

MAINE ASSOCIATION OF FOOTBALL OFFICIALS

BY-LAWS

2019

ARTICLE 1- NAME

This organization shall be known as the Maine Association of Football Officials (MAFO). It shall consist of sectional groups hereafter referred to as "Chapters".

ARTICLE 2- PURPOSE

Its purpose shall be to promote the study and uniform interpretation of the National Federation High School Football Rules with Chapter meetings. To provide competent members to officiate high school football games throughout the State of Maine. Encourage high school coaches to attend Chapter meetings and to assist young men and women in becoming qualified football officials.

ARTICLE 3- HEADQUARTERS

The headquarters of this organization will be located in the city/town resident of the Secretary/Treasurer.

ARTICLE 4- OFFICERS

Section 1. The officers of MAFO shall be a President, Vice-President, Secretary/Treasurer and the State Rules Interpreter.

Section 2. The government and administration shall be vested in an Executive Board consisting of the officers and representatives from each Chapter. The number of representatives will be based on one representative for every twenty-five (25) active members or any fraction thereof, with a minimum of one (1) and a maximum of four(4) per Chapter prior to the annual meeting.

ARTICLE 5- RESPONSIBILITIES

Section 1. PRESIDENT: The President shall be the principle Executive Officer and shall preside at all meetings and perform all duties pertaining to the office. The President shall have the authority to appoint members to a committee as necessary to aid in the successful operation of MAFO. In case of a tie vote on any matter, the President shall be empowered herein to cast the deciding vote.

Section 2. VICE-PRESIDENT: The VP shall assume the duties of the President in his absence or becomes incapacitated to continue their term.

Section 3. SECRETARY/TREASURER: The S/T shall give notice of all meetings and minutes and maintain all the records and finances of this organization. He shall collect dues from each Chapter Treasurer. Publish the minutes and a finance report to be distributed at the annual meeting.

Section 4. STATE INTERPRETER: He shall be the final authority in the interpretation of the NFHS rules. Be responsible to schedule and conduct the Maine Principle's Association's annual requirement for new rules clinics throughout the state. Be the representative to the NFHS for the State of Maine and attend the annual NFHS rules conference financed by MAFO.

Section 5. ELECTION OF OFFICERS:

- a. The President, Vice-President shall be elected for a term of one year by popular vote at the annual meeting. The President and Vice-President offices will be rotated each year among the Chapters. The offices of the Secretary/Treasurer, the State Interpreter and Representatives may serve in their capacities until a successor has been elected.
- b. A slate of officers shall be presented by a Nominating Committee appointed by the President at the annual meeting. At least one member from each Chapter will be appointed to the committee and the President will designate one member to act as the Chairman.

ARTICLE 6- MEMBERSHIP

Section 1. Any person or ex-member interested becoming a member of this organization must successfully pass an examination on rules provided by one of the local Chapters and pay yearly dues.

- a) Associate Members: Members who wish to attain the status of INACTIVE may do so as an Associate member upon payment of \$5.00 per year. These members may officiate only in an emergency.
- b) Service Members: Members serving on active duty are exempted from paying yearly dues. This does not apply after the member is discharged from active duty.
- c) Transfer Officials: If an official from another State request to become a member must:
 - 1) Submit a letter to a local Chapter Secretary requesting membership status listing qualifications, years of experience and point of contact to verify the information
 - 2) Once the information is verified then that Chapter may approve or disapprove the request
- d) Life Members: An official may attain Life Member status by:
 - 1) Actively officiating 20 years or more
 - 2) Served as local or State officer
 - 3) Retired from working on the field
 - 4) Endorsed by the local Chapter
 - 5) Be voted on by the members present at the Annual meeting.Under special circumstances these requirements may be waived by vote of the members present at the Annual meeting.

ARTICLE 7- FINANCES

Section 1. All monies received by the Secretary/Treasurer will be placed in a common treasury and be subjected to annual reviews. Additional reviews will be conducted at any time the current S/T is replaced or at the discretion of the Executive Board.

Section 2. Only the President or the S/T will have signing authority to pay normal operating expenses. The Executive Board is authorized to approve expenditures up to \$500. Expenditures exceeding \$500 must be approved by the membership at the annual meeting. The annual expenditures for the rule books and the State Banquet need not be approved by the membership.

ARTICLE 8- MEETINGS

Section 1. The Annual Meeting shall be held on the last Wednesday in October at a location determined by the Executive Board.

Section 2. Other meetings shall be at the call of the Executive Board.

Section 3. Annual interpretation meetings shall be held in an at least two (2) locations prior to the start of the season. Active members of MAFO are required to attend a State interpretation meeting. No MAFO business will be conducted at these meetings.

Section 4. It is recommended that the Chapters hold weekly meetings for rule discussions and game assignments during the football season.

Section 5. The vote of each Chapter upon a subject pertaining to the affairs of the Chapter, if taken in a properly called meeting of that Chapter, shall be recognized by MAFO as a legal act for that Chapter provided such act does not infringe on the By-laws of MAFO. The Executive Board of MAFO shall have the authority to interpret the By-laws if a question of such infringement arises.

ARTICLE 9- DUES

Section 1. The Executive Board will recommend the dues amount for the coming year upon approval of the members at the annual meeting. Each Chapter Treasurer will be responsible for collecting the dues from their members and submitting them to the MAFO Secretary/Treasurer prior to the annual meeting.

ARTICLE 10- AMENDMENTS

Section 1. Proposed amendments to the By-laws may be made by any member provided such amendments are submitted in writing to the Executive Board. The Executive Board must present the proposed changes to the members through the Chapter Secretary at least 10 days prior to the annual meeting to vote on adopting or rejecting the proposed amendments.

ARTICLE 11- ADOPTION

Section 1. The By-laws shall become effective immediately after ratification by a majority vote of the members and any Life members present. The document shall be duly signed and dated by the President, Secretary/Treasurer and the State Interpreter. The original document will be maintained by the Secretary/Treasurer and copies sent to each Chapter Secretary.

This document was submitted to membership and accepted on 30 OCTOBER 2019.

President

Date

Secretary/Treasurer

Date

State Interpreter

Date