

MSA ARTICLE IX COMMITTEES

MSA shall have the following standing committees:

- A. Bylaws and Policies Committee;
- B. Disciplinary and Appeals Committee; and
- C. Rules and Revisions Committee.

Section 2. Duties of Standing Committees. Except as otherwise provided in these bylaws, the president and executive director shall prescribe the responsibilities of any standing committee with the approval of the council.

Section 3. Composition of Standing Committees.

- A. Each standing committee shall consist of a minimum of three (3) members.
- B. The president shall appoint the chair and members of the Bylaws and Policies Committee and the Disciplinary and Appeals Committee with the approval of the council.
- C. Members of the Bylaws and Policies Committee, Disciplinary and Appeals Committee, and the Rules and Revisions Committee shall be appointed annually. A committee member continues to serve until a successor has been appointed.

Section 4. Special Committees. Subject approval of the council, the president may establish special committees, appoint the members and chair of each of those committees, and prescribe the responsibilities of each.

Section 5. Restriction. No member of a committee may receive compensation (except reimbursement for expenses) for services performed as a committee member.

RESPONSIBILITIES

1. Bylaws & Policies Committee

The **Bylaws & Policies Committee** is responsible for the maintenance of the Association's **Bylaws**. This committee also provides the necessary communication to the membership pertaining to the Bylaws including but limited to proposed amendments.

- Provide MSA Council and members with current and updated Bylaws that are pertinent to the Organization,
 - Communicate information regarding MSA Bylaws.
 - Make every effort to provide reasonable, easy to read and understand guidelines or documents that are pertinent to the MSA objectives and goals.
 - Respond to all inquiries or requests by the MSA Council or membership in a timely and objective manner.
 - May perform other duties as assigned by the MSA Council.
- A. Members of this Committee must agree to abide by the MSA/USYS Code of Ethics and shall have an affirmative obligation to disclose to the President and/or Council any matters or interests, including monetary interest, which may be perceived as

presenting or which may present a conflict of interest regarding that person's role as a member of this Committee.

- B. Individual members of this Committee having disclosed a conflict of interest or potential conflict of interest as described in paragraph A above, must recuse themselves from any discussion, consideration or voting on all issues that may impact such Committee member's interest.

2. Rules & Revisions Committee

The primary purpose of this committee shall be to consider and recommend actions regarding proposed Policies/Bylaws as submitted, subject to final approval by the MSA Council (policies) or MSA Membership (Bylaws).

- Provide MSA Council and members with current and updated policies/bylaws that are pertinent to the Organization,
- Communicate information regarding MSA Policies/Bylaws.
- Make every effort to provide reasonable, easy to read and understand guidelines or documents that are pertinent to the MSA objectives and goals.
- Respond to all inquiries or requests by the MSA Council or membership in a timely and objective manner.
- May perform other duties as assigned by the MSA Council.

3. Discipline & Appeals Committee

The Chair of the Discipline & Appeals Committee and its members shall be appointed by the President and approved by the MSA Council. All matters addressed by the D&A Committee will follow the USSF guidelines in accordance with Policy 701-1. Any appeals will be held in accordance with USSF Policy 703-1.

Hearings shall be held in person or by telephone conference call at the Chair's direction or at the request of the member(s) involved. Any consideration and determination discussions shall be closed to the public.

The Committee shall issue a final written decision within ten (10) days after it has considered and determined the case, however, not more than twenty (20) days after initial consideration except for just cause. All communication between the D&A Chair and the member must be documented and submitted to the President & Executive Director along with the ruling issued.