

Plymouth Youth Soccer Association Constitution
(Amendment of 2/21/2005)

ARTICLE I – Name and Offices

This organization shall be known as Plymouth Youth Soccer Association herein referred to as PYSA.

The office of PYSA shall be located in Plymouth, Massachusetts, Plymouth County. All correspondence with the organization may be sent to: PYSA, P.O. Box 960, Plymouth, MA 02362, unless otherwise changed by the Executive Board of Directors (herein after referred to as the Board).

ARTICLE II – Affiliations

PYSA shall be affiliated with Massachusetts Youth Soccer Association (MYSA) and through MYSA, affiliated with United States Youth Soccer Association (USYSA).

- A. The objective of PYSA shall be to implant in the youth of the community of Plymouth the ideals of sportsmanship, character, honesty, loyalty and confidence by providing supervised competition through the game of soccer.
- B. The vision of PYSA is to provide an outstanding soccer program, based on neighborhood team concepts, that provides the opportunity for the youth of the community to play soccer regardless of sex, creed, color, religion, economic factors, national origin or ability.

ARTICLE III – Executive Board

The Executive Board will consist of the following:

- President
- Executive Vice President
- Treasurer
- Secretary
- Registrar
- Vice President of Girls
- Vice President of Boys
- Equipment Manager
- Referee Coordinator

Duties of these positions are outlined in the By-Laws.

- A. The Constitution can only be amended at a PYSA Annual General Meeting (AGM) of this association. This is providing that all adult members have been given 30 days notice of the desired change, or the proposed amendment was proposed at the previous meeting (the word “meeting” used here means both regular and special meetings).

ARTICLE IV – Membership

There shall be two types of memberships in this association:

- A. Adult Membership – granted to all adults of the age of 18 who hold positions of officers, coaches, referees or committee persons in the association.
- B. Youth Membership – all persons who are members of teams of this association or sponsored by this association.
- C. All registered coaches for U6 through U14 for the previous fall season and U16 through U19 for the previous spring season shall be entitled to one vote at the general meetings.

ARTICLE V - Suspensions

Any member of PYSA may be suspended or expelled from membership by a resolution passed by not less than two-thirds (2/3) of the Executive Board as outlined in the By-Laws.

BY-LAWS *(Amendment 3/23/2006)*

The Officers of this association shall be elected by ballot at the Annual General Meeting (AGM) of this association to be held during the first 3 months of each year. Initial mailing for this meeting will be postmarked no **earlier than 90 days** and no later than **60 days** in advance **of the AGM; this mailing will include a list of open positions on the Executive Board of the said meeting. A response from candidates will be requested to be returned within 30 days of the initial mailing.** The final mailing, including candidates for open positions and any proposals or business requested to be included will be postmarked no later than 30 days before said meeting.

ARTICLE I - Office Terms

The term of office shall be staggered as follows:

- Odd Years - President, 2 years
Treasurer, 2 years
Vice President of Boys, 2 years
- Even Years - Executive Vice President, 2 years
Secretary, 2 years
Vice President of Girls, 2 years

ARTICLE II - Appointments and Committees

The following positions will be appointed to the Executive Board as voting members by the Executive Board:

- Registrar
- Referee Coordinator
- Manager of Equipment

The following committee chairpersons may be appointed each year by the Executive Board:

- Coaching
- Fund Raising
- Publicity
- Fields and Grounds
- Town Statistician
- Division Directors
- CYSL Coordinator
- CYSL Representative
- Registrar
- Advisory Board
- Pictures Coordinator

Any other necessary positions will be appointed by the Executive Board as needed.

ARTICLE III - Officers, Duties and Powers

- A. **President:** shall be the Chief Executive and shall have the following duties and responsibilities, including but not limited to:
 - 1. Preside at all general and special meetings
 - 2. call regular and special meetings
 - 3. Be an ex-officio member of all committees
 - 4. Supervise and manage the association
 - 5. Be entitled to a tie-breaking vote, if it should become necessary, in addition to his or her regular vote
 - 6. Appoint members to all committees unless otherwise directed
 - 7. Have the authority to carry out the policies established by PYSA
 - 8. Have authority in all instances of interpretation of all PYSA policies and regulations
- B. **Executive Vice President:** shall have the following duties and responsibilities, including but not limited to:
 - 1. Perform all duties assigned by the President or Executive Board of the Association
 - 2. Assume the duties and responsibilities of the President of this Association during absences
 - 3. Assume the position of the President of the Association should a vacancy occur, until the Executive Board can appoint a President or until the next election of that office can be held
 - 4. Attend all Annual General Meetings (AGM) and special meetings of the Executive Board
- C. **Vice President Girls:** shall have the following duties and responsibilities, including but not limited to:
 - 1. May recruit qualified division directors for girls age divisions and recommend them for approval to the Executive Board
 - 2. Supervise and be in charge of the girls division directors
 - 3. At the High School ages, actively work to maximize the number of teams and players involved
 - 4. Evaluate coaches
 - 5. Attend all Annual General Meetings (AGM) and special meetings of the Executive Board
 - 6. Assume other duties as assigned by the President and Executive Board
- D. **Vice President Boys:** shall have the following duties and responsibilities, including but not limited to:
 - 1. May recruit qualified division directors for boys age divisions and recommend them for approval to the Executive Board
 - 2. Supervise and be in charge of the girls division directors
 - 3. At the High School ages, actively work to maximize the number of teams and players involved
 - 4. Evaluate coaches
 - 5. Attend all Annual General Meetings (AGM) and special meetings of the Executive Board
 - 6. Assume other duties as assigned by the President and Executive Board
- E. **Secretary:** shall have the following duties and responsibilities including but not limited to:
 - 1. Keep accurate and detailed records of all proceedings
 - 2. Keep accurate and detailed accounts of all records of the Association
 - 3. Maintain and keep a current record of all members of the Association together with their mailing addresses, phone numbers and e-mail address
 - 4. Assume other duties assigned by the President and the Executive Board
 - 5. Be responsible for all mailings
 - 6. Be responsible for any e-mail distribution

- F. **Treasurer:** shall have the following duties and responsibilities including but not limited to:
1. Keep accurate and detailed accounts of all monies received by the Association
 2. Pay all bills drawn against the Association
 3. Maintains all receipts for possible exhibit upon the examination of the Association's books and accounts
 4. Assume other duties assigned by the Executive Board or the President of the Association
 5. Shall submit quarterly a summary of profit and loss statement or as requested by the Executive Board
 6. Shall submit a full report of all transactions for the calendar year at the Annual General Meeting (AGM)
 7. Shall be an ex-officio member of all committees
 8. Shall be bonded for \$100,000 and the fee for such bonding be paid for by the Association
- G. **Registrar:** shall have the following duties and responsibilities including but not limited to:
1. Be in charge of registering all soccer players
 2. Generating soccer team rosters
 3. Chaining the committee to determine the rosters for neighborhood teams
 4. Printing pass cards based on team rosters
 5. Provide information to the VP Girls and VP Boys regarding volunteers for coaching and returning / non-returning coaches
 6. Provide information to the Fund Raising Chairperson regarding volunteers for Fund Raising events
 7. Any other duties delegated to the Registrar by the President or Executive Board
- H. **Manager of Purchasing and Equipment:** shall have the following duties and responsibilities including but not limited to:
1. Shall be responsible for purchasing and distributing of all equipment, uniforms, balls and other team items and coordinate the replacement of equipment for teams
 2. Shall be responsible for locating an acceptable storage site or sites to maintain inventory of team equipment
 3. Shall be responsible for maintaining team equipment and the distribution and collection from coaches
 4. For any plans to change equipment, uniforms, vendors including costs, must be approved by the Executive Board
 5. Any additional expenditure of funds in excess of \$500.00 must be approved by the Executive Board
- I. **Referee Coordinator:** shall have the following duties and responsibilities including but not limited to:
1. Shall be responsible for recruiting of referees
 2. Provide license courses for and keeping referees current on all updated information
 3. Shall cover all games with referees certified by USSF and keep track of referee schedules
 4. Shall be a source of feedback for the Vice President of Girls and Boys and the Executive Board on all PYSA Coaches and volunteers
 5. Shall be responsible for evaluating and providing assistance for all referees
 6. Shall provide a list of all active referees
- Emergency Committee**
- J. The President and Treasurer of the Association shall constitute an emergency committee to represent the Association on all matters demanding immediate attention between meetings or when it is impractical to call a meeting of members. Their action shall be operative and final. The President must report actions taken to the Executive Board as soon as practical.

Board Member Replacement

- K. Should an elected officer of this Association not be able (i.e. illness, resignation) to perform the duties of that office, the remaining members of the Executive Board may appoint a replacement until the next AGM, at which time a voting will take place to fill the vacancy.

Association Membership

- L. There are no membership fees for this Association, but assessments may charge the youth members as deemed necessary by the Executive Board.

Annual General Meetings

- M. At any AGM, a quorum shall consist of a minimum of two thirds (2/3) of the Executive Board. At a meeting of the Executive Board two-thirds (2/3) votes of the PYSA members will count provided that notice of the proposed change has been submitted to all members of the Executive Board at least thirty (30) days prior to the meeting.

- N. The order of business at the AGM of the Association shall be as follows:

1. Roll call
2. Minutes of previous AGM
3. Bills and communication
4. Unfinished business
5. Treasurer's report
6. Committee reports
7. Delegates reports
8. New business
9. Adjournment

Voting Position

- O. No elected or appointed Executive Board member may hold more than one voting position on the Executive Board.

Suspension and Expulsions

- P.
1. The member involved shall be notified at least seven (7) days in advance of the intended action and may make a statement to the Executive Board before the resolution is put to a vote.
 2. The decision of the Executive Board shall be binding on the member and no reason for the suspension or expulsion, need be given by the Executive Board.

Disbandment

- Q.
1. In the event the Plymouth Youth Soccer Association (PYSA) should disband, all monies from the treasury will be donated to a non-profit organization located in Plymouth, MA and chosen by the Executive board.

By-Law Amendments

- R. These By-Laws can only be amended at any meeting of this association. This is providing that all adult members have been given thirty (30) days notice of the desired change, or the proposed amendment was proposed at the previous meeting (the word "meeting" used here means both regular and special meetings).