

**SOUTH MASON YOUTH SOCCER CLUB
BY-LAWS**

ARTICLE 1. PURPOSE AND POLICIES

1.1 General. The name of this organization shall be the South Mason Youth Soccer Club (hereinafter SMYSC) SMYSC boundaries shall be all of Mason County with exception of the North Mason School District. SMYSC shall be non-profit, non-sectarian, and non-partisan.

1.2 Purpose. The purpose of SMYSC shall be to provide an opportunity for youth soccer players to develop and improve their skills. It is the object of SMYSC to provide a stable, well-organized program for participating youth, and to encourage interested volunteer adults to share their time and efforts in support the program.

1.3 Activities. Activities of SMYSC, and rules and regulations governing those activities are intended to promote the physical and emotional health and safety of participants.

1.4 Affiliation. This Club shall be affiliated with the Grays Harbor Foothills Youth Soccer Association (hereinafter GHFYSA) and the Rules and Regulations of that body are hereby adopted, and shall be controlling on this organization, as they now exist, or shall be hereafter amended. SMYSC may adopt additional rules as it sees fit.

1.5 Policies. SMYSC shall be governed by its Articles of Incorporation, By-Laws, and the Rules and Regulations of GHFYSA. The ultimate governing authority of SMYSC shall be in its voting members. Robert's Rules of Order shall be adhered to except where in conflict with a specific provision of the Articles, By-Laws and/or rules. SMYSC shall not, directly or indirectly, participate in any political campaign or behalf of, or in opposition to any candidate for public office, nor shall any of its officers use the official capacities to endorse any commercial enterprise or partisan interest. SMYSC may, from time to time, or as necessary, endorse projects serving the betterment or development of soccer.

ARTICLE 2. MEMBERSHIP

2.1 Members. The membership of SMYSC shall consist of all the current coaches, current registered players, parents and/or guardians of currently registered players, and any other interested citizens of the community who request membership in SMYSC, and are approved by the Board. Current is defined as the current seasonal year. The Board shall maintain a current list of its current members.

2.2 Annual Membership Meeting.

a. An annual general meeting shall be held in January of each year. The purposes of this meeting shall be election of officers, consideration of proposed amendments to the Constitution, consideration of resolutions offered by the Board of Trustees, the conduct of any business reserved to the general membership, and the presentation of committee and officer reports from the Board of Trustees to the membership.

b. Notification of the annual general membership meeting shall be mailed to each member thirty days prior to the meeting and shall include a copy of the recommendations of the Nominating Committee, and proposed amendments to the Articles, and any resolutions offered for consideration of the membership, as well as the proposed budget for the next fiscal year.

c. The recommended order of business at all regular meetings is:

1. Roll Call
2. Minutes
3. Communications
4. Officer's Reports
5. Committee Reports
6. Representative Reports.
7. Unfinished Business
8. New Business
9. Good of the Game
10. Adjournment

d. Upon appeal from the floor, the Board may, with a two-thirds vote of members present, set aside the published agenda and consider special business.

e. Special meetings may be called the president, or a majority of the members of the Board of Trustees. Seventy-two hours' notice must be provided to all members of any special meeting.

f. A quorum for the transaction of business at any membership meeting shall be a least four officers and representation by at least ten percent of the members at the start of the meeting. Voting by proxy is not allowed.

ARTICLE 3. BOARD OF TRUSTEES

3.1 The business of SMYSC shall be conducted by the Board of Directors, pursuant to the Articles and By-Laws of SMYSC. Each member of the Board of Directors shall have one vote, except for the president, who shall only vote in case of a tie.

A quorum for any meeting of the Board of Directors shall be fifty percent of the current members of the Board. Meetings may be either regularly set or specially called. Procedures of the Board of Directors shall be established by the Board; unless otherwise specified either in the Articles, By-Laws or particular enactments of the Board, Robert's Rules of Order shall be followed by the Board in conducting its business.

The Board shall be responsible for interpreting the Articles, By-Laws and Rules and Regulations, and making policies. In so doing, the Board shall serve the interest of SMYSC members. Statements or actions by individual Board members shall not be construed to be Board policy. Board officers shall receive no compensation for their services as Directors but may receive reimbursement for expenditures incurred on behalf of the corporation.

The Board shall be responsible for and have sole authority for making changes or revisions to the rules and regulations and to these Bylaws, which are deemed necessary by the Board to carry out the objectives above; to apply the Articles, By-Laws and rules to particular circumstances; and to carry out the judiciary decisions of the district or WSYSA; in addition to the general duties of managing the business of the corporation. The Board shall adopt the Washington Youth Soccer Code of Ethics that comports with applicable state and federal requirements. Each Officer shall, on an annual basis, sign a Code of Ethics Statement in which he or she agrees to act according to the Code of Ethics.

3.2 Officers and Duties of Officers.

a. The elected officers of SMYSC shall consist of the following:

President
Vice-President of Competition
Vice-President of Development
Secretary/Publicist
Treasurer
Registrar
District League Representative
Member at Large (10)

b. These officers shall be elected at an annual general meeting for a term of two years. The president, secretary/publicist, registrar and member-at large shall be elected on even years; the vice president of competition, vice president of development, treasurer and district league representative shall be elected on odd years. Any Board member may be eligible for re-election. It shall be a policy, when feasible that, no more than two offices of SMYSC should be held by individuals affiliated with any one team.

c. An additional officer of SMYSC who is not a Board member, and not entitled to vote as a Board member, shall be the Washington State Youth Soccer Association District 7 Vice President for Development. This person shall be known as the "ex-officio" officer of SMYSC.

d. The duties of these officers shall commence on June 1 of each year, and consist of:

1. President.

- a. Preside overall Club and Board meetings.
- b. Cosign checks on the treasury.
- c. Represent SMYSC to monthly GHFYSA meetings.
- d. Call meetings as necessary.
- e. Appoint chairperson for committees as deemed necessary.
- f. Be on the Coaches Selection Committee
- g. Appoint from SMYSC membership a person or persons to fill the vacancy of any officer who does not for any reason fulfill his/her term of office.

2. Vice President-Competition.
 - a. Preside in the absence of the President, and serve as an aide to the President.
 - b. Sign checks on the treasury in the absence of the President.
 - c. Coordinate joint efforts between this Club and any other Clubs affiliated with GHFYSA and with GHFYSA Vice President of Competition for game/practice fields.
 - d. Coordinate registration with district and state leagues.
 - e. Assist in the preparation of match schedules as required.
 - f. Coordinate the assignment of referees for all matches.
 - g. Be on the Coaches Selection Committee.
 - h. Attend GHFYSA scheduling meetings and coordinate the game schedules of this club with that of GHFYSA.

3. Vice President of Development.
 - a. Preside in the absence of the President and vice president of Competition and act as an aide the President.
 - b. Serve as Chairman the Long-Term Development Committee of SMYSC.
 - c. Serve as Chairman of the Tournament Committee and disseminate tournament information for all WSYSA sanctioned tournaments to the coaches.
 - d. Schedule, as needed, coaches licensing clinics, referee clinics and club supported player development clinics.
 - e. Be on the Coaches Selection Committee.
 - f. Serve on the Field Development Committee.

4. Secretary/Publicist
 - a. Keep an accurate record of all meetings and distribute o Board prior to next club meeting.
 - b. Be responsible for all correspondence of SMYSC.
 - c. Give notice of all meetings as stipulated in SMYSC By-Laws and Regulations.
 - d. Publicize all games, registrations, and tournaments.
 - e. Shall keep an accurate Club match record and report game results to the newspaper.
 - f. Arrange for Club registrations.
 - g. Be on the Coaches Selection Committee.
 - h. Maintain a current list of Club members.

5. Treasurer
 - a. Receive and issue receipts for all monies of SMYSC.
 - b. Keep an accurate record of all financial transactions, according to SMYSC By-Laws, Rules and Regulations and Board of Directors, and present a monthly report.
 - c. Co-sign all orders on the treasury.
 - d. Maintain bonding insurance of a minimum of \$10,000.00.
 - e. Establish and administer a Ways and Means Committee to assist and organize Club fundraisers.

6. Registrar
 - a. Handle all registration of teams and players of this Club and to coordinate said registration with GHFYSA and WSYSA Registration Chairperson.
 - b. Prepare and distribute team rosters to coaches prior to each soccer season.
 - c. Record verification of age of players.
 - d. Be on the Coaches Selection Committee.

7. District League Representative
 - a. Represent SMYSC teams at monthly District 7 meetings.
 - b. Represent SMYSC at WSYSA, and other meetings as required.
 - c. Report on all meetings to SMYSC
 - d. Be on the Coaches Selection Committee.

8. Member-at-Large
 - a. Assist president with club business as directed.

3.3 Committees.

- a. The President shall appoint Chairman, members and alternates for the following committees:

1. Nominating Committee, composed of three persons.
2. By-Law Revision Committee, composed of three persons.
The committee may submit recommendations at any regular meeting.
3. Budget Committee, composed of three persons.

b. Coaches Selection Committee. The Committee shall consist of the elected officers of SMYSC. The Committee shall develop criteria for evaluating coaches, with advice from the coaching director. The Committee shall select a tentative list of coaches prior to Club meeting in March. It shall be finalized after the number of players are known. The Committee shall encourage and facilitate upgrading of coaches' qualifications as far as possible.

c. Standing Committees:

1. Long Term Development Committee, composed of three persons
2. Shelton/South Mason Soccer Park Committee, composed of three board members.
3. Equipment Committee, composed of three persons
4. Tournament Committee, composed of three persons
5. Fundraising Committee, composed of three persons.

d. The President may appoint special committee chairman as is necessary to fulfill the objectives of SMYSC.

3.4 Removal. If a Board Member, shall have three consecutive unexcused absences the Board Member shall be automatically removed from the Board. If, in the opinion of the Board, a Board member is found to be neglecting his or her duties as outlined by the constitution and/or By-Laws, the Board shall recommend to the general membership to remove him or her. Removal from office shall require two-thirds vote of SMYSC members present at either a general membership meeting or special membership meeting, provided that the general quorum requirement is met.

ARTICLE 4. YOUTH SOCCER TEAMS

4.1 Organization.

a. Soccer teams that are affiliated with SMYSC shall be formed in groupings by age and sex. All of the affiliated teams shall participate in a district league, unless waived out by GHFYSA.

b. SMYSC shall solicit coaches and organize teams at the U-5 through the U-19 level. The coaching director and Board of Directors shall evaluate the number of players to determine the number of teams to be organized. The Board of Directors shall annually determine the minimum player fees.

c. All teams properly affiliated and in good standing shall be free to participate in competition under this jurisdiction of this Club. It shall be understood that all teams will comply with the Constitution, By-Laws and Rules and Regulations of this Club, or as hereafter amended.

d. Each team shall have one person designated as the coach. The coach may delegate authority, but the ultimate responsibility remains with the coach.

1. The coach shall utilize all resources available to properly prepare the players in the areas of fitness, techniques, and tactics.
2. The coach shall be knowledgeable of the rules and regulations of the game, including FIFA, WSYSA, GHFYSA, League and tournament regulations.
3. The coach shall be responsible for the conduct and sportsmanship for the players and parents.

e. The Coach will make written requests to the Board for team equipment, in excess of equipment normally provided to each team.

1. The team colors are decided by the coach. The coach is responsible for organizing their team jersey purchase with the vendor of their choosing.
2. Jerseys, nets, practice goals, balls, or other field or training equipment purchased by SMYSC shall be returned to SMYSC at the end of each season.
3. SMYSC will furnish each team - with an adequate first aid kit including medical release forms for each

player.

f. SMYSC will coordinate and schedule all game and practice fields. No team will make independent arrangements without coordinating with SMYSC VP-Competition. All field use fees, cost of lines, etc., must be determined prior to use of the field.

4.2 Selection. SMYSC shall hold annual open registration. Registration will be completed prior to July 15. SMYSC shall publicize registration dates and locations. Coaches shall notify players as to their status no later than ten days after the final registration. Once a player has been selected, that player cannot be cut from the team without his/her consent, except for a valid reason. A player's status may be appealed to the Board. Written notification must be presented or mailed to a Board member within 72 hours after the player has been notified of the action being appealed.

4.3 Team Representatives. Each team shall have a Representative, whose term shall commence on June 1st of each year. His/her duties shall be as follows:

- a. Be thoroughly familiar with the Constitution, By-Laws, and Rules and Regulations of this Club.
- b. Represent their team on all matters concerning this Club's policy.
- c. Be present at all meetings of SMYSC, or send an alternate who is affiliated with the team.
- d. Serve as liaison between SMYSC and their team.
- e. To help promote adult interest and request desirable persons to assist in the development of the game.
- f. No person shall represent more than one team at a meeting.

Each team shall submit in writing the names of the Representatives and an alternate to SMYSC Secretary.

4.4 Parents. Parents shall assist the coach in the team organization to the extent of their abilities. Recommended activities that may be performed by a parent include: Team Representative, to attend Club meetings and serve as team liaison person; Fundraising Chairman, to coordinate Club and Team fund-raising activities; Field Chairman, to coordinate setting up and securing the field for home games as required. Other persons or committees may be formed to call in scores, telephone players, coordinate rides, coordinate team refreshments, organize social events, or perform other functions for the good of the team. Parents are encouraged to attend games and offer positive support to the team. Unsportsmanlike conduct, harassing or interfering with coaches or officials, will not be allowed. Persistent misconduct of a parent may be cause for cutting a player from a team.

4.5 Tournaments. Teams may attend at tournaments during the year.

4.6 Risk Management. All Officers, Board Members, Coaches and any person working with and having contact with players in SMYSC's programs, will complete and comply with risk management procedures and filings as required by WSYSA

ARTICLE 5. FINANCES

All finances will be maintained by SMYSC Treasurer, and an accounting will be made by all Club and each individual team finances. All practices will be undertaken in accordance with IRS regulations.

The sources of Club finances shall be from player registration and Club fundraisers as determined by SMYSC, and private sponsors. Club disbursements shall be for the purpose of Club administration, training, field equipment and improvements and promotion of soccer.

Team sources of income shall be from player registration and sponsorships as set by SMYSC, and team fundraisers and assessments.

Team disbursements shall be for player and team equipment, tournament and league fees, game fields and officials, and other team requirements. Team expenditures will not exceed the amount credited to their team and shall not be drawn below the amount needed to finish paying fixed expenses.

The fiscal year of SMYSC shall be from June 1 to May 30 of the following year.

ARTICLE 6. AMENDMENTS

6.1 Amendments to the By-Laws. These Bylaws may be amended by the Board of Trustees, at any regular or special meeting. In order for an amendment to be considered, notice of the proposed amendment, and the meeting time and place, must be mailed to each member at least two weeks before the amendment is considered.

In order to be approved, a proposed amendment must pass by a two-thirds vote of all Board members, at a meeting at which a quorum is present.

Upon approval, the secretary shall publish and mail to each member the approved amendment.

6.2 Articles of Incorporation. Proposed amendments to the Articles of Incorporation may be considered by SMYSC membership at any general membership meeting or special membership meeting. In order for an amendment to be considered, notice of the proposed amendment, and the meeting time and place, must be mailed to each member at least two weeks before the amendment is considered.

In order to be approved, a proposed amendment must pass by a two-thirds vote of all of the general membership present and voting.

Upon approval, the secretary shall publish and mail to each member the approved amendments.

ARTICLE 7. DISSOLUTION

In the event of the dissolution of this Club, legal counsel shall be retained by the Board , for distribution of assets to the association SMYSC is affiliated with or another non-profit youth organization serving the Shelton-South Mason Area, after all liabilities have been settled, as specified in Section 501(c) of the Internal Revenue Code of 1954, as from time to time amended, EXCEPT, any interest of Club in Shelton/South Mason Soccer Park will be assigned to the Shelton Youth Soccer Club, per the joint operating agreement.