

US VOLLEYBALL ASSOCIATION ALASKA REGION

BYLAWS

ARTICLE I.

SECTION 1. Name

US Volleyball Association Alaska Region, (Alaska Region)

SECTION 2. LOCATION

US Volleyball Association Alaska Region represents the entire state of Alaska for USA Volleyball.

Mailing address: P.O. Box 242394
Anchorage, AK 99524

SECTION 3. DURATION

The corporation shall have perpetual existence.

SECTION 4. PURPOSE

The mission of the US Volleyball Association Alaska Region is to promote, govern, oversee, plan, and coordinate amateur indoor and outdoor volleyball in the Alaska Region, to provide a variety of opportunities for all interested parties to participate in a safe, positive, and appropriately competitive environment.

ARTICLE II - AUTHORIZED ACTIVITIES

In accordance with Section 501(c) 3 of the Federal Internal Revenue Code, US Volleyball Association Alaska Region shall operate exclusively as a nonprofit organization providing a supervised competitive volleyball program. No part of any net proceeds or assets shall inure to the benefit of any individual or corporate entity. No substantial part of the activities of the US Volleyball Association Alaska Region is/or shall be devoted to attempting to influence legislation. US Volleyball Association Alaska Region shall not participate in or attempt to intervene in any political campaign on behalf of any candidate for public office.

The organization is affiliated with USA Volleyball (USAV) and remains a private organization for the benefit of its membership.

ARTICLE III. MEMBERSHIP

Section 1. Eligibility.

Membership in the US Volleyball Association Alaska Region is open to all individuals.

Section 2. Term of Active Membership.

Active membership in the Alaska Region is only valid during the current USA Volleyball season. Memberships must be renewed each year.

Section 3. Member in Good Standing.

A. Players.

To remain a member in good standing in the Alaska Region, a player must:

1. Be current in all his/her financial obligations to the Region – See also E. Members in General below.
2. Be a registered member of the Alaska Region for the current season
3. Not be under any disciplinary action with any region or USA Volleyball
4. Have attended all the required officiating and/or scoring clinics

B. Officials

To remain a member in good standing in the Alaska Region, an official must:

1. Be current in all his/her financial obligations to the Region
2. Be a registered member of the Alaska Region for the current season with a current background screen and a current SafeSport Certification.
3. Not be under any disciplinary action with any region or USA Volleyball
4. Have attended all of the required officiating and/or scoring clinics
5. Have satisfied all obligations to the Region regarding his/her status as an official

C. Club Directors

To remain a club director in good standing in the Alaska Region, a club director must:

1. Be current in all his/her financial obligations to the Region
2. Be a registered member of the Alaska Region for the current season with a current background screen and a current SafeSport Certification.
3. Not be under any disciplinary action with any region or USA Volleyball
4. Have attended in person or designated another representative of the club to attend the Annual meetings of the Junior Forum.

D. Coaches To remain a coach in good standing in the Alaska Region, a coach must:

1. Be current in all his/her financial obligations to the Region
2. Be a registered member of the Alaska Region for the current season with a current background screen and a current SafeSport Certification.
3. Not be under any disciplinary action with any region or USA Volleyball
4. Be at minimum IMPACT certified prior to the first tournament

E. Members in General

In order to support financial responsibility of our junior and adult players, the Alaska Region will honor any court decision, including Small Claims Court, rendered against any junior or adult member for outstanding financial obligations to any Alaska Region club or to the Alaska Region.

If presented with a court judgement against a player from a club or team, the Alaska Region will place the delinquent member's membership on hold until such time as they have made reparations or reached a financial agreement with the club or team. The club will have (1) one year from the end of the season that the player participated with their club or team to file with the court and present judgement to the Alaska Region. The Region Hold will be removed after (2) two complete seasons regardless of a financial agreement being made between the two parties.

Section 4: Club in Good Standing

To be a club in good standing in the Alaska Region, a club must:

1. Be current in all financial obligations with the Alaska Region
2. Require and enforce that everyone associated with the club be a registered member of the Alaska Region for the current season
3. Require and enforce that all coaches be in compliance with the Alaska Region Coaches Education Policy.
4. Anyone in the role as the club director must not be under any disciplinary action from any region or USA Volleyball for the past 3 years

ARTICLE IV. BOARD OF DIRECTORS

Section 1. Eligibility.

All members of the Board of Directors must be regular members of the Alaska Region in good standing.

Section 2. Composition.

The Board of Directors shall consist of the following positions:

- A. Commissioner
- B. Commissioner Emeritus
- C. Secretary
- D. Treasurer
- E. Officials' Division Coordinator
- F. Adult Division Coordinator
- G. Junior Division Coordinator

Section 3. Term of Office

All members of the Board of Directors are elected for a 3-year term. The elections are staggered so that not more than 2 elections will be held in any one year.

Members of the Board of Directors may succeed themselves in their position until such time as they decide not to run for their position, are defeated in their election or are removed from office.

The Commissioner Emeritus is not an elected position and will serve a two (2) year term following the conclusion of their term as Commissioner. Following the two (2) year term the Commissioner Emeritus will serve at the pleasure of the Commissioner.

The Treasurer is not an elected position and will be appointed by the Commissioner.

Section 4. Duties.

The duties of each of the members of the Board of Directors shall be as follows:

A. The Commissioner

The Commissioner shall adhere to the Alaska Region policy, manage and direct all activities of the Commissioner's Division, to include the following areas:

1. Qualifications
Qualifications for this position can be found in the Alaska Region Constitution, Article VI.
2. Administrative
 - a. Manage the administrative and operational activities of the Alaska Region.
 - b. Create, define responsibilities, appoint and/or supervise any position needed to enhance the operation of the Alaska Region.
 - c. Enhance and maintain relations with all other USA Volleyball Regions.
 - d. Serve as a resource to all other positions on the Board of Directors or committee members in carrying out the prescribed duties of their positions.
 - e. Work with clubs or other entities applying to host regional level tournaments.
 - f. Review and approve or deny event sanctioning of regional level events in Alaska.
 - g. Implement directives from USAV Staff and RVAA.
3. Representation
 - a. Attend either in person or by conference call, all meetings of the Alaska Region Board of Directors
 - b. Attend the two (2) Regional Volleyball Association Assembly (RVAA) meetings each year. If unable to attend an RVAA meeting, the Commissioner will appoint a principal representative to attend and represent the Alaska Region.
 - c. Coordinate with the Junior Division Coordinator implementing programs, ideas and policies from the USA Volleyball Junior Assembly (JA).
 - d. Develop an understanding of the Girls Junior National Qualifiers and Boys Bid Tournaments; how they work and the benefits of participation in the qualifier process.
 - e. Attend the Junior Division Committee meetings and be knowledgeable about junior issues.
 - f. Attend the Officials' Division meetings and be knowledgeable about officials' issues.
 - g. Demonstrate a commitment to the growth and development of volleyball; junior and adult teams; male, female and co-ed; indoor and outdoor.
 - h. Demonstrate a commitment to the growth and development of both the Indoor and Beach/Sand Divisions of USA Volleyball.

- i. Foster the professional growth opportunities for officials and coaches in association with their respective Division Coordinators.
- 4. Meetings
 - a. Schedule, organize and conduct meetings of the Board of Directors of the Alaska Region of USA Volleyball
- 5. Communication
 - a. Be responsible for all forms of communication including, but not limited to:
 - 1. All communication directly with the membership
 - 2. All communication with Alaska Region Division leadership.
 - b. Report regularly at Board meetings and through the Alaska Region Website, actions and activities of the Region Office.
 - c. Be willing and able to engage in community interaction to enhance the continued growth of the Alaska Region by
 - 1. Fostering communication between the Alaska Region and Alaska academic institutions.
 - 2. Developing relationships with other volleyball organizations as well as other sport-related entities.
 - 3. Defining and communicating the scope and responsibilities of Alaska Region Junior volleyball clubs and programs.
 - 4. Mentoring, monitoring and assessing the development of newly formed Adult and Junior programs.
- 6. Documentation
 - a. Be knowledgeable of all membership forms and documentation as required by USA Volleyball
 - b. Have a working knowledge of the Regional database and National registration system.
 - c. Have a working knowledge of the registration process, insurance certificates and policies as they pertain to membership and eligibility.
- 7. Disciplinary
 - a. Conduct Office personnel investigations of dereliction or malfeasance.
 - b. Chair the Appeals Committee of the Ethics and Compliance Committee
- 8. Miscellaneous
 - a. All other duties as assigned by the Alaska Region Board of Directors.
 - b. Perform other duties and responsibilities as necessary to carry out the charges of the office.

B. The Commissioner Emeritus

The Commissioner Emeritus shall adhere to Alaska Region policy and USAV requirements, manage and direct the following areas:

1. Qualifications The qualifications for the Commissioner Emeritus position can be found in the Alaska Region Constitution, Article VI.
2. Administrative
 - a. Be available as a mentor or consultant to the newly elected Commissioner for a period of two (2) years or longer at the discretion of the Commissioner.
 - b. Be available to sit on the Ethics & Compliance Committee as needed by the Ethics and Compliance Officer.
 - c. Be available to chair the Nominating Committee, direct and coordinate the Region elections for the Board of Directors, Officials' Division At-Large members and the Junior Committee
 - d. Serve as a resource to all other positions on the Board of Directors or committee members in carrying out the prescribed duties of their position.
3. Representation
 - a. Attend, either in person or by conference call, all meetings of the Region Board of Directors.
 - b. Be available to attend the Regional Volleyball Association Assembly (RVAA) meetings, if requested by the Commissioner.
4. Meetings Be available to "Chair" any meetings in the absence of the Commissioner.
5. Communication Report regularly at Board meetings all actions and activities of the Region.
6. Miscellaneous
 - a. All other duties as assigned by the Region Board of Directors
 - b. Perform other duties and responsibilities as necessary to carry out the charge of the office.

C. The Secretary

The Secretary shall adhere to the Alaska Region policy and USAV requirements and manage all areas of corporate communication and document management.

1. Qualifications The qualifications of the Secretary can be found in the Alaska Region Constitution, Article VI.
2. Administrative
 - a. Manage the administrative and operational activities of the Alaska Region.
 - b. Prepare and distribute the Board of Directors meeting agenda in a timely manner to the Board members.

- c. Prepare and distribute draft meeting minutes in a timely manner to members of the Board of Directors.
 - d. Update, record and publish all corporate manuals. File annual and/or updated corporate documents with the appropriate governmental agencies, as required.
 - e. Advise the Board of Directors of any communications regarding regional operations and management from USA Volleyball.
 - f. Enhance and maintain relations with all other USA Volleyball Regions.
 - g. Serve as a resource to all other positions on the Board of Directors or committee members in carrying out the prescribed duties of their positions
 - h. Advise the Board of Directors of any problem that could affect the Alaska Region.
- 3. Representation
 - a. Attend, either in person or by conference call, all meetings of the Board of Directors.
 - b. Report all information and proposals to the Board of Directors related to communication
- 4. Meetings
 - a. Prepare and distribute the agenda for the next Board of Directors meeting to the Board members at least three days prior to the meeting.
 - b. Act as Chair of the Board of Directors meeting in the absence of the Commissioner and Commissioner Emeritus
- 5. Communication
 - a. Be responsible for all forms of communication from USA Volleyball to leadership and membership.
 - b. With the Treasurer, prepare and publish the Annual Report for the General Assembly
 - c. Be responsible for communication with other USAV Regions, as needed.
- 6. Documentation
 - a. Be knowledgeable of all membership forms and documentation as required by USA Volleyball
 - b. Be knowledgeable of the Regional database, National registration system and Member Services Department of USA Volleyball
 - c. Be knowledgeable of the registration process, insurance certificates and policies as they pertain to membership and eligibility.
- 7. Disciplinary
 - Assist the Ethics and Compliance Officer with Region investigation of misconduct, as requested

8. Miscellaneous
 - a. All other duties as assigned by the Region Board of Directors
 - b. Perform other duties and responsibilities as necessary to carry out the charges of the office.

D. Treasurer

The Treasurer shall adhere to the Alaska Region policy and USAV requirements, manage and direct all activities of the Treasurer's Division, to include the following areas:

1. Qualifications
The Qualification for the Treasurer can be found in the Alaska Region Constitution, Article VI.
2. Administrative
 - a. Oversee the financial activities of the Alaska Region.
 - b. Serve as a resource to all other positions on the Board of Directors or committee members in carrying out the prescribed duties of their position.
 - c. Work with all Division Coordinators and Program Directors to prepare and maintain budgets for their Division/Program
 - d. Have access to and be able to use all necessary technology to perform the duties of the Treasurer.
 - e. Review accounts payable, accounts receivable, monthly bank statements, reconciliation reports and credit card statements of the Region a minimum of once each month.
 - f. Prepare and present a financial status report and investment review for the Board of Directors at each meeting.
 - g. Prepare the necessary documents to provide the Region Accountant for the annual tax returns.
 - h. With the Secretary, prepare and publish the Annual Report for the General Assembly
3. Representation
 - a. Be able to attend, either in person or by conference call, all meetings of the Region Board of Directors.
 - b. Prepare and report the Treasurer's report at the General Assembly
 - c. The Treasurer is the liaison between the Region and the Accountant.
4. Meetings
 - a. Meet with the Commissioner at least one week prior to every Board of Directors meeting.
 - b. Coordinate with the Secretary to review financial data prior to the meeting with the Commissioner and subsequent meetings/events.
5. Communication
 - a. Be responsible for all forms of communication including but not limited to:

1. All communication between the Treasurer and the Region Office Manager.
 2. All communication between the Treasurer and other Division Coordinators and Program Directors.
 3. All communication between the Board of Directors and the Region Accountant.
 4. All communication between the Treasurer and the membership
 - b. Provide a written monthly financial report and investment review for the Board of Directors each meeting.
6. Documentation
- a. Be responsible for all Region financial record keeping.
 - b. Be knowledgeable of all financial forms and financial requirements of USA Volleyball
 - c. Have a working knowledge of the financial aspects of the various divisions and programs of the Alaska Region.
7. Disciplinary
- Assist the Ethics and Compliance Officer with Region investigations of misconduct, as needed.
8. Finance
- a. Develop, oversee and maintain all phases of the Alaska Region annual budget.
 - b. Work with all Division Coordinators and Program Directors to prepare and maintain budgets for their Division/Program
9. Miscellaneous
- a. All other duties as assigned by the Region Board of Directors
 - b. Perform other duties and responsibilities as necessary to carry out the charges of the office.

E. The Officials Division Coordinator

The Officials Division Coordinator shall adhere to the Alaska Region policy and USAV requirements, manage and direct all activities of the Officials' Division, to include the following areas:

1. Qualifications

The Qualification for the Officials Division Coordinator can be found in the Alaska Region Constitution, Article VI.
2. Administrative
 - a. Manage the administrative and operational activities of the Officials' Division Steering and Action Committees
 - b. Define the responsibilities, appoint and supervise each of the following positions within the Officials Division: Steering Committee Members

1. Referee Training Director
 2. Scorer Training Director
 3. Junior Officials Development Director
 4. Beach Officials Director
- c. Advise the Board of Directors of any communications from USA Volleyball or the Officials Assembly dealing with rules and/or officials
 - d. Function as the Region Rules Interpreter, fielding all rule inquiries and issuing appropriate responses from the Domestic Competition Regulations (DCR) or in consult with the USAV Rules Interpreter.
 - e. Serve as a resource to all other positions on the Board of Directors or committee members is carrying out the prescribed duties of their positions.
 - f. Have access to and be able to use all necessary technology.
 - g. Be responsible for advising the Board of Directors of any problem that could affect the Alaska Region.
3. Representation
 - a. Attend, either in person or by conference call, all meetings of the Region Board of Directors.
 - b. Attend the USA Volleyball Officials' Assembly meetings prior to USA Open National Tournament when budget and availability allow.
4. Meetings
 - a. Schedule, organize and conduct at least one meeting with the Region Board to determine and review standards for officiating, training and promotion of officials in the Alaska Region.
5. Communication
 - a. Be responsible for all forms of communication including but not limited to:
 1. All communication within the Officials Division
 2. All communication between the Officials Division and other Divisions in the Region
 3. Reporting of advancement candidacies
 - b. Report regularly at Board meetings all actions and activities of the Division
 - c. Report all information and proposals from the Officials' Assembly meetings to the Board of Directors.
 - d. Be the point of contact for new officials to the Alaska Region.
6. Training
 - a. Development of training matrix and scheduling of Officials training clinics, to include:
 1. Planning and organization of clinic content and presentation
 2. Ongoing course content development, revision, and update utilizing current USAV DCR

3. Selection, training and monitoring of trainers and clinicians
 4. Documentation and certification
7. Evaluation and Advancement
 - a. Promote and facilitate candidate advancement development, to include:
 1. Annual review of competency levels of all Division officials
 2. Oversee the Division rating process, Rating Team and Team Leader observations, ratings and evaluations.
 3. Referee training and development at regional rating sites
 4. Scorer Training and Score sheet reviews
 5. Recommendation submission to National Rating process
 6. Candidate Review with National Rating process
 7. Create and maintain Regional and National Candidate "Advancement Priority List"
 8. Documentation
 - a. Assist in development, distribution, collection and/or respond to Division documentation, to include:
 1. Official/Player/Coach/Director officiating requirements
 2. New USAV Adult and Junior DCR rule synopsis
 3. Verification and certification forms
 4. Alaska Region officiating guidelines
 5. Match Comment forms with official involvement
 6. Officials report and pay sheet
 9. Disciplinary
 - a. Conduct Division personnel investigations of misconduct
 - b. Assist the Ethics Compliance Officer with Region investigations of misconduct, as needed.
 10. Miscellaneous
 - a. Perform other duties as assigned by the Region Board of Directors
 - b. Perform other duties and responsibilities as necessary to carry out the charges of the office.

F. The Adult Division Coordinator

The Adult Division Coordinator shall adhere to the Alaska Region Policy and USAV Requirements, manage and direct all activities of the Adult Division to include the following areas:

1. Qualifications

Qualifications for the Adult Division Coordinator can be found in the Alaska Region Constitution, Article VI.

2. Administrative

- a. Manage the administrative and operational activities of the Adult Division.
- b. Define the responsibilities, appoint and supervise each of the following positions within the Adult Division:
 - 1. Adult Division Tournament Director
 - 2. Adult League Director
- c. Advise the Board of Directors of any communications from USA Volleyball dealing with adults and/or the Open National Championships.
- d. Be responsible for rule interpretation and incident management as it pertains to the Adult Division.
- e. Assist the Region office in the registration of teams for the US Open Championships, as needed
- f. Assist in the development of the Adult Sanctioned Tournament Schedule.
- g. Assist in the development, schedule and promotion of "Friendship" tournaments.
- h. Recruit teams to fill divisions of competition when appropriate.
- i. Coordinate and prepare items for adult tournament captain's meetings.
- j. Serve as an arbitrator in disputes arising at or after adult tournaments.
- k. Serve as a resource to all other positions on the Board of Directors or committee members in carrying out the prescribed duties of their positions.
- l. Have access to and be able to use all necessary technology.
- m. Advise the Board of Directors of any problem that could affect the Alaska Region.

3. Representation

- a. Attend, either in person or by conference call, all meetings of the Region Board of Directors
- b. Demonstrate a commitment to the growth and development of adult volleyball including indoor, sand and other forms that benefit adults.
- c. Be available to sit on the Ethics and Compliance Committee as requested by the Commissioner.

4. Meetings

- b. Schedule, organize and conduct at least one meeting of the Adult Team Representatives each season. Minutes of each meeting must be taken and published within 30 days of the meeting.

5. Communication

- a. Be responsible for all forms of communication between and among the members of the Adult Division.
- b. Report regularly at Board meetings all actions and activities of the Division.
- c. Report the actions and events of the Adult Division at the General Assembly.

- d. Be accessible for interaction and feedback for the continued growth of the Adult division.
 - e. Give precise and concise instructions, requests and guidance to the Region Office staff regarding Adult Division issues and policies.
 - f. Encourage AK Region adult teams to participate in the US Open Championships.
 - g. Outline rules of competition and site ground rules in accordance with the USA Volleyball Domestic Competition Regulations (DCR) for Alaska Region adult events.
- 6. Training
Work with the Officials' Division Coordinator in preparing scoring and referee clinic and presentation for adults prior to the first tournament.
- 7. Documentation
 - a. Be knowledgeable of all membership types, forms and documentation as required by the Alaska Region.
 - b. Be familiar with the USA Volleyball registration system, policies and eligibility as they pertain to adult membership and participation.
 - c. Be familiar with the USAV US Open Championships registration system, forms and housing information and assist teams with such, if needed.
 - d. Develop, distribute, collect and/or respond to Division documentation, to include:
 - 1. Player/team representative requirements
 - 2. New USAV DCR rule synopsis
 - 3. Membership and team registration policies and procedures
- 8. Disciplinary
 - a. Conduct Division personnel investigations of misconduct.
 - b. Assist the Ethics and Compliance Officer with Region investigations of misconduct, as needed
- 9. Miscellaneous
 - a. Perform all other duties as assigned by the Board of Directors
 - b. Perform all other duties and responsibilities as necessary to carry out the charges of the office.

G. The Junior Division Coordinator

The Junior Division Coordinator shall adhere to Alaska Region Policy and USAV Requirements, manage and direct all activities of the Junior Division and Junior Division Committees to include the following areas:

1. Qualifications
Qualifications for the Junior Division Coordinator can be found in the Alaska Region Constitution, Article VI.
2. Administrative
 - a. Manage the administrative and operational activities of the Junior Division and Junior Division Committees.
 - b. Report to the Board of Directors all information from the USA Volleyball Junior Assembly meetings and communications.
 - c. Develop an understanding of the Junior National Qualifiers and Bid Tournaments, how they work and the benefits of participation in the Qualifier process.
 - d. Have a thorough knowledge of tournament procedures and Alaska Region policies relating to membership, eligibility, rules, and operations as outlined in the Alaska Region Policies.
 - e. Serve as a resource to other positions on the Junior Committees or committee members in carrying out the prescribed duties of their positions.
 - f. Give precise and concise instructions, requests and guidance to the Region Office Staff regarding Junior Division issues and policies.
 - g. In coordination with the Coach's Education Director, assist with the development, scheduling and coordination of CAP and IMPACT clinics for Junior Division coaches, as needed.
 - h. Work with the Officials' Division Coordinator in scheduling and preparing junior player scoring and referee clinics and coach R1 and/or R2 training, as needed.
 - i. Distribute, review, and approve information relating to the Junior Division.
 - j. Work with clubs and other entities applying to host regional and local tournaments, as needed.
 - k. Assist in the development of the Junior Sanctioned Tournament schedule.
 - l. Chair the Girls' Seeding Committee for the initial Club season tournaments.
 - m. Coordinate and prepare relevant items for inclusion into the coach and any parent meetings held prior to the start of each tournament.
 - n. Be responsible for requesting, reviewing, researching and proposing ideas from players, coaches, parents and Club Directors in the Junior Division.
 - o. Have access to and be able to use all necessary technology.
 - p. Advise the Board of Directors of any problem that could affect the Alaska Region.
3. Representation
 - a. Attend, either in person or by conference call, all meetings of the Alaska Region Board of Directors.
 - b. Attend all USA Volleyball Junior Assembly (JA) meetings.
 - c. Be willing and available to participate on at least one (1) Junior Assembly committee.
 - d. Enhance and maintain relations with all other USA Volleyball Junior Assembly Representatives.

- e. Demonstrate a commitment to the growth and development of Girls, Boys, Indoor and Beach Divisions of USA Volleyball within the Junior Division of the Alaska Region.
- 4. Meetings
 - a. Schedule, organize and conduct at least one meeting of the Junior Advisory Board every quarter. Minutes of each meeting must be taken and provided to the Region Secretary within 30 days of the meeting for publication.
 - b. Schedule, organize and conduct the Junior Club Director meetings held at least three times each year. Minutes of each meeting must be taken and provided to the Region Secretary within 30 days of the meeting for publication.
- 5. Communication
 - a. Be responsible for all forms of communication including but not limited to:
 - 1. All communication within the Junior Division.
 - 2. All communication between the Junior Division and other Divisions in the Region.
 - 3. Reporting of all Junior Committee decisions to Board of Directors.
 - 4. Reporting all Jr Assembly information to the Board of Directors and Region Office, as needed.
 - b. Report regularly at Board meetings all actions and activities of the Division.
 - c. Be responsible for regular communication with the Club Directors and players through the webpage and various other means.
 - d. Maintain communication with the USA Volleyball Junior Assembly (JA).
 - e. Be able and available for community interaction to enhance the continued growth of the Junior Division of the Alaska Region by:
 - 1. Fostering communication between the Alaska Region and Alaska high schools.
- 6. Documentation
 - a. Be knowledgeable of all membership forms, documentation and eligibility requirements of the Alaska Region.
 - b. Be familiar with the USA Volleyball National registration system and membership and eligibility policies as they pertain to the junior membership and participation.
- 7. Disciplinary
 - a. Conduct Division personnel investigations of misconduct, as applicable.
 - b. Assist the Ethics and Compliance Officer with Region investigations of misconduct.
- 8. Miscellaneous
 - a. All other duties as assigned by the Region Board of Directors.

- b. Perform other duties and responsibilities necessary to carry out the charges of the office.

ARTICLE V - MEETINGS

Section 1. Meeting Time

There shall be such meetings of the Board of Directors for the Alaska Region as shall be deemed necessary and proper as provided for within this Section.

- A. Regular Meetings
 - 1. Board of Directors Meetings are held a minimum of two times per year.
 - 2. The Annual Adult Team Representative Meeting – at least once a year.
 - 3. Meetings of the Junior Boys and Junior Girls Committees are to be held a minimum of three times a year. The dates and times of the meetings are set as needed.
- B. Special Meetings

The Commissioner may call a special meeting if time and circumstances demand it.

Section 2. Order of Business.

All business meetings will follow the general agenda:

- A. Call to order
- B. Roll call
- C. Approval of the minutes of the previous meeting
- D. Approval of the agenda
- E. Old Business
- F. New Business
- G. Officers Reports
- H. Committee Reports
- I. Announcements
- J. Adjournment

ARTICLE VI. Fiscal Operations

Section 1 - Authority procedures

All transactions made on behalf of or involving monies of the Alaska Region may only be performed in accordance with approved activities. No member or officer shall obligate the club to any expenditure greater than \$250.00 without first gaining the Commissioner's approval

unless the expenses incurred are in the approved budget or are for usual and customary purposes needed to carry out regular Region activities.

Section 2- Audit procedures

The Board will institute audit procedures at the conclusion of each Board's term. Audit results must be made available to the succeeding Board within 30 days of the final Board meeting. Financial records are available for review by Board members at any time.

Section 3 - Status of funds

All money remaining at the conclusion of a Board's term will remain in the Alaska Region's treasury for use as succeeding Boards see fit. The Board shall maintain a positive balance at all times.

Section 4 - Liquidation of assets

Liquidation of all assets, including supplies, inventories, surplus property, equipment, cash, or other holdings in accordance with Article 8.

Section 5 - End of year report

At the end of the year, the treasurer will submit monthly treasurer's reports with receipts for an end of the year audit. US Volleyball Association Alaska Region's fiscal year will run from September 1 through August 31.

ARTICLE VII - Conflict of Interest Policy

Section 1 -Purpose

The purpose of the conflict of interest policy is to protect the Alaska Region's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Section 2 - Definitions

- A. Interested Person - Any director, principal officer, of the governing board who has a direct or indirect financial interest, as defined below, is an interested person.
- B. Financial Interest - A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which the Alaska Region has a transaction or arrangement
- b. A compensation arrangement with the Alaska Region or with any entity or individual with which the Alaska Region has a transaction or arrangement
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Alaska Region is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. A person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

Section 3 - Procedures

A. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

B. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

C. Procedures for Addressing the Conflict of Interest

1. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
2. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
3. After exercising due diligence, the governing board or committee shall determine whether the Alaska Region can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

4. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Alaska Region's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.
- D. Violations of the Conflicts of Interest Policy**
1. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
 2. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Section 4 - Records of Proceedings

The minutes of the governing board and all committees with board delegated powers shall contain:

- A.** The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
- B.** The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Section 5 - Compensation

- A.** A voting member of the governing board who receives compensation, directly or indirectly, from the Alaska Region for services is precluded from voting on matters pertaining to that member's compensation.
- B.** A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Alaska Region for services is precluded from voting on matters pertaining to that member's compensation.
- C.** No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the

Alaska Region, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Section 6 - Annual Statements

Each director, principal officer and member of a committee with governing board delegated powers shall upon accepting the position, sign a statement which affirms such person:

- A.** Has received a copy of the conflicts of interest policy
- B.** Has read and understands the policy
- C.** Has agreed to comply with the policy
- D.** Understands the Alaska Region is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Section 7 - Periodic Reviews

To ensure the Alaska Region operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- A.** Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
- B.** Whether partnerships, joint ventures, and arrangements with management organizations conform to the Alaska Region's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Section 8 - Use of Outside Experts

When conducting the periodic reviews as provided for in Section VII, the Organization may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

ARTICLE VIII - Dissolution

Upon dissolution of US Volleyball Association Alaska Region, the Board of Directors shall, after paying or making provision for payment of all liabilities of the Corporation, including the costs and expenses of such dissolution, dispose of all the assets of the non-profit Corporation

exclusively for the exempt purposes of the Corporation or distributed to a non-profit organization described in Section 501 (c)(3) of the Internal Revenue Code, 1986 or the corresponding provisions of any future federal law, as shall be selected by the last Board of Directors. None of the assets will be distributed to any officer or director of the Corporation.

ARTICLE IX - Amendments

The Board of Directors shall have the power to amend, alter, make and repeal the bylaws of the Corporation by majority vote of the Board of Directors.

Adoption of Bylaws

Adopted by the Board of Directors by resolution and vote of all directors on the date below:

_____ [Date] _____

_____ [Date] _____

_____ [Date] _____

_____ [Date] _____

_____ [Date] _____

_____ [Date] _____

_____ [Date] _____