

# **BY-LAWS**

## **South Snohomish County Youth Soccer Association**

*A Washington State Non-Profit Organization*

### **ARTICLE I - NAME**

The name of the organization shall be South Snohomish County Youth Soccer Association, hereinafter referred to as the Association or SSCYSA.

### **ARTICLE II - AFFILIATIONS**

The Association shall be affiliated with District 1 of the WASHINGTON STATE YOUTH SOCCER ASSOCIATION, hereinafter referred to as WSYSA.

### **ARTICLE III - PURPOSE**

The purpose of the Association shall be to support our member clubs in their endeavor to provide and participate in competitive athletics and to teach and develop the game of soccer for all youth players in the Greater South Snohomish County area.

The power of the Association shall be limited to those granted to an organization which is exempt under SECTION 501.C.3 of the Internal Revenue Code. In the event of the termination of this Association, the assets of the Association will go to WSYSA, an organization which is exempt under SECTION 501.C.3 of the Internal Revenue Code.

### **ARTICLE IV - OBJECTIVE**

The objective of the Association and its member clubs shall be to develop physical fitness, mental alertness, honesty, loyalty, courage, reverence, leadership and good sportsmanship. We will encourage courtesy and respect for authority by players, officials and spectators. The manner of play will be emphasized above victory at all times.

### **ARTICLE V - GOVERNMENT**

The government of the Association will be under the supervision of the Board of Directors, hereinafter referred to as the Board. The Board will be elected by the Association membership according to ARTICLE VIII of these Bylaws. The Board will administer the affairs of the Association in accordance with the Bylaws. All matters concerning the Association will be decided by a vote of the board at a

regular or special meeting. The Board will consist of the officers of the Association.

## **ARTICLE VI - MEMBERSHIP**

*GENERAL MEMBERSHIP:* The members of this Association shall consist of youth soccer clubs within the Greater South Snohomish County area and other areas over which the Association has jurisdiction as granted by the WSYSA, provided that such clubs shall subscribe to the purpose of this Association and agree to abide by the rules, regulations and decisions of this Association. Individual players, coaches, referees and administrators are members of the Association through their affiliation or association with said clubs or with SSCYSA Committees, or as elected officers of the SSCYSA.

*BOARD MEMBERS:* Nominations for Board positions will be open to anyone that has an active interest in furthering the purpose of the Association.

## **ARTICLE VII - FINANCIAL POLICY**

*GENERAL:* The Association shall be non-profit.

*FEES:* The Board shall establish an annual per player fee to be assessed on member clubs. This fee will cover the operating expenses of the Association.

*FUND RAISING:* The Board shall approve all fund raising ventures undertaken by the Association.

*FINANCES:* The Association will maintain a checking account at a local bank designated by the Board. The Association treasurer will ensure that deposits and payments are made in a timely manner. Only one member from a household will be authorized to sign checks and two signatures will be required for check amounts above \$250.00.

*BUDGET:* An annual budget will be prepared in March for review and approval by the Board. The budget will be submitted for acceptance to the Members at the April General Meeting

## **ARTICLE VIII - OFFICERS**

*GENERAL:* The officers of the Association will consist of a President, Vice President, Secretary, Treasurer, and Registrar. Tenure for all officers shall be two (2) years. Two people may share any of the offices. In the case of office sharing, both office holders must be elected and both shall have voting privileges on any matters that come before the Board.

*ELECTIONS:* Nominations shall be submitted to the board at the February board meeting. Elections of officers shall be held during the General Meeting in April.

*LIMITS:* No person may hold more than one position on the Board. No Person shall serve in the same office for more than two (2) consecutive terms.

*VACANCIES IN OFFICE:* In the event the office of the President becomes vacant the Vice-President will assume that office. In the event of any other vacancy, the Board may appoint an acting officer to serve until the next general membership meeting, at which time, nominations shall be made from the floor with consent of the nominee. A majority of all votes cast is necessary to elect.

### ***DUTIES OF OFFICERS***

*PRESIDENT:* The President shall preside at all meetings of the Association. He/She must see to it that the membership of the Association is properly briefed on all phases of rules, regulations, and policies relating to the purpose and objectives of the. He/She is authorized to appoint individuals to carry out duties of the office with the approval of the majority of the Board. He/She will serve as ex-officio member on the committees except the nominating committee. He/She shall be the general representative of SSCYSA in all matters. He/She shall execute all instruments on behalf of SSCYSA.

*VICE-PRESIDENT:* The Vice-President shall attend all meetings. In the absence of the President, he/she shall carry out all the duties of the President.

*SECRETARY:* The Secretary will keep the minutes of all meeting and will be responsible for meeting notifications. The Secretary will maintain a record of Association activities and will conduct all correspondence of the Association.

*TREASURER:* The Treasurer will be responsible for the collection, disbursement and reporting of all Association funds.

*REGISTRAR:* The registrar will be responsible for reviewing the registration procedures of the member clubs. They will also review and approve the registration databases of the member clubs and submit them to the WSYSA Registrar. The registrar will verify and sign team rosters as needed for teams to comply with tournament eligibility requirements.

### ***ARTICLE IX - MEETINGS***

*GENERAL:* The Annual General Membership Meeting of the Association will be held on the second Wednesday of April.

*SPECIAL:* Special Membership meetings may be called by the following methods:

1. The President may call a special meeting when he/she feels the affairs of the Association dictate.
2. When requested by a majority of the Board.
3. By submitting a written petition to the President and/or the Secretary of the Association. The petition shall include signatures of no less than 15 members of the Association. Special meetings shall be held within Fourteen (14) days of the date of receipt of the petition.  
Notification of special membership meetings will be given in writing, e-mail or telephone communication. Members will be notified a minimum of 5 (5) days in advance of the meeting.

*BOARD: Regular Board Meeting:* The Board must meet monthly. Notification of time and place will be made at each general membership meeting or by published calendar. In cases of change of dates during the month, coaches will be notified either by telephone, e-mail or by written communication.

*SPECIAL BOARD MEETINGS:* The President or a quorum of the Board may call a special Board meeting as needed.

## **ARTICLE X - COMMITTEES, MANAGERS and VOLUNTEERS**

The following committees, except as noted below, will be nominated by the Board and elected by the general membership.

*BUDGET COMMITTEE:* The Budget Committee will consist of at least three people. It will be chaired by the Treasurer. The Budget Committee will develop an annual Association budget within the anticipated annual income.

*DISTRICT 1 REPRESENTATIVE:* Attend all District 1 meetings and report pertinent information to the board.

*DATABASE MANAGER:* Maintain association database for WSYSA web site.

*MARS REPRESENTATIVE:* Association's voting delegate to the WSYSA annual meeting.

## **ARTICLE XI - QUORUM**

A quorum at a Board meeting will consist of fifty percent of the Board.

## **ARTICLE XII - SUSPENSION, TRIAL AND EXPULSION**

The Association shall have the right to suspend and/or expel any member or player whose conduct is detrimental to the best interest of the Association. This shall be determined after a formal hearing conducted by the Board.

### ***ARTICLE XIII - PARLIAMENTARY AUTHORITY***

*MEETINGS:* Meetings of the Association will be conducted in accordance with Robert's Rules of Order except when in conflict with these By-Laws.

*BY-LAWS:* Proposed revisions to the Association By-Laws will be submitted in writing at a board meeting, read at the next regular board meeting and voted on at the following board meeting. Passage of the revisions will be by at least two-thirds majority of the members present. All changes will take effect immediately.

*STANDING RULES:* The Standing Rules shall remain in addendum to these By-Laws. Proposed revisions to the Standing Rules will be submitted in writing at a board meeting and voted on at the following board meeting. Passage of the revisions will be by a majority of the Board members present. All changes will take effect immediately.