

**BY-LAWS**  
of the  
**Evergreen Football Officials Association**

**ARTICLE I - NAME**

The name of the organization shall be Evergreen Football Officials Association.

**ARTICLE II - PURPOSE**

The purpose of the Evergreen Football Officials Association (Association) shall be to further the best interests of the game of interscholastic football and football officiating through all appropriate activities including by:

1. Aiding officials, coaches and players in acquiring a thorough knowledge of the playing rules of the game of football.
2. Promoting uniformity in the mechanics and interpretation of rules.
3. Providing training and clinics for members.
4. Encouraging observance of the spirit and the letter of the playing rules and ethical codes of the game.

**ARTICLE III - MEMBERSHIP**

Section 1. **General.** Any person of good character desiring to qualify as an official may present his/her application to the Board of Directors (Board) of the Association with the necessary fees. An individual's acceptance into the Association is totally at the discretion of the Board.

Section 2. **New Officials.** Officials joining the Association for the first time must, in addition to meeting the above requirements, take and pass a written, practical and/or oral test on the rules and mechanics of the game and may, at the discretion of the Board, be required to serve a period of apprenticeship. The Board must approve new officials before any game assignments will be given to them.

Section 3. **Transfer Officials.** Any official transferring from another State sanctioned officials Association must show written proof of his affiliation in good standing and previous experience

for consideration to become a member of the Association. The Board must approve transfer officials before any game assignments will be given to them.

Section 4.     **Certified or Non-Certified.**     There shall be Certified members and Non-Certified members.

- A. Certified. A Certified member is one who has completed an application for membership, paid all required Association dues and fees, paid all required Washington Interscholastic Athletic Association (WIAA) or Washington Officials Association (WOA) dues and fees and satisfied all requirements and standards set forth by the WOA. A Certified member may receive assignments for any officiating contests including those sanctioned under the WIAA.
  
- B. Non-Certified. A Non-Certified member is one who has completed an application for membership, paid all required Association dues and fees, and signed a membership agreement. A Non-Certified member may receive assignments for officiating contests other than those sanctioned under the WIAA

Section 5.

- A. Misconduct/Due Process. The Provisions of Article VI of the WOA Constitution, as may be amended from time to time, are incorporated by this reference. A copy of the current WOA Constitution is attached as Exhibit A.
  
- B. Board Actions. Only the Board may suspend or expel any member who has violated the above reference or violated the ethics of the officiating code, and may reinstate a member who has previously been suspended or expelled from the Association. There shall be no use of alcohol or illegal drugs within twelve (12) hours of the start of any assigned game. Any use of illegal drugs will be grounds for suspension or expulsion.

## ARTICLE IV - MANAGEMENT

The general management and operation of the Association shall be vested in the Board. The Board shall be responsible for executing all necessary matters in the best interests of the Association.

## ARTICLE V - ORGANIZATION

Section 1. **Board Membership.** The Board shall consist of seven (7) Certified members of the Association. They shall be selected in the following manner. Ex-officio members (non-voting) may include the Assigning Secretary, Treasurer and other advisors the Board may require.

- A. Election. The Certified and Non-Certified members of the Association shall elect the members of the Board.
- B. Terms. The term of service by each Board member shall be two (2) years. Three (3) Board members shall be elected in the even numbered years, and two (2) Board members shall be elected in the odd numbered years. The terms will commence at the end of the football season, and the year will be the calendar year at the time of election.

Section 2. **President.** The President shall be elected from the Association's Certified and Non-Certified members at the first meeting of the football season in each odd numbered year for a term of two (2) years. The term will commence at the end of the football season, and the year will be the calendar year at the time of election. During the time between election and the beginning of their term, the newly elected President shall serve as the President-Elect with no voting powers.

Section 3. **Secretary.** The Secretary shall be elected from the Association's Certified and Non-Certified members at the first meeting of a football season each even numbered year for a term of two (2) years. The term will commence at the end of the football season, and the year will be the calendar year at the time of election. During the time between election and the beginning of their term, the newly elected Secretary shall serve as an understudy to the current Secretary with no voting powers.

Section 4. **Assigning Secretary.** The Assigning Secretary shall be appointed by the Board (by a majority vote). The Board shall enter into a personal services contract with the Assigning Secretary. The Assigning Secretary may be removed at any time if probable cause is brought to the Board and said Board majority votes for removal. The Assigning Secretary cannot be a voting member of the Board.

Section 5.     **Recall of Officers or Board Members.**

- A. Any officer or Board Member may be recalled through a petition stating reasonable cause and signed or approved by ballot by 2/3rds of the active membership. The Board shall review the petition and upon majority vote, may vote to recall the officer or Board Member. The Board shall immediately elect a replacement to fill the unexpired term.
- B. If an elected Board member resigns or is selected as Assigning Secretary, the Association shall hold an election at the next general meeting to select a replacement Board member. This new Board member will complete the replaced Board member's term. The President will fill the resigning Board member's position until the election is held.

**ARTICLE VI - DUTIES**

Section 1.     **Board Duties.** The Board shall have the power and authority to carry out all necessary actions in the best interests of the Association. All Board policies and resolutions shall be effective immediately, but shall be rescinded unless communicated in writing to the Association at the next regularly scheduled Association meeting. This shall include but not be limited to the following:

- A. Review the membership requirements and enact any policies to fulfill the purposes of the Association.
- B. Supervise and conduct apprentice programs and training for the entire membership, to include establishment of standard mechanics, practices and policies.
- C. Consult with and evaluate all members subject to disciplinary action, or who are experiencing difficulty, or who have grievances with the Association.
- D. After due process and an opportunity to be heard, take appropriate disciplinary actions including the imposition of fines, loss of assignments, suspension, probation, or expulsion.
- E. Determine Association fees and dues.
- F. Shall recruit applicants for and recommend their

selection of an Assigning Secretary to the Association members for their approval by a simple majority vote.

- G. Prepare and approve evaluations, ratings systems, and approve policies for the assignment of regular and post season varsity-level games and review the assignments for compliance to these rankings and policies.
- H. Provide oversight consistent with the personal services contract and EFOA Policies to the Assigning Secretary on all matters pertaining to the Association.
- I. Each Board member shall have an equal vote in matters pertaining to the Association. In the case of a tie vote, the President shall cast a vote to break such tie.
- J. Approve by a simple majority vote all financial expenditures for the Association. At least one member of the Board will have signatory authority on the checking account(s) requiring two signatures.

Section 2. Assigning Secretary. The Assigning Secretary shall address but need not be limited to the following:

- A. Making arrangements for securing games for the Association.
- B. Working as a liaison with the schools. This will include assisting the Secretary/Treasurer in any and all actions necessary to secure agreed upon and due fees and other payments for members and for the Association.
- C. Work as a liaison with the WIAA and the WOA. Attending league and state meetings. Administer any state (WIAA or WOA) tests to be taken by the members.
- D. Assigning games (both regular and post-season) according to policies established by the Board.
- E. Where possible, observing games and making evaluations and comments on the officials to the Board for follow-up actions.
- F. Have signatory authority on the checking account(s) requiring two signatures.
- G. In conjunction with the Secretary, maintain a current

address and telephone listing of all Association members.

H. Manage other duties as directed by the Board.

Section 3.     **President.**

- A. Determine the Agenda for Association meetings, organize and conduct the meetings.
- B. Determine the Agenda for Board meetings, organize and conduct the meetings.
- C. Attend Board meetings as a voting member.
- D. May have signatory authority on Association checking account(s).

Section 4.     **Secretary.**

- A. Record minutes of all Board meetings.
- B. In conjunction with the Assigning Secretary, maintain a current address and telephone listing of all Association members.
- C. Attend Board meetings as a voting member.

Section 5.     **Treasurer.**

- A. Administer the Associations financial business; to include having signatory authority for checking account(s), collection and depositing dues and other revenues, and prepare year-end financial statement.
- B. The board shall enter into a personal services contract with the Treasurer that shall include a term of office not to exceed 24 months. The Treasurer cannot be a voting member of the Board.
- C. Absent qualified Certified and Non-Certified members as candidates for the Treasurer position, the board will seek out and retain qualified and insured Treasurer services. The board and service provider will enter into a personal services contract, or business contract not to exceed 24 months.

**ARTICLE VII - STANDARDS AND EVALUATIONS**

Section 1. **Standards for Evaluations.** At the beginning of each year, the Board shall adopt and communicate to the Association policy on standards and evaluations with respect to the annual rating of members. These standards and evaluations shall address the following factors:

- A. Knowledge and application of the rules.
- B. Observations, evaluations, and ranking of the members with respect to commonly applied standards of officiating.
- C. Participation in Association activities, responsibility with respect to assignments, and other factors relating to support and involvement in the Association.
- D. E. Board analysis of the foregoing information, personal observations, and other relevant information which may be available to the Association.

Section 2. **Classification of Members.** At the end of each regular season, the Board will apply the policy on standards and evaluations and compile a ranked listing of all members within the Association. The Board will then designate the membership into various classifications with regard to the rankings. The classifications shall be communicated to the Association at the beginning of each year. This ranking shall be used to prioritize regular and post-season game assignments.

Section 3. **Appeal to Board.** Any member who is not satisfied with the classification may petition the Board for a review. The Board shall give all members due process and make a decision after hearing all relevant evidence.

**ARTICLE VIII - AMENDMENTS**

Section 1. Any amendment to these by-laws shall be made by a two-thirds majority of those members present at any regularly scheduled meeting of the Association, provided the Association has been given at least two weeks written notice of any proposed change or revision. Amendments shall become effective immediately unless otherwise indicated in the specific change or revision.

**ARTICLE IX - MISCELLANEOUS**

Section 1. **Robert's Rules of Order.** The most current edition of Robert's Rules of Order shall apply to all proceedings for

the Board or the Association.

Section 2.     **Affiliate with WOA.** The Association shall affiliate with the Washington Officials Association (WOA).

Section 3.     **Post-Season Officiating.** The Board shall adopt such policies as are necessary to maximize the number of members who participate in post season officiating. This may include, but need not be limited to, limiting members to being submitted for consideration, adopting a rotation procedure by which names among the top officials are submitted for consideration, or allowing a member to work a post-season assignment when refusing that assignment would result in losing that assignment to an official in another Association.

Section 4.     **Voting.**

Whenever votes are required by these bylaws, in order to allow everyone to vote, the board may allow for the vote to be via email. The Secretary shall be responsible for administering and reporting the results of any electronic voting and must keep the contents of the actual votes confidential.

**IN WITNESS WHEREOF, THE UNDERSIGNED CERTIFY THE FOREGOING WAS ADOPTED AND RATIFIED AT A REGULARLY SCHEDULED MEETING OF THE ASSOCIATION ON THIS 12TH DAY OF APRIL 2017.**

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President  
Bruce Hermanson

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Secretary  
Ryan Hogan

As amended, August 12, 2009.  
As amended, September 7, 2011.  
As amended, April 12, 2017.  
As amended, October 25, 2021.