

Nelson County Youth Soccer Association Articles & Bylaws

Recreational and Select Programs

Article 1: Organization

Bylaw 110: Name/League Structure

The Nelson County Youth Soccer Association (NCYSA) is an independent volunteer non-profit organization providing for the education of recreational soccer players in the Nelson County community without bias to gender, race, and religion.

Bylaw 120: Mission Statement

NCYSA is dedicated to providing an economical, recreational soccer program for children of Nelson County including the development of a healthy attitude toward sportsmanship and respect for authority together with instruction in soccer rules, skills and elements of team play.

Bylaw 130: Mission Objectives

To provide the necessary support for the program, NCYSA will recruit and provide training for coaches, referees and board members. As NCYSA believes there is a need for progressive challenges in the program for both players and coaches and recognizes, in certain instances, these challenges might be better met in a more competitive program arena, a select program is offered by NCYSA.

Bylaw 140: Affiliations

NCYSA is affiliated with the Kentucky Youth Soccer Association (KYSA), United States Youth Soccer Association (USYSA), and the United States Soccer Federation (USSF).

Article 2: Membership

Bylaw 210: Membership

Members of NCYSA shall be composed of the following as long as they have acknowledged the rules and bylaws of NCYSA and are in good standing:

1. The current or past members of the Board of Directors
2. Any parent or legal guardian of a player registered for the previous playing season or the next playing season
3. Any player, over the age of 18, registered for the previous playing season or the next playing season
4. Any person, over the age of 18, serving in the capacity of coach, assistant coach, referee or volunteer within the league

Bylaw 220: Termination of Membership

Members whose actions are judged to be damaging to the NCYSA may have their membership and all other association with NCYSA terminated by a majority vote of the Board of Directors present at any regular or special meeting.

Bylaw 230: Limit of Liability

To the fullest extent permitted by law, no member of this organization shall be personally liable to the organization for monetary damages for breach of any duty owed to the organization. A Member may be held personally liable for (i) breaches of duty of loyalty, (ii) acts of omissions not in good faith or which involve misconduct or a knowing violation of law, (iii) a transaction from which the member derives an improper personal benefit.

Article 3: Membership Meetings

Bylaw 310: Monthly Meeting

A monthly meeting of NCYSA Members shall be held on the 2nd Sunday of each month at a time and place designated by the Board of Directors.

Bylaw 320: Special Meeting

The Board of Directors, the President, or at least 33 1/3% of the members may call a Special Meeting of the Members.

Bylaw 330: Meeting Notice

Notice shall be published in the local news media and/or the NCYSA Web Site prior to the meeting date.

Bylaw 340: Place of Meeting

The Board of Directors or President may designate the place of meeting.

Bylaw 350: Quorum

The number of board members present at any regular meeting shall designate a quorum.

Bylaw 360: Voting Rights

At all Member Meetings that have been properly called:

1. Each Member (as defined in bylaw 210) present shall be entitled to one (1) vote on each issue (excluding articles & bylaws, rules, or policy changes)
2. Voting by Proxy shall not be permitted.
3. Members may take action on a matter (other than adjournment) at said meeting. Action on a matter is approved if the votes cast in favor of the action exceed those opposing it.
4. The NCYSA board has the right to table voting on a particular item for further discussion by a two thirds majority vote of members present.

Article 4: Board of Directors**Bylaw 410: General Powers of the Board of Directors**

The policy making responsibility of NCYSA shall be vested in the Board of Directors (the "Board"). The job of the Board will be to conduct the day-to-day operations, and set direction, policy and rules of the NCYSA.

Bylaw 420: Members of the Board

The Board of Directors shall consist of:

1. Officers: President, Vice President, Secretary, Treasurer, Recreational Program Registrar
2. Commissioners: Referee, Scheduler, Concessions Field Maintenance, Select Program Director, Age Divisions, Media, Director of Coaching, Rules and Bylaws, Technical Director, U9 Academy Director

Bylaw 430: Election of Board Members

Election of officers shall be by ballot and highest number of votes received for voting members present will determine winners. Nominations for open seats on the board will be taken at the October meeting after adjournment of said meeting nominations will be closed. Elections shall be held at the November meeting and newly elected officers will assume their respective duties on January 1.

Bylaw 440: Qualifications for Board of Directors

Any member (as defined in bylaw 210) of the NCYSA will be considered.

Bylaw 441: Disciplinary action/removal of officers and commissioners

1. The President is responsible for presenting to the board any documented action, conversations or images of a commissioner or officer that is considered injurious to NCYSA.
2. The board is then responsible for recommending action to be taken
3. The board reserves the right to remove any member by a 2/3 vote for any of but not limited to the following.
 - A. A member who does not attend 2 regular scheduled board meetings in a row
 - B. A member who does not fulfill his/her obligations to the league
 - C. A member who takes any league matter into his/her own hands and renders a decision without consulting the board and is beyond his/her board duties

Bylaw 450: Term of Office

Officers shall serve for one (1) year and Commissioners shall serve for one (1) year.

Bylaw 460: Membership Vacancies on the Board

If a vacancy occurs:

1. In the Presidency, the Vice-President shall assume the office.
2. In any other position, the Board of Directors shall appoint by a majority vote a club member to assume the position.

Bylaw 470: Voting Rights

Each member of the Board has one vote. A majority vote by the Board members present at any meeting shall prevail unless otherwise provided by these Bylaws. Proxy voting is not permitted.

Article 5: Duties of the Board Members

Bylaw 510: Officers

President

1. Shall preside at all meetings and appoint members of all committees
2. Shall call all meetings herein provided to be called
3. Shall supervise the affairs of the club and sign all contracts and documents
4. Act as a liaison between the county government and the recreation department
5. Other duties

Vice President

1. Shall, in the absence of the President, perform all the duties of the President
2. Shall assist the President in all matters
3. Other duties

Secretary

1. Shall take minutes of the meetings
2. Shall collect and maintain a record of all proceedings of scheduled meetings of the NCYSA
3. Shall prepare meeting agenda for monthly meetings
4. Shall set up dates and times pre-season for coaches' meetings and prepare "team packets" for coaches to be distributed at said coaches' meetings
5. Shall ensure all coaches and board members have background check forms turned in to the rec department
6. Shall order shirts for rec division
7. Other duties

Treasurer

1. Shall receive and deposit to the account(s) of the NCYSA all funds, and issue checks.
2. Submit a financial report at all meetings or upon special request from the Board of Directors.
3. Shall develop a purposed budget for the upcoming year.
3. Other duties

Recreational Registrar

1. Shall arrange for registration of all rec players
2. Shall arrange for places and time for rec registration
3. Shall implement late rec registration policy as approved by the Board of Directors
4. Shall set up a committee, as needed, to handle rec registration on the dates and times appointed
5. Shall set up dates and times for rec team formation
6. Shall issue rec registration summaries to the board for rec team formation
7. Other duties

Bylaw 520: Commissioners

Referee

Note: The person serving in this position is recommended to be a Grade 8 referee and if assigning games should be a registered referee assignor, according to the By-laws of the USSF.

1. Shall be responsible for assuring properly trained referees are available and scheduled for each game.

This can be done with the use of a referee assignor.

2. Shall maintain an active contact list of all Referees (complete with address, telephone number, e-mail and their qualifications).
3. Arrange for the certification and training of association referees.
4. He/she shall report any complaints by or against referees to the Board for appropriate action.
5. Coordinate with the Treasurer/Referee assignor on all expenditures and payments to referees.
6. Recommend to the Board a fee schedule for referees.
7. If a referee assignor is utilize, shall contract, subject to ratification by the board, for the assignor services.

Scheduler

1. Shall schedule all games (including coordinating schedules for traveling rec teams).
2. Shall coordinate the fields for games and practice times.
3. Shall coordinate the scheduling of games with the referee commissioner/assignor to aid in the scheduling of referees.
4. Other duties

Concessions

Exception: If the concessions are operated by a paid employee of NCYSA or lease out to an individual/group there is no need for this position.

1. Shall arrange, coordinate and schedule the running of the concession stand at all scheduled NCYSA games.
2. Shall be responsible for determining the amount and types of goods sold in the concession stand.
3. Shall maintain an inventory of concession goods.
4. Other duties

Field Maintenance

1. Shall arrange for care of the fields with the proper authorities; supervise layout and the marking of the fields.
2. Oversee the purchase of all equipment for the league (goals, nets, seed, balls, etc.)
3. Other duties

Select Program Director

1. Shall oversee the competitive teams.
2. Shall act as a liaison between competitive teams and the Board.
3. Shall obtain signed player cards for each team
4. Other duties

Age Division Commissioner (U4, U6, U8, U9/U10, U11/U12, U13 and above)

1. Shall serve as liaison for assigned age group between parents, players, coaches and the Board of Directors.
2. Securing volunteers to serve as coach for each team
3. Shall serve as first contact for parents, players with concerns
4. Coordinating and overseeing any NCYSA age group tournaments.
5. Attending the Coaches' Meeting for his or her age group and distributing coaches' packets.
6. Providing information to coaches for the state tournaments or other league tournaments.
7. Other duties

Media Commissioner

1. Shall oversee website to ensure timely updates.
2. Shall oversee advertisement for the league (newspaper, web, radio, TV. etc.)
3. Other duties

Director of Coaching

1. Shall serve as liaison between coaches and the board
2. Shall be in charge of conducting and coordinating coaches courses
3. Shall be in charge of coordinating and teaching coaches certification courses
4. Shall offer one on one coaches training during their practice times
5. Other duties

Rules and Bylaws

1. Shall maintain updated Articles & Rules and Bylaws
2. Other duties

U9 Academy Director

1. Shall act as liaison between NCYSASC and KYSA/KSSL
2. Shall oversee registration, coach selection, practices, and play-dates for U9

Article 6: Committees**Bylaw 610: Arbitration Committee**

The Arbitration Committee shall consist of the Board of Directors whose duty it shall be to arbitrate and settle any problem relating to player placement, field assignments, or other activities of the NCYSA. The Committee shall:

1. Hear and act upon all appeals initiated pursuant to the Standing Rules.
2. Establish all rules and procedures necessary to carry out this responsibility, and
3. Render final judgment and decisions by a majority vote of the committee members and notify in writing all parties involved.

Bylaw 620: Special Committees

Special Committees may be created as necessary or desirable at any time. The President shall, with approval of the Board, define the committee and appoint its members.

Article 7: Amendments and Changes**Bylaw 710: Proposed Amendments to Articles/Bylaws**

Any amendment to the Articles/Bylaws must be submitted, in writing, to the NCYSA Board at least thirty (30) days prior to a vote on its acceptance or rejection.

Bylaw 720: Voting and Enactment

Articles/Bylaws shall be enacted by the board. The proposed amendment will be valid by a vote of two-thirds of the board present at the meeting. Any new Article/Bylaw shall become effective thirty (30) days after approval unless otherwise approved by the board.

Bylaw 730: Proposed Amendments to Standing Rules/Policies

Any amendment of the Standing Rules/Policies must be submitted, in writing, to the NCYSA Board at least thirty (30) days prior to a vote on its acceptance or rejection.

Bylaw 740: Voting and Enactment

Standing Rules/Policies shall be enacted by the Board. The proposed amendment will be valid by a majority vote of the Board present at the Board Meeting. Any new Standing Rule/Policy shall become effective thirty (30) days after approval unless otherwise approved by the Board. No Standing Rule/Policy can be adopted that conflicts with the Articles/Bylaws.

Article 8: Parliamentary Procedure**Bylaw 810: Parliamentary Procedure**

The rules contained in the Modern Addition of Robert's Rules of Order shall govern procedure at all meetings where these rules are not inconsistent with these Articles and Bylaws and any special rules of order the Board may adopt.

Article 9: Contracts, Leases**Bylaw 910: Contracts, Leases**

No contract, lease, mortgage, deed, pledge or other instrument conveying or encumbering any of the NCYSA property or obligating the NCYSA in any manner (other than payments of any obligations for usual operating and maintenance expenses) shall be binding upon or enforceable against the NCYSA, unless it shall be in writing, executed by the President in the name of the NCYSA.

Article 10: Arbitration**Bylaw 1010: Grievances**

All grievances must be submitted, in writing, to the NCYSA Board for review by the NCYSA Arbitration Committee. The procedure below shall be followed:

1. All grievances will be submitted to the Board President within 36 hours of the aggrieved game.
2. All grievances will pertain to a violation or misinterpretation of the FIFA, KYSA, and NCYSA Laws of the game.
3. The Board Arbitration Committee will address all grievances within 72 hours of receipt.
4. A minimum of two-thirds (2/3) of the Board Arbitration Committee must rule on the grievance.