

**GRIFFIN SOCCER CLUB
GRIFFIN YOUTH SOCCER- BYLAWS**

PART I

ARTICLE 1 - NAME

Section 1 - League Name

The name of this organization shall be the Griffin Youth Soccer Association Inc., and will be known as the League for all purposes hereafter enumerated.

ARTICLE II – ORGANIZATION

Section 1 – Organization

The League is organized exclusively for charitable purposes under section 501(c)3 of the Internal Revenue Code, or corresponding section of any future federal tax code.

ARTICLE III - PURPOSE

Section 1 - Purpose

The League’s purpose is to promote and advance the cause of youth soccer through the development of individual youth soccer players and the development of teams for recreational, intermediate and advanced levels of play.

ARTICLE IV • TERRITORY

Section 1 - Coordination with Other Leagues, Clubs and Associations

In the interest of promoting soccer, this League will coordinate and work closely with all other groups involved in youth soccer activities within, but not limited to the Spalding County area.

ARTICLE V - AFFILIATION

Section 1 - Affiliation

This League is affiliated with and is a member of the Georgia State Soccer Association.

Griffin Youth Soccer
1301 Cowan Road
Griffin, Ga. 30223

ARTICLE VI - MEMBERSHIP

Section 1 - Voting Membership Requirements

The League's voting membership shall consist of such persons that are actively involved members in GYSA, 18 years of age or older. Active members will consist of, but not limited to: Referees, Coaches, Trainers, Parents of active players and Players (18 yrs old or older).

- (a) Sponsors will not have voting rights
- (b) Each member will have one (1) vote. Number of children participating does not constitute number of votes.
- (c) Membership will last through paid season. Length of season determines length of membership.

ARTICLE VII - ANNUAL GENERAL MEETING

Section 1 - Annual Meeting Requirements and Conditions

The league shall hold an annual meeting of its membership for the purpose of electing Directors, approving amendments to the Constitution and Bylaws, and conduct such other business as deemed necessary by the membership. The meeting shall be held in the month of May at a place to be specified by the Directors. Notice of the annual meeting shall be posted in writing at least thirty (30) days prior to the scheduled meeting date. The meeting will be posted on the GYSA web site and at Tyus Park at a location accessible to all league members. (THIS IS NOT A GSSA REQUIREMENT)

Section II - Board Meeting Business Conduct

League business meetings shall be conducted according to Parliamentary Procedures outlined in Robert's Rules of Order.

ARTICLE VIII - GOVERNMENT

Section I - Board of Directors

This league will be governed by a Board of Directors. The Board of Directors shall have nine [9] members. The Board of Directors will meet as necessary to conduct the business of the League. A quorum for the Board of Directors shall be six (6). Nine directors shall be elected for a term of two (2) years by the members present and voting at the May meeting of the League. Elected officers will be members of the board of Directors of which two (2) members will be At-Large positions.

Section II - Board of Directors Responsibilities

The Board of Directors shall be responsible for and have sole authority for the following:

- (a) Establishing policies for the operation of the League.
- (b) Enforcing and interpreting the Constitution, Bylaws and League Policies.
- (c) Ensuring compliance with the annual contract for use of county facilities between the League and Spalding County. (THIS IS NOT A GSSA REQUIREMENT.)
- (d) Shall from time to time make temporary rules and regulations for specific cases or occasions not provided for the Constitution, Bylaws or policies, but which are deemed necessary, by the Board of Directors, to carry out the objectives of this League in accordance with Article 11 of the Constitution, Procedures for Amendments to the Constitution and Bylaws.

Section III - Discipline

The Board of Directors shall have the right and authority to suspend, ban completely or otherwise discipline any player, coach, manager, league member or team official for violations of the League Constitution, Bylaws or policies, or for any conduct that is unsuitable to the development of youth soccer players. The Board of Directors shall have the right and authority to suspend any of its own members for substantial failure to perform their mandated duties or for violation of the League Constitution, Bylaws and policies.

ARTICLE IX – FINANCES

Section I – Finance principals

All financial statements and records will be prepared on the basis of generally accepted accounting principles. The annual financial statements must also be prepared on that basis. The annual financial statements will be prepared by an accountant, and said accountants report shall accompany said statements. The board will ensure that records are kept to maintain the integrity of the 501©3 tax exempt status. The board will ensure all tax forms, 990EZ or 990, with the IRS and any other tax collecting entity. The board will review, revise and adopt a balanced budget prepared by the finance committee. Any expenditure over \$750 must have prior approval by the board.

ARTICLE X - OFFICERS OF THE LEAGUE

Section I – Election of Board Members

The Board shall be elected by the members of the GYSA. Sixty (60) days prior to the annual meeting in which the new board should be voted on (every two (2) years) a slate of nine (9) candidates will be emailed to all GYSA members. A proxy will be emailed to all members thirty (30) days before the annual meeting to enable votes to be cast without being at the annual meeting. If there are candidates that are not on the list sent by the board sixty (60) days prior to the annual meeting, they must be submitted at least thirty five (35) days before the annual meeting to be placed on the ballot that is sent out with the proxy thirty (30) days before the annual meeting.

Section II – Officers

The officers of this League shall consist of:

- (a) President
- (b) Vice-President
- (c) Secretary
- (d) Treasurer
- (e) Administrative Coordinator
- (f) Select Coordinator
- (g) Recreational Coordinator
- (e) At Large member
- (f) At Large member

Section III - Officer Elections

Once the board members have been elected by the members of GYSA, the board members will elect the office position each board member will hold.

Section IV - Replacement of Board Members or officers

The Board of Directors may replace a board member for cause; such action shall take place at a meeting of the Board of Directors. Replacement of a board member shall require a two thirds (2/3) vote of the Board. Any board member not attending regularly scheduled meetings for three (3) consecutive meetings without an excuse shall have his or her office declared vacant. The President shall then appoint a new member to fill the vacancy until new elections are held.

ARTICLE XI - RECALL OF OFFICERS

Section I - Conditions for Recall of Officers

In the event the Officers of the League or Board of Directors of the League fail in their responsibilities and obligations to the League and its membership, a meeting of the membership shall be called to conduct elections of new officers.

Section II - Requirements for Recall of Officers

Such a meeting may be called by any member presenting a petition signed by ten percent (10%) of the League members, provided all members are notified in writing. A quorum shall consist of twenty five percent (25%) of League members, and a majority vote of the members present will prevail.

ARTICLE XII - PROCEDURES FOR AMENDMENTS TO THE BYLAWS

Section I - Requirements for Amendments of Bylaws and Constitution

The Constitution may be amended at the annual League meeting in May by a majority vote of the members present and voting, provided that written notice of the proposed amendment is posted thirty (30) days prior to the scheduled meeting date. The Bylaws may be amended at any regular meeting by a majority vote of the members present and voting, provided that written notice of the proposed amendment is posted thirty (30) days prior to the scheduled meeting date. Any proposed amendment must be submitted to the League in writing.

ARTICLE XIII - RULES OF PLAY

Section I - Requirements and Guidelines for Rules of Play

The rules of soccer as defined by the Federation Internationale de Football Association (FIFA) Laws of the Game, with Modification for Youth Play by the Georgia State Soccer Association should not be altered, unless approved and not contrary to this Constitution, with exception; to the betterment and protection of the beginners, and younger boys and girls. Whenever the rules are altered or changed, they should be clearly explained to whomever it may concern.

ARTICLE XIV - LIMITATION OF LIABILITY

Section I - Limits of Liability

The League shall not assume, not be liable for the debts and/or the financial responsibilities, either implied or incurred, of any player, coach, manager, team official or referee, unless otherwise approved by a majority vote of the Board of Directors. All liability as stated by GSSA shall be applied.

ARTICLE XV – Policy

Section I - Policy

All governing items not listed will be addressed as policy as voted and approved by the Board of Directors.

ARTICLE XVI – DISSOLUTION CLAUSE

Section I – Dissolution Clause

Upon the dissolution of this organization, assets shall be distributed to one or more exempt purposes within the meaning of section 501(c)3 of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Griffin Youth Soccer BY LAWS

PART II

ARTICLE I - DUTIES OF OFFICERS

Section I - Duties of Officers

PRESIDENT: The President shall preside over all board meetings, call the meetings to order, conduct the order of business, moderate discussions, conduct a vote on all motions and closes the meetings. The President shall have the authority to call a meeting at any time. He/she may cast the deciding vote in the event of a tie or may waive the right to do so.

The President will preside over meetings of the Officers of the Board and is an ex-officio member of all committees. The President will represent the League to outside persons and organizations.

VICE PRESIDENT: The Vice President shall act for the President in his/her temporary absence or in the event that the office becomes vacant. The vice-president shall serve as the chairperson of the D & P Committee.

SECRETARY: The Secretary will attend all meetings, take minutes and present a typed report of the minutes of the previous meetings. The Secretary shall record all public correspondences and maintain a file of all official League business.

TREASURER: The Treasurer shall receive the monies of the League and deposited in a timely manner it upon orders of

Authorized Officers. The Treasurer will keep a detailed account of income and expenditures and have the authority to pay bills unless otherwise authorized by the League. The Treasurer will not allow expenditures that exceed the budget without the board's approval. The Treasurer shall review and present the members annual financial statements which may be consolidated or combined statements of the organization, that include a balance sheet as of the end of the fiscal year, an income statement for that year, and a statement of cash flow for that year at the Annual General Meeting. The Treasurer will follow the financial procedures as outlined in the Financial Policies and Procedures Manual set in place by the finance committee. The current copy of the procedures will be posted on the GYSA website.

ADMINISTRATOR COORDINATOR: The Administrator Coordinator shall oversee roles and responsibilities of the Administrator who will conduct the general day to day operation of the club and administrate all functions per rules and policies.

SELECT LEVEL COORDINATOR: Under the general supervision of the Board of Directors, to coordinate and promote the Griffin Youth Soccer Select Program. This is a volunteer position.

Duties and Responsibilities:

To provide club participants with the opportunity to develop soccer skills and to play soccer, with quality volunteer coaching, in a positive environment that promotes good sportsmanship, leadership, character development, personal integrity, and self-discipline.

This is a volunteer position.

RECREATION LEVEL COORDINATOR: Under the general supervision of the Board of Directors, to coordinate and promote the Griffin Youth Soccer Recreation Program. This is a volunteer position.

Duties and Responsibilities:

To provide club participants with the opportunity to develop soccer skills and to play soccer, with quality volunteer coaching, in a positive environment that promotes good sportsmanship, leadership, character development, personal integrity, and self-discipline.

This is a volunteer position.

MEMBERS AT LARGE: This position will have two members and will serve as voting members of the Board and will fulfill any duties that are assigned them on an as needed basis.

OFFICERS OF THE BOARD: During interim periods between regular board meetings, the Officers of the Board may be called upon to provide information on business matters pertaining to the League. The Officers of the League shall provide this information and prepare a summary to the board for presentation at the next regularly scheduled board meeting.

ARTICLE II – PAID POSITIONS OF GYSA

Section I - Descriptions of Paid Positions

DIRECTOR OF COACHING: This position will be a paid position with wage and responsibilities to be determined by the Board of Directors. This person shall be hired by a simple majority vote of the Board of Directors

REFEREE ASSIGNOR: The Referee Assignor will be responsible for the referee's of the GYSA and scheduling all referees for all of the club games at home and all games that are being played at fields at TYUS park. This person will make sure all referees' show up for games and handle any issues that potentially arise.

ADMINISTRATOR: At the direction of the board this position shall be selected and hired by a simple majority vote of the Board of Directors. This position shall be with pay and responsibilities both of which shall be determined by the board.

ARTICLE III - STANDING COMMITTEES

Section I - Descriptions of Committees

This Article describes the standing committees and their duties:

The sub-committees responsibilities include, but are not limited to; registration, establishment of rules governing the assignment of player to teams, regular season game schedules, scheduling of referees, coordination of all special events, camps and tournaments, building and grounds, facilities, finance and player evaluations.

BUDGET REVIEW AND FINANCE COMMITTEE: The Budget Review and Finance Committee will be responsible for oversight of the yearly budget set forth by the board, and ensure the accuracy of the financial records. They will monitor the financial status of the organization and advise the board on financial matters and asset management. They will prepare the annual budget to present to the board for the modifications and approval. They will be responsible to maintain and follow the Financial Policies and Procedures Manual. Changes to the manual must be approved by the board and a current copy posted to the GYSA website. This committee shall consist of the Treasurer, one (1) other board member and two (2) non-board members, both of which shall be members of the GYSA.

PLAYER DIVISION COMMITTEE: The Player Division Committee will be responsible for the coordination of the Player Divisions for recreational, intermediate and advanced levels of play. The Committee shall oversee the activities of the sub-committees in the administration of the Player Divisions. The Committee shall be chaired by the DOC, and shall consist of the Player Division Chairpersons for each player division and any other League representative appointed by the Board. The Committee shall meet regularly, apart from the board, for the purpose of planning activities of the Player Divisions. The Player Divisions include Recreation, Athena, Classic, Region III Premier, and any other recreational or select teams as defined or modified by Georgia State Soccer Association. In addition to coordination of the Player Divisions, the Committee shall be responsible for oversight of placement of players in the recreational level and the evaluation and placement of players in the Classic, Athena and Region III Premier levels. The Committee shall also oversee the selection and placement of coaches to teams and bring recommendations to the Board for approval.

DISCIPLINARY AND PROTEST COMMITTEE; It shall be the responsibility of this committee to rule on all protests and take appropriate disciplinary action as required on all reported incidents of serious misconduct of players, coaches, League members or spectators in all activities sponsored by the League. The President shall appoint a Disciplinary and Protest and name one (1) of its members as chairperson. The Vice President or his/her delegate will be a permanent member of this committee. Incidents involving assault or attempted assault on the person of an official shall be reported directly to the Georgia State Soccer Association.

The Disciplinary and Protest Committee shall have the authority to:

- (a) Order games to be replayed;
- (b) Declare games forfeited;
- (c) Allow scores to stand as final for abandoned games;
- (d) If required, reprimand, censor, and prohibit participation of coaches, players, league members or spectators.

ETHICS AND GRIEVANCE COMMITTEE: It shall be the responsibility of this committee to hear all grievances and questions of an ethical nature involving any player, coach, manager, league member or team official. Grievances must be filed in writing to the Grievance Committee. An initial meeting of the Ethics and Grievance Committee shall be held within two weeks of filing the grievance. The President shall appoint an Ethics and Grievance Committee among members of the League, naming one (1) of its members as chairperson. The President or his/her delegate shall be a permanent member of this committee. The Committee shall make recommendations on these matters to the Board of Directors after hearing all charges and reviewing any evidence in regard to such matters. The Committee chairperson shall be responsible for submitting their recommendations in writing to the League Board of Directors for final determination.

COACHING COMMITTEE: The Coaching Committee shall monitor the DOC's work and conduct his/her evaluation and performance review. In the case of a paid DOC, recommending to the board renewal or termination of contract and commensurate salary increase. Creating the job description and conducting the search for a club DOC, interviewing candidates, and recommending the best candidate(s) for the board to approve. Reviewing and approving the short and long-term seasonal objectives for the club, as presented by the club DOC. Reviewing and approving all the coaching selections made by the DOC. Creating a process for conflict resolution between parents and team coaches. Conducting hearings and adjudicating grievances by team coaches or parents against the DOC.

ARTICLE IV - AGE BRACKETS FOR PLAY

Section I - Designation of Age Brackets

Age brackets for division play shall be as designated by the Georgia State Soccer Association.

ARTICLE V - SEASONAL YEAR

Section I - Playing Seasons

The soccer year commences September 1st and ends August 31st. Playing seasons shall be as defined by the Georgia State Soccer Association.

ARTICLE VI – PLAYER REGISTRATION

Section I – Registration Requirements

Players must register prior to each half season. Dates of registration and the registration fee will be established by the Board of Directors prior to the time of registration.