

Operating Code of USA Volleyball

Adopted: May 23, 2008

Last Amended: January 25, 2010

PREAMBLE: This Operating Code describes policy statements of USA Volleyball (Corporation or USAV) and its substructures. The Board of Directors has authorized Administrative Manuals to delineate the specific policies, procedures and functions of each substructure. Administrative Manuals shall be consistent with the governing documents of the Corporation. Each substructure shall ensure that its Administrative Manual is updated annually and shall submit changes to the Structure and Function Commission for review of language and format. The Administrative Manuals shall be subject to the review of the Board of Directors. In addition, the Board of Directors has authorized a Policies and Procedures Manual that includes specific policies and procedures approved by the Board of Directors for lay volunteers.

Article I. MISSION

The Corporation shall establish substructures, as authorized by Article IX of the Bylaws, to accomplish its mission as defined in Article II of the Bylaws.

Article II. AFFILIATIONS

2.01 United States Olympic Committee. The United States Olympic Committee (USOC) has recognized the Corporation as the National Governing Body (NGB) and the Olympic and Pan American Sport Organization for the sport of volleyball. As the NGB for volleyball, the Corporation must enforce policies and regulations of the USOC as they pertain to international and domestic programs controlled or conducted by the USOC. (Refer to Public Law 95-606, the Amateur Sports Act of 1978, as amended by the Ted Stevens Olympic and Amateur Sports Act of 1998, Subsection 220522.)

2.02 Federation Internationale de Volleyball. The Corporation is recognized as the National Federation (NF) for the sport of volleyball by the Federation Internationale de Volleyball (FIVB). It is responsible for enforcement of FIVB policies and regulations as they pertain to international and domestic competition controlled or conducted by the FIVB. All international competition arrangements shall be approved by the National Office, as failure of the Corporation to comply with the regulations of the FIVB could result in penalties.

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2.03 Restrictions: Refer to Bylaws Article 16.03 and 16.04 for restrictions regarding the use of terms and symbols for National and Olympic Team designations.

Article III. GOVERNANCE

3.01 Board of Directors:

A. Authority: Refer to Bylaws, Article 6.01, and 6.02.

B. Accountability: The Board of Directors is the highest authority of the Corporation.

C. Mission/Responsibilities: Refer to Bylaws, Article 2.01, 2.02 and 2.03; Article 6.01, 6.02, 6.03, 6.04, 6.05, 6.06, 6.07, 6.08, 6.09 and 6.10; Article IX; Article XIII; Article 16.01 and 16.02; Article XVII; Article XIX; Article XX; Article XXI; Article XXII; Article XXIII and Article XXIV.

D. Other Policies:

1. All members of the Board of Directors shall register annually with the Corporation or a Regional Volleyball Association of USA Volleyball in whose geographical area they reside.
2. Vacancies in the Board of Directors shall be filled as stated in Bylaws, Article 6.08.
3. Service as a director shall be considered the highest priority within Corporation responsibilities, and shall pre-empt participation in all other Corporation activities and events. Meetings of the Board shall take priority over all other Corporation responsibilities. Only those directors with volleyball responsibilities which are vocational in nature shall be deemed as having a legitimate conflict.
4. Each candidate for election to the Board shall sign a statement acknowledging awareness of a director's responsibilities, the USVBA Code of Conduct, and the Questionnaire for Proposed Candidates prior to being placed on the ballot. The application of this policy shall be the responsibility of the Nominating and Governance Committee.

3.02 Officers:

A. Authority: Refer to Bylaws, Article VII.

B. Accountability: The officers shall be accountable to the Board of Directors with the proviso that the Secretary shall also be accountable to the Chief Executive Officer (CEO), as specified in Bylaws, Article VII

C. Responsibilities:

1. Chair:

a) Primary: Refer to Bylaws, Article 7.02 B. and 7.02 C.

b) Other:

- i) Shall supervise the Chief Executive Officer and such committees as authorized by the Board of Directors.

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- ii) Shall approve the appointment of the Secretary as recommended by the Chief Executive Officer.
 - iii) Shall be responsible for ensuring the Chief Executive Officer or designee maintains the Policies and Procedures Manual.
2. Secretary:
- a) Primary: Refer to Bylaws, Article 7.04, 7.05, 7.06 A and 7.06 C.
 - b) Other:
 - i) Shall supervise the Structure and Function Commission and shall verify the presence of a quorum at meetings of the Board of Directors. The Secretary shall also perform such other assignments as authorized by the Board of Directors and / or the Chief Executive Officer.
3. Treasurer.
- a) Primary: Refer to Bylaws, Article 7.03, 7.05, 7.06 A. and 7.06 B.
 - b) Others:
 - i) Shall ensure publication of all fiscal policies of the Corporation in the Policies and Procedures Manual.
 - ii) Shall be a member of the Audit, Finance and Budget Committee.

D. Removal:

- 1. Chair: may be removed as specified in Bylaws, Article 7, 7.02 A 1.
- 2. Secretary: may be removed by the CEO at the direction of the Board as specified in Bylaws, Article 7.04 A
- 3. Treasurer: may be removed as specified in Bylaws, Article 7.06 B.

3.03 Committees of the Board of Directors.

A. Authority: Refer to Bylaws Article VIII.

B. Accountability:

- 1. All Committees established by the Board of Directors shall be accountable to the Board of Directors.

C. Committees

- 1. Nominating and Governance Committee.
 - a) Authority: Refer to Bylaws, Article 8.01 A and 8.01 D.
 - b) Mission/Responsibilities: Refer to Bylaws, Article 8.01 I.
 - c) Election / Selection Process: Nominees for election / selection to the NGC are not eligible to be a nominee for the Board.
 - i) Continuity Position: One (1) individual elected by the previous NGC from among its members who are eligible for a 2nd term.
 - ii) Athlete Positions: One (1) athlete from the indoor discipline elected by the USOC-eligible electorate of indoor athletes and one (1) athlete from the beach discipline elected by the USOC-eligible electorate of beach athletes.
 - iii) Regional Volleyball Association Position: One (1) individual elected by the RVA Assembly.

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- iv) Sport Discipline Positions: One (1) individual elected by the currently seated Board to represent the indoor discipline and one (1) individual elected by the currently seated Board to represent the beach discipline.
- v) Independent Position: One (1) individual selected by the NGC who has not previously served, nor is currently serving on the NGC.
- d) Minimum Criteria: Nominees for election / selection to the NGC shall meet the following minimum criteria:
 - i) Continuity Position: Qualified as determined by the NGC.
 - ii) Athlete Positions: Meet the USOC definition of "international athlete".
 - iii) Regional Volleyball Association Position: Qualified as determined by the RVA Assembly.
 - iv) Sport Discipline Positions: Qualified as determined by the Board of Directors.
 - v) Independent Position: Qualified as determined by the NGC and meeting the USOC definition of "independent"
- 2. Audit, Finance and Budget Committee.
 - a) Authority: Refer to Bylaws Article 8.01 A. and 8.01 D.
 - b) Mission/Responsibilities: Refer to Bylaws Article 8.01 G.
- 3. Ethics and Eligibility Committee.
 - a) Authority: Refer to Bylaws Article 8.01 A. and 8.01 D.
 - b) Mission/Responsibilities: Refer to Bylaws Article 8.01 H.

3.04 International Athlete Representatives to the USOC Athletes' Advisory Council (AAC).

- A. Authority: Refer to Bylaws, Article 10.01 D.
- B. Accountability: The AAC representatives shall be accountable to the international athlete electoral body.
- C. Mission/Responsibilities:
 - 1. Primary. Represent the Corporation on the Athletes' Advisory Council of the USOC.
 - 2. Other. Refer to Bylaws, Article 10.01 D.
- D. Election. An international athlete representative and alternate of the opposite sex shall be elected to the Athletes' Advisory Council of the USOC no later than October 1 of the first year of the Quadrennium as follows:
 - 1. All athletes meeting the eligibility requirements shall be notified of the vacancy. Each shall be asked to indicate an interest in serving.
 - 2. The names of all interested international athletes shall be placed on a ballot and distributed to all international athletes identified in (a) above. The individual receiving the highest vote count shall be elected. The individual of the opposite sex receiving the highest vote count shall be the alternate.
 - 3. If otherwise eligible, the representative may be re-elected.
 - 4. If an otherwise eligible athlete is a paid employee of the Corporation or the USOC, such athlete is not eligible for election.

3.05 Assemblies of the Corporation

- A. Regional Volleyball Association Assembly

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1. Authority: Refer to Bylaws, Article 9.04
2. Accountability: The Regional Volleyball Association Assembly shall be accountable to the CEO.
3. Mission/Responsibilities: Refer to Article 9.04 B and 9.04 C.
4. Composition: Refer to Article 9.04 A.

B. Junior Assembly

1. Authority: Refer to Bylaws, Article 9.05
2. Accountability: The Junior Assembly shall be accountable to the CEO.
3. Mission/Responsibilities: Refer to Article 9.05 B and 9.06C.
4. Composition: Refer to Article 9.05 A.

C. Beach Assembly

1. Authority: Refer to Bylaws, Article 9.06
2. Accountability: The Beach Assembly shall be accountable to the CEO.
3. Mission/Responsibilities: Refer to Article 9.06 B and 9.06 C.
4. Composition: Refer to Article 9.06 A.

D. Officials Assembly

1. Authority: Refer to Bylaws, Article 9.07
2. Accountability: The Officials Assembly shall be accountable to the CEO.
3. Mission/Responsibilities: Refer to Article 9.07 B and 9.07 C.
4. Composition: Refer to Article 9.07 A.

3.06 Councils of the Corporation

A. USAV Administrative Council

1. Authority: Refer to Bylaws, Article 9.03
2. Accountability: The USA Volleyball Administrative Council shall be accountable to the CEO.
3. Mission/Responsibilities: Refer to Article 9.03 B.
4. Composition: Refer to Article 9.03 A.

Article IV. CHIEF EXECUTIVE OFFICER

4.01 Authority: Refer to Bylaws, Article XIII.

4.02 Accountability: The Chief Executive Officer of the Corporation shall be accountable to the Board of Directors. Other employees of the Corporation shall be accountable to the Chief Executive Officer.

4.03 Mission/Responsibilities:

A. Primary. Refer to Bylaws, Article XIII.

B. Others.

1. The Chief Executive Officer shall recommend the staffing pattern and salary ranges to the Finance, Budget and Compensation Committee.

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2. The Chief Executive Officer shall be responsible for the hiring of all personnel to fill approved employee positions.
3. The Chief Executive Officer, or designee, shall serve as a liaison to each substructure of the Corporation.
4. The Chief Executive Officer, or designee, shall make relevant recommendations to the Board of Directors, officers or committee chairs after reviewing appropriate legal documents, policies and long-range plans of the Corporation.
5. The Chief Executive Officer, or designee, shall develop and maintain an appropriate Employee Handbook and Financial Internal Controls Manual.
6. The Chief Executive Officer, or designee, shall attend all meetings of the Board of Directors in an ex-officio, non-voting capacity. The Chief Executive Officer may request the attendance of additional employees in ex-officio, non-voting capacities at all meetings of the Board of Directors or other specified meetings of the Corporation.

4.04 Commissions Reporting to the CEO

A. Diversity Commission

1. Authority: The Board of Directors may establish a Diversity Commission.
2. Accountability: The CEO shall appoint a Chair for the Diversity Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
3. Mission/Responsibilities:
 - a) Identify, recruit and mentor individuals from underrepresented populations within volleyball;
 - b) Interact with all Member Organizations to assess the status of volleyball involvement of underrepresented populations in participation and leadership roles;
 - c) Develop and maintain a strategic plan for diversity in volleyball and periodically review the corporation's compliance with the plan;
 - d) Engage the Member Organizations in implementing the diversity in volleyball plan; and
 - e) Identify and recognize individuals and organizations that demonstrate a successful commitment to diversity.
4. Composition: qualified representatives appointed by the Commission Chair in consultation with the staff liaison.

B. Rules Testing Commission (RTC): The FIVB Rules of Play shall be the official rules of play in the United States.

1. Authority: The Board of Directors may establish a Rules Testing Commission.
2. Accountability: The CEO shall appoint a Chair for the Rules Testing Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
3. Mission/Responsibilities:
 - a) Review FIVB Rules of Play and recommend a publication format for the United States that includes brief notations when dictated by United States insurance regulations or safety issues. Only in those cases where the FIVB rules are vague or confusing due to language translations may the Commission add visibly differentiated commentary to clarify the intent of the rule. A United States representative to a FIVB Rules-related Commission shall review and approve the commentaries prior to final approval by the Board.

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- b) Identify and implement the testing of changes to the rules where the Commission may see a compelling need for change at the international level. Any testing done shall be followed by a written analysis. Should the test results support a need for change, recommendations approved by the Board shall be forwarded to the FIVB Rules Commission for consideration.
 - c) Recommend a publication format for Domestic Competition Regulations that includes:
 - i) FIVB rules with safety notations and translation commentaries;
 - ii) Modifications for outdoor, developmental recreational and other play;
 - iii) Modifications for special categories of play to include Co-Ed, Reverse Co-Ed and other rules as requested by Member Organizations; and
 - iv) Modifications for USA Volleyball nationally-sanctioned championship events.
 - d) Send a Commission member to represent the Rules Testing Commission at the meeting of the rules committees of the NCAA, the National Federation of State High School Associations (NFHS) and of any other organization deemed appropriate by the Commission. All appointments shall be made by the Chair and approved by the Executive Committee.
4. Composition: qualified representatives appointed by the Commission Chair in consultation with the staff liaison.
- C. High Performance Commission (HPC)
1. Authority: The Board of Directors may establish a High Performance Commission.
 2. Accountability: The CEO shall appoint a Chair for the High Performance Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
 3. Mission/Responsibilities:
 - a) Serve as the primary lay substructure to assist and advise the High Performance Department of USAV with all areas of the High Performance Pipeline.
 - b) Monitor and evaluate the activities conducted to identify and train international caliber athletes within USAV.
 4. Composition: qualified representatives appointed by the Commission Chair in consultation with the staff liaison.
- D. Championship Events Commission (CEC)
1. Authority: The Board of Directors may establish a Championship Events Commission to assist the Events Department of the Corporation by addressing issues and making recommendations regarding various areas related to USA Championship Events.
 2. Accountability: The CEO shall appoint a Chair for the Championship Events Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
 3. Mission/Responsibilities:
 - a) Serve as the primary lay substructure to assist and advise the Events Department of the Corporation with regard to all USA National Championship and National Qualifier Events.
 - b) Evaluate programs of USA Championships and National Qualifier Events to ensure the quality of the events and the quality of event management.
 - c) Ensure that the events meet the needs of all participants.

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- d) Forward the concerns of the USAV constituencies that are involved in championship events for discussion and recommendation to the Events Department of the Corporation.
 - e) Continually evaluate the selection process and the assignment of teams to appropriate tournaments and levels of play.
 - f) Assist Member Organizations, through a defined process, on how they may access USA Championship Events.
 - g) Identify needs and propose appropriate budget adjustments for recommendation to the Events Department of the Corporation.
 - h) Ensure established policy related to the conduct of all USA Championship Events is followed.
 - i) Assist with the training and mentoring of a cadre of arbitrators and event specialists.
 - j) Ensure USA Championship Events adhere to the established policies, rules and regulations of all entities which may have regulatory authority over USAV events.
 - k) Forward recommendations from individual events regarding site selection, championship staff additions or changes, arbitrator issues, procedures of ethics and eligibility panels, computer needs, equipment/supplies upgrades and awards/recognitions to the Board of Directors and/or the Events Department of the Corporation.
4. Composition: qualified representatives appointed by the Commission Chair in consultation with the staff liaison.
- E. Sports Medicine & Performance Commission (SMPC)
1. Authority: The Board of Directors may establish a Sports Medicine and Performance Commission.
 2. Accountability: The CEO shall appoint a Chair for the Sports Medicine and Performance Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
 3. Mission/Responsibilities:
 - a) Serve as the coordinating group for sports medicine and performance research within the United States Volleyball Association.
 - b) Be the clearinghouse for the dissemination of sports medicine and performance information to the volleyball community.
 4. Composition: qualified representatives in the sports medicine field appointed by the Commission Chair in consultation with the staff liaison.
- F. Recognitions Commission
1. Authority: The Board of Directors may establish a Recognitions Commission.
 2. Accountability: The CEO shall appoint a Chair for the Recognitions Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
 3. Mission/Responsibilities: Subcommittees may be established to recommend to the Board recognition of leaders, administrators, officials and players. In addition, this committee shall be responsible for conducting the "Dorothy C. Boyce Annual Awards Banquet."
 4. Composition: One representative for each recognition category (i.e. Leadership, Players and Coaches, Officials and Juniors) appointed by the Commission Chair with the appointments preferably from among incumbent award committee chairs in consultation with the staff liaison.
- G. Coaches' Commission

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1. Authority: The Board of Directors may establish a Coaches' Commission.
2. Accountability: The CEO shall appoint a Chair for the Coaches' Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
3. Mission/Responsibilities:
 - a) Serve as the primary lay substructure to assist and advise all departments of USAV with all areas relating to coaching.
 - b) Monitor and evaluate the activities conducted to identify and train all levels of coaches within USAV.
 - c) Work with staff on making all coaching education accessible, affordable, and flexible.
 - d) Evaluate ongoing programs and recommend methods of delivery and funding options for USAV coaching education options.
4. Composition: qualified representatives with expertise in various areas of coaching males, females, indoor, beach, youth and adults appointed by the Commission Chair in consultation with the staff liaison.

H. Disabled Sports Commission

1. Authority: The Board of Directors may establish a Disabled Sports Commission.
2. Accountability: The CEO shall appoint a Chair for the Disabled Sports Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
3. Mission/Responsibilities:
 - a) Serve as the primary lay substructure to assist and advise the USAV staff with respect to all areas relating to volleyball athletes with physical and mental disabilities.
 - b) Monitor and evaluate the activities conducted to identify and train international caliber disabled athletes within USAV.
 - c) Monitor and evaluate the activities conducted to provide opportunities for all levels of disabled athletes within USAV.
 - d) Assist Member Organizations as requested to evaluate activities for athletes with physical and mental disabilities.
4. Composition: qualified representatives appointed by the Commission Chair in consultation with the staff liaison.

I. Structure & Function Commission

1. Authority: The Board of Directors may establish a Structure and Function Commission.
2. Accountability: The CEO shall appoint a Chair for the Structure & Function Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
3. Mission/Responsibilities:
 - a) Review the Corporation Articles of Incorporation, Bylaws, Operating Code, Policies and Procedures Manual and Administrative Manuals in terms of accuracy and applicability and to ensure compliance with the Amateur Sports Act of 1978, as amended by the Ted Stevens Olympic and Amateur Sports Act of 1998, Subsection 220522, and the policies of the USOC.
 - b) Recommend appropriate changes to the Secretary and the Board of Directors.
 - c) Ensure changes are made to all printed documents to comply with responsibilities of the Corporation.

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4. Composition: qualified representatives appointed by the Commission Chair in consultation with the staff liaison.
- J. Marketing Commission
1. Authority: The Board of Directors may establish a Marketing Commission.
 2. Accountability: The CEO shall appoint a Chair for the Marketing Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
 3. Mission/Responsibilities:
 - a) Assist staff development of a strategic plan for “selling” the sport of volleyball in the marketplace.
 - b) Advise, report on and discuss new opportunities for marketplace penetration.
 - c) Monitor the volleyball and sporting culture marketplace for changes, new developments and new companies that may be interested in investing in volleyball.
 - d) Develop both a domestic and international strategy.
 4. Composition: qualified representatives with marketing and sales expertise and knowledge of the various constituencies of USA Volleyball (e.g. juniors, beach, international) appointed by the CEO.
- K. Member Relations Commission (MRC)
1. Authority: Refer to Bylaws, Article 9.08
 2. Accountability: The CEO shall appoint a Chair for the Member Relations Commission and recommendations of the Commission shall be directed to the CEO for review and action, if any.
 3. Mission/Responsibilities: Refer to Article 9.08 C.
 4. Composition: Refer to Article 9.08 B.
- L. Other Commissions, Sub-Commissions and Caucuses:
1. Authority: The Board of Directors, upon the recommendation of the CEO may establish other Commissions, Sub-Commissions and/or Caucuses that may include:
 - a) Beach High Performance Commission;
 - b) Indoor Championship Director’s Sub-Commission;
 - c) Qualifier / Bid Event Director’s Caucus;
 - d) Indoor Junior Events Sub-Commission;
 - e) Indoor Adult Events Sub-Commission;
 - f) Grassroots Commission;
 - g) Boy’s and Men’s Commission;
 - h) Officiating Commission;
 - i) Officials Caucus;
 - j) Beach Championship Events Commission;
 - k) Beach Championship Director’s Commission;
 - l) Beach Junior Events Sub-Commission; and
 - m) Beach Adult Events Sub-Commission.

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Article V. AFFILIATED VOLLEYBALL ORGANIZATIONS

- 5.01 Authority: Refer to Bylaws, Article 4.01 B.
- 5.02 Accountability: In order to maintain Affiliated-status, each Organization must continue to meet the criteria stated in the Bylaws, Article 4.01 B 1, 2, and 3.
- 5.03 Mission/Responsibilities to the Corporation.
- A. Primary. Refer to Bylaws, Article 4.01.
- B. Other.
1. Shall submit a report on volleyball activities to the Corporation during the third year of each Quadrennium.

Article VI. REGIONAL VOLLEYBALL ASSOCIATIONS

- 6.01 Authority: Refer to Bylaws, Article 4.01 A.
- 6.02 Accountability: In order to maintain affiliated status each Regional Volleyball Association (RVA) shall continue to meet the criteria stated in the Bylaws Article 4.01 A.
- 6.03 Mission/Responsibilities:
- A. Each Regional Volleyball Association shall have the responsibility to:
1. Determine the plan of organization and create substructures required for optimum development and accomplishment of the mission of the Regional Volleyball Association.
 2. Cooperate with local branches of other Member Organizations and attempt to ensure their representation on committees of the Regional Volleyball Association.
 3. Sanction/approve, promote and conduct open volleyball competitions, exhibitions and events held within the geographical area of the Regional Volleyball Association.
 4. Enforce all policies, rules, regulations and guidelines, as adopted by the Board of Directors of the Corporation and/or the Board of Directors of the Regional Volleyball Association.
 5. Register individual participants and teams, who shall be considered members of the Regional Volleyball Association.
 6. Appoint a referees' chair and a scorekeepers' chair or an officials' chair, who shall be responsible within the Regional Volleyball Association for the certification of referees and scorekeepers and recommendation of candidates for national certification.
 7. Submit the following reports:
 - a) The Regional Volleyball Association shall inform the Corporation of the date when Tax Form 990 was filed with the Internal Revenue Service.
 - b) The first regional membership report, fee payment and data transfer to the National Office is due no later than the 15th of the second month of the season. Data transfers shall be done no less than twice a month. Such data transfers shall include all membership data available at that time. Membership reports and fee payments shall be done no less than once a month through the end of the season. The membership and

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insurance start date for the Regional Volleyball Association season shall be September 1st beginning with the 2009 – 2010 season.

8. Discipline individual and team registrants for any period of time the Regional Volleyball Association deems appropriate for any rules, regulations, and code or policy violations of that Regional Volleyball Association and/or the Corporation. All such disciplinary actions shall be subject to the due process requirements of the Regional Volleyball Association as prescribed in the Bylaws, Article IV 4.01 A. 10 and A. 11.

6.04 Regional Volleyball Association Principal Representative.

- A. Authority: Refer to Bylaws, Article 4.01A. 2.
- B. Accountability: Principal Representatives shall be accountable to:
 1. The Regional Volleyball Association which they represent; and
 2. The Corporation to ensure the Regional Volleyball Association accomplishes or fulfills its mission and responsibilities.

6.05 Redistricting. The United States has been subdivided into Regional Volleyball Associations. In order to assist the Regional Volleyball Associations in accomplishing their mission, it may be necessary to create a new Regional Volleyball Association(s) and/or change the boundaries of a current Regional Volleyball Association(s). In addition to those policies listed below, the Regional Volleyball Association Assembly may suggest other requirements and procedures for the processing of redistricting requests and include them in the RVA Administrative Manual once approved by the Board of Directors.

- A. Origin of Request. A request for redistricting may emanate from any of the following applicants:
 1. The Principal Representative(s) of the specific area(s) involved;
 2. A representative group of individuals from a specific geographical area;
 3. The RVA Assembly; or
 4. The Board of Directors.
- B. Criteria.
 1. The prospective Regional Volleyball Association shall:
 - a) Demonstrate that it meets all the criteria stated in the Bylaws, Article IV 4.01 A, except that of incorporation.
 - b) Have a minimum of 200 individual Regular or 500 individual Regular and Junior Olympic Volleyball registrants, based on statistical data filed with the Corporation's principal office for the immediate past season.
 - c) Demonstrate that it meets other criteria required by the Regional Volleyball Association Administrative Manual.
 - d) Select a name that is descriptive of its geographical area and concludes with the term "Regional Volleyball Association."
 2. The parent Regional Volleyball Association(s) shall retain a minimum of 200 individual Regular or 500 individual Regular and Junior Olympic Volleyball registrants, based on statistical data filed with the Corporation's principal office for the immediate past season.

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C. Processing.

1. The applicant shall notify in writing the Principal Representative(s) that will be affected by such redistricting. Copies of all related correspondence shall be included.
2. The applicant shall send the official request to the Chief Executive Officer, with copy to the Chair of the RVA Assembly. In order to be processed at the next meeting of the RVA Assembly, it must be received by the CEO no later than thirty (30) days prior to said meeting.
3. Within ten (10) days of receipt of the official request, the CEO, or designee, shall acknowledge receipt in writing.
4. The Chair of the RVA Assembly, or designee, shall then institute those procedures described in the RVA Administrative Manual.
5. The applicant may apply to the Chair of the RVA Assembly, for a waiver of procedures specified in the RVA Administrative Manual. The final decision to grant a waiver shall be made by the Administrative Council of the RVA Assembly.
6. Should the applicant fail to meet the requirements specified in this Operating Code or in the RVA Administrative Manual, the Chair of the RVA Assembly may deny the request for the current activity year. The applicant has the right to appeal this decision to the Board of Directors through the CEO.
7. A reapplication may be filed for a subsequent year.

D. Approvals.

1. A redistricting request shall be acted upon by the Administrative Council of the RVA Assembly. The Administrative Council shall forward its recommendation to the Chief Executive Officer with copy to the Board of Directors.
2. The Board of Directors shall make the final decision on the redistricting request.

E. Recognition. Once approved, a new Regional Volleyball Association must be in full compliance with Bylaws, Article 4.01 A, no later than one year after approval.

F. Financial Resources. Once a new Regional Volleyball Association has been approved by the Board of Directors, it shall be entitled to a proportionate amount of the assets of the original Regional Volleyball Association(s), cash and otherwise, consistent with an approved formula approved by the Board of Directors.

G. Complaints.

1. Should the applicant determine that the procedures of the Corporation were not followed; a complaint may be filed as specified in the Bylaws, Article 14.02.

Article VII. USA VOLLEYBALL CONGRESS

The Board of Directors shall establish a USA Volleyball Congress as authorized by Article V of the Bylaws to accomplish the Corporation's mission as defined in Article II of the Bylaws.

Article VIII. NATIONAL REGISTRATION CATEGORIES

8.01 Authority: Refer to Bylaws, Article 4.01 A. 7. Individual, team and other registrations shall be renewed annually.

8.02 Definitions.

- A. Registration. Registration is the process of recording and filing with the Corporation the name of a team/individual registrant with required ancillary information and the receipt of requisite fees(s).
- B. Registered with the Corporation. Teams/individuals that are registered in a national registration category (as described in 1, 2 and 3 below) shall be considered "registered" with the Corporation.
 - 1. Individual.
 - a) Regular. Registration is required of adult individuals participating in any Regional Volleyball Association or Corporation-sanctioned activities in any capacity (as players, coaches, officials, chaperones and/or administrators, for example). Participants in Regional Volleyball Association competitions shall register in the geographical area in which they reside or in which their team is registered. Participants in national level programs are required to register and may do so either through the Corporation's principal office or with the Regional Volleyball Association in whose geographical area they reside.
 - b) Junior Olympic Volleyball Player. Registration is required of individuals participating in Regional Volleyball Association events and/or in USA Junior Olympic Volleyball Championships or other events sanctioned by the Corporation and who have not participated in a club or varsity volleyball program for a university, college, community college or junior college who are
 - i) 18 years of age or younger on September 1 of the current season or
 - ii) 19 years of age or younger on September 1 of the current season and a high school student during some part of the academic year.
 - c) Youth. Registration required of individuals between the ages of 7 and 12 who are participating in youth volleyball program affiliated with the Corporation.
 - d) Other. Additional categories of registration approved by the Board of Directors. These categories may grant full or limited participation rights. Some examples are:
 - i) One Event (one-day): registration limited to a single event conducted on one day;
 - ii) One Event (multi-day): registration limited to a single event conducted on multiple days; and
 - iii) Outdoor: registration limited to the outdoor season only.
 - 2. Team. Each team participating in a USAV-sanctioned competition shall be considered registered with the Corporation by registering with a Regional Volleyball Association.
 - a) Teams shall register in one of the following categories:
 - i) Regular. Registration required of teams composed either entirely of regular players or a composite of regular, Junior Olympic Volleyball and/or "other" players.

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- ii) Junior Olympic Volleyball. Registration required of teams composed entirely of Junior Olympic Volleyball players.
- iii) Recreational. Registration which may be required of teams affiliated with recreational organizations and/or agencies. Team members are not required to register with a Regional Volleyball Association. They are not eligible to participate in open USAV-sanctioned competition but may be eligible for specified USAV-sanctioned competition within their category. The contact person designated by the team shall be considered registered with the Corporation by registering with a Regional Volleyball Association and shall receive appropriate mailings and publications.
- b) Each team shall register with the Regional Volleyball Association in whose area the team representative resides.
- c) **EXCEPTION:** If there is agreement between the Commissioners or principal representatives of two adjacent Regional Volleyball Associations, a team composed of players residing in one of these Regional Volleyball Associations may register in the adjacent Regional Volleyball Association for the current season only.
- d) The registering Regional Volleyball Association shall be empowered to govern each team for the duration of its registration, including sanctioning events and activities requested by that team. If a conflict exists or occurs within the approved geographical boundaries of a Regional Volleyball Association, the Commissioner or principal representative may prohibit the sanctioning of events and activities within these approved boundaries by the registering Regional Volleyball Association. (Refer to Article 6.05 D of this Operating Code regarding the authority to approve geographical boundaries.)
- e) Registration and/or sanctioning disputes shall be referred to the Ethics and Eligibility Committee of the RVA Assembly for resolution.
- f) If a club has more than one team, each team shall be separately registered.
- g) **Special.** Additional categories of special registration may be created by the Board of Directors and/or by a USAV Regional Volleyball Association, the latter with the approval of the Board of Directors.

Article IX. MEMBERSHIP, ADMINISTRATIVE FEES AND BENEFITS

9.01 Authority: Refer to Bylaws, Article IV.

9.02 Membership Fees. The Board of Directors may establish annual membership fees for all Member Organizations and include them in the Corporate Policies and Procedures Manual. This membership fee shall provide to the Principal Office of each Member Organization a subscription to "Volleyball USA," a copy of the Official Guidebook and such other benefits as from time to time are approved by the Board of Directors.

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9.03 Administrative Fees. The Board of Directors shall establish a standard national administrative fee for each approved national registration category. This national administrative fee shall not cover the costs for publications of the Corporation or other ancillary materials unless specifically approved by the Board of Directors and/or the Chief Executive Officer, as authorized by the Board of Directors. This administrative fee shall be established by the Board of Directors annually no later than the Annual Meeting of the Board of Directors and shall apply to the subsequent activity year. Each Regional Volleyball Association has the authority to assess an additional local registration fee for each of the approved registration categories. Upon request, the Regional Commissioner or principal representative shall make available a copy of the fee schedule. In addition to the benefits indicated below, each national registrant may receive other benefits as from time to time are approved by the Board of Directors. The approved national administrative fee shall be collected by the respective Member Organization and shall be forwarded to the Corporation's principal office.

A. Individual.

1. Regular. Entitles the individual to participate in approved competitions conducted by the Corporation or a Regional Volleyball Association.
2. Junior Olympic Volleyball Player. Entitles the individual to compete in approved competitions conducted by the Corporation or a Regional Volleyball Association.
3. Youth. Includes benefits specified by the Board of Directors.
4. Other. Includes those benefits specified by the Corporation or a Regional Volleyball Association. The amount of the fee shall be established by the Board of Directors or the Regional Volleyball Association, the latter with the approval of the Board of Directors. The entire fee shall be retained by the entity establishing it.

Article X. PARTICIPANT AND TEAM ELIGIBILITY

These conditions and rules shall govern entrance to and competition in all Corporation events.

10.01 Authority: Refer to Bylaws, Article XIV.

10.02 Definitions.

A. Disciplines

1. Volleyball: traditional six-person competition played primarily indoors.
2. Beach Volleyball: traditional two-person competition played primarily outdoors on sand.

B. Athletes.

1. Eligible Athlete. An athlete who is eligible for Olympic, FIVB and USAV competition pursuant to the current codes of eligibility of the International Olympic Committee (IOC), the FIVB, the USOC and USAV. Eligibility rules for athletes who desire to compete in domestic and/or international volleyball competitions shall be no more restrictive than those of the FIVB.
2. Ineligible Athlete. An athlete ruled to be in violation of the current eligibility requirements of the IOC, the FIVB, the USOC or USAV.
3. International Athlete. Refer to Bylaws, Article 3.01 L.
4. Domestic Athlete. Refer to Bylaws, Article 3.01 H.

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5. Foreign Athlete. An athlete who is not a citizen of the United States and desires to participate in any event sanctioned by the Corporation.
6. USA National Team Athlete. An athlete who has competed in protected competition (Indoor or Beach) as defined by the USOC Constitution and Bylaws or whose name has been included on a National Team roster (Senior, Junior, Youth).
7. Foreign National Team Athlete. A foreign athlete who has been certified by his or her National Federation to be a current member of one of its National Teams.
8. Junior Olympic Volleyball Athlete. An athlete who meets the age/grade requirements, as specified in this Article, 10.05 F 1 below, and is registered by a Member Organization that has been authorized by the Corporation to conduct Junior Olympic Volleyball activity.
9. Adult Athlete. An athlete who does not meet the definition of a Junior Olympic Volleyball Athlete.

C. Teams.

1. Classification. Team assignment by age groups or skill level, i.e. AA, A, BB, B. In junior age group competition, it may be single age only or a maximum age and under. In master and seniors competition, it shall be minimum age and over. When the number of entries into a USA National Championship cannot be accommodated with a single tournament, multiple tournaments may be scheduled within a single classification.
2. Division. A group of teams defined for tournament competition by gender of the participating athlete; e.g., female, male or co-ed.
3. Team. A combination of athletes participating as a single playing unit restricted to one division and classification.
4. National Team. A team officially recognized by a National Federation for international competition.

D. Clubs.

1. Club. A single team or teams registered with one Regional Volleyball Association under the same club name, which may or may not have the same team name.
2. Club Team. A team affiliated with a club as defined in 1 above. If a club has more than one playing unit, each unit shall be registered as a separate team in only one Regional Volleyball Association.

E. Competitions.

1. Exhibition Competition. A competition between teams in which the individuals may be a composite of athletes selected from different teams.
2. Co-ed Competition. A competition between teams composed of females and males consistent with the rules adopted for the specific competition.
3. Trials. An event leading to selection of composite and/or all-star teams on a regional, zonal or national level.
4. United States Tournament. Competition within a USA Championship Event designed to determine a national champion in a specified classification.
5. Events. All other activities of the Corporation not otherwise defined herein.

F. Divisions of Competition. The divisions for competition are:

1. Men's Division. Shall consist of teams composed of males only.
2. Women's Division. Shall consist of teams composed of females only.
3. Co-Ed Division. Shall consist of teams composed of females and males consistent with the regulations adopted by the Corporation.

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- G. Types of Team Competition.
1. Junior Olympic Volleyball Competition. Competition for athletes meeting the definition of a Junior Olympic Volleyball Athlete in Corporation-approved age group classifications.
 2. Adult Competition. Competition for athletes not meeting the eligibility standards for Junior Olympic Volleyball competition.
 3. Co-Ed Competition. Competition for teams composed of females and males playing in various combinations consistent with the regulations adopted by the Corporation.
- H. Classification of Teams and Competitions of Member Organizations. Teams are classified by the Member Organization for which they participate in order to identify their competitive level. (Athletes are not classified by the Corporation.) For events of the Corporation, the highest level of classification for a team shall be double A (AA) in all adult indoor events, "Open" in all indoor Junior Olympic events, and triple A (AAA) in all outdoor events. Lower levels may be expressed by single and/or double letters of the alphabet in alphabetical order; e.g., A, BB, B.
1. US Open Tournament Teams. Teams composed of athletes from any source who are highly skilled, elite level players.
 2. US Club Tournament Teams. Teams composed of athletes from the same Member Organization.
 3. US Masters and Seniors Tournament Teams. Teams composed of athletes who meet the approved minimum age.
 4. US Junior Tournament Teams. Teams composed of athletes from a Member Organization who meet the approved maximum age.
 5. US Park Volley and Beach Tournament Teams. Teams composed of athletes from any source consistent with tournament requirements.
 6. US Co-Ed Tournament Teams. Teams composed of athletes meeting the definition of co-ed competition and consistent with tournament requirements. Teams may be conglomerate from any source.
 7. US U-Volley Tournament Teams. Teams composed of athletes who do not exceed the maximum individual height defined by the current FIVB Rules of Play.
- I. USA Volleyball Championship Events. There shall be ten (10) USA Volleyball Championship Events:
1. the USA Open Volleyball Championships;
 2. the USA Boys Junior Olympic Volleyball Championships, unless policy of the USOC prohibits the use of the term "Olympic;"
 3. the USA Girls Junior Olympic Volleyball Championships, unless policy of the USOC prohibits the use of the term "Olympic;"
 4. the USA Girls Junior Olympic Invitational Championships, unless policy of the USOC prohibits use of the term "Olympic;"
 5. the USA Co-Ed Volleyball Championships;
 6. the USA U-Volley Championships;
 7. the USA Park Volley Championships;
 8. the USA Open Beach Volleyball Championships,
 9. the USA Junior Olympic Beach Volleyball Championships, unless policy of the USOC prohibits the use of the term "Olympic;" and
 10. the USA Masters Beach Volleyball Championships.

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US National Championship Tournaments may be created within each USA Championship Event. Refer to Article 10.05 C 1-6 below for a description of the possible tournaments within each Championship event.

- J. Rules Governing Play. The FIVB Rules of Play shall be the official rules of play in the United States. For domestic competition, the USA Volleyball Domestic Competition Regulations may be selected to promote the game.
- K. Eligible Officials. Referees and scorekeepers who (1) are currently registered with the Corporation through a Regional Volleyball Association and (2) are certified with a USAV-approved rating.

10.03 Sanctioning Requirements and Procedures. Sanctioned competition protects an athlete's eligibility for participation in qualifying national and international competition. Any organization desiring to send teams to an international competition or to conduct an international competition, a USA Championship Event or a national team exhibition competition, trial or event shall seek a sanction/approval from the Corporation. An application form may be secured from the Corporation's principal office.

10.04 Eligibility Requirements for Sanctioned Competitions of the Corporation.

- A. Registration.
 - 1. All athletes, coaches, managers, team trainers, officials, chaperones, teams and others who are involved in a sanctioned competition shall be registered with the Corporation and/or a Regional Volleyball Association, as specified in Article VIII in this Operating Code.
 - 2. A Foreign Athlete unable to produce a visa for his or her visit to the United States who desires to compete in events of the Corporation must produce for the Corporation a written release from that athlete's national volleyball federation in the form approved by and complying with the regulations of the FIVB. For purposes of USA Championship events, this release shall be submitted by the team and athlete concerned to the Corporation's principal office at least 28 days prior to the start of the championship.
 - 3. A Foreign Athlete who is residing legally in the United States is not subject to the requirement in Article 10.04 A 2 above on the condition that proof of legal residence has been filed with the Corporation prior to competing in USAV-sanctioned competitions.
- B. Participant's Code of Conduct. All participants shall sign and abide by the Participant's Code of Conduct. (Refer to the section on "Other Policies of the Corporation" in the USAV Official Guidebook.)
- C. Substance Abuse Policy. All participants shall abide by the United States Anti-Doping Agency protocols, which have been adopted by the USOC and USAV. (Refer to the section on "Other Policies of the Corporation" in the USAV Official Guidebook.)

10.05 Specific Eligibility Requirements. Reference USAV Events Manual and / or USAV's website (<http://usavolleyball.org>).

Article XI. DISCIPLINARY ACTION, ADJUDICATION AND APPEALS

Refer to Article XIV of the Bylaws.

Article XII. USA QUALIFYING AND CHAMPIONSHIP EVENTS

12.01 Authority: Refer to Bylaws, Article 2.02 E.

12.02 The Bid Process. The Corporation shall develop a bid manual and an application for each championship event; determine a bid schedule; review and assess all bid applications; and, through personal visitation, evaluate prospective host cities.

12.03 Selection of Sites and Dates. The Events Department of the Corporation shall determine the sites and dates for all other USA Championship, Qualifying and Zonal Events conducted by the Corporation.

12.04 Event Information: The Corporation shall ensure that all information relevant to the bid process and event dates is properly disseminated in a timely manner to all appropriate parties. A schedule of USA Championship events and National Qualifying events shall be posted on the Corporation's website. These reports shall include, but not necessarily be limited to, the bid application schedule for events not yet awarded and current calendar, indicating the name of the site(s), host and local organizing committee(s) and dates for events awarded.

12.05 Contractual Agreements. The Chief Executive Officer, or designee, shall negotiate all contractual arrangements required to conduct each event. These contractual arrangements shall include, but not be limited to, the local organizing committee, housing, playing facility(ies) and ancillary services. The Chief Executive Officer, or designee, shall sign all contracts that commit the Corporation to financial involvement. (Refer to the Bylaws, Article XIII, 13.03).

12.06 Sanction. The right to sanction events of the Corporation, including all qualifying events, resides solely with the Corporation.

12.07 Conduct of Championships.

- A. The primary responsibility for the conduct of all USA Championship Events is vested with the Events Department of the Corporation. A local organizing committee may be contracted to provide specified support and/or other services. All National Qualifier events shall be conducted according to the guidelines approved by the Corporation and/or the Qualifier / Bid Event Licensing Agreement and Qualifier Manual.

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- B. Upon approval of the CEO, a championship event may be contractually assigned to, or in partnership with, a Member or other Organization under the supervision of the Events Department of the Corporation in accordance with current policy.
- C. The Board of Directors shall establish entry fees for USA Championship events no later than the Annual Meeting (in the previous calendar year). Entry fees shall be stated in the Pre-Tournament information.
- D. Officials (i.e., referees and scorekeepers) who are contractually assigned to USA Volleyball sanctioned events shall comply with Article 10.02 J of this Operating Code and with current policy established by the Corporation as it relates to assignment to USAV nationally-sanctioned events.

12.08 Awards. Awards for USA Championship Events shall be those approved by the Events Department of the Corporation and procured only from a vendor approved by the Corporation.

12.09 Approval of Balls. All volleyballs provided for play in a USA Championship Event shall meet the specifications stated in USAV's Domestic Competition Regulations and shall be specifically approved by the Corporation.

12.10 Protests of Playing Rules. Protests of playing rules shall be handled by a committee of no more than three persons, each of whom shall be currently certified by the Corporation as a USA-National Official (referee or scorekeeper). The committee shall be composed of the following:

- A. The National Rules Interpreter, or designee;
- B. The Event Head Referee or designee; and
- C. The Tournament Director or designee.
- D. Decisions of this Committee shall be final and cannot be appealed.

12.11 Reports of Misconduct.

- A. Any individual representing the Corporation at a qualifying or national championship event is authorized to report to the Event Arbitrator acts of misconduct which may require disciplinary action.
- B. During a match, the First Referee shall have responsibility for reporting to the Event Arbitrator misconduct which might require discipline beyond the authority of the referee.

Article XIII. ZONAL STRUCTURE

13.01 Purpose. To standardize the subdivision of the United States into geographic areas larger than those supervised by the Regional Volleyball Associations to accomplish one or more of the following:

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- A. A specific program or administrative function.
- B. Strategically located trials and events.
- C. A culminating open competition conducted by the Corporation or a group of Regional Volleyball Associations.
- D. A national primary event(s) to ascertain entry or seeding into a USA Championship Event.

13.02 Criteria. Two intermediate levels of organization, zones and sections, have been established with the following criteria considered: travel time and distance, level of ability and the number of registered players.

13.03 Zones and Sections. Four zones have been established, with each subdivided into two sections:

- A. Atlantic Zone.
 - 1. The North-Atlantic Section shall be composed of the Chesapeake, Garden Empire, Iroquois Empire, Keystone, New England, Ohio Valley, and Western Empire Regional Volleyball Associations.
 - 2. The South-Atlantic Section shall be composed of the Carolina, Florida, Old Dominion, Palmetto and Southern Regional Volleyball Associations.
- B. 2. Border Zone.
 - 1. The Border-East Section shall be composed of the Bayou, Delta, Gulf Coast, Lone Star, North Texas and Oklahoma Regional Volleyball Associations.
 - 2. The Border-West Section shall be composed of the Arizona, Southern California and Sun Country Regional Volleyball Associations.
- C. Central Zone.
 - 1. The Central-East Section shall be composed of the Badger, Great Lakes, Hoosier, Lakeshore, North Country and Pioneer Regional Volleyball Associations.
 - 2. The Central-West Section shall be composed of the Gateway, Great Plains, Heart of America, Iowa and Rocky Mountain Regional Volleyball Associations.
- D. Pacific Zone.
 - 1. The Pacific-North Section shall be composed of the Alaska, Columbia Empire, Evergreen and Puget Sound Regional Volleyball Associations.
 - 2. The Pacific-South Section shall be composed of the Aloha, Intermountain, Moku O Keawe and Northern California Regional Volleyball Associations.

13.04 Realignment. These boundaries may be modified by the Board of Directors.

Article XIV. OFFICIAL PUBLICATIONS

14.01 Official Guidebook. The Articles of Incorporation, the Bylaws, the Operating Code, a list of the names and addresses of Member Organizations, the Directors, the Officers, the various directories of personnel and descriptions of responsibilities for substructures, reports of Regional Volleyball Associations and other appropriate information shall be published annually in the Official Guidebook. It shall be

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distributed to all Member Organizations, members of the Board of Directors and registered team representatives. It shall be available for sale.

14.02 Domestic Competition Regulations. A single volume of the Domestic Competition Regulations, based on the FIVB Rules of Play, (both Indoor and Beach) shall be published annually. It shall be available to all registered individuals and distributed to organizations designated by the Board of Directors. It shall be available for sale and included on the USAV website.

14.03 Magazine of the Corporation. An informational periodical shall be published a minimum of four times a year. It shall be distributed to Member Organizations, members of the Board of Directors, persons registered with Regional Volleyball Associations and other selected individuals.

14.04 Administrative Manuals. Administrative Manuals shall be developed as detailed operating documents for the Board of Directors, each substructure, the Corporation's principal office and other entities that may be created from time to time by the Board of Directors. Responsibility for maintaining each Administrative Manual shall rest with the highest authority for that structure or substructure.

14.05 Policies and Procedures Manual. A Policies and Procedures Manual shall be maintained by the CEO. It shall include all policies adopted by the Board of Directors.

14.06 Other Publications. The Board of Directors may authorize other publications of the Corporation.

Article XV. AMENDMENTS

15.01 Authority: Refer to Bylaws, Article XIX.

15.02 Procedures for Submission. Proposed additions, deletions or amendments to this Operating Code may be generated in the following ways:

- A. By any Member Organization, substructure or individual, provided such proposal is submitted in writing to the Corporation's principal office, postmarked no later than sixty (60) days prior to the next meeting of the Board of Directors.
- B. By the Board of Directors.

15.03 Action. Any notice for a proposed change shall be mailed or sent electronically to each member of the Board of Directors at least thirty (30) days prior to the voting deadline for the next meeting of the Board of Directors. Proposed changes shall only be considered if notice is sent thirty (30) days in advance. The Corporation's Operating Code may be adopted, amended or repealed by the Board of Directors by a two-thirds (2/3) majority of those casting ballots at a legally constituted meeting.

Adopted: May 23, 2008

Last Revised: January 25, 2010