

SARATOGA YOUTH SOCCER CLUB. INC.  
BYLAWS

ARTICLE I- MEMBERSHIP

A. CONSTITUENCY- Members of the Saratoga Youth Soccer Club (hereinafter referred to as CLUB) shall consist of all registered players, parents and guardians of players, coaches, officers, and directors.

B. VOTING MEMBERSHIP- Voting membership for the election of officers and members of the Board of Directors shall consist of coaches, directors, and parents or legal guardians of registered players. In order to be eligible to participate in any vote a voting member must be a member in good standing of the organization. One vote shall be allowed for each registered player in a family up to a maximum of two votes per family.

ARTICLE II- MEETINGS

A. ANNUAL GENERAL MEETING- There shall be an annual general meeting each year during the month of May, the date of which shall be established by vote at a Board of Directors meeting. Notice of such annual general meeting shall be published in the local newspaper at least 14 days prior to such meeting taking place. The officers and the Board of Directors shall be elected at the annual general meeting with elections being conducted pursuant to the rules and provisions outlined herein.

B. SPECIAL GENERAL MEETINGS- Special general meetings may be called by the President or upon the request of a majority of the Board of Directors or by petition of 10% of the voting membership to the Board of Directors. The President when so directed, shall schedule said meeting between the 7th and 14th day following receipt of such petitions. The membership will be given 5 days written notice of such special general meetings through publication in a newspaper and also by direct mail to the entire voting general membership. A majority of those voting shall be required for passage of motions at general meetings, those motions requiring by the certificate of incorporation or bylaws of the club a two-thirds majority being excepted.

C. BOARD OF DIRECTORS MEETINGS- The business of the organization shall be transacted at Board of Directors meetings of the Corporation which shall be held monthly on a date and time selected by said Board of Directors. Said Board of Directors shall consist of 14 directors who shall be at least 19 years of age. All active coaches are invited and encouraged to attend the monthly meetings. Said meeting shall be open to the public as well as the general membership.

## ARTICLE III- BOARD OF DIRECTORS

A. COMPOSITTON- The Board of Directors shall consist of not more than 14 members, with consideration being given to ensure fair representation towards both the girls and boys teams and without discrimination based on any age or other factor. The term of office of each Director and Officer shall be for the period of one year beginning August 1 and ending July 31st, No officer elected by the voting membership shall serve in the same position for more than three(3) consecutive years. Said Board of Directors shall be composed of a President, Vice-President, Secretary, Treasurer and a Registrar who shall be appointed by the Board of Directors and nine(9) at large members.

B. RESIGNATION OR VACANCY- Any Board member absent without good cause shown for three(3) successive meetings, or failing to discharge their duties conscientiously, or who resigns, may have their office declared vacant by a two-thirds vote of the Board of Directors. Notice of the presentation of such vote to the Board shall be given to the absent or dilatory Director in writing 14 days in advance of the Board meeting, and such Director shall be given a fair opportunity to be heard on the issue of their removal from office. If time remains in their term the Board shall ask the Nominating Committee to meet and present a new member for consideration by the Board. Such nomination shall be approved by a two-thirds vote of the remaining Board.

## ARTICLE IV- OFFICERS

### A. PRESIDENT-

1. The President shall serve as Chairman of the Board of Directors of the Club, act as the chief executive officer of the Club, and preside over meetings of the Board and general membership meetings.
2. The President shall act as the only official spokesperson for the Club when required, appoint committees and operating personnel as provided by these Bylaws and supervise their operation.
3. The President shall see that all rules, policies, and principles of the United States Soccer Federation (USSF), United States Youth Soccer Federation (USSYF), and the Capital District Youth Soccer League, as well as this CLUB are observed.
4. The President shall serve as an ex-officio member of all committees.

5. The President shall have the right to counter-sign checks on behalf of the organization.

6. The President alone shall be authorized to suspend any member of the CLUB from all activities, when continued participation in the CLUB activities would be considered detrimental to the STATEMENT OF PURPOSE of this organization. This suspension shall remain in effect until reviewed by the Grievance and Sportsmanship Committee, at which time said committee can over-ride the temporary suspension until reviewed by the full Board of Directors.

#### B. VICE-PRESIDENT

1. The Vice-President shall preside in the absence of the President and shall further be an ex-officio member of all committees.

2. The Vice-president shall further chair the Capital District Youth Soccer League Committee of the CLUB, and be designated to that organization as our voting delegate at their meetings. He shall accordingly have the authority to vote for the CLUB at all such meetings and act in all respects as our representative at such meetings. Nothing contained herein is intended to allow such officer to commit the CLUB to any activity that falls outside the STATEMENT OF PURPOSE of the organization or to vote at such meetings contrary to the specific direction of the Board.

3. The Vice-president shall counter-sign checks on behalf of the CLUB in the absence of the Treasurer or President.

#### C. SECRETARY

1. The Secretary shall record the minutes of all meetings of the Board and of the general meetings. Upon request, they shall make copies of the minutes available and maintain a complete reference file of the minutes of all meetings.

2. They shall attend to all correspondence received by the CLUB and shall draft communication as directed by the Board.

3. They shall send notice of all Board meetings to members of the Board as well as to Team Managers and coaches and keep a list of all such members.

4. They shall be responsible for the counting and certification of all ballots cast by the general membership and votes taken at Board of Director meetings.

#### D. TREASURER

1. The Treasurer shall maintain records and receipts of all monies handled by the CLUB. They shall assure that all funds are deposited in a recognized bank in the name of the CLUB
2. The Treasurer shall assure that all accounts are paid by check, and on any check over \$500.00 shall bear two officers signatures.
3. The Treasurer shall produce all financial records when required by the Board of Directors and shall provide a financial report at each Board meeting.
4. The Treasurer shall be responsible for maintenance of financial records of sufficient detail so as to allow a tax return to be prepared when necessary.
5. The Treasurer shall also prepare a budget to be presented in July of each year to the Board of Directors, which shall detail to the best of the Treasurer's ability the projected income and expenses for the coming fiscal year.
6. The Treasurer shall also contact all Team Administrators concerning any delinquent accounts for that team and shall further advise the CLUB at each Board meeting concerning any such delinquent team payments that may be due for player registration, transfer, gym or field rental, or other similar team related charges that could adversely affect the good standing of the CLUB in the community.

#### E. REGISTRAR

1. The Registrar shall be responsible for the registration of all players and for compliance with the requirements for all rules set forth by the Capital District Youth Soccer League, Eastern New York Soccer Association, and the United States Youth Soccer Association.
2. The Registrar shall ensure that proper parental authorization and a copy of the player's birth certificate is on file from each player's parent or guardian for permission to participate in the soccer program, and that a signed and appropriately completed medical authorization form has been submitted authorizing emergency medical treatment for each player by the coach and/or assistant coach prior to registering any player.
3. Prior to accepting the registration for any team in the CLUB, the Registrar shall contact the named Team Administrator, to ensure of their willingness to act in that capacity for such team. No coach shall act as coach and Team Administrator, nor shall their spouse serve in that capacity. No team registration shall be accepted by

the Registrar until an appropriately named Team Administrator has been appointed.

4. The Registrar shall attend the annual meeting of C.D.Y.S.L. registrars and obtain all appropriate forms for permission to travel to tournaments, host tournaments, and other similar forms.

5. The Registrar shall be appointed to the position by a vote of the Board of Directors, after all prospective candidates have been interviewed by the officers of the CLUB for the position. The officers shall nominate one of the prospective candidates for appointment by the Board of Directors. Appointment shall occur after the floor of the meeting has been open for any additional candidates to be presented by the members of the Board at large. A majority vote only shall be required for such confirmation.

6. The Registrar shall serve for a term of one year and shall be compensated for his services at the rate of \$25.00 for each team registered by the CLUB. The Registrar shall also be reimbursed for any out of pocket expenses incurred in the performance of his duties.

#### ARTICLE V- STATEMENT OF PURPOSE AND GOVERNING RULES

A. PURPOSE- The purposes of the CLUB are as follows:

1. To teach the game of soccer to the youth of our community and to educate both youth and parents about the history, rules and significance of the game.

2. To provide soccer matches among its members and members of other similarly constituted organizations for the benefit, enjoyment, instruction, and well being of its members.

3. To forward and develop those characteristics of honesty, good fellowship, discipline, team play and self reliance which are the essentials of good sportsmanship.

4. To operate a youth soccer club to help in developing the character of the youth of our community and to reach out to children at risk and disadvantaged youth by providing a positive experience through soccer.

5. To foster and engage in competition and to instill a sense offair-nes and sportsmanship.

6. To promote the social welfare of the Saratoga area by instructing the youth participating in the programs of this CLUB to better themselves physically, morally, and civically, thereby making them better citizens and aiding the community in combating juvenile delinquency.
7. To operate exclusively for the promotion of social welfare as that term is defined in the Internal Revenue Code Section 501 (c) (4) and the regulations that pertain to said section.
8. To accomplish these purposes by encouraging its members to participate in, enjoy and have fun in the sport of soccer.
9. To do any other act or thing incidental to or connected with the foregoing purposes, or the advancement thereof, provided the same does not defeat the tax exempt status of the CLUB as provided by Section 501 (c) (4) of the Internal Revenue Code, and provided further that none of these acts be for the pecuniary profit or financial gain of its members, directors or officers, except as permitted by the Not-For-Profit Corporation Law, Article 5.

## B. MEMBERS AND PLAYERS IN GOOD STANDING

1. In conformity with the statement of purpose as set forth herein all duly registered players, their parents and/ or guardians shall be considered members in good standing of the CLUB unless their privileges have been suspended or revoked by the Board of Directors for activity that is detrimental or in conflict with the said statement of purpose set forth above.
2. The Board of Directors after due consideration by the Grievance and Sportsmanship Committee shall have the right and authority to suspend or revoke the privileges, or otherwise discipline any player, coach, manager, team or CLUB official, or member for violation of the statement of purpose, these bylaws, or for conduct considered detrimental to the best interest of the CLUB.
3. The following actions shall constitute misconduct which shall warrant investigation by the Grievance and Sportsmanship Committee:
  - a. Use of Profanity directed at any player, coach, referee, parent, guardian, or officer:
  - b. Use of alcohol or drugs at any game or practice:
  - c. Fighting or threatening physical harm to any player, coach, referee, parent, guardian, or officer:
  - d. Obtaining a red card during any game;
  - e. Ejection from any game of any player, coach, parent, guardian, or officer:

f. Any other activity which shall be considered detrimental to or jeopardize the stated purposes of this organization.

4. The Board of Directors shall exercise its authority to suspend or revoke the privileges of any player or member only at a duly constituted meeting and upon a two-thirds vote of its members.

5. The President, upon probable cause of serious misconduct being presented to him, may temporarily suspend any player or member from participation in CLUB activities, including games, pending review by the Grievance and Sportsmanship Committee. Such temporary suspension by the President shall not be for longer than 7 days unless such suspension is supported by a majority vote of the Grievance and Sportsmanship Committee. If so supported the suspension shall continue until the next Board of Directors meetings where the matter must be reviewed and voted upon. Failure of the Board to meet or vote on such suspension within 21 days of the temporary suspension being imposed shall cause such temporary suspension to automatically be terminated.

6. The Board of Directors specifically reserves the right to revoke or suspend the privileges of any player where their parent or guardian fails to abide by any suspension or revocation of privileges imposed against said parent or guardian.

### C. TEAMS IN GOOD STANDING

1. To be a team in good standing the team must be registered and have received their player cards from the CLUB Registrar.

2. The team must have a Team Administrator.

3. The team must have one representative attend each monthly meeting of the Board of Directors, which should be the Team Administrator whenever possible.

4. The team must promptly remit any money due the CLUB or other organization for field or gymnasium rental.

5. The team must have a list of four parents or players over 16 years old who will serve on CLUB committees if assigned.

6. Teams in the under 8 and under 10 age group must always have a minimum of 10 players and a maximum of 12 players on their roster at all times.

7. Teams in the under 12 and above age groups must always have a minimum of 14 players and a maximum of 18 players on their roster at all times.

8. Failure of teams to follow and abide by these rules and regulations shall not be teams in good standing and shall be subject to having their team's privileges suspended or revoked by the Board.

9. Any team so violating any such rule or regulation shall be notified in writing by the CLUB secretary of such violation and shall be directed to attend the next monthly meeting of the Board where the matter will be considered. Notice to the team shall be sent to the team administrator and the coach.

## ARTICLE VI- STANDING COMMITTEES

A. STANDING COMMITTEES COMPOSITION- The following standing committees of the CLUB shall be appointed by the President as soon as possible after August 1st of each year:

1. Finance Committee-to be chaired by the Treasurer and to assist the CLUB in resolution of financial issues such as budget development, purchasing. Technical Director salary, if any; and dues determination.

2. Grievance and Sportsmanship Committee-to hear and investigate complaints regarding the conduct of players, coaches, parents, guardians and officers; to make recommendations to the Board of Directors after investigation for suspension, revocation, or other disciplinary measures involving misconduct of any member; to be responsible for all awards and trophies approved by the Board of Directors.

3. Fields, Grounds and Facilities Committee-to be responsible for the maintenance of the fields, concession stands, toilet and sanitary facilities, field lining and goal integrity.

4. Public Relations Committee-to prepare a regular newsletter, and to distribute to the public press releases and other communications concerning CLUB activities such as tournaments and league standing.

5. Coaches Committee- to recommend to the Board coaches for each age group and to assist in training such coaches along with the CLUB'S Technical Director, if any, and to develop a mechanism for review of coaching performance.

6. Player Selection Committee- to prepare and schedule try-outs for player selection in such a manner to insure integrity and fair play, with try-outs for any age group to occur at a time that is best suited for that age group as determined by the committee.

7. Tournament Committee- to organize, schedule, and operate a tournament for the CLUB on an annual basis; and to organize and distribute information on existing tournaments of other clubs.

8. Nominating Committee- to organize and schedule elections in conformity with the bylaws, and organize and schedule the annual general meeting.

9. C.D.Y.S.L. Committee- to represent the CLUB at the monthly meeting, and coordinate and disseminate information to the CLUB distributed at such meetings; and to vote in behalf of the CLUB at such meetings.

## ARTICLE VII- RULES OF ORDER AND AMENDMENTS A. RULES OF ORDER

1. Roberts Rules of Order shall be the Parliamentary authority for all meetings of this CLUB unless otherwise agreed to at the commencement of any meeting.

### B. AMENDMENTS

1. These Bylaws shall only be amended at a duly constituted meeting of the Board of Directors by a two-thirds majority of votes cast, provided a quorum is present and provide notice of the proposed amendment was given 14 days in advance of meeting to all existing members of the Board of Directors.

### C. QUORUM

1. A quorum shall exist when 51% of the Directors are present at a Board of Directors meeting.