

**Bylaws**  
**of the**  
**Garden Empire Volleyball Association**

Adopted: March 14, 1997

Revised: A - July 26, 2000  
B – August 23, 2009

BYLAWS  
of the  
GARDEN EMPIRE VOLLEYBALL ASSOCIATION, INC.

1. Name and Purpose

The name of this Corporation shall be the Garden Empire Volleyball Association, Inc. (GEVA), here after called the Region. GEVA shall be the representative of USA Volleyball (USAV) in the New Jersey and Metropolitan New York area. GEVA is a not-for-profit Corporation registered in the state of New York.

The Region shall promote the development and growth of volleyball within the regional area. To achieve these purposes, GEVA shall have the power to receive and hold money and other property tangible or intangible, real or personal, from whatever source derived.

The Region shall have the power to borrow money and to mortgage or pledge real or personal property as secured therefore, use, borrow, or expend the funds and property of the Region and do all things necessary or convenient to carry out the powers granted.

The Region has adopted these BY-LAWS to govern the conduct of the Association and establish a Board of Directors (Board) which will be charged with conducting the affairs of the Association..

2. Office

2.1 Location

The principal office of GEVA, shall be at the residence or business address of the current, Regional Commissioner. The Region shall have other offices as the Board of Directors may designate or as the business of the Region may require. The Board is hereby granted the power to change the location of the principal office within GEVA.

2.2 Staffing

The Board is hereby granted the power to establish and staff the principal office of GEVA if deemed necessary. The Executive Council members may establish staff positions to perform tasks as needed. These positions must be approved at the joint meeting of the Board.

### 3. Board of Directors

The Board shall be made up of three governing bodies; the Executive Council, which is responsible for the daily direction and organization of the Region, the Adult Competition Committee, which is responsible for setting policy and procedures for Adult competition, and the Junior Competition Committee, which is responsible for setting policy and procedures for Junior competition. All Board members shall attend meetings and have equal votes.

The Board, in furtherance of the Region's specific and primary purpose, may perform such acts as are necessary or convenient to exercise the Corporate powers of the Region and may do or perform, or cause to be done or performed, any act which the Region may lawfully do or perform.

The Board shall have authority over all matters concerning playing rules, players' eligibility, sanctioning of tournaments, officials' eligibility, collection and disbursement of funds and other matters concerning GEVA sanctioned USA Volleyball events.

#### 3.1 Composition

The Board shall consist of the following elected and appointed members:

##### 3.1.1 Adult Competition Committee

The Adult Competition Committee will decide policy and procedures for Adult competition in the Region. The Committee will be headed by the Adult Competition Director and consist of six elected members representing each of six adult team levels:

1. Men's AA/A
2. Men's BB
3. Men's B
4. Women's AA/A
5. Women's BB
6. Women's B

Each elected member will be elected by a majority vote of the Team Representatives of the teams that fall within each group.

##### 3.1.2 Junior Competition Committee

The Junior Competition Committee will decide policy and procedures for Junior competition in the Region. The Committee will be headed by the Junior Competition Director and consist of the following:

3.1.2.1 Four elected members from each of four geographic areas. These areas are:

1. Long Island
2. New York City
3. New Jersey
4. Regional area north of New York City

Each elected member will be elected by a majority vote of the Representatives of the Junior clubs that make up each geographical area.

3.1.2.2 Two elected members representing each of the following Junior player categories:

1. Girl's Junior Clubs
2. Boy's Junior Clubs

Each elected member will be elected by a majority vote of the Representatives of the Junior Clubs that fall within each group.

3.1.3 Executive Council

The following will act as the Executive Council of the Region. This Council shall have and exercise control of the business and affairs of the Region except such matters which these By-laws or the laws of the State are reserved to the Board, Region members or both. The Council will be headed by the Commissioner and consist of the following members:

3.1.3.1 The Commissioner, who will be the Chief Executive of GEVA, shall be elected by a majority vote of the elected Board members.

3.1.3.2 The Official's Chairperson, who will be appointed by the Commissioner, subject to approval by majority vote of the elected Board members.

3.1.3.3 The Adult Competition Director, who will be appointed by the Commissioner, subject to approval by majority vote of the elected Adult Competition Committee members.

3.1.3.4 The Junior Competition Director, who will be appointed by the Commissioner, subject to approval by majority vote of the elected Junior Competition Committee members.

3.2 Term of Office

3.2.2 Elected Representatives

Each of the twelve Members of the Board, who are elected by the Adult Team and/or Junior Club Representatives, will have overlapping terms of three years. Should any one of these Board Members change playing level, geographical area or club affiliation such that they are no longer a member of the group that

they represent, their seat on the Board will become vacant. The Commissioner, with the approval of a majority of the elected Board members of the affected Committee, will appoint a replacement to fill the remaining term of office.

Elections will be held by the conclusion of the Regional Championship's with the newly elected Board members taking their seat on the Board at the following joint meeting.

#### 3.2.2.1 The overlapping schedule of elections shall be as follows:

2001(I)	Men's B Representative; Women's B Representative; New Jersey Junior Representative; Northern Area Junior Representative
2002(II)	Men's A/AA Representative; Women's A/AA Representative; Long Island Junior Representative; New York City Junior Representative
2003(III)	Men's BB Representative; Women's BB Representative; Girl's Junior at-large Representative; Boy's Junior at-large Representative

#### 3.2.3 Commissioner

The Commissioner's term will be for three years. In the event the Commissioner resigns, a special joint meeting of the Board will be called by the Official's Chairperson within 30 days so that the Board may elect a new Commissioner to complete the term of office.

The Commissioner's election shall be held at the August joint Board meeting with the newly elected Commissioner taking office effective September 1.

The election for Commissioner will be held in 2001 and every third year thereafter.

#### 3.2.4 Appointed Officers

The appointed officer's term will be for three years and will begin immediately upon appointment. In the event the officer resigns, the Commissioner, with the approval of a majority of the elected Board members, may appoint a replacement to complete that term of office.

The term of office for the Official's Chair will begin in August 2008 and every third year thereafter. The term of office for the Adult Competition Committee Director will begin in August 2008 and every third year thereafter. The term of office for the Junior Competition Committee Director will begin in August 2009 and every third year thereafter.

#### 3.3 Attendance

Board members shall be required to attend at least 50% of the regularly scheduled Board meetings in a fiscal year or not miss more than two consecutive meetings. If unable to comply the Board member will be required to resign their

position.

Meetings may be held via electronic means (such as teleconference) as well as in person.

### 3.4 Eligibility

3.4.1 All Board members shall be a regular member in good standing of the Region for a period of one year and a USAV member for three years prior to their election. They must maintain their membership during their term of office.

3.4.2 An elected Board member will be a registered member of the player group or Regional area that they represent.

3.4.3 The Official's Chairperson shall be a certified National USAV Referee. If a suitable candidate does not exist a qualified Junior National level Referee may be appointed to the position.

### 3.5 Board Vacancies

In the event of a vacancy(s) on the Board the Commissioner will nominate a replacement(s), for approval by majority vote of the Committee members of the affected Committee. The candidate will take office immediately.

## 4 Powers and Duties of Officers

### 4.4 Commissioner

The Commissioner shall be a member of the Board and shall be the chief executive officer of the Corporation and shall preside at all meetings of members and of the joint Board. The Commissioner should attend all meetings of the Adult and Junior Competition Committees and have a vote at such meetings to break ties. Subject to the control of the Board, the Commissioner shall have general supervision over the daily affairs of the Corporation and shall have such other powers and duties as Commissioners usually have or as the Board assigns to him.

4.4.1 The Commissioner is responsible for maintaining the budget of the Region (as voted by the Board). Financial reports will be delivered to the Board at the regularly scheduled meetings.

4.4.2 The Commissioner will represent the Region in person and in writing when it comes to dealing with issues on a Regional or National level.

4.4.3 The Commissioner is the manager of the Executive Officers of the Board. The Commissioner will oversee their work to ensure that they are implementing the policies of the Board.

- 4.4.4 The Commissioner makes final decisions on all matters that do not expressly fall under chairmanship areas (i.e. special events).
- 4.4.5 The Commissioner makes final decisions in disputes between Executive Council Members.
- 4.4.6 The Commissioner should direct the Executive Council Members to deliver reports on a timely basis and deliver such reports to the Board at the regularly scheduled meetings.
- 4.4.7 The Commissioner shall write articles for the Newsletter.

#### 4.5 Official's Chairperson

The Official's Chairperson will supervise the all GEVA officials (Referees and Scorekeepers). The Official's Chairperson will appoint a Scorekeeper's Chairperson to supervise and train the GEVA Scorekeepers. The Official's Chairperson should attend all meetings of the Adult and Junior Competition Committees and have a vote at such meetings.

- 4.5.1 The Official's Chairperson will provide Referee training concerning rule changes, rule interpretations, and protocol.
- 4.5.2 The Official's Chairperson will work with the Competition Directors and the GEVA Office to provide Referees for all GEVA tournaments.
- 4.5.3 The Official's Chairperson will schedule and staff training clinics and rating sessions for Referee candidates.
- 4.5.4 The Official's Chairperson will act as GEVA's representative to other bodies, such as the NCAA, who utilize USA Volleyball GEVA Referees.
- 4.5.5 The Official's Chairperson will write articles for the Newsletter.

#### 4.6 Adult Competition Director

- 4.6.1 The Adult Competition Director will serve as the chairperson of the Adult Competition Committee and conduct scheduled meetings of the Committee. If the Director is unable to attend, the Commissioner shall conduct the meeting and in the Commissioner's absence a Committee member may be designated to conduct the meeting.
- 4.6.2 The Adult Competition Director will supervise all Adult Competition matters within the GEVA region.
- 4.6.3 The Adult Competition Director will aggressively seek playing facilities for tournaments. Secure contracts for playing facilities as early as possible and with the best possible financial terms.

- 4.6.4 The Adult Competition Director will formulate Tournament Schedule and provide monthly updates to the Commissioner, GEVA Office, and Referees' Chairperson.
  - 4.6.5 The Adult Competition Director will issue sanctions to individual tournament directors for each GEVA sanctioned tournament.
  - 4.6.6 The Adult Competition Director will provide input to the office for tournament entry packages for teams.
  - 4.6.7 The Adult Competition Director will keep the Commissioner and Official's Chairperson informed of tournament status.
  - 4.6.8 The Adult Competition Director will write articles for the Newsletter.
- 4.7 Junior Competition Director
- 4.7.1 The Junior Competition Director will serve as the chairperson of the Junior Competition Committee and conduct scheduled meetings of the Committee. If the Director is unable to attend, the Commissioner shall conduct the meeting and in the Commissioner's absence a Committee member may be designated to conduct the meeting.
  - 4.7.2 The Junior Competition Director will supervise all Junior competition matters within the GEVA region.
  - 4.7.3 The Junior Competition Director will formulate Tournament Schedule and provide monthly updates to the Commissioner, GEVA Office, and Referees' Chairperson.
  - 4.7.4 The Junior Competition Director will issue sanctions to individual tournament directors for each GEVA sanctioned Junior tournament.
  - 4.7.5 The Junior Competition Director will provide input to the office for tournament entry package for teams.
  - 4.7.6 The Junior Competition Director will keep the Commissioner and Official's Chairperson informed of tournament status.
  - 4.7.7 The Junior Competition Director will write articles for the Newsletter.

## 5 Powers of the Board - Limitations

It shall be Region policy to budget and disburse each year substantially all of its ordinary net income to advance its primary and specific purposes as stated herein. The Board shall not engage in any of the following transactions:

- 5.1 Lending any part of its income or principal without adequate security or at

unreasonable rates of interest.

5.2 Making any part of the Region's services available on a preferential basis.

5.3 Making any substantial purchases of securities or other property from members, their families, or their companies for more than adequate consideration.

5.4 Selling any substantial Region property to members, their families or the companies for less than adequate consideration.

5.5 Engaging in any transaction which results in a substantial diversion of Region income to members, their families or their companies.

## 6 Financial

### 6.1 Fiscal Policy

6.1.1 All checks drawn against the Region's checking accounts shall be signed by the Commissioner or such person or persons as the Board may designate.

6.1.2 All deeds, mortgages, leases, tax returns and contracts shall be signed by the Commissioner or such person or persons as the Board may designate.

6.1.3 Loans shall not be contracted on behalf of the Region nor evidence of indebtedness issued in its name unless authorized by a specific resolution of the Board.

6.1.4 All funds of the Region not otherwise employed shall be deposited as received in the Region's financial accounts with such bank, trust company or other financial depositories as the Commissioner may select with approval of the Board.

6.1.5 To insure the Region's continuity, solvency and ability to carry out its functions, the Board may establish a permanent endowment to hold surplus funds and contributions.

6.1.6 Dues, annual or otherwise, shall be set by the Board and specified in the Operating Code.

### 6.2 Fiscal Year

The fiscal year of the Region shall begin on 1 September and end on 31 August.

## 7 Meetings

### 7.1 Regular Meetings

The complete Board will meet once a year between July 4<sup>th</sup> and Labor Day for a

joint planning meeting.

#### 7.2 Adult Competition Committee

The Adult Competition Committee will meet a minimum of 3 times during the year at times to be determined by the Committee members. The nominally scheduled meeting times shall be pre-season, pre-Regional and post season.

#### 7.3 Junior Competition Committee

The Junior Competition Committee will meet a minimum of 2 times during the year at times to be determined by the Committee members. The nominally scheduled meeting times shall be pre-season and post season.

#### 7.4 Executive Council

The Executive Council will meet at the call of the Commissioner.

#### 7.5 Special Meetings

Special meetings of the Board/Committees may be called at any time by resolution of the Board/Committee, by the Commissioner or by request of at least four Committee members. Only business related to the purposes set forth in the notice of the meeting may be transacted at a special meeting.

#### 7.6 Place of Meetings

Meetings of the Board/Committees may be held in or outside the State of New York at a location selected by the Commissioner/Competition Directors.

Meetings may be held via electronic means (such as teleconference) upon notice of the Commissioner/Competition Directors.

#### 7.7 Notice of Meetings, Waiver of Notice

Written notice of each meeting of the Board/Committee shall be given to each member entitled to vote at the meeting; except that (a) it shall not be necessary to give notice to any member who submits a signed waiver of notice before or after the meeting, and (b) no notice of an adjourned meeting need be given, except when required by law. Each notice of a meeting shall be given, personally or by first class mail, not less than 10 nor more than 50 days before the meeting and shall state the place, date and hour of the meeting, and unless it is the annual meeting, shall state at whose direction the meeting is called and the purposes for which it is called. If mailed, notice shall be considered given when mailed to a member at his address on the Corporation's records. The attendance of any member at a meeting, without protesting before the end of the meeting the lack of notice of the meeting, shall constitute a waiver of notice by him.

## 7.8 Action by Members Without a Meeting

Any action required or permitted to be taken at any Board/Committee meeting may be taken without a meeting, on written consent, setting forth the action so taken, signed by all of the members entitled to vote thereon.

## 7.9 Rules of Procedure

In all cases not otherwise provided for in these By-Laws, the Region shall be governed by Robert's Rules of Order.

## 7.10 Voting

### 7.10.1 Quorum

The presence in person or by proxy of (1) a simple majority of the Board/Committee members entitled to cast a vote at the meeting if the Board/Committee consists of an uneven number of members or (2) half plus one of the Board/Committee members entitled to cast a vote at the meeting if the Board/Committee consists of an even number of members shall constitute a quorum for the transaction of any business, unless otherwise provided by law or these bylaws. In the absence of a quorum, those present or, in the absence of all the members, any officer entitled to preside may adjourn the meeting until a quorum is present. At any adjourned meeting at which a quorum is present any action may be taken which might have been taken at the meeting as originally called.

### 7.10.2 Voting; Proxies

Each Board/Committee member, including the Chairperson, shall be entitled to one vote on each matter submitted to a vote of the Board/Committee, and may attend meetings and vote either in person or by proxy. Corporate action to be taken by vote of the Board/Committee, other than the election of members, shall be authorized by a majority of the votes cast at a meeting of the Board/Committee, unless the vote of a greater number is required by law. Voting need not be by ballot unless required by law or requested by a member at the meeting or ordered by the chairperson of the meeting. Every proxy must be signed by the member or his attorney in fact. Proxies may be given to another Board member or an eligible member of the represented group. No proxy shall be valid after the meeting specified.

Voting may be conducted via email ballot between meetings. Notification of and response time of such ballots will be governed by the appropriate ByLaw provisions. Votes will be accepted from registered email addresses only with a detailed summary provided to all members upon conclusion of the vote.

### 7.10.3 Removal of Board Member

Any member of the Board/Committee may be removed from office at a special

meeting of the Board/Committee called by a minimum of two thirds Board/Committee Members and by a vote of at least two thirds of the entire Board.

## 8 Committees

Any Executive Council member may create a committee as needed.

All committee chairpersons must be Board members.

## 9 Membership

Any person who is supportive of the sport of volleyball may be admitted to membership in the region, on such terms and conditions, including the payment of membership dues, if any, as the Board may determine.

The Board will establish categories of membership following the USAV guidelines. The definitions and associated fee structure will be delineated in the Operating Code.

## 10 Ethics and Conduct

### 10.1 General Statement

The Region shall be responsible to its members, USA Volleyball and to the general public to make certain that the sport of volleyball, the name of the Region and the symbols associated with the Region are not used in such a manner as to be detrimental to the sport, the Region or USA Volleyball.

### 10.2 Sanctions

Any organization, any team or any individual that is associated with the Region, or any individual who holds any elective or appointed position with this Region that acts in such fashion as to cause this Region public embarrassment, violates any of the corporate laws of the Region or violates any local, state or Federal laws while a member or while holding office in it, may be suspended or expelled from affiliation or office by a majority vote of a duly constituted quorum of the Board. Such action will be taken after a recommendation of the Ethics Committee after their review of the incident.

### 10.3 Due Process

Specific policies on reporting and handling of incidents involving ethics, discrimination and eligibility of members of the Region shall be set out in the Due Process Policy as stated in the Operating Code.

### 10.4 Discrimination

It is the express policy of GEVA to prohibit discrimination on the basis of race,

color, religion, gender, sexual orientation, age, national origin, citizenship, lawful alien status, physical or mental disability, marital status or any other basis that is prohibited by Federal, State or Local laws. This policy covers all hiring, recruitment, player privileges, rights of persons or teams to participate in events, tournaments, etc. or under any other circumstances. Specific policies concerning discrimination shall be as stated in the Operating Code.

## 11 Newsletter

The Commissioner, with approval of the elected Board, will appoint a Newsletter Editor who will prepare and arrange for the publishing of a GEVA newsletter and other Region publications as required. The Newsletter format and general content will be submitted to the Board for review and concurrence before publishing.

### 11.1 Publishing

A minimum of two Newsletters per season will be published. Additional publications will take place as approved by the Board.

### 11.2 Distribution

The Editor will work with the GEVA office to arrange for the distribution of the Newsletter to all registered members and others as deemed by the Board.

## 12 Amendments to the ByLaws and its Parts

These ByLaws may be amended, altered or repealed and new ByLaws may be adopted by a two-thirds (2/3) vote of the Board present at any joint meeting. However, notice of the proposed amendment(s) must be submitted to the Commissioner in writing at least thirty days prior to the meeting. The Commissioner will notify the remainder of the Board members of the proposed amendment(s). If a quorum is not present at the meeting, the proposed amendment(s) must be tabled until such quorum is present.

Two thirds (2/3) shall consist of those members present, written proxies and absentee ballots.

## 13 Operating Code

The Board will establish an Operating Code by which volleyball in the Region shall be governed. Unless superseded by the Operating Code of the Region, the USAV Operating Code for the Regional Operations Division shall be considered to be an integral part thereof. The Commissioner will insure that a separate document containing this code is created and kept updated for reference by the Board.

The Operating Code will be approved or changed by a majority vote of the Board

present at any joint meeting.

### Organization of the GEVA Board of Directors

