

# FIG GARDEN YOUTH SOCCER LEAGUE BY-LAWS

## ARTICLE 1 Board of Directors

### 1. Voting Members

The Board of Directors will consist of the following members:

#### a. Officers elected at the Annual General Meeting, to be known as the

Executive Board:

1. President
2. Vice President
3. Registrar
4. Secretary
5. Treasurer

#### b. Coordinators selected by the Executive Board:

1. Chief Field Commissioner
2. Chief Referee Coordinator
3. Chief Coaching Coordinator

#### c. Coordinators representing each club:

1. Figarden
2. Forkner
3. Gibson
4. Kratt
5. Lawless
6. Malloch
7. St. Anthony
8. Starr
9. Bullard FC

### 2. Terms and Restrictions

#### a. No individual shall hold the same office for more than 3 consecutive terms.

#### b. No two individuals residing in the same household shall sit as officers of the league.

### 3. Replacement and Removal

In the event that a Director becomes unable to serve, a new Director shall be elected in the manner in which they were originally elected. A Director may be removed by a two-thirds (2/3) vote of the full board membership at a general meeting, after written notice has been given of said removal.

### 4. Duties and Responsibilities of the Officers of the Executive Board

a. President

The President shall conduct all meetings of the Board of Directors and shall cast a vote only in the event of a tie. The President shall appoint, at the beginning of each season, the standing committees and/or committee chairman. The President shall have such other powers, and shall perform such other duties as may be assigned to him by the Board of Directors, as well as such powers and duties which may be incidental to the office of President, subject to the control of the Board of Directors.

b. Vice-President

The Vice-President, in the absence or inability of the president to act, shall exercise all the powers and perform all the duties of the President. The Vice-President, or designee, shall be responsible for the All Star process.

c. Secretary

The Secretary shall keep an accurate record of all meetings, handle all correspondence, give notice of all meetings, and maintain the files of this League. The Secretary shall be responsible for the preparation of the annual report.

d. Treasurer

The Treasurer shall give a receipt for all monies which shall be deposited in a recognized bank in the name of this league. All accounts shall be paid by check and shall bear two (2) signatures: the Treasurer's and/or the President's, Vice-President's, Secretary's, or Registrar's. The receipt book and vouchers shall be produced when required by the Board of Directors, properly balanced according to the bank book or statement, whichever is up to date. The Treasurer shall be responsible for the preparing of any and all papers pursuant to the Articles of Incorporation and Tax Exemption status of this League. The Treasurer shall also be responsible for providing proof of Directors' and Officers insurance coverage.

e. Registrar

The Registrar shall be responsible for insuring proper registration of the Players, Coaches, and Teams, proper accounting of fiscal transactions and accurate reporting to the Board of Directors and the District Registrar. This position may be considered a paid position as approved by the Board.

5. Board of Directors Responsibilities and Authorities:

a. Being familiar with, interpreting, and enforcing the Constitution, by-laws, and Rules of Regulations of this League.

b. Approving procedures for formation of registered teams.

- c. Insuring proper registration of all players, teams, and coaches.
- d. Insuring proper accounting of fiscal transactions and accurate reporting to the District Commissioner and/or his/her appointed assistant.
- e. Sanctioning travel of teams for any competition played out of the League boundaries. The legal authority for signature is the President and Registrar of the FGYSL for the following travel activities: out of state travel, Guest Players to tournaments, District 7 All Stars, State Cup, Association Cup, American Cup, and player transfers.
- f. Establishing a common set of administrative rules for all teams registered to the League.
- g. Establishing a common set of playing rules for League play.
- h. Providing levels of competition within the League for all players.
- j. Suspending, baring completely or otherwise disciplining any team, player, coach, manager, team assistant, league official or any other person associated with the operation of this League from any member team or organization.

## **ARTICLE 2      Coordinators**

At each designated public and private elementary school site within the boundaries of the Fig Garden Youth Soccer League a representative to the League Board of Directors, who shall be known as the soccer coordinator, each year shall be approved by the club.

## **ARTICLE 3      Bullard FC**

In addition to soccer clubs existing at each public and private elementary school site within the boundaries of Fig Garden Youth Soccer League, there shall be a soccer club designated as the "Bullard FC" which shall be organized for the purpose of promoting the game of soccer for youth ages 9 through 18, for Division I, III and IV play (Division IV play for ages 9 through 12 will be organized by the league). The Bullard FC shall adopt By-laws, Rules, and Regulations for its own operation and administration and shall otherwise operate and have the same standing and position within the Fig Garden Youth Soccer League as every other club. The Bullard FC shall be allowed one (1) representative to the Board of Directors.

## **ARTICLE 4      Appointed Positions**

1. Each year, after the League AGM, the League Board of Directors shall select and approve individuals to fill the following positions, which may be paid as independent contractors:
  - a. Chief Field Commissioner whose duties shall include:
    1. Coordinating the activities of the playing group commissioners.
    2. Scheduling of all league games
    3. Ensuring all soccer fields are well maintained
    4. Participating in the Disciplinary Review Committee as Chairperson
    5. Submitting recommendations for the various playing group commissioner positions to the League Board. These playing group commissioner positions include:
      - a) under-6 coed
      - b) under-8 Boys
      - c) under-8 Girls
      - d) under-10 Boys
      - e) under-10 Girls
      - f) under-12 Girls
      - g) under-12 Boys
  - b. Chief Referee Coordinator whose duties shall include:
    1. Recruiting and training referees for all playing league games.
    2. Overseeing the quality of refereeing at all games
    3. Submitting pay information to the Treasurer for referees
    4. Participating in the Disciplinary Review Committee.
  - c. Coaching Director whose duties shall include:
    1. Overseeing and monitoring the quality and activities of all playing league coaches.
    2. Providing structured instruction to all playing league coaches.

## **ARTICLE 5      Standing Committees**

1. The following standing committees and others as needed shall be appointed yearly by the President of the League:
  - a. Rules and Revisions Committee
  - b. Protest and Appeals Committee
  - c. Registration
  - d. Credentials
  - e. Referee
  - f. Fields and Equipment
  - g. Tournaments
  - h. Disciplinary Review Committee
    - i) Disciplinary Review Committee shall meet every Tuesday during the playing season to review all game-card and conduct issues. This

committee shall be composed of the Chief Field Commissioner, Referee Coordinator and one member of the Board of Directors of the Fig Garden Youth Soccer League. This Committee is empowered to act upon, and enforce, disciplinary issues regarding Coaches, Players, and Referees. All Appeals shall follow the guidelines set forth in the rules governing the Fig Garden Youth Soccer League.

## **ARTICLE 6      Membership**

Any applicant for membership in this League shall submit yearly, with the appropriate fee(s):

1. Properly completed registration form for each team, players and coach. Prepared in accordance with the current CYSA registration instructions and procedures.
  - a. Submit upon initial registration of each player, proof of Place and Date of Birth.

## **ARTICLE 7      Meetings**

Regular meetings of the Board of Directors will be held at least quarterly on the same designated date. The agenda for regular meetings may be as follows:

- a. Call to Order
- b. Roll Call
- c. Introduction of Guests
- d. Acceptance of Minutes
- e. Correspondence
- f. Reports
  1. Treasurer's Report
  2. Registrar's Report
  3. Chief Field Commissioner's Report
    - a. DRC Report
  4. Coaching Director's Report
  5. Referee Coordinator's Report
  6. District VII Representative's Report
  7. Club Reports
- g. Committee Reports
- h. Unfinished Business
- i. New Business
- j. Good of the Game
- k. Adjournment

## **ARTICLE 8      Quorum**

Board of Directors Membership is based on active members. Members that have resigned or hold two positions within the Fig Garden Youth Soccer League reduce the number of voting Board of Directors Membership and thus the members needed to form a quorum. A quorum shall consist of 50% of all eligible voting members.

## **ARTICLE 9      Seasonal Year**

The seasonal year for membership/registration shall be from September 1<sup>st</sup> through August 31<sup>st</sup>. Insurance coverage shall be for the same length of time.

## **ARTICLE 10      League Laws, Rules, Policies, and Web Site**

The Fig Garden Youth Soccer League recognizes the following supporting items as formally being part of the governing rules of the League. By-laws, Coaches Manual, Policies and Procedures voted on during general meetings, and approved postings on the Fig Garden Youth Soccer League web site, [www.fgysl.org](http://www.fgysl.org).

## **ARTICLE 11      Protests and Appeals**

1. Only violations of the Constitution, by-laws, General Procedures, and Specific Rules of This League, misapplication of the "Laws of the Game" shall be proper subjects to be considered for action.
2. Protests or Appeals are to be in writing and delivered to the chairman of the Protest and Appeals Committee within two (2) working days after notification by the Disciplinary Review Committee. The fee of \$25.00 must accompany the Protest or Appeal and will be returned if the committee votes to uphold the Protest or Appeal. Any decision rendered by this Committee may be appealed to the full Board of Directors and then, if need be, to the CYSA Protest and Appeals Committee as per CYSA Constitution, by-laws, Rules and Regulations.
3. Upon rendering a decision, the League shall forward a copy of its evidence, findings and decision to the CYSA Secretary for future reference. All pertinent data must be forwarded within fourteen (14) days of the League decision.
4. In the Matter of Protests and Appeals, no person associated with the operation of this League shall invoke the aid of the courts of any State or of the United States, without first exhausting all available remedies within the appropriate soccer organization, including a final appeal to the annual general meeting of the USYSA.

## **ARTICLE 12      Coaching Certificate Requirements**

1. All individuals wishing to be Head Coach, Assistant Coach or Team Manager of a team for the age groups Under 10 or Under 12, must have a CYSA North certified coaching certificate at the level of "F" or higher. When team is registered, a copy of the coaching certificate must be submitted (each year) along with players registration forms. Teams will not be registered without a coaching certificate. An individual in his/her first season with FGYSL, wishing to be a Head Coach, Assistant Coach or Team Manager, will not be required to have coaching certificate, but must complete the required course or courses prior to the start of the next season.
2. Coaching requirements for the club known as "Bullard FC" are determined by the District VII coaching policy and therefore are not subject to this by-law.
3. Those individuals wishing to coach or manage a team within the Under 6 or Under 8 age groups are not required to have an "F" coaching certificate.
4. The league (FGYSL) should provide funds (in an approved budget) to help coaches pay for the "F" certificate or hold the required course or courses for FGYSL coaches. Amount of contribution to coach will be determined by the board. Contribution to coach should not exceed the individual cost of course. Example: CYSA charges \$200 for a Coaching course with a maximum of 10 coaches in attendance. Individual cost for each coach is \$20.00.

## **ARTICLE 13      Rules of Order**

Roberts Rules of Order shall be deemed as adopted in all matters of this League. Unless otherwise agreed to by the participants; insofar as such rules are not inconsistent with or in conflict with the constitution, by-laws, Rules and Regulations of this League or of any organization with which this League is affiliated.

## **ARTICLE 14      Dissolution**

Should this League be dissolved, all assets remaining after payment of all debts shall be distributed to a non-profit fund, foundation, or corporation which is organized and operated exclusively for the purpose of the development of youth soccer.

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