

CONSTITUTION OF THE ASSOCIATION OF NEW ENGLAND FOOTBALL OFFICIALS

ARTICLE I NAME

The Association shall be known as the Association of New England Football Officials.

ARTICLE II OBJECT

The object of this Association shall be to promote efficiency of officials by holding interpretation meetings and also to make any suggestions to the Rules Committee, which the members consider, promote the best interest of football and to cooperate in all possible ways.

ARTICLE III MEMBERSHIP

The Association of New England Football Officials does not discriminate against any member due to race, gender, sexual orientation or national origin.

To be eligible for membership in the Association of New England Football Officials, one must pass a written examination on a date to be determined by the Executive Committee, attend no less than 60% of the candidates classes in the year he or she takes the exam, and satisfy all of the Admission policies as specified in Article I of the association by-laws.

All applications for admission to the Association must be made to the Executive Committee and certified by at least two (2) members of the Association.

ARTICLE IV MEETINGS

The Annual meeting shall be held at the call of the President for the election of officers and such other business as may be brought before the Association. If no quorum is present, the presiding officer shall adjourn the meeting to any other day within two (2) weeks with the same effect as if held as above. Fifteen percent (15%) of the members shall constitute a quorum. A Special Meeting shall be called whenever the Executive Committee determines such a meeting to be necessary. The Executive Committee must determine said meeting is necessary by a two thirds (2/3) vote of all members of said committee. A Special Meeting may also be called whenever ten percent (10%) of the active members of the Association present to the President a written request for the same, and specifying the object of the meeting. Notices of the meetings of the Association shall be communicated to each member at least ten (10) days before the date of the meeting.

At the Annual meeting the order of business shall be:

1. Reports and communications
2. Old Business
3. New Business
4. Election of Officers

ARTICLE V EXECUTIVE COMMITTEE

The Executive Committee shall be elected and be given sole charge of the conduct of the organization. The Executive Committee shall consist of the President, First Vice President, Second Vice President, Secretary-Treasurer, Retiring President together with a Governor from Massachusetts counties having at least twenty (20) members and a Governor-At-Large for all other counties, provided however that said counties shall have a total of at least (20) members at the beginning of the calendar year.

The powers of the Executive Committee shall include:

1. To admit members in good standing from other boards
2. The power to expel or suspend member or to suspend any member until the next Annual meeting and to recommend to the Association at the meeting the exclusion from membership of any member.
3. To fix penalties for violation of the Constitution and by-laws and to enforce the same.
4. To transact all lawful business of the Association

ARTICLE VI OFFICERS AND GOVERNMENT

Officers

The officers shall consist of the President, First Vice President, Second Vice President, and Secretary/Treasurer. Officers, with the exception of the Secretary/Treasurer, shall be eligible to serve only one (1) term. All officers shall be members of the Executive Committee. The Retiring President and the Governors shall also be members of the Executive Committee.

Vacancy

A vacancy in any of the aforementioned offices shall be filled in the following manner: a vacancy in the office of the President shall be filled by the First Vice President, a vacancy in the office of the First Vice President shall be filled by the Second Vice President, a vacancy in the office of Second Vice President shall be filled by any member in good standing of the Association who is elected by majority vote of the Executive Committee and a vacancy in the office of the Secretary/Treasurer shall be filled by any member in good standing of the Association who is elected by majority vote of the Executive Committee.

Term of Officers

The term of the Association's Officers shall commence on January 1 of the year following the annual business meeting at which they were elected.

Governors

The Association shall elect Governors from the following Counties of Massachusetts: Essex, Middlesex & Suffolk. Provided however that no governor shall be elected from any of said counties if at the beginning of the calendar year that county shall have less than twenty (20) members in good standing. The Association shall also elect a Governor at Large from any other county in Massachusetts or any other state to represent members who do not reside in the aforementioned counties. The Association shall also elect a Governor to represent any other Massachusetts County when said County shall have more than twenty (20) members in good standing at the beginning of the calendar year. Each Governor shall be elected for a term of two years.

Eligibility

Any member in good standing may serve as a Governor for the County in which he or she resides at the time of the annual meeting. No two Governors may reside in the same county unless a serving Governor moves into another County during his or her term. The Governors elected from each county shall serve for two years and will not be eligible for re-election until a period of three (3) years has expired from the end of their previous term.

Timing of Election

In the years ending in an even number, the membership shall elect a Governor for the counties of Essex, Middlesex, and Suffolk. In a year ending in an odd number, the membership shall elect a Governor for any other eligible county and the Governor-at-Large.

Vacancies of Governors

If for any reason, a vacancy of more than one (1) year is created on the Executive Committee, the officers and remaining Governors shall elect a member from the affected county to fill the unexpired term.

Term of Governors

The term of the office of the Governors shall commence on January 1st of the year following the annual business meeting at which they were elected.

**ARTICLE VII
DUTIES OF OFFICERS**

The President shall preside at all meetings. The president may call a Special meeting upon his/her own motion or as provided in the Constitution and shall perform such other duties, which pertain to the office. The President shall also be Chairman of the Executive Committee. The President is also authorized to sign the Association's checks.

The First Vice President, in the absence of the President, shall assume the duties of the President.

The Second Vice President, in the absence of the First Vice President, shall assume the duties of the First Vice President. In the absence of the President and First Vice President, the Second Vice President shall assume the duties of the President.

The Secretary/Treasurer shall keep an accurate record of all transactions at meetings, of all correspondence, and shall act as custodian of all funds and perform all other duties pertaining to his/her office. The Secretary/Treasurer shall be the secretary of the Executive Committee. In the absence of the Secretary/Treasurer, the President is authorized to sign the Association's checks. The Secretary/Treasurer's annual honorarium shall be Two Thousand Dollars (\$2,000.00).

**ARTICLE VIII
ELECTIONS**

All nominations for elective offices shall be made from the floor at the Annual meeting by a member in good standing and seconded by another member in good standing. The election must be conducted by ballot.

**ARTICLE IX
MEETINGS OF THE EXECUTIVE COMMITTEE**

Meetings may be called at any time by the Chairman. He/she shall also be required to call a meeting of the Committee five (5) days after he/she has been requested to do so by three (3) members of this committee.

ARTICLE X ANNUAL REPORT

At the Annual meeting the Executive Committee, through the President, shall make a full report of its proceedings during the previous year and recommend such measures, as it may deem advisable.

ARTICLE XI DUES

To defray the expenses of the Association, there shall be annual dues. The amount of the dues shall be determined annually by the Executive Committee by majority vote.

Any member who has not paid his/her dues by the first day of September of the current calendar year, shall be assessed a late fee in an amount equal to ½ of the annual dues.

Any member who has not paid his/her dues by the Annual Business Meeting, shall be dropped from membership.

After termination of membership for non-payment of dues and the assessment for late payment, any petition for reinstatement shall be accompanied by a reinstatement fee of 25% of current dues plus the amount to cover the dues and assessment for late payment.

ARTICLE XII AUDITING COMMITTEE

At each annual meeting there shall be elected a committee consisting of three (3) members, none of whom shall be a member of the Executive Committee. This Committee shall have full power to examine and audit all

accounts of the Association. The Chairman of the Auditing Committee shall preside and schedule the audit prior to the annual business meeting.

ARTICLE XIII AMENDMENTS TO THE CONSTITUTION

Proposed amendments to the Constitution must be submitted in writing to the Executive Committee at least thirty (30) days prior to the Annual meeting and said proposed amendments shall be included in the announcement of the meeting, which is sent to each member. Amendments shall be adopted only if endorsed by two-thirds (2/3) vote of those present at the Annual meeting. The vote on proposed amendments to the Constitution shall be by ballot.

ARTICLE XIV SPECIAL CLASSES OF MEMBERSHIP FOR CLOCK OPERATORS

The Association shall establish a special category of clock operators. Said category of clock operators shall consist of active and retired field officials and persons desiring to be involved in the administration of football through game clock operation. The amount of the dues for said special members shall be the same as for all other members of the Association.

They shall be required to attend three (3) meeting a year, one of which will be the first meeting of the year or the meeting that pertains to Rule 3. Clock operators shall complete a special pre-season examination, which shall be specifically oriented toward the timing of the game. Clock Operators shall have all voting rights as other members and may be elected to any office.

ARTICLE XV DISSOLUTION

Upon dissolution of the Association, the assets shall be distributed to an organization which qualifies as a tax-exempt organization under IRS Code 506(c)
1.

ARTICLE XVI
PARLIAMENTARY PROCEDURE

Roberts Rules of parliamentary procedure shall be the instrument governing all meetings of the Association. The President may appoint a Parliamentarian to advise him concerning proper parliamentary procedure.

BY-LAWS OF THE ASSOCIATION OF NEW ENGLAND FOOTBALL OFFICIALS

I. ADMISSION POLICIES

The Executive Committee and the officers of this organization shall set the passing mark for the entrance examination each year as the best interests of the organization dictate.

An examination review shall be given for all applicants within one (1) month of the Annual Examination. This review shall be held under the supervision of the First Vice President.

Prior to taking the admission examination, all members of the candidates' class shall volunteer and serve on four (4) chain crews at varsity games.

Candidates who pass the entrance examination must participate in the technique clinic program as defined by the Executive Committee. Moreover, applicants who passed the annual examination shall participate in one (1) supervised scrimmage game in the year following the year in which they passed the examination. They shall not officiate any regularly scheduled game or a paid scrimmage until they have participated in this supervised scrimmage. The time and site of the game and the assignment and supervision of the officials shall be determined by the Executive Committee.

The pre-season supervised scrimmages shall be varsity high school or varsity prep school scrimmages, unless weather or other unforeseeable events make such scheduling unduly difficult. In this event, the Executive Committee is authorized to approve as satisfactory scrimmages other than varsity high school or varsity prep school.

The Executive Committee may, by majority vote, admit by transfer duly certified members of other recognized boards of football officials. Members of this Association may maintain or establish membership in any other Massachusetts football officials' board, which services schools below the college level.

II. CODE OF CONDUCT OF MEMBERS

If, at the end of any football season, an agreement on fees for the ensuing season has not been reached, no member of this Association shall accept assignments or commit himself/herself to a commissioner or assigning authority unless that member states that he is doing so subject to an equitable agreement between this board and the MIAA.

The Executive Committee is authorized to sanction, by majority vote, the assignment of non-members whenever, and only whenever, no member of this board is available, provided

further that said non-members shall be candidates for admission who have been in regular attendance at the weekly rules meetings. To be in regular attendance, a candidate must have attended three fourths (3/4) of the meetings held as of the date of the assignment.

No member of this Association shall accept an assignment to work in a varsity high school or prep school football game to which less than four (4) field officials are assigned. Members who fail to adhere to the schedule of fees may be suspended for a period of up to one (1) year. The Executive Committee shall grant any member a hearing before said committee if requested by said member before any punishment is imposed.

No member of this Association shall arrive late for an assignment to work a varsity high school or prep school football game. A member may be suspended a period of up to two (2) weeks if in any one season, more than two (2) complaints are received for failure to arrive in the dressing room at a game site on time by the Executive Committee. Late arrival shall be considered as arriving later than the time indicated by the appointing authority. In the event the appointing authority has not so indicated, the Association directs its officials to be in the dressing room at the game site forty-five (45) minutes before game time. The suspension shall be served the first two (2) weeks of the succeeding football season. A jamboree game shall not be considered as part of the season. The Executive Committee will consider no complaint against a member unless it is received from a Commissioner, a Director of Athletics, a Faculty Manager, a Coach, or other school authority. The Executive Committee shall grant any member a hearing before said committee if requested by said member before any punishment is imposed.

In varsity high school and varsity prep schools games, no member shall knowingly work with persons who are not members of a recognized board of football officials. Members who fail to adhere to this policy may be immediately suspended for a period of up to one (1) year. The Executive Committee shall grant any member a hearing before said committee if requested by said member before any punishment is imposed.

Members of this Association who are under suspension are prohibited from working in varsity high school or varsity prep school games. The Executive Committee may expel suspended members who violate the rules of the Association during the period of their suspension. The Executive Committee shall grant any member a hearing before said committee if requested by said member before any punishment is imposed.

Members shall attend a minimum of six (6) meetings annually; attendance at the Annual Memorial Awards Banquet shall not be counted toward meeting the attendance requirement of the Association. Double meeting credit will be given to any member who has paid his or her dues on or before their attendance at the June meeting. The Executive Committee may suspend members who fail to adhere to this policy for a period of up to one (1) year.

Any member of this Association may request to be considered constructively present for said six meetings upon showing a good cause to the Executive Committee. The Executive Committee shall in their sole discretion determine if said member will be deemed constructively present for said six meetings. Any member requesting to be considered constructively present for the second consecutive year may be required to take a written examination by the Executive Committee. The Executive Committee shall determine the content, time, place, and passing mark. If the member fails to pass the examination, their request for waiver shall be denied.

All members of the Association of New England Football Officials shall receive and complete an annual pre-season examination on rules and technique. The examination shall be prepared by the President and shall consist of a question and answer section. The answer section shall be completed on or before a date to be determined annually by the Executive Committee.

Members who fail to return their exam answers before the due date shall be assessed a fine equal to twenty five percent (25%) of the dues amount. The Executive Committee may suspend members who fail to return their examination answers for a period of up to one (1) year. The suspension shall be served in the succeeding football season. The Executive Committee shall grant any member a hearing before said committee if requested by said member before any punishment is imposed.

Any member of this Association who is also a member of the E.A.I.F.O. is excused from the provisions of this by-law concerning attendance at meetings and the completion of a pre-season exam.

III. CONDUCT OF NON-MEMBERS

The Association shall take appropriate action against any team or teams, which perpetrate an assault or act of violence against a member of this Board. This Association shall support a no-work agreement in the event of such an assault and if the Executive Committee determines that such an action is necessary will seek the support of all adjacent football boards.

The Executive Committee is authorized to invite, to appear before it, coaches whom complaints have been made to the Executive Committee by the members of this Association and shall said coach fail to appear, the Executive Committee is authorized to send an appropriate letter to the head master, superintendent of schools, or hiring authority of the school where said coach is employed.

Half fees are to be paid to officials who arrive at the site of a postponed game due to the failure of the schools to notify officials of the postponement. Notice of the postponement shall be given at least one and one-half (1 ½) hours before the game time. However, if an

official is not at home or cannot be reached it is the official's responsibility to contact the game authorities or the police to determine the status of the game.

IV. AWARDS

The Mark T. Crehan award was established to honor our departed members. This award shall be awarded on a yearly basis to a non-member who has been a varsity high school or varsity prep school football coach for at least ten (10) years in the State of Massachusetts, who has maintained high ethical standards during his coaching career, and has taught the game of football to boys so they become men who exemplify the finest traits of American sportsmanship. Any member can make nominations for the award to a member of the Executive Committee of the Association. The Executive Committee shall select the award winner from said nomination before the annual awards banquet. The award shall consist of a suitably inscribed memento.

The President's Memorial Award was established to honor our past Presidents and shall be awarded on a yearly basis to a high school senior who must be a football player whose conduct on the football field has been in keeping with the fine traditions of American Sportsmanship and who has demonstrated integrity, judgment and courage. The player's principal must attest that the player is of good character that would reflect positively on this association. The award shall consist of a trophy to be the permanent possession of the recipient along with a scholarship to further their education. The amount of this scholarship shall be determined annually by the Executive Committee. Any member of the Association may make nominations. The Executive Committee of the Association shall make the selection of the recipient.

The William F. McDonald Award was established to honor a member who exhibits excellence in football officiating at the high school level and shall be awarded on a yearly basis. The official must demonstrate, through his conduct on the football field, integrity, judgment, and courage. Any member can make nominations for the award to a member of the Executive Committee of the Association. The Executive Committee shall select the award winner from said nomination before the annual awards banquet. The award shall consist of a suitably inscribed memento.

The Paul Tighe Award shall be presented annually to the ANEFO member who best displays Paul's qualities of integrity, professionalism, and tactfulness in his dealings with players, coaches, and fellow officials; who comports himself in a manner consistent with the high standards of the officiating profession; and who exercises his authority in an impartial, firm, and controlled manner.

The C. Howard Smith Official's Award is presented annually to an ANEFO member for his or her outstanding contribution to the officiating profession.

Gold Life Passes shall be presented to all retired officers or members in good standing who have given extraordinary service to the association. The awarding of Gold Life Passes shall be determined by vote of the Executive Committee. All Gold Life Pass holders shall be deemed honorary members of this association. Honorary Members of the association have no voting privileges but shall be invited to the year-end banquet at no cost.

Scholarships shall be awarded at the banquet annually to two children of members in good standing of the association who are currently attending a post-secondary school; one to a female student and one to a male student. The selection shall be made at random. The Executive Committee will determine the amount of the scholarship annually.

Officials who have been members in good standing of this Association for fifteen (15) years shall receive an appropriately worded certificate of achievement. Officials shall also receive an appropriately worded certificate of achievement for each five years of membership thereafter.

A suitable inscribed plaque shall be awarded to any member who lectures at any of the Association's rules clinics. No more than one (1) of these plaques shall be awarded to a member. The president of the association, at the end of his term, shall be presented a suitably inscribed plaque and suitably inscribed memento as a token of appreciation for the work he/she has done. An appropriately worded shield shall be awarded to members of the Executive Committee whose terms have expired.

V. CHANGES TO BY-LAWS

The Executive Committee shall have the power to propose by-laws in the best interest of the Association. The membership must approve any by-law change by a majority vote at the Annual meeting.

Proposed amendments to the by-laws by a member must be submitted in writing to the Executive Committee and the Secretary/Treasurer at least thirty (30) days prior to the Annual Meeting. Amendments shall be adopted if endorsed by a majority vote of those present at the Annual meeting.

The vote on proposed amendments to the by-laws shall be by ballot.