

# San Francisco Youth Soccer Annual General Meeting

**October 13, 2016 at 7:00 p.m. County Fair Building, Golden Gate Park,  
1199 9<sup>th</sup> Avenue, San Francisco, CA 94122**

## **AGM Agenda**

1. Call to Order
2. Roll Call of Directors and Officers
3. President's Report: Update of Developments
4. Election of Directors
5. Members Q&A
6. Adjournment

## **Admittance, Check-in, Rules of Conduct, & Nominations Procedures**

The general purpose of the San Francisco Youth Soccer ("SFYS") Annual General Meeting ("AGM") is to provide an update on the organization's progress, achievements, challenges and future directions and to elect a board of directors. As indicated in the notice distributed to members, the only formal business at the October 13, 2016 AGM is to elect a Board of Directors. This document sets forth the various procedures that will apply to the AGM in order to ensure an efficient, effective, and orderly meeting.

**Admittance:** Attendance at the AGM will be restricted to Members (also referred to as "Designated Voting Representatives" of the SFYS teams), nominees for the Board of Directors, and other invited guests. Members are defined in the SFYS Bylaws as each current Director and current officer of the leagues and the team manager of each team SFYS registers and insures within the territory. No individual may hold more than one membership. If a Member is unable to attend the AGM, the Member may authorize a proxy holder to attend and act on behalf of the Member at the AGM pursuant to a valid proxy. For the sake of efficiency, SFYS has encouraged Members who intend to authorize a proxy holder to attend the AGM in their place to submit completed and valid proxies to SFYS in advance of the AGM. A valid ID will be required in order to receive a ballot and gain admittance to the AGM.

Because the team manager of each registered and insured team is the Member, SFYS has established a process by which teams registered by SFYS may update the identified team manager on file with the organization in advance of the AGM (these individuals have also been referred to as "Designated Voting Representatives"). You may check the current SFYS list of

Members and proxy holders who have been assigned by Members with respect to the AGM to date online here: [Members and Proxyholders List](#)

**Check-in:** All attendees will be required to check-in. Tables will be grouped alphabetically by the last name of the Member/Voting Representative (if you are a proxyholder attending for a Member/Voting Representative the ballot will be under their name, not yours). Check-in will open at 6:00 p.m. We recommend allowing adequate time to check-in in advance of the 7:00 p.m. start.

In order to receive a ballot, the Member must be able to identify the team they are representing, provide valid identification, and be listed on the Members and Proxyholders list. The only exception is for Proxyholders who bring a [valid proxy](#) with them to the AGM. We strongly encourage proxies to be submitted in advance to avoid delays.

**Rules of Conduct:** In the interest of maintaining an orderly meeting and conducting the business at hand within the allotted timeframe, the following rules of conduct will apply:

1. The SFYS Bylaws provide that the President or, in the President's absence, the Secretary, shall chair the AGM. The SFYS Bylaws also provide that the Chair of the meeting may adopt rules of order for the meeting.
2. Members wishing to address the meeting may do so during the designated discussion periods. Members may address the meeting only after being recognized by the AGM Chair, and any Member wishing to speak should raise her or his hand until recognized. Once recognized, the Member should stand at his or her seat, state his or her name and Member status, and then direct his or her question or comment to the AGM Chair.
3. In order to maintain an orderly and efficient meeting and to give all Members who so desire an opportunity to speak, each Member comment or question will be limited to one (1) minute.
4. Please permit each speaker to conclude her or his remarks without interruption. Repeated interruptions by any person will be a basis for removal from the meeting.
5. Yelling, threatening, confrontational or derogatory comments or behavior, or engaging in personal attacks will not be permitted and will be a basis for removal from the meeting.

The Chair of the AGM may amend or add to these rules at any time if deemed to be in the best interest of SFYS and its Members.

**Nominations from the floor:** The current Board of Directors previously solicited individuals for consideration for nomination for Director positions, including individuals whose names were submitted to the Board of Directors. The current Board of Directors then nominated a slate of individuals for Director positions and those nominees were listed on the Notice of the AGM and in the form of proxy distributed to the Members in connection with the AGM. Should *Members* wish to nominate themselves or someone else for a Director position, they may do so by nominating "from the floor" at the AGM. Please note that only Members (as defined above and reflected on the SFYS list of Members) and their valid proxy holders are entitled to nominate an

individual for a Director position and that the SFYS Bylaws require that a Member nominating a candidate from the floor or by write-in to affirm that the candidate has agreed to serve if elected.

Nominations from the floor may be made by completing a *Floor Nomination Form* found on the [AGM section](#) of the SFYS website by October 10 or by filling out a copy of the form available upon check-in at the AGM. Verbal nominations will not be accepted. For those who fill out the form by October 10 and fill out the [candidate questionnaire](#), their responses will be posted on the SFYS website in advance of the AGM. Nominations made at the AGM on October 13, 2016 will be identified to the membership.