

WESL CONSTITUTION-revised 2026

Article I - Name

This Organization shall be known as West End Soccer League, Inc., (W.E.S.L.)

Article II - Purpose

Section 1 - The purpose of the West End Soccer League, hereinafter called W.E.S.L shall be to teach the game of soccer, develop and direct the ideals of good sportsmanship, honesty, teamwork, courage, and respect for authority.

Section 2 - To achieve this purpose, the W.E.S.L will provide a supervised program under the FIFA (Federation International Football Association) Laws of the game of soccer. All officers and members shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary, and the molding of future citizens is of prime importance.

Article III – Membership

W.E.S.L. is open to all, and anyone can voice a concern to the Board and Coaches of W.E.S.L. The voting membership are the elected board members, and a representative from each team of Travel or Intramural play. No Person has more than 1 vote for Elections.

Article IV - Officers

a) President

The President shall preside at all W.E.S.L board meetings. He or She shall appoint

standing committees and temporary committees as needed. He or She shall execute all decisions of the soccer board and to determine a vote in case of a tie. He or She has no right to act on any important matter on his or her accord unless authorized by the soccer board. He or She shall cosign applications for savings and checking accounts with the Treasurer and assume the duties of the Treasurer in the event of an emergency.

b) Vice-President

The Vice-President shall perform all duties of the President in the absence of the same, and shall be entitled to all his or her prerogatives. The Vice President will also organize and

control all matters of sponsors for the intramural teams, and maintain a USPS mailing list, and email list of past sponsors for the needs of future years. He or She shall also communicate with the age group coordinators

- 1) For the creation of shirt orders, by team.
- 2) Review schedules set up by the age group coordinators.
- 3) Ensure that age group schedules and team standings are updated to the webpage.
- 4) Have regular communication with age group coordinators to ensure that communication of information gets back to the coaches regarding all matters important to those age groups such as coach clinics, referee training, camps, shirt handouts, picture day, and award ceremonies.

c) Travel Coordinator

The Travel Coordinator shall preside or appoint a representative to all Lehigh Valley Youth Soccer meetings, and report monthly to W.E.S.L board on any matters concerning W.E.S.L travel. He or She shall execute all decisions of the soccer board, as it relates to travel soccer. He or She shall

- 1) Coordinate field set up and maintenance of travel fields, tryouts, fundraisers, and any other W.E.S.L travel events, tournaments, etc.
- 2) Have regular communication with the Travel Coaches for all matters of importance to the Travel teams.
- 3) Review annually with the Treasurer the profitability of Travel in that the program covers it's cost to the league as a whole.
- 4) Collect Signed last page of Travel Bylaws from all Travel coaches, (Head and Assistant) **d) Secretary**

The Secretary shall keep a correct record of all proceedings of the W.E.S.L general and board meetings. He or She shall keep a correct and full role of names, phone numbers, emails, and physical addresses of all W.E.S.L. He or She shall keep a file of correspondence, including correspondence of the coaches and soccer board. He or She shall turn over to his or her successor in office, all property of the W.E.S.L in his or her custody. He or She shall give previous board meeting minutes to all board members one week prior to the next meeting. The Secretary shall announce the name(s) of any Board Member that has more than 2 unexcused absences in a calendar year.

e) Treasurer

The Treasurer shall receive and collect all monies due to W.E.S.L, give official receipts thereof, and deposit all monies received in an interest-paying bank. He or She shall keep a careful and correct record of all monies received, deposited, invested, and expended. He or She shall report the financial condition of the league at each regularly scheduled meeting of the W.E.S.L. The Treasurer shall also at least once, preferably twice a week, go to the Post Office

box and pick up the W.E.S.L mail. He or She shall turn over to his or her successor in office, all

property of the W.E.S.L in his or her custody. The Treasurer's books shall be audited in July and January by a person appointed by the board with reconciliation to the bank statements. The fiscal year is January 1st to December 31st. He or She shall give the monthly Treasurer's report to all board members one week prior to the next meeting.

The Treasurer will ensure that anyone being paid directly for their time, more than \$400 in a calendar year is reported as a 1099 employee to the Accountant for Tax purposes. This may include Referee's, monitors, or any other positional task that the League pays above the \$400 threshold.

f) Board Members

The Board Members along with the President, Vice President, Secretary, and Treasurer are the governing body of the soccer league. A person may not be on the board of W.E.S.L if they are a coach, assistant coach, or have a board affiliation with a competing club in a competing season, without board approval.

Powers and Duties

- 1) To have general control over all W.E.S.L relations and W.E.S.L athletic contests in which a member team participates.
- 2) To interpret within the provisions of the constitution and bylaws, the rules and regulations of the W.E.S.L.
- 3) All board members should actively pursue a higher level of knowledge pertaining to the game of soccer. That knowledge will enable that board member to comfortably coach any age group or fill in for a referee that did not show or can no longer continue a match. An annual attendance at a coach clinic and the junior referee class would be a minimum. The actual attendance of the coach clinic would not be necessary with the attainment of a Grass Root 11v11 coaching license. The annual attendance of the junior referee class would not be necessary with the attainment of a grade 8 FIFA referee license.
- 4) To decide matters in dispute between member teams.
- 5) A majority of its members constitute a quorum for the transaction of the soccer board business.
- 6) Besides the President, Vice-President, Travel Coordination, Secretary, and Treasurer, there are Board Members consisting of the Registrar, Division Representatives, Event Coordinator, Referee Assignor and Equipment Manager.

Division Representative Duties

- 1) Registration of their age group / Team selection
- 2) Keep standings for their age group
- 3) Rescheduling information for cancelled games
- 4) Set up and maintenance of age groups' field
- 5) Communicate regularly with the coaches in their age group to remind them of the coach's clinics, Referee

rule training, and meetings, equipment distribution and collection days, picture days, award ceremonies, sponsor interface.

6) Communicate all information needed back to the Vice President such as game scores if needed, shirt orders, collection of all clearance documents, signature on Rules and Regulations, and schedule changes.

7) Collect the signed last page of Rules and Regulation documents from all coaches, Head or Assistant, as well as all required certifications for Risk Management, and Concussion Training. These documents will be held by the Registrar

h) Registrar

The Registrar shall provide registration material to the W.E.S.L., maintain records of intramural and travel teams and players, oversee all roster changes that occur in a soccer year and report monthly to W.E.S.L Board. He or She will provide a copy of all rosters, by season and change within a season to the Travel Coordinator and to the Secretary. The Registrar will forward the relevant information and fees such as registration, insurance, etc. to appropriate organizations such as Lehigh Valley Youth Soccer League (LVYSL) and Eastern Pennsylvania Youth Soccer Association (EPYSA).

i) Equipment Manager

The Equipment Manager shall provide the W.E.S.L with any necessary equipment the W.E.S.L/teams need (balls, cones, nets, goals, etc.) and storage. He or She shall coordinate field set up and take down, hand out equipment to teams for the start of the soccer year and equipment return at the end of the soccer year.

j) Referee Assignor

The Referee Assignor shall receive game schedules from each Division Representative requiring referees for his or her age group. The Referee Assignor shall communicate with referees and try to ensure that every game is covered. Throughout the year, the Referee

Assignor shall receive game feedback from the Referee and ensure that older age groups and playoff games are covered by more experienced referees.

k) Event Coordinator

The Event Coordinator shall work closely with the President to arrange all special events that W.E.S.L will hold throughout the year such as opening day, picture day, tournaments, coaching clinics, etc. He or She shall chair any committee regarding the hosting of a skills camp available to all of W.E.S.L during the year.

L) Risk Management Coordinator

The Risk Management Coordinator is responsible for the communication to all individuals in their organization regarding clearance compliance. These clearance files for all board Members must be uploaded in the Eastern

Pennsylvania Youth Soccer database. (This position may not be shared into any other board position.)

Article V - Elections

All officer positions of W.E.S.L shall be elected annually at the November meeting of the current year. Terms of office will be January to December.

- 1) A person may only run for one officer position in each election
- 2) Attendance of 4 coaches' meetings is recommended before running for office.

Article VI - Voting

- 1) Each team is entitled to one vote. If coaching two teams, an assistant coach or parent representative may carry the vote of the other team.
- 2) Each board member, other than the President, is entitled to one vote.
- 3) Only one vote per person
- 4) The President may vote only to break a tie
- 5) The President may vote in their own election. If the President's election is a tie, a short speech should be made by each candidate and a second vote or a third vote can be implicated as necessary to resolve the matter.
- 6) Team Representatives or Board Members may make a motion, or second a motion for discussion before a vote is called for.
- 7) The President shall appoint a nominating committee at the September meeting each year.

Article VII - Meetings

Meetings in January to March are the primary meetings for the elected board to: 1) Review the revenue and expenses of the previous year.

- 2) Review Travel soccer program for profitability with focus on the direct costs of Travel and the shared cost with the Rec program for port-a-potties, mowing, admin, etc.
- 3) Review all Bylaws and Constitution documents and add changes when needed.
- 4) Outline all activities of W.E.S.L such as coach clinics, referee classes, tournaments, etc. for dates and locations.

Meetings from April to November are open to all.

Additional board meetings may be called for by the President as necessary for turnover of new officers and any other business that the board needs to address.

Article VIII - Amendments

Section 1 - Amendments to be considered during a current year must be presented on or before the April W.E.S.L meeting.

Section 2 - Approval necessary; Amendments to this Constitution, and by laws, must be first approved by the elected board then posted on line for one month for final approval by the Voting Membership at the next Coaches meeting.

Article IX - Reimbursement and Exemptions

The President, Vice President, Secretary, Treasurer and Board Members shall be reimbursed for costs incurred during the year on soccer business. The Board on an individual basis will approve reimbursement for mileage, tolls, and other expenses related to league business. Also, they are exempt from paying the registration fee if they have children participating in the W.E.S.L. Intramural League, and up to 2 children in the Travel League. Should the Board member also play in a W.E.S.L. Adult league themselves, they would be charged ½ of the registration fee.

Article X - Termination of Board Positions

Section 1 - If a board member moves out of the area, or quits in midyear; the board will ask the membership for anyone interested in replacing that member's position. The board shall make every effort to find a replacement for the position for the remainder of that term.

Section 2 - If a board member has not quit, but has missed three or more meetings, unexcused or has not been able to meet the needs of the league in their post, the board will ask the membership for anyone interested in replacing that member's position. The board shall make every effort to find a replacement for the position for the remainder of that term.

Article XI – Robert’s Rules of Order

Rules of order shall prevail at all meetings

- 1) President calls the meeting to order
- 2) Roll call of officers
- 3) Report of officers
- 4) Reading of important correspondence
- 5) Committee reports
- 6) Election of officers (when scheduled)
- 7) Unfinished business
- 8) New business
- 9) Open floor
- 10) Adjournment