

Rosemont Soccer Club

By-Laws

1:00 These By-laws affirm our continuing commitment to the children of our community. Our goal is to support the Rosemont community with a positive and enjoyable environment for our children to play and learn the sport of soccer!

 These By-laws are not intended to provide technical points that will allow the adult participants in Rosemont Soccer Club (Here after referred to as RSC) to win via protest, RSC coaches shall abide by all the provisions of the CYSA constitution.

1:01 **ORGANIZATION**

1:01.01 **QUALIFICATIONS OF THE EXECUTIVE BOARD:**

 Any interested adult member of the league, at least 18 years of age, shall be eligible to be elected to serve on the Executive Board and must submit a nomination form. A Board Member may not be a supplier to the RSC or hold a position that could cause conflict of interest with the RSC.

1:01.02 **ELECTIONS:**

 Nominations of Executive Board Officers will be accepted at least 30 days prior, and no later than 7 days before the elections. The elections shall take place at the AGM; the membership shall elect the Board of Directors by a majority vote, by secret ballot.

1:01.03 **TERMS OF OFFICE:**

 The Executive Board shall serve for 1 year from January 1 to December 31. Upon the expiration of the term of office or in case of resignation or termination, each officer shall turn over to the president, without delay, all records, books and other material pertaining to the office and shall return to the treasurer, without delay, all funds belonging to the organization.

1:01.04 **REMOVAL AND RESIGNATION:**

 Any Executive Board Officer may be removed by a majority vote of the Executive Board. Resignations will be by written notice to the Executive Board.

1:01.05 **VACANCIES:**

 Any vacancies on the Executive Board shall be filled by approval of the remaining Executive Board Officers. Appointees must be a member of the league (1:01.01).

1:02 **BOARD OF DIRECTORS**

1:02.01 **CLUB MANAGER:**

The manager shall conduct all meetings of the Board and functions of the RSC. The manager vote shall, in conjunction with the referee coordinator, judge field conditions as a representative of RSC. This is an elected position.

TREASURER:

The Treasurer is an elected position. This positions duty includes preparing and tracking an annual budget. This person shall deposit all monies received in RSC functions into a Federally Insured Bank in the RSC name and tax ID number. The Treasurer will produce a monthly financial statement at the Board meeting and shall issue checks to pay legitimate club expenses approved by the Board. Checks may have a dual signature process. Check sign off will be the Club Manager, Asst. Club Manager and/or the Treasurer.

SECRETARY:

This elected position shall record and maintain all RSC minutes of Board meetings, handle all correspondence and maintain the club file system.

1:03 **BOARD APPOINTED POSITIONS:**

At the Boards discretion, additional non-elected Board positions may be created. The Board may terminate board positions upon a 2/3 majority vote.

ASSISTANT CLUB MANAGER:

This position shall succeed to the duties of the manager in his/her absence. This person shall assume the duties of the Club manager, should that person become unable to perform the duties of the office. This is an appointed position by recommendation of the Club Manager and voted on for approval by the Board.

REGISTRAR:

This position is appointed by the RSC Board and approved by the RCYSL Registrar. The Registrar shall be responsible for the registration of all RSC members and the transmission of that information to the league registrar. The Club Registrar also processes all paperwork regarding transfers, drops and tournament requirements. The Registrar may appoint an Assistant with Board approval.

COACHING COORDINATORS:

This appointed position is in charge of all matters that relate to the coaches of the RSC, such as; notification of coaches clinics, notification of coaches meetings, notification of schedule changes, first contact point for disputes between coaches and parents, and, with the Club Manager and Registrar, assignment of coaches to teams.

REFEREE COORDINATOR:

This appointed position has the following responsibilities:

- 1) Assemble list of certified referees for the club.
- 2) Set up and publish referee clinics.
- 3) Serve as a point of notification for Red cards received by RSC members.
- 4) Evaluate all RSC referees and discipline, help or support as needed.

UNIFORM COORDINATOR:

This appointed position is responsible for the annual procurement and distribution of uniforms ordered by club members, as well as assorted Club Merchandise, given out in return for donations. The Uniform Coordinator shall forward any monies received to the Treasurer on a weekly basis.

EQUIPMENT COORDINATOR:

This appointed position is responsible for the maintenance of all club equipment, keeping those items in good working order and ordering new equipment as necessary. In addition, the Equipment Coordinator is responsible for net distribution, soccer balls, coach's equipment etc...

FIELD MAINTANCE COORDINATOR:

Line burning, goal post and field maintenance, assuring fields are safe and ready for play.

FUNDRAISER COORDINATOR:

This appointed position shall be responsible for the coordination of all fund raising activities, approved by the Board, including Special Events and the Fireworks Booth.

COACH/PARENT LIAISON:

This appointed position will coordinate practice fields; assure Team Parents are provided with needed materials and track parent hours for scholarships.

PICTURE/AWARD COORDINATOR:

This appointed position will coordinate photographers for team pictures, coach's plaques and team awards.

WEBMASTER:

This appointed position will be responsible for maintaining the RSC Website.

1:03.01

COMMITTEES:

The RSC Board may create committees at its discretion.

1:03.02

RESPONSIBILITIES:

The Board shall be responsible for, and have sole authority to:

- 1) Enforce and interpret the Constitution, By-laws and regulations of the RSC.
- 2) Make temporary rules or regulations for specific cases not covered by RCYSL, but necessary to carry out the goals of the RSC.
- 3) Review and improve By-Laws to insure their consistency with CYSA and the needs of the organization.
- 4) Publish an RSC calendar with proposed dates for all RSC functions.
- 5) Suspend, bar completely or otherwise discipline any coach, player or individual, when such action is necessary to carry out the goals and safe play in the RSC.

1:03.03

DECISION MAKING PROCESS:

All decisions made by the RSC using guidelines of, “Good of the child, Good of the team, Good of the club”.

1:04

BOARD MEETINGS

1:04.01

Regular Board meetings will be held monthly, 1/2 the members are necessary to constitute a quorum for the transaction of business. Requests for a guest must have approval of the Club Manager in advance of placement on the agenda.

The basic agenda for these meetings shall be as follows:

- 1) Call to Order
- 2) Roll Call
- 3) Introduction of Guests
- 4) Minutes from last meeting
- 5) Correspondence
- 6) Manager’s Report
- 7) Individual Board Member Reports
- 8) Unfinished Business
- 9) New Business
- 10) Good of the Game
- 11) Adjournment

1:04.02

All Board Meetings shall be open to the public.

1:05 **MISCELLANEOUS**

1:05.01 **SCHOLARSHIPS:**

16 Scholarships, more may be added with board approval, will be made available to Manager approved hardship cases, not to exceed two per family; it will be the parent's responsibility to pay the League Fee, Referee Fee and Uniform Fee. Parent will sign a contract to work one hour for every ten dollars scholar-shipped, all hours must be completed prior to end of season to remain in good standing with the RSC.

1:05.02 **LIABILITY:**

All Board members of the RSC shall be covered against personal liability claims by the CYSA for performing acts and duties directly related to the work of the club.

1:05.03 **SEASON:**

The season shall be from August 1 through July 31 of each year for insurance and scheduling purposes.

1:06 **DISSOLUTION:**

Should this Association be dissolved, all assets remaining after payment of all debts shall be distributed to the River City Youth Soccer Association for performing acts and duties directly related to the work of this Association, provided it is exempt under Section 501c(3) of the Internal Revenue Code. If the River City Youth Soccer Association is not in existence, or is not qualified for exemption under section 501c (3) of the Internal Revenue Code, The distribution will be made to another organization that is qualified for exemption under section 501c (3) of the Internal Revenue Code. This organizations performance will be directly related to the work of this Association.