

Roswell Youth Soccer Association

Bylaws

As Amended and Adopted November 13, 1999

1. NAME

The name of this Association will be the Roswell Youth Soccer Association, Inc. (RYSA). The RYSA shall be a member of the New Mexico Youth Soccer Association and the United States Youth Soccer Association.

II. MEMBERS

The membership of RYSA shall consist of the Parent(s) or Guardian(s) of registered players and other individuals whom the Board designates as members because of their demonstrated interest and involvement in the program of this Association.

III. MEETINGS

A. There are two kinds of official meetings in this Association. They are Board meetings and Membership meetings. In Board meetings only Board members may vote. In membership meetings every member of the Association, including Board members may vote.

B. Voting by proxy shall not be permitted in Board meetings or members meetings in the RYSA, nor shall anyone be allowed to vote except when the vote is taken.

C. Six (6) members of the Board shall constitute a quorum.

IV. MEMBERSHIP MEETINGS

A. The Annual membership meeting shall be held at the Fall Awards Assembly. The date of this meeting shall be set by the Board. The dates shall be chosen with a view to the highest possible attendance of Association members.

B. The Annual Membership Meeting shall be announced to the membership at least thirty (21) days prior to the meeting.

C. The purpose of the Annual Meeting shall be for the election of officers: voting on Bylaw changes; and items germane to the well-being of this Association. All changes to the Bylaws shall be submitted in writing at least Forty-eight (48) hours before the meeting.

D. Special membership meetings shall be called by the Board at its own discretion or by the Board when it is presented by a petition signed by fifty (50) members requesting a special membership meeting for a specific purpose.

E. Special membership meetings shall be announced to the membership at least two weeks, two weekends, prior to the meeting. The purpose of a special membership meeting shall be stated in the call to the meetings. No other business may be conducted at a Special Membership Meeting except as specified in the call to the meeting.

F. A quorum at an Annual or Special Membership meeting shall be ten (10) members which number must include at least four (4) officers.

V. BOARD MEMBERS & BOARD MEETINGS

A. The Officers of this Association are also called Board members in these Bylaws. The Officers of the RYSA shall be as follows:

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|--------------------------------|----------------------------|
| 1. President | Elected |
| in even year | |
| 2. First Vice President | Elected in odd year |
| 3. Vice President | Elected in even |
| year | |
| 4. Secretary | Elected |
| in odd year | |
| 5. Treasurer | Elected |
| in odd year | |
| 6. Risk Management | Elected in even |
| year | |

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|--------------------------------------|---|
| 7. News/Press Editor | Elected in odd
year |
| 8. Fund-raising Administrator | Elected in odd year |
| 9. Registrar | Elected
in even year (<i>Position paid at
\$1.50/player</i>) |
| 10. Passcard Registrar | Elected in even
year |
| 11. Boys Head Coach | Elected in odd
year |
| 12. Girls Head Coach | Elected in odd
year |
| 13. Referee Administrator | Elected in even year |
| 14. Tournament Administrator | Elected in even year |
| 15. Soccer Camp Administrator | Elected in odd year |

These Board members shall perform the duties prescribed in the Policies and Procedures Manual and by the parliamentary authority adopted by this Association.

B. A nominating Committee of three shall be elected by the Board at its stated September meeting. It shall be the duty of this committee to find nominees for those offices to be filled at the Annual Membership (or sooner on a temporary basis if a position becomes vacant until confirmed at the Annual Membership meeting) meeting and to report these nominees to the membership at the Annual Membership Meeting.

C. Members of this Association may make nominations from the floor at the Annual Membership Meeting to fill Board positions that expire and/or are vacant at the time of that meeting. Vacated board positions may be filled as voted on by a majority of a board quorum until a vote can be taken at the Fall Membership Meeting.)

D. Officers shall be elected by a majority at the Annual Membership meeting. The Secretary shall record the nominees and then record the Board members and Officers elected at the first Board meeting held after the Fall Membership meeting.)

E. Officers and Board Members elected at the Annual Membership Meeting will take office upon the adjournment of that meeting.

F. Board terms will last two years unless: a written resignation is received; or Board members miss three (3) consecutive meetings without an excuse as agreed upon by the Board.

G. Board members shall submit a detailed capital and operating budget two weeks before each season to be approved by the Board. Additional or unbudgeted amounts will require board approval and may require additional fund raising by the requesting parties. Board members are also required to submit in writing any information necessary for a motion or decision to be made to be mailed out with the agenda for the meeting. The alternative is to inform each Board member before the meeting so that a motion or decision can be made.

VI. THE BOARD

A. The Board shall administer the business of the Association (in accordance with sound business and accounting practices.)

B. The Board shall: make available to members board minutes if requested; have the final authority to discipline any members violating the rules of the Association but shall not have the power to take disciplinary measures harsher than the State guidelines; make rules and procedures as recorded in the Policy and Procedures Manual and voted on by the Board, for the organization; conduct all league games; and appoint committees (and volunteers) as necessary. Those committees and volunteers shall be empowered to act within the authority set forth in a Board approved Job Description.

C. Three stated meetings of the Board shall be held annually. The Board shall meet at least three times annually to determine the business of the RYSA. These meetings shall be determined by the Board.

D. Board members shall be notified of meetings, if not pre scheduled, at least ten (10) days in advance. Board members unable to attend shall submit a written report, as necessary, to be circulated at the meeting.

E. Special meetings of the Board are those meetings called by the President or by the President upon the request of four (4) Board Members. Purpose of a special Board meeting shall be stated in the call to the meeting. There shall be no other business conducted at a special Board meeting other than the business stated in the call to the meeting.

F. Each Board member will volunteer before the season to serve as Designated Board Member for at least one game day or two half game days per season. If they are unable to serve as committed, they will secure a replacement. This on site Board Member shall settle disputes, assure safe playing conditions and record necessary decisions for the next Referee Meeting or on site Board Member. The Board should agree on a weather policy and a play or cancel decision time, for example 7:00 am. Also if make up games will be played

VII. COMMITTEES

A. Committees shall be appointed to conduct business within the Job Description and Board approved budget as needed with the following exceptions:

Presidents Committee which consists of the President, First Vice President,

Second Vice President and Treasurer. The purpose of this committee shall be to insure that the officers, board members and committees of this Board are getting their work done in a timely manner and within budget to insure a quality soccer program for our youth.

2. The Nominating Committee shall consist of three members elected by the Board. It shall be the duty of this Committee to find nominees for Board positions to be filled at the Annual Membership meeting.

C. Committees are responsible for submitting a written or oral report at each board meeting. The Board has the duty to review the work of any Board member and/or committee.

VIII. PLAYERS AND TEAMS

A. The RYSA shall consider the health, safety, and well being of players to be of prime importance at all times. Play shall be conducted within the guidelines established by the FIFA, USYSA and the NMYSA as interpreted by the Board).

2. The Complaint and Discipline Committee shall consist of the President, a Vice President, Secretary, Registrar, Head Coach and Referee Administrator. The President shall act as Chairperson with minutes recorded by the Secretary. The Committee shall meet to determine a course of action only when a complaint or discipline situation has been submitted in writing. Actions may range from letters to the affected parties to a hearing to determine if disciplinary action is necessary. If a hearing is called, no business other than the specific complaint or discipline situation will be conducted. The decisions of the Committee may be appealed to the Board at the next stated Board meeting. If the appeal is not made at the next stated Board meeting, all right to appeal is forfeited.

IX. PLAYERS AND TEAMS

A. The RYSA shall consider the health, safety, and well-being of players to be of prime importance at all times. Play shall be conducted within the guidelines established by the FIFA, USYSA and the NMYSA as interpreted by the Board.

B. All assignments of players to teams shall be announced at least two weeks prior to the first game of the season at the earliest practice time allowed.

C. Assignment of players to teams shall be done according to the established age categories in the RYSA.

D. The team roster as prepared by the Registrar's Committee will be final unless amended in writing and approved by the Head Coach.

E. Club and Select teams may be formed only with the approval of the Board and according to the established rules of the NMYSA and RYSA.

IX. COACHES: All Coaches shall be furnished a copy of the Policies and Procedures and Game Rules before the season starts. These shall include:

1. General rules and procedures for practices and games

players

2. Conduct of coaches, parents, spectators and