



## CONSTITUTION OF THE CENTRAL MASSACHUSETTS HOCKEY OFFICIALS ASSOCIATION CHAPTER NATIONAL ICE HOCKEY OFFICIALS ASSOCIATION

**AMENDED on April 6, 2021**

I. NAME: The name of the chapter shall be the "Central Massachusetts Hockey Officials Association, National Ice Hockey Officials Association."

II. PURPOSE: The purpose of the chapter shall be to promote the welfare of the game of ice hockey, its players and officials within Central Massachusetts; to maintain the highest standards of officiating; to encourage the spirit of fair play and sportsmanship; to have available at all times an adequate number of thoroughly trained and capable officials for use by various assigning authorities; to cooperate with all other organizations officially connected with the game of ice hockey in furthering its interest and ideals within Central Massachusetts.

III. TERRITORY: The chapter shall be local in scope and consist of an unlimited number of members based on criteria outlined in the National NIHOA and Mass. Congress of NIHOA Constitutions.

IV. MEMBERSHIP: There shall be five classes of membership: Apprentice, Approved, Honorary, Social, and Recreational. Any person shall be eligible to apply for membership in the chapter. All members must be at least 18 years of age as of date of application with the exception of Recreational Members who must be at least 16 years of age. Application for membership shall be made to the Secretary/Treasurer of the chapter and shall be accompanied by any fees imposed by the chapter. An applicant for membership must apply to the chapter within the established boundaries as defined by the Mass. Congress of NIHOA. Exceptions to this are detailed in the Mass. Congress of [NIHOA Constitution](#). The Executive Board of the chapter shall establish qualifications for membership, which shall include achieving a passing grade on an examination on ice hockey rules, pertinent to the level of hockey being officiated, administered by the chapter or other governing body approved by the Executive Board and may be encouraged/required to complete a skating test conducted by the chapter.

The chapter shall administer an examination to its membership on an annual basis, on the ice hockey rules applicable to the chapter's membership with a passing grade of 80%. The chapter Secretary/Treasurer will promptly notify the National Secretary Treasurer upon the admission of any new member, of any transferred member or of any member no longer in good standing.

An inactive member (of 2 years or less) of the chapter may be reinstated to active membership upon written request to the chapter Secretary/Treasurer and, if the Executive Board was involved in that individual's cessation of active membership, upon approval of the Executive Board. The Executive Board shall have the power, by majority vote, to approve or deny reinstatement. If the member is inactive for more than 2 seasons, the Executive Board shall have the discretion, by majority vote, to approve or deny reinstatement with applicable fees.

An Apprentice member is one who is a candidate for approved membership and who is subject to all of the requirements as defined by the Executive Board. The Apprentice shall be eligible for Approved status after a minimum of one (1) year. Approved status is contingent on any/all of the following (but not limited to): a passing grade on the closed book rules test, a skating test and a majority vote of the Executive Board. For any member who is transferring into our local chapter, any of the above may be utilized to determine level of membership status.

An Apprentice member may maintain Apprentice status for no longer than 3 years upon which time he/she will be required to reapply for membership to the chapter. Each Apprentice member will be required to volunteer at a chapter event to be determined by the Executive Board.

Any former active member who has ceased to be an active NIHOA official may be nominated to become an honorary member of the chapter provided that the individual has been an active member in good standing of the chapter for at least ten years, that the individual has been actively officiating ice hockey games for at least ten years and was in good standing with the chapter at the time of retirement. All such nominations shall be voted on by the Executive Board. Upon the affirmative vote of the Executive Board and acceptance by the National Board of Directors at its annual meeting, each individual shall become an honorary member of NIHOA for life, but without the right to vote or the obligation to pay dues.

Social Member: – A member who does not officiate. The member is welcomed to attend meetings and the banquet however he/she will not have any voting rights. Social Members have no requirements for attendance or annual testing.

Recreational Member- A member who does not officiate a MIAA sanctioned High School Hockey, Prep School Hockey, or Collegiate Hockey (including college club). The member will be required to attend the first and last meeting (prior to the banquet) of the season. He/she will be required to complete an annual test. The member will have voting rights only applicable to matters having an impact on him/her as determined by the executive board.

V. EXECUTIVE BOARD: The Executive Board shall consist of the President, Vice President, Secretary/Treasurer, Asst. Secretary/Treasurer, and five at-large members. The Executive Board is empowered to act on behalf of the chapter with respect to any and all business relating to the chapter.

VI. OFFICERS: There shall be a President, a Vice President, a Secretary/Treasurer and Asst. Secretary/Treasurer. The Chapter Secretary/Treasurer shall promptly notify the National Secretary-Treasurer of their election.

VII. ELECTIONS AND TERMS OF OFFICE: The President and Vice President shall be elected every two years by and from the general membership at its last regularly-scheduled meeting of the year for terms to begin July 1st. They shall serve until June 30th of the second year following their election or until their successors are elected.

The Secretary/Treasurer and Asst. Secretary/Treasurer shall be elected every three years by and from the general membership at its last regularly scheduled meeting of the year for a term to begin July 1st. These individuals shall serve until June 30th of the third year following their election or until their successors are elected.

The five at-large members of the Executive Board shall be elected from the general membership to serve a 2-year term. Elections to be held by the general membership at its last regularly scheduled meeting of the year for a term to begin July 1st. These individuals shall serve until June 30th of the year following their election or until their successors are elected. (Effective for election 2022)

VIII. PRESIDENT: The President shall preside at all meetings of the Executive Board and the general membership and shall have the authority to act on their behalf. This individual shall conduct all negotiations in behalf of the chapter and shall make every reasonable effort to further policies adopted by the National Association and the chapter. This individual shall appoint other committees as may be deemed appropriate.

IX. VICE PRESIDENT: In the case of death, removal, resignation, absence or the inability to act of the President, the Vice President shall assume the duties of the President.

X. SECRETARY/TREASURER: The Secretary/Treasurer shall record, or cause to be recorded, and maintain the minutes of the meetings of the Executive Board and the general membership for a period of seven (7) years. Minutes of meetings are available within 14 days of approval by request. This individual shall send notices to the general membership annually for membership dues. The Secretary/Treasurer shall investigate, at the request of the Executive Board, complaints against members and shall present to the Executive Board all evidence procured. The Secretary/Treasurer shall maintain all records and recordings in a manner that is transferable to his/her successor. The Secretary/Treasurer shall be responsible for the collection of membership dues. The Secretary/Treasurer shall draw up an operating budget which, when approved by the general membership at its last regularly scheduled meeting of the year, will be binding upon the chapter for the following operating year. In the off season, the Secretary/Treasurer's report may be reviewed by the E-Board at its request.

XI. ASST. SECRETARY/TREASURER: In the case of death, removal, resignation, absence or the inability to act of the Secretary/Treasurer, the Asst. Secretary/Treasurer shall assume the duties of the Secretary/Treasurer.

XII. FILLING OF VACANCIES: In the case of death, removal, resignation, the inability to act, or absence of the Vice President, Secretary/Treasurer, Asst. Secretary/Treasurer or any member of the Executive Board, the President shall have the authority to appoint an active member of the chapter to fill the remainder of that individual's term of office, subject to the approval of the majority of the Executive Board.

XIII. DUES: Membership dues in the chapter and any fines or late fees shall be fixed annually by the Executive Board. Payment is due by April 1st of each year for the following season. Any member who is delinquent in paying their dues in two consecutive years will no longer be a member of the chapter and may reapply for membership after a one year waiting period.

XIV. MEETINGS: The Executive Board shall meet before the first general membership meeting each season with the time and date being determined by the President. Special meetings of the Executive Board shall be held at the call of the President. The President must call such meetings when requested to do so by a majority vote of the Executive Board.

There shall be a minimum of five, Executive Board and general membership meetings annually. These may be held in person or electronically by the decision of the Executive Board. Two of these five meetings shall be scheduled during the MIAA Ice Hockey Season (end of November through February). For general membership meetings, attendance at four of these meetings is required to maintain membership. For Executive Board meetings, members must attend 75% of scheduled meetings. Excused absences shall be defined by the Executive Board (See Appendix A for attendance policy). Members with recurring conflicts are required to email the Secretary/Treasurer (cmhoa2015@gmail.com) as soon as possible requesting a hearing with the Executive Board to jointly work towards a reasonable resolution aimed to maintain the member's good standing within the chapter. Failure to maintain membership requirements will result in immediate suspension from the chapter until reinstatement requirements, as determined by the Executive Board are met. A "call to meet" shall be made to the general membership no less than four-weeks prior to the scheduled date of their meeting. This "call to meet" shall be delivered via email and via notice on the chapter's website.

XV. VOTE AND QUORUM: A majority (1/2 plus 1) of the Executive Board or one-third of the general membership, at their respective meetings, shall constitute a quorum in order to conduct the business of the chapter. Proxy voting is not permitted; Electronic voting may be utilized.

XVI. EXPENSES: The expenses of Officers in conducting the business of the chapter shall be paid from the funds of the treasury when, in the opinion of the Executive Board, the financial condition justifies such expenditures.

XVII. COMMITTEES: The President shall appoint an Audit Committee, with the approval of the Executive Board, which shall be composed of two active members of the chapter whose duties shall be to audit and check accounts of the Secretary/Treasurer and Asst. Secretary/Treasurer and to do so annually. The Audit Committee shall report its findings to the Executive Board.

The President shall appoint a Scholarship Committee, with the approval of the Executive Board, which shall be composed of 5 active members of the chapter whose duties shall be to distribute post-secondary financial assistance, based on availability of funds and other criteria, to graduating Central Massachusetts high school ice hockey playing seniors, who will continue their education at an accredited post-secondary educational institution. The Scholarship Committee shall recommend annually (no later than February Executive Board meeting) to the Executive Board, for its approval, the maximum number of scholarships to be awarded.

The Scholarship Committee shall make known to the Central Massachusetts hockey community the

availability of scholarships, as well as the application process to become a candidate for consideration to receive a scholarship. The committee shall develop criteria by which candidates are selected and funds are distributed to recipients. The committee shall report its selections to the Executive Board for its review/approval not later than May 15th and, after which shall notify all candidates of its selections not later than June 1st of the year candidates will enter a post-secondary institution.

The Scholarship Committee shall report annually to the general membership, at the first meeting of the general membership, its actions for the previous twelve month period. The funds of the Scholarship Committee shall be kept by the CMHOA Secretary/Treasurer and Asst. Secretary/Treasurer in a ledger separate from the general funds of the chapter.

XVIII. CONDUCT: Integrity is essential to each individual's performance of duties and responsibilities. When carrying out duties and responsibilities, honesty, sound judgment and careful observation of the Constitution and policies applicable to this chapter are prerequisites for its success. A conflict of interest can arise when the personal interests of a member influence (or reasonably appear to influence) that member's judgment or ability to act in the best interests of the chapter. Every member is responsible for the protection of the assets of the chapter and for maintaining its professional image in words spoken or written, deeds and appearance (both on and off the ice). In addition, members are personally responsible for safeguarding and accounting for all chapter assets entrusted to their individual control.

XIX. IMPEACHMENT AND DISCIPLINE: Any active member in good standing may seek to impeach or discipline any other member for conduct, which may bring discredit to the chapter. The charges may be submitted by the President or to the President by any member of the chapter. Full and complete notice to any member sought to be disciplined must be given by the President or Secretary/Treasurer. Such notice shall include the nature and substance of the allegations against said member and the opportunity to present evidence to rebut such allegations. The Executive Board shall examine the evidence and, after conscientiously weighing the facts presented, shall render a decision on discipline. A majority vote of the Executive Board shall be required for this decision.

XX. ORDER OF BUSINESS: Parliamentary procedure under the chapter's Constitution shall be governed by Roberts' Rules of Order. The order of business at each regularly scheduled meeting shall be: Call to Order, Roll Call, Review of Minutes (from the previous meeting), Secretary/Treasurer's Report, Communications, Old Business, New Business, Open Forum, and Adjournment.