-Laws may be amended by a TWO -THIRDS (2/3) vote of the membership voting at any meeting duly called if a quorum is present, provided notice of the proposed amendment has been given at the preceding meeting or a written copy of the proposed amendment has been placed at the disposal of all members at least five (5) days prior to date of the next meeting. Leaving a written copy of the proposed amendment with the President shall constitute "placing at the disposal of" for purpose of this section.

By-Law changes are up to date as of April 1, 2014. Changes were unanimously passed at a special meeting on April 1, 2014.

Kevin Conway, Secretary-Chairman
David Creta, President
Kevin Deignan, Vice-President
Jack Oscarson, Treasurer
Bruce Guindon, Past President

Paul Sheridan, Board of Director
Jack Field, Board of Director
Mark Paliotti, Board of Director
Tony Abbate, Board of Director
Jared Breedon, Board of Director

As Amended – August 28, 2018

Kevin Conway, Secretary
Jack Field, President
Mitch Foresti, Vice-President
Jack Oscarson, Treasurer
Tim Conway
Al Archetto

Mark Loiselle
Stan Prokop
Scott Alexander
Rich Morrisette
Bunky Siconio

As Amended – August 30, 2022

Jon Rinn, Secretary
Marc DaSalvo, President
John Winter, Vice-President
Mark Loiselle, Treasurer
Brandon Ferra
Past President

John Coletti
Bob Miller
Bob Maguire
Tom Comella

Open