



ADDISON UNITED SOCCER CLUB

Constitution and By-Laws:

CONSTITUTION

Article I – Name

- 1.01** This organization shall be known as Addison United Soccer Club, hereafter referred to as AUSC. The AUSC will be a non-profit club.
- 1.02** The objective of the AUSC is to develop and promote travel team soccer programs in the Addison area. This will be accomplished through programs designed to teach the fundamentals of the sport of soccer and to develop public awareness. These programs will provide the opportunity for training and play for all interested parties and shall strive to foster self-confidence, individual skills, fitness, teamwork and sportsmanship.

Article II – Description and Governing Body

- 2.01** The AUSC will provide organization and support for the development of soccer programs available to the residents of Addison. This organization and support will include, but not be limited to: registration of players, recruitment and education of coaches, acquisition of equipment, development of team rosters, assistance with registration in appropriate competitive leagues, fundraising, sponsorship, liaison with parents, liaison with the Addison Park District and public awareness.

2.02 The governing board of AUSC will be the Executive Board, hereafter referred to as the Board, which shall consist of the following:

ELECTED	APPOINTED
President	Registrar
Vice President	Coaching Director
Secretary	Equipment Director
Treasurer	Sponsorship/Marketing Director
	Fundraising Director
	Field Director
	Referee Director

2.03 Elected Board members shall be elected at the Annual Board Meeting. Candidates for Board positions shall be self-nominated, or may be placed into nomination by a motion from the floor, if agreeable to the nominee. In contested Board positions, election shall be by secret ballot. The AUSC will strive to create a Board that is reflective of the diversity of the Club as a whole.

2.04 The other appointed Board members will be approved by a majority of the seated Board.

Article III - Officers, Term of Office

3.01 Officers shall hold office for a two (2)-year term, and are eligible for re-election, but not for more than two (2) consecutive two (2)-year terms. Each member of the Board shall member shall serve for a period of his/her term of office, or for two (2) consecutive terms if so duly re-elected, or until his/her successor is duly elected, unless the officer resigns or is removed as specified in the following paragraph.

3.02 The Board by two-thirds (2/3) vote of the members present at a monthly meeting may remove a member of the Board because he/she has missed three (3) consecutive meetings or missed fifty percent (50%) of the Board's twelve (12) monthly meetings, or failed to carry out the responsibility of his/her board position, or is found to have acted in a prejudicial or discriminatory manner, or for other just reason so found by the Board. The Board member in question shall receive written notification of the pending Board action and be given the opportunity to address the Board at its next scheduled monthly meeting after the date of said notification.

3.03 In those instances where an officer cannot complete his/her term of office, the President shall appoint an interim replacement to fulfill the term of the Board member, subject to the approval by the majority of the Board.

Article IV – Board Decision

4.01 All matters of policy shall be decided by a simple majority vote. A majority of the current active Board members shall constitute a quorum. Each member of the Board shall have one (1) vote and must be present at the meeting to cast said vote.

Article V – Notice of Meetings

- 5.01** Public notice of the Annual General Meeting shall be posted on the club website at least twenty-one (21) days prior to the meeting. Special General Meetings may be called by the Board as necessary, with due notice to the AUSC general membership in a fashion to be determined by the board.
- 5.02** Voting members at the General Meetings shall be parents or legal guardians of any player registered during the current year, and coaches, assistant coaches, and Board members, whether or not they have children registered in AUSC.
- 5.03** Board meetings shall be held each month. The President as necessary may call special Board meetings.

Article VI – Duties and Responsibilities of Officers

- 6.01** **President**
The President shall officially preside at all meetings, be Chairmen of the Board; be the official representative of AUSC; be authorized to sign checks; appoint all subcommittee chairpersons and in consultation with each chairperson, appoint all members of said subcommittee; be an ex officio member of all subcommittees; vote only to break a tie at General and Board meeting
- 6.02** **Vice-President**
The Vice-President shall succeed to the office and powers of the President in his/her absence, or for the remainder of his/her term if vacated for any reason. In the event of such a vacancy, the Board shall elect a successor to the post of Vice-President. The Vice-President shall be responsible for the administration of the Code of Conduct and Child Protection Policy.
- 6.03** **Secretary**
The Secretary shall attend to all correspondence for the AUSC, keep detailed minutes of all Board and General Meetings, keep such records as necessary, be responsible for public relations (or appoint an assistant to be so responsible), and correspond on behalf of the AUSC only with the knowledge and permission of the President.

- 6.04 Treasurer**
The Treasurer shall have charge of the figures of the AUSC. He/She shall report on the finances at the Board and General meetings, and shall submit and distribute a full written report of the financial transactions and the status of the finances at the Annual General Meeting. He/She shall be authorized to sign checks.
- 6.05 Registrar**
The Registrar shall be responsible for directing all registration and validating all team rosters. The Registrar will maintain a file of all registration documents, birth certificates, ID cards and other related forms.
- 6.06 Coaching Director**
The Coaching Director participates in the establishments of rosters, and assists coaches in scheduling fields and teams for practices and games. He/She shall be responsible for acquiring information regarding registration requirements and deadlines from various leagues and facilities in which play is to take place and so informing the registrar. He/She shall be responsible for recruiting and developing quality coaches for AUSC. The Coaching Director will direct the evaluation of players, subject to conditions as set forth in the by laws.
- 6.07 Equipment Director**
The Equipment Director shall be responsible for ordering and inventory of all inventory acquired by the AUSC.
- 6.08 Marketing/Sponsorship Director**
The Marketing/Sponsorship Director will be responsible for creating awareness of the AUSC in the Addison area in order to recruit more players to the club. He/She will also be responsible for identifying and procuring sponsors from local businesses in the Addison area. He/She will be in charge of promotion of the sponsors at AUSC events and an end of the season sponsor gift.
- 6.09 Fundraising Director**
The Fundraising Director will be in charge of identifying and organizing fundraising events for the AUSC.
- 6.10 Coaches and Assistant Coaches**
The Board shall seasonally approve team coaches and assistant coaches.
- 6.11 Field Director**
The Field Director will work with the Park District and the Coaching Director to manage field usage, maintenance and construction. He/She shall be responsible for field preparation prior to home games.
- 6.12 Referee Director**
The Referee Director will work prospective adults and youth who would like to serve as licensed referees.

Article VII – Membership

- 7.01** All children who live in the Addison area are eligible, pending age requirements of any given league, to participate in AUSC sponsored activities. Placement on a team is subject to meeting registration requirements as outlined in the By-Laws as well as to availability of coaches.
- 7.02** All residents of the Addison area shall be eligible to be Board members, coaches, and assistant coaches, subject to conditions as set forth by the by laws. Residents outside of the Addison area who are interested parties may be members upon approval by the Board.

Article VIII – Conduct

- 8.01** The Board shall have the authority to suspend any member of the AUSC whose conduct is considered detrimental to the organization.

Article IX – Financial Policy

- 9.01** **Fiscal Year**
The Fiscal and tax year will both be on a calendar year basis.
- 9.02** **Budget**
A balanced budget for the forthcoming year shall be prepared by the Treasurer and approved by the Board whenever possible.
- 9.03** **Bank Account**
All money shall be promptly deposited in either a savings or a checking account in the AUSC's name.
- 9.04** **Expenses**
Bills shall be paid when due. The Treasurer shall pay all bills that have invoices or that have been approved by the President. The Board shall review any payment made without an invoice. The Board may review any bill. No outlays of funds shall be made in cash. All checks shall be signed by an authorized signer (President, Vice-President, or Treasurer).

Article X – Disposition of Funds

10.01 Should the AUSC be dissolved, all funds currently in the AUSC's account shall be donated to a recognized tax-exempt organization, qualifying under 501C(3) of the Internal Revenue Code, to be determined by the Board.

Article XI – Other Matters

11.01 The Board shall have the power to deal with any matters not explicitly covered by the By-Laws.

Article XII – Modifications to the Constitution

12.01 This Constitution, or any section thereof, may be amended by a two-thirds (2/3) vote of the members present at the Annual General Meeting or at a special General meeting. Written notice of any proposed changes shall be made to each member of the Board and each member of the AUSC at least two (2) weeks prior to the meeting at which such a proposed change(s) shall be submitted to a vote.

Article XIII – Modifications to the By-Laws

13.01 The By-Laws or any section thereof may be amended by a simple majority vote of the Board members present at a Board meeting. In addition, changes may be proposed by the membership at the Annual General Meeting and approved by a simple majority of the voting members present.

Article XIV

14.01 This constitution was approved at the Board meeting on January 21, 2007.

14.02 This constitution was amended on June 26, 2007 to read as follows:

Article X – Disposition of Funds 10.01 is deleted and replaced with the following:

10.02 Should the AUSC be dissolved, all funds currently in the AUSC's account shall be donated to a recognized tax-exempt organization, qualifying under 501C(3) of the Internal Revenue Code, to be determined by the Board and complying with the following restrictions:

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except

that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon dissolution of the organization, assets shall be distributed for 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. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

BY-LAWS

Article I – Program Outline

- 1.01** The AUSC shall endeavor to provide programs for specific seasons at the Annual General Meeting in the Spring for the ensuing playing year (August 1 – July 31), subject to revision as deemed necessary during the course of the year by the Board, to include Spring, Fall and Indoor seasons.
- 1.02** Eligible players shall be grouped according to age utilizing established cut-off birth dates for the appropriate season and league.

Under 19

Under 18
Under 17
Under 16
Under 15
Under 14
Under 13
Under 12
Under 11
Under 10
Under 9
Under 8
Under 7
Under 6

- 1.03** The Spring, Fall, and Indoor seasons shall involve teams rostered in accordance with AUSC rules and the rules of specific leagues or facilities in which play will take place. Teams will be rostered as players, coaches, and field availability allow. All attempts will be made to accommodate all players who have duly registered in accordance with AUSC guidelines. Registration of a player does not guarantee placement on a team, and this will be made clear in all public releases regarding registration as well as during registration itself.
- 1.04** The AUSC will attempt to place each team in a division commensurate with the overall competitive capabilities and composition of the team.

Article II – Registration Process

- 2.01** **Registration Dates:** Registration dates for specific seasons shall be set by the Registrar with approval of the Board, subject to deadlines established by the specific leagues and facilities in which play is to take place. Regular registration for each proposed season should be set for two (2) or more days. A final registration date for each season shall be set by the Registrar with the approval of the Board.
- 2.02** **Notification:** The Registrar will be responsible for providing notice of times, places, and required materials to register players. Notices should be given to coaches, stated on the website and announced or distributed at schools.

- 2.03 Eligibility of Players:** All children who live in the Addison area are eligible, pending age requirements of a given league, to participate in AUSC sponsored activities. All properly registered AUSC players have preference over out-of-the-area players. Out-of-the-area players may participate subject to meeting registration requirements and the approval of the Board. An out-of-the-area player registering on time may be given a roster spot ahead of an Addison area player registering late.
- 2.04 Fees:** Registration fees shall be set by the Board and will vary as needed to become financially viable for entrance into different leagues and facilities. Registration fees may be waived in certain hardship cases as determined by the Treasurer on a case-by-case basis. In all other cases, payment must be made to the AUSC in order to reserve a player roster spot at the time of registration. In the event a player is unable to finish the season, a portion of the registration fee may be reimbursed to that player proportional to the un-played part of the season, subject to the approval of the Treasurer.
- 2.05 Registration Procedures:** All registrations in their entirety will be submitted to the Registrar at the announced registration dates. If final registration deadlines have passed players will be accommodated according to the late registration procedure.
- 2.06 Late Registration:** All registrations completed after the established final registration dates will be considered late and will be placed on a late registration waiting list, dated and recorded in order of receipt by the Registrar. Every attempt will be made to place late-registering players on teams.
- 2.07 Dual Rostering:** Dual rostering of players is subject to specific league and facility rules. When dual rostering is allowed, full registration fees for each team the player is on are required.
- 2.08 Indoor Registration Considerations:** In order to be guaranteed a roster spot on a subsequent (other than first) session Indoor team, a player must have actually played for that team in a preceding session.

Article III – Establishment of Rosters

- 3.01 Overview:** The Coaching Director will coordinate and oversee the creation of team rosters for each playing season. The Coaching Director will recruit coaches for each playing season, and assist in player evaluation, coach assignment, and team selection. Team rosters and team coaches shall be approved by majority vote of the Board.
- 3.02 Player Evaluation:** For the purpose of appropriate assignment to teams, players will be evaluated using tryouts and input from coaches. Demonstrated soccer

skills, strength, speed, overall athletic ability, knowledge of the game, spirit and commitment may all be considered when evaluating players. The AUSC will strive at all times to fairly evaluate players.

- 3.03 Review of Registration and Preparation for Team Selections:** The Coaching Director and Registrar shall meet promptly following the final registration date for each playing season to review player registration and preliminarily decide the number of teams.
- 3.04 Selection of Teams:** As soon as possible following the final registration date and preliminary review of the registrations and preparation for team selections, the Coaching Director, the Registrar and all coaches will meet to determine team composition and coach assignment.
- 3.05 Finalization of Rosters:** Preliminary rosters as developed above will be presented by the Coaching Director at a Board meeting to be held within three (3) weeks following the final registration deadline. Resolution of any disputed rosters or coach assignments, and approval of team rosters and coaches, will be by a majority vote of the board. The purpose of Board approval of team rosters is to assure that all players and coaches are treated fairly and in the spirit of the Club's philosophy of teaching and sportsmanship.
- 3.06 Other Considerations:** Once rosters have been finalized by Board approval, all team rosters must be submitted in a timely fashion by the any league of facility requiring notification.

Article IV – Rules of Play

- 4.01** Current FIFA International rules shall govern play, except as modified within the respective leagues or facilities in which play is to take place. When a team is playing in a particular league, the team shall abide by the Constitution and By-Laws of that league as appropriate.

Article V – Protective Equipment

- 5.01** Each player must wear shin guards, or will not be allowed to play. The use of mouth guards and protective headwear is strongly encouraged.

Article VI – Uniforms

- 6.01** Players on a team shall wear appropriate uniforms during play in games. No jewelry is permitted. Uniforms will be the same for each team. The U7 team will wear the same kit as the U19 team for a distinct AUSC look. The Home uniform will be red and the away uniform will be white. Changes and deviations from the established uniform will require board approval before the kit is worn when representing AUSC.

Article VII – Playing Time

- 7.01** It is the position of the AUSC that each player is to have relatively equal playing time over the course of the regular season. Playing time for individual players when the team is in “play-off” or “tournament” games is at the discretion of the coach.

Article VIII – Conduct and Responsibilities of Coaches, Players and Parents

- 8.01** Coaches, players and parents may be subject to reprimand for inappropriate behavior by specific leagues or facilities in which play is taking place.
- 8.02** The AUSC expects that all coaches, assistant coaches, and other persons participating in the coaching of teams will demonstrate a high level of sportsmanship, integrity, and moral character in all activities associated with the AUSC. All members of the AUSC are expected to adhere to the Code of Conduct established by the AUSC. The coaches shall provide support to the referees at all times.
- 8.03** Players are expected to compete in the spirit of good sportsmanship and fair play. Players are expected to participate in practices and games and to notify the coach in advance if unable to be present for a scheduled game.
- 8.04** Parents are expected to participate by insuring that their children are on time for, and picked up, following games and practices, and that they have their equipment with them. Parents should support the coach, help maintain discipline and promote good sportsmanship.

Article IX – Unbecoming Conduct

- 9.01** Player, coach or parent behavior that is judged unbecoming or inappropriate shall be referred to the Board President for review and action. Violation of AUSC rules may lead to reprimand, inclusive of dismissal from the AUSC, after appropriate review and the opportunity for a hearing before the Board.

Article X – Grievances

10.01 In order to resolve problems that may develop during the course of a season, it shall be the policy of the AUSC that an aggrieved party seek resolution of a problem by discussing it at its origin and working through the following chain:

- (a) Coach
- (b) Coaching Director
- (c) President

The President may refer the matter to the full Board for resolution. The decision of the Board shall be final.

Article XI – Sponsorship

11.01 Team sponsorship for uniforms and equipment may be sought by individual coaches, parents, players, Board members, or sponsorship subcommittees as deemed necessary by the Board. All monetary sponsorship contributions must be made payable to the AUSC and deposited by the Treasurer or his/her designate into the AUSC's bank account.

11.02 Trophies and awards should not be presented to a specific team by a sponsor or coach, but should only be given when all participating teams are equally awarded.

Article XII – Fundraising

12.01 The AUSC may from time to time find it advantageous to raise funds to support the organization, provided the appropriate legal and tax status documentation has been acquired. Fundraising activities shall be coordinated by the Board

Article XIII – Donations

13.01 Donations of money or equipment by individuals to the AUSC or to a specific team shall not be solicited, nor shall they be discouraged, provided they are given in the spirit of generosity and for the furtherance of the objectives of the AUSC.

Article XIV – Relationship to other organizations

14.01 The AUSC seeks to foster mutually supportive relationships with other community programs with similar objectives, such as community recreation and school athletic programs. It is not the intent of the AUSC to develop competing programs to

those already existing, but to augment and extend those programs, to develop a cooperative relationship in which resources can be expanded, and to assure a growing and improving soccer presence in our communities.

Article XV – Adoption of the By-Laws

15.01 These By-Laws were adopted at the Board meeting on January 21, 2007