

Rockdale Youth Soccer Association, Inc.
Conyers, Georgia
Constitution and Bylaws

CONSTITUTION

ARTICLE I - NAME Effective 06/11/2002

This Corporation shall be known as the Rockdale Youth Soccer Association, Incorporated.

ARTICLE II - OBJECTIVE Effective 06/11/2002

- (A) This Corporation shall operate exclusively for charitable and/or educational purposes.
- (B) The objective, of the Rockdale Youth Soccer Association, Inc., shall be to implant firmly in the, youth of the community the ideals of good sportsmanship, honesty, loyalty, courage, and reverence so that they may be finer, stronger, and healthier youths and will grow into good, clean, and healthy adults.

The objective shall be achieved by providing supervised competitive soccer matches subject to the rules of the United States Football Association (USSFA), United States Youth Soccer (USYS), the Georgia State Soccer Association (GSSA), and the Georgia Youth Soccer Association (GYSA). It shall be one of the foremost objectives that the attainment of exceptional athletic skill or winning the match is secondary and the molding of future adults is the true purpose of the program.

ARTICLE III - PARTICIPATION AND MEMBERSHIP Effective 06/11/2002

- (A) Any youth irrespective of color, religion, or national origin, meeting the requirements set forth in the rules of USSFA, USYS, GSSA, and GYSA, as applicable, shall be eligible for participation.
- (B) Any adult may become a member of the. Association by meeting the requirements of membership as set forth by the Board of Directors from time to time.

ARTICLE IV - SUSPENSION OR EXPULSION Effective 06/11/2002

- (A) The Board of Directors, by a majority vote of any duly constituted meeting, shall have, the authority to suspend or expel any member whose conduct is considered detrimental to the best interest of the Association.

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- (B) The use, by any member, of profanity, alcoholic beverages, or fighting on the Association premises or wherever officially supervised Association matches or practices are being held, shall be considered as grounds for automatic expulsion from the Association in accordance with this paragraph and Paragraph (A).
- (C) The Commissioner shall, upon evidence of serious misconduct of any youth, notify the Coach of the team of which the youth is member within a reasonable time frame. Said Coach shall appear in an advisory capacity with the youth and his parents before the duly constituted Discipline and Protest (D&P) Committee. This Committee shall have full authority to suspend or revoke such youth's right to future participation.

ARTICLE V - GOVERNMENT Effective 06/11/2002

- (A) TRUSTEES - It shall be the responsibility of the Trustees to hold in Trust, in their name, all property purchase, owned, acquired, or held by the Rockdale Youth Soccer Association.

Not less than three, nor more than five Trustees shall serve the organization at one time. The Trustees shall be appointed by the Board of Directors and such appointment will have immediate effect.

The Trustees shall have neither voting rights nor privileges, nor will they be required to attend any meetings of the Board of Directors. They will serve for an indefinite period of time.

- (B) The Executive Officers of this Corporation shall be as follows: the President, Vice-President, Secretary, Treasurer, and Commissioner.
- (C) The Association shall be governed by a Board of Directors consisting of fifteen members- the Executive Officers, and Ten Directors to be elected annually by the general membership.
- (D) A duly constituted meeting shall exist when appropriate notice is provided to all members of the Board of Directors and at such meeting a quorum is present.
- (E) All matters concerning the policy of this Association shall be decided by a vote of the Board of Directors, and no motion shall be carried without a favorable vote from a majority of those voting members present at a duly constituted meeting.

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- (F) Removal of Board members shall occur under nothing but the most extreme circumstances. In the event such action should become necessary, the Board of Directors at a duly constituted meeting may take such action. However, such action shall not be taken unless three-fourths of the voting members at the Board are in attendance. All parties shall be allowed a full hearing, and not less than three-fourth of those voting members in attendance must vote for the removal. This paragraph shall not be construed to be in conflict with Article IV (B), which specifically spells out the grounds for automatic expulsion.
- (G) Officers and voting members of the Board who resign shall do so by formal written letter to the Board of Directors to be read and acted upon at the next duly Constituted meeting.

ARTICLE VI - ELECTIONS Effective 06/11/2002

- (A) The President, Vice President, Secretary, Treasurer, and Commissioner shall be elected at each regular annual meeting of the Corporation by a plurality of the votes cast. In order to hold the office of President or Commissioner a minimum of one year of service on the Board of Directors is required. The Board of Directors may, by two-thirds vote, choose to waive this requirement.

Although the annual election is held within TWENTY days after the conclusion of the spring season and newly elected officers assume their duties July 1, incumbent Officers will conclude the current years business, and will handle any awards meeting related to the spring season.

- (B) Newly elected officers assume their duties July 1. Incumbent officers will conclude the current year's business. Each Officer and Director shall serve until their successors are duly elected or appointed but shall be eligible for re-election or re-appointment. They may serve as often as they are duly re-elected or re-appointed.

Eligibility for election or appointment to and for continued service on the Board of Directors: It is not a requirement that members of the Board of Directors have a child(ren) participating in RYSA.

- (C) If any Officer or Director shall, by reason of death, resignation, or other reason cease to be an active member of the Board, the office shall become vacant, and it shall be the duty of the Board of Directors to choose a successor within a reasonable time frame by a majority vote for the unexpired term.

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ARTICLE VII- MEETINGS Effective 06/11/2002

- (A) The annual meeting of the Corporation and election of Officers shall be held at the conclusion of the spring Season each year, no later than the next regularly scheduled Board Meeting. Notice of the annual meeting shall be prominently posted at the Association fields no less than thirty days prior to the meeting. Such notice shall clearly indicate that all members in good standing are invited.
- (B) The President shall make his Annual Report to the membership at the regular annual meeting giving the financial status of the Association, a summary of his administration, and suggested plans for the coming year. Election of Officers shall follow this report.
- (C) The Board of Directors shall meet not less than monthly; such meeting time will be determined by the Board of Directors. All meetings shall be open to the membership, and any member in good standing shall be welcome to attend any of the meetings of the Board.
- (D) A “called meeting” of the Board of Directors may be held at the discretion of the President. Notice of the “called meeting” shall be provided to all members of the Board of Directors not less than three (3) days prior to the meeting.
- (E) The President shall order a “called meeting” upon receipt of written petitions from a majority of the Board of Directors, and the meeting of the Board shall be notified as in (D) above. Petition for such “called meeting” shall include the reason for the request.
- (F) A majority of the Board of Directors in attendance shall constitute a quorum, and a majority vote of those present shall govern except when otherwise specifically provided by this Constitution and By-Laws.
- (G) Vote of the Board of Directors involving approval or removal of personnel shall be by secret ballot.

ARTICLE VIII - OPERATING PERSONNEL AND COACHES Effective 06/11/2002

- (A) Committee Chairmen shall be appointed as needed by the President and approved by the Executive Officers. The above Chairman will serve as ex-officio members of the Board unless they are already Board Members and will be expected to attend all Board meetings where information is required concerning his/her committee. A Director of Coaches will be appointed annually by the Commissioner and approved by the Board of Directors.
- (B) The Division Directors shall be appointed by the Commissioner.

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- (C) Recreational coaches shall be chosen before each season by the respective Division Directors and approved by the Commissioner. The Commissioner, with assistance, of the Division Directors, shall be responsible for the selection of teams.

Select team coaches shall be chosen by the Director of Coaching and the Commissioner and approved by the Board of Directors. The list of coaches will be presented to the Board of Directors no later than the May Board Meeting. In the event the Commissioner and Director of Coaching are unable to reach a mutual agreement a committee consisting of the President, Vice-President and Secretary will be called upon to assist in the decision.

ARTICLE IX - FINANCIAL POLICY Effective 06/11/2002

- (A) All finances shall be placed in the custody of the Treasurer as directed by the Board of Directors. The Board of Directors shall develop an annual budget and approve any unbudgeted expenses in excess of \$500.
- (B) All income shall be turned over to the Treasurer for deposit to the Association's account immediately upon receipt.
- (C) The Board of Directors shall accept donations from individuals and/or organizations for the common treasury of the Association, or to be used as designated by the donor(s).

The Board of Directors will permit the distribution of funds to individual teams and allow individual team fund-raisers after the team has met all conditions set forth annually by the Board and after fund-raiser has been approved by the Board.

- (D) An independent annual financial review of the Association's books and records shall be made as soon as possible after the end of the Fiscal year. Results of each review shall be reported to the Board of Directors as soon as practical.
- (E) Checks issued on behalf of this Association shall be signed by the Treasurer and countersigned by the President. However, the Vice President's signature shall also be authorized, and when necessary, any two such signatures shall make the check valid.

ARTICLE X - RULES Effective 06/11/2002

- (A) The official rules and regulations of USSFA, USYS, GSSA, GYSA, and local rules shall be binding on this organization.
- (B) Any local rules of this Association shall not be in conflict with the rules and regulations of the USSFA, USYS, GSSA, and GYSA. Any such local rules shall be adopted by the Board of Directors at a duly constituted meeting.

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- (C) Recreational teams shall be selected under the supervision of the Commissioner and the Division Directors. The method of selection and any related rules shall be established and published by the Commissioner.
- (D) Protests of matches or any appeals shall be submitted in writing to the D&P Chairman for submission to the Commissioner within 72 hours after the match or postmarked within 72 hours accompanied by \$50 payment, which is refundable only in the event the protest is upheld. The D&P committee shall rule on the validity of the protest.

ARTICLE XI - SELECT TEAMS Effective 06/11/2002

- (A) Teams selected by tryout to represent this association in Interleague competition during the regular season shall be referred to as Select Teams.
- (B) Coaches for the Select Teams shall be chosen by the Commissioner and the Director of Coaching and approved by the Board of Directors. In the event the Commissioner and Director of Coaching are unable to reach a mutual agreement a committee consisting of the President, Vice-President, and Secretary will be called in to assist in the decision.

ARTICLE XII - AMENDMENTS Effective 06/11/2002

- (A) This Constitution or any section thereof may be amended or repealed by a two-thirds vote of the entire voting membership of the Board of Directors at a duly constituted meeting provided that the proposed change shall be introduced as a motion, seconded, and entered into the minutes of a duly constituted meeting not less than 25 days prior to the vote and written copies of the change distributed to the voting members of the Board not less than 15 days prior to the vote.

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BYLAWS

ARTICLE 1 - DUTIES OF THE OFFICERS Effective 06/11/2002

Article I Section 1 - Duties of the President

- (A) The President shall serve as Chairman of the Board of Directors; preside at all meetings; act as official representative of the Association when required; appoint committees and operating personnel as provided by this Constitution and supervise their operations; see that all rules, policies, and principles of USSFA, USYS, GSSA, GYSA, and RYSA are observed; and perform such other duties as are customarily exercised by one selected to serve in this capacity.
- (B) He shall make an Annual Report to the membership at the annual meeting.
- (C) He shall act as Ex-Officio member of all committees.
- (D) He shall countersign checks on behalf of the Association.
- (E) He shall be authorized to suspend any member until review by the Board of Directors at its next duly constituted meeting and to bar the suspended person from attendance at the Association fields or activities.
- (F) He shall cast a vote only to break a tie vote of the Board of Directors.

Article I Section II - Duties of the Vice President

- (A) He shall preside in the absence of the President; work with other Officers and committees as ExOfficio member of all committees; and perform such duties as may be requested by the President and the Board of Directors. He shall serve as Chairman of the Discipline and Protest (D&P) committee.
- (B) Should a vacancy occur In the Office of the President, he shall serve as President and Chairman of the Board of Directors and shall hold a regular or called meeting within 30 days for the purpose of electing a successor. He may be elected to fill the unexpired term of the President should the Board so desire.
- (C) He shall countersign checks on behalf of the Association in the absence of the President or the Treasurer.

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Article I Section III - Duties of the Secretary

- (A) The Secretary shall keep a record of the activities of the Association; conduct all official correspondence; keep a record of all meetings; issue notice of meetings to members; and perform such other duties as may be requested by the President and the Board of Directors.
- (B) The Secretary shall ascertain and report to the President when a quorum is present at the meetings of the Board of Directors.
- (C) The Secretary shall insert all approved changes into the Constitution and Bylaws and furnish updated copies to all Board Members.

Article I Section IV - Duties of the Treasurer

- (A) The Treasurer shall collect, deposit, and report all revenues; sign checks on behalf of the Association; assume responsibility for all Association disbursements; and make such filings as may be necessary to maintain tax exempt status.
- (B) He shall report on the financial status of the Association at each meeting of the Board of Directors.
- (C) He shall provide appropriate bond in the amount to be decided by the Board of Directors with a surety licensed in the State of Georgia. Cost of such bond to be paid from the Association's fund.
- (D) He shall properly maintain the Association books and financial records in accordance with generally accepted accounting procedures.

Article I Section V - Duties of the Commissioner

- (A) The Commissioner shall be responsible for the actual Soccer program and shall see that all rules and regulations are being observed by everyone involved in the program.
- (B) He shall appoint the Division Directors and supervise their operations.
- (C) He shall conduct or supervise the selection of the recreational team in each division in accordance with the policies established by the Commissioner and approved by the Board of Directors.
- (D) He shall approve the coaches selected by the Division Directors.
- (E) He shall be responsible for the conduct of the tryouts or grading sessions prior to each playing season.

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- (F) He shall recommend a uniform to the Board of Directors.
- (G) He shall perform such other duties as are customarily exercised by one selected for this office or as requested by the President or the Board of Directors.

Article II Section I - Constitution and Bylaws

The Constitution and By-Laws Committee shall be appointed by the Parliamentarian at the direction of the Board of Directors, when necessary, to review the Constitution and By-Laws. The Committee shall not be a standing Committee and will consist of no more than five members including the Parliamentarian as Chairman.

Article II Section II - Audit Committee

The President shall appoint, and the Board shall ratify, a Chairman and two additional members of the Audit Committee. This Committee shall present to the Board an audit report on the financial affairs of the Association annually. Such report shall contain as a minimum a statement of cash receipts and expenditures and a comparison between budgeted revenues and expenses and actual revenues and expenditures. The audits shall be conducted in an expeditious manner in cooperation with the Treasurer.

This Committee shall take competitive bids from Certified Public Accountants to perform the yearly audit or limited review as specified in the Constitution and Bylaws of the Association.

Article II Section III - Nominating Committee

This Committee shall be composed of five members including the Committee Chairman. They shall be recommended by the President for election by the Board of Directors at the March meeting. They shall make necessary arrangements for holding of the annual meeting including notices to the membership.

They shall prepare a slate of Officers for nomination at the annual meeting and have enough ballots ready for all those voting.

They shall post notices informing anyone interested in running for an office should petition the board with the name of the person and a minimum of 50 signatures. In the event there are two or more people running for an office, the nominating committee will have pre-printed ballots available at the annual meeting. The Committee shall supervise the counting of the ballots.

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Article II Section IV - Director of Coaching

The Association shall enter into a contract with a Director of Coaching.

The Director of Coaching shall be responsible for all education and the dissemination of educational information to Select and Recreational coaches.

The Director of Coaching shall ensure that the Select Coaches have the appropriate level license and report to the Commissioner the status of individual coaches.

The Director of Coaching shall, with Select team coaches assistance, before each outdoor season, conduct a training session for Recreational coaches for each age group.

Article III - ORDER OF BUSINESS Effective 06/11/2002

Article III Section I - Parliamentarian

A Parliamentarian will be appointed by the President and approved by the Board of Directors. The Parliamentarian will ensure that all official meetings of the Board will be conducted in accordance with parliamentary law.

Article III Section II - Robert's Rules of Order

Roberts Rules of Order shall be the governing parliamentary law of the Association in all cases not specifically provided for in the Constitution and Bylaws.

Article IV - AMENDMENTS Effective 06/11/2002

Any amendments to these bylaws shall be made in the same manner and by the same vote as an amendment to the Constitution of which these Bylaws are a part.