

**Bylaws of Rules, Regulations, and Policies of the
Napa Youth Soccer League
P.O. Box 2262, Napa, CA 94558
(707) 224-NYSL (-6975)
www.nysl.org**

1.00 BYLAWS

1.01 NAME

1.01.01 This organization shall be known as the Napa Youth Soccer League, Incorporated, a California non-profit corporation, and shall be the governing and advisory body of its member teams in all league functions.

1.02 DEFINITION

1.02.01 Any reference to the league in these Bylaws and Rules shall be interpreted as meaning the Napa Youth Soccer League Inc. ("N.Y.S.L." or "NYSL").

1.03 PURPOSE

1.03.01 The **primary** purpose of this league shall be to develop, promote, and administer the game of soccer among youth, under 19 years of age, who attend school and/or reside within Napa County. **Secondarily, this league shall be authorized to develop, promote and administer the game of soccer among adults over the age of 18 years of age who reside, attend school or work within Napa County (adult leagues).** ~~with emphasis on providing an opportunity for youth and parents to learn and have fun playing the game of soccer, and to provide as wide an experience doing this as possible.~~ **The overall objective of this league shall be to develop, promote and administer community-based soccer leagues for its members that provide the opportunity for each participant, without regard to race, color, religion, age, sex, national origin, orientation or ability, the opportunity to grow, learn, mature, and succeed in society.**

1.04 COLORS

1.04.01 The representative colors of this league shall be burgundy and ~~establish~~ **white or any other colors approved by vote of the Board of Directors.**

1.05 BOUNDARIES

1.05.01 The boundaries of this league shall be the **geographic** boundaries of the County of Napa.

1.06 MEMBERSHIP

1.06.01 Upon registration and payment of the annual membership fee, all players **shall become members of the league.** ~~and their~~ **Parents** or guardians of players under the age of 19 shall also become members of the league. Members of the Board of Directors, coaches, assistant coaches, and referees, whether or not they are the parent or guardian of a player, shall automatically become members of the League.

1.06.02 A copy of ~~this Constitution and~~ **these** Bylaws shall be furnished to each member team and each member family upon request.

1.06.03 All member families of the League shall ~~donate~~ volunteer service time to the League's activities each year as ~~may be~~ provided for in the Rules, Regulations, and Policies.

1.06.04 Falsification of records shall be grounds for ~~disbarment of future~~ **disqualification from** participation and/or membership in the League.

1.06.05 Any member found ~~violating~~ **in violation of** these Bylaws, **or any** Rules, and Regulations, and Policies of this League may be asked to appear before ~~the Board of Directors~~ **a Disciplinary Committee** of this League to explain his **or** her actions for possible disciplinary action. A plea of ignorance of the Bylaws, Rules, Regulations, and Policies ~~is unacceptable~~ **will not be considered to be an acceptable defense.**

1.07 AFFILIATIONS

1.07.1 This league shall be affiliated with the following organizations and comply with their authority: California Youth Soccer Association (**CYSA**), **US Club Soccer**, United States Youth Soccer Association, United States Soccer Federation (**USSF**), and the Federation International Football Association (**FIFA**), **or any other organization(s) approved by vote of the Board of Directors.**

1.08 ORGANIZATION AND GOVERNMENT

1.08.01 This League shall be governed by the Board of Directors in accordance with ~~these~~ **se** Bylaws ~~Rules, Regulations, and Policies~~ except where superseded by the California Youth Soccer Association, United States Youth Soccer Association or United States Soccer Federation rules.

1.08.02 The Board of Directors shall be composed of the following voting members:

President

Vice President

Secretary

~~Financial Director~~ **Treasurer**

Registrar

League Counselor

Fields & Equipment Coordinator

Coach Coordinator

Referee Coordinator

~~Publicity and Public Relations Coordinator~~ **Information & Communications Coordinator**

Napa-Yountville Coordinator

Calistoga Area Coordinator

St. Helena Area Coordinator

American Canyon Area Coordinator

~~Select Coordinator~~ **Club Soccer Director**

Immediate Past President (ex-officio)

1.08.03 There shall be an **Executive** Steering Committee, comprised of the following:
President, Vice President, **Secretary, Treasurer, and Registrar** ~~Napa-Yountville Area~~
~~Coordinator, American Canyon Coordinator, St. Helena Coordinator, and the Calistoga~~
~~Area Coordinator.~~

This Committee will meet as determined by the President who shall chair all meetings. The purpose of the Steering Committee is to assist in the overall coordination and communication within the League. Specific responsibilities include:

Review and make recommendations to the Board of Directors regarding any items brought to the Committee.

Assist in the preparation of agendas for meetings of the Board of Directors including recommending development of the agenda, and making recommendations to the Board on specific items.

Prepare an annual calendar for approval by the Board of Directors.

Review and make recommendations regarding the ~~League rules~~ **Rules, Regulations and Policies** to the Board of Directors.

1.08.04 Terms of Elected Officers are for a period of two years. All others are for one year and may be reappointed. Officers may be re-elected.

1.08.05 The duties of all members of the Board of Directors shall include attendance at all Board meetings, performance of additional duties as assigned by the President or Board, and presentations of a report of activities at the Annual General Meeting and other times as requested by the Board of Directors. Board Members may delegate work to others and may organize methods to fulfill their responsibility in an efficient and timely manner. Specific duties of Board Members are as follows:

PRESIDENT: The President shall act as the Chief Executive Officer of the League responsible for administering the day-to-day activities of the League in accordance with the Bylaws and Rules of the League, and other policies or directives of the Board of Directors. The President shall also:

Preside over all meetings of the Board of Directors and Executive Steering Committee.

Cast a vote in case of ties by the Board of Directors.

Recommend for appointment by the Board of Directors positions on the Board that become vacant due to resignation or that are not filled by election.

Appoint ad hoc. committees as may be necessary.

VICE PRESIDENT: In the absence of the President, the Vice President assumes the duty of the President, and in addition the Vice President **shall:**

Administer and oversee the use of adult volunteers within the League.

~~Chair the Disciplinary Committee.~~

Chair the Nominating and Election Committee.

Be responsible for the scheduling of all League games.

Chair the Awards Committee.

Carry out other duties as may be assigned by the President.

SECRETARY:

Keeps an accurate record of all meetings, handles all correspondence, gives notice of meetings and maintain the files of this League.

Is responsible for the preparation of the annual report.

Secures meeting locations as required and assists the Registrar with membership registration as needed.

Submits, as may be necessary, all necessary forms, papers and filings with all government and non-government agencies.

Maintains, separate from the minutes, an indexed log of actions by the Board of Directors.

Carry out other duties as may be assigned by the President.

~~FINANCE DIRECTOR~~ TREASURER:

Supervises any paid or volunteer accounting or bookkeeping service.

Is responsible for the maintenance of all financial accounts of the League including checking, saving, investment, and accounts as approved by the Board of Directors.

Submits monthly financial reports to the Board of Directors.

Provides for the maintenance of receipt books and vouchers for all financial transactions.

Certifies all expenditures as being approved by the Board of Directors or President as provided for within this Constitution.

Oversees preparation of the Annual Independent **Financial Statement Audit or Review or Operational Review as deemed necessary by vote of the Board of Directors.**

~~Ensures that all persons handling League monies are properly bonded.~~

Chairs the Finance and Audit Committee.

Recommends methods and means of fundraising and maintaining financial solvency.

Oversees fundraising activities approved by the Board of Directors.

REGISTRAR:

Registers and completes registration process of all players into the League.

Coordinates registration activities with CYSA-North.

Submits registration forms and information in CYSA-North in accordance with the procedures and policies of CYSA-North.

Maintains waiting lists and assignment of players on waiting lists to teams in accordance with current league constitutions **Bylaws**, rules and/or policies.

Chairs the Team Formation Committee.

FIELDS AND EQUIPMENT COORDINATOR:

Maintains a current inventory of League-owned equipment and materials.
Prepares a recommended list of equipment and materials needed for each season for submission to the Board of Directors.
Procures and arranges distribution and storage of League equipment and materials, including preparation of requests for bids.
Obtains, schedules and coordinates fields for practices and games with the school districts, cities or other agencies who have jurisdiction over fields used by the League.
Makes sure all policies and procedures governing use of the fields are followed including the possession of adequate insurance. This applies to policies and procedures of the League and agencies having jurisdiction over the use of the fields.
Provides for proper maintenance, goals, marking, netting and corner flags of all fields.
Coordinates and maintains a master schedule of all scheduled league practices and games.
Oversees any programs to maintain, improve or develop fields.
Chairs the Fields and Equipment Committee.

COACHING COORDINATOR:

Ensures that a program is developed to recruit, train, register, certify and assign coaches and assistant coaches.
Ensures teams are provided with sufficient coaching resources.
Maintains a current list of coaches, assistant coaches, and persons interested in coaching.
Conducts or arranges training programs as needed by the league. Arranges for clinics to license coaches at various levels.
Holds at least one pre-season, two mid-season, and other general meetings of coaches as may be necessary.
Visits teams, prepares and distributes materials to coaches, and engages in other activities to support the coaching program in the League and to increase the skills of individual coaches.
Works closely with Area Coordinators and the Referee Coordinator.
Chairs the Tournament Committee.

REFEREE COORDINATOR:

Recruits, trains and assigns Referees for League sponsored or sanctioned games.
Arranges clinics and assignments for entry level and upgrading purposes.
Maintains a current list of Referees.
Maintains game cards and records showing game scores, injuries, cautions, ejections and other information provided by each Referee.
Reports appropriate matters to the Disciplinary Committee for action.
Serves as a liaison with District V and/or other affiliate league Referee Administrators.
Holds Referee Meetings during the season.
Investigates complaints regarding Referees.
Observes games, receives feedback from Coaches and Coordinators, provides materials, engages in other activities to support the Referee Program in the League and measures the skills of individual referees.

Works closely with the Coaching Coordinator, Area Coordinator and Referee Associations.

LEAGUE COUNSELOR:

Investigates complaints regarding coaches, parents, League Officials, or others as may be appropriate regarding the implementation of the League's purpose.

Mediates and resolves problems or disputes arising within the League as informally as possible as directed by the President or Board of Directors.

Advises the President and Board of Directors on Robert's Rules of Order regarding the conduct of business during official League meetings and interpretation of the League's Bylaws and/or Rules, Regulations and Policies.

Refers appropriate matters for action to the proper league Official Committee or the Board of Directors.

Chairs the ~~Nominating~~ Disciplinary Committee.

Chairs the Protest and Appeals Committee.

Serves as Parliamentarian at Board meetings.

~~PUBLICITY AND PUBLIC RELATIONS~~ INFORMATION AND COMMUNICATIONS COORDINATOR:

Is the liaison with the news media on behalf of the League.

Prepares and distributes League publications such as the Newsletter, League Booklet and other printed ~~and/or electronic~~ matter as determined by the Board of Directors.

Develops a program to promote positive awareness of the League's image within the community and within the League, proposing activities and programs addressing problems and promoting the goals of the League.

Oversees the league website.

AREA COORDINATORS:

Coordinators are the main line of communication between all League members and the Board of Directors.

Area Coordinators shall have overall administrative responsibility within specified areas to ensure the accurate and timely distribution of information, materials and equipment to and from coaches and teams.

Outlying Area Coordinators may also have additional responsibilities ~~depending on the types of responsibilities depending on the types of responsibilities requested of them and~~ as a result of requests that have been approved by the Board of Directors as provided for in Section 1.14 of these Bylaws.

With the approval of the Board of Directors, develop various methods to assist them in carrying out their responsibilities such as establishing regional and/or age group assistants.

Pick up and drop off locations may also be established for equipment, pictures, fliers, and other League communications.

Work closely with all other League Officials. ~~Area Coordinators are the main line of communication between all League members and the Board of Directors.~~

~~SELECT PROGRAM COORDINATOR~~ CLUB SOCCER DIRECTOR

Schedules and conducts tryouts for ~~select~~ Club Soccer teams and coordinates team formation.

Provides ~~Select~~ Club Soccer game schedules to the Referee Coordinator and the Field and Equipment Coordinator.

Recruits ~~Directs recruitment of~~ Coaches and trainers for ~~Select~~ Club Soccer Teams.

Carries out the business and any functions determined by the ~~Select~~ Club Soccer Program Coordinating Committee.

Regularly reports to the Board of Directors regarding the status and activities of the Club Soccer program, Club Soccer teams and any supporting organizations.

1.08.06 RECALL:

A member of the Board of Directors shall be automatically recalled after missing three (3) consecutive regularly scheduled Board meetings unless the Board of Directors is petitioned in advance and special circumstances exist whereby the Board of Directors will permit and excuse the absence. Recall of a member shall be by a petition of 25% of the eligible voting membership of the league and a majority vote of the League voting membership; or by unanimous vote of the remaining voting members of the Board of Directors.

1.09 LEAGUE YEAR

1.09.01 The seasonal year shall be from ~~September~~ August 1 through ~~August~~ July 31.

1.09.02 The fiscal year shall be from January 1 through December 31.

1.10 ELECTIONS AND APPOINTMENT OF OFFICERS

1.10.01 The President, ~~Finance Director~~ Treasurer, and Registrar shall be elected in the odd years. The Vice President, and Secretary shall be elected in the even years. ~~Area Coordinators shall be selected by members of the League from these respective areas.~~ The ~~Select Program Coordinator~~ Club Soccer Director shall be elected by the League membership participating in the ~~Select~~ Club Soccer Program.

1.10.02 The Nominating Committee shall present a slate of candidates for available positions to the Board of Directors one month before the Annual General Meeting. These nominations shall be available to the Membership.

Nominations for available positions shall remain open and will be accepted from the floor at the Annual General Meeting.

1.10.03 Elections will be held at the Annual General Meeting of the League.

1.10.04 Elections shall be by ~~secret ballot~~ vote of the adult members present at the Annual General Meeting. Each member, as defined in 1.06.01, shall have one vote. Proxy and absentee votes will not be permitted.

1.10.05 Elections shall occur in January and will correspond to the Fiscal League Year. Elections held in December shall constitute election and office taken in the upcoming year. (Example: Election held in December 1985 shall constitute a 1986 even year election.)

1.10.06 Positions of the Board of Directors that are not elected shall be appointed by the President subject to ratification of the other members of the Board.

1.11 MEETINGS

1.11.01 The Board of Directors of the League shall meet monthly throughout the year and at other such times as the President may deem necessary. Robert's Rules of Order shall govern procedure at all meetings.

1.11.02 The President shall set an Agenda for all Board meetings. The agenda shall be available to Directors and interested members in advance of the Board meeting. Items not on this pre-published Agenda cannot be voted on at the subsequent League meeting. The Board may choose to vote on a non-Agenda item with a two-thirds vote of the attending Board.

1.11.04 A Quorum of the Board of Directors must be present to conduct League Business. Fifty percent plus one, of currently filled positions, shall constitute a Quorum.

1.11.05 The Annual General Meeting of the League shall be held in ~~December~~ January. All points governing league meetings shall be observed. Adult members, as defined in 1.06.01, shall have one vote on constitutional matters regarding the Bylaws and in secret ballot elections. All members of the Board of Directors shall present a report on their respective activities over the previous year.

1.11.06 The President shall be empowered to dismiss any individual from any meeting for behavior deemed disrespectful, impertinent, insulting or otherwise detrimental to the best interest of the meeting, this league, or the game of soccer.

1.12 FINANCIAL RESPONSIBILITIES

1.12.01 This League shall not assume, nor be liable for the debts ~~nor~~ or the financial responsibilities, either implied or incurred, ~~or~~ of any of its affiliate organizations, members, member teams, member coaches, or other parties.

~~1.12.02 The League shall maintain a Fidelity Blanket Bond at all times in an amount sufficient to cover the assets of the League. The President shall have the responsibility of maintaining the bond with approval of the Board of Directors.~~

1.12.03~~2~~ The League shall maintain General Liability and Automobile Liability Property insurance in the amount not less than \$1,500,000 per individual and \$1,500,000 per occurrence. The President shall have the responsibility of maintaining the insurance coverage with approval of the Board of Directors. All claims or suits against the League or its members shall be reported to the President immediately.

1.12.03 All youth players under the age of 19 and coaches registered with the League will be provided secondary medical insurance, secondary type, as to be specified provided by the California Youth Soccer Association or other affiliate organizations. All injuries to be claimed against the medical insurance shall be in writing on proper forms obtained from the League Secretary. All injuries must be reported within 72 hours of the injury.

1.12.04 Monies in this League shall be divided into the General Operating Fund, Scholarship Fund and Field Development Fund. Establishment of other funds may be voted by the Board of Directors. Transfer of monies between established funds shall not be made except by a two-thirds (2/3) vote of the Board of Directors.

1.12.05 The President shall have final responsibility for all fiscal expenditures. All expenditures of monies shall be approved by the Board of Directors at regular meetings. However, the President shall have the power to make quick decision purchases for the good of the league, up to a maximum amount of \$100.00 \$1,000.00. The President shall report all such expenditures to the Board of Directors.

1.12.06 All accounts of the League shall be paid by check and shall bear the signatures of the President and one other officer - specifically the Vice President, Finance Director Treasurer, Secretary, or the Registrar.

1.12.07 Fundraising: All fundraising activities conducted on behalf of the League or using the League's name must be conducted under the following conditions.:

Approved in advance by a two-thirds vote of the Board of Directors in attendance at the meeting where the matter is on the Agenda. Any approval must clearly state the purpose of the fundraiser and the goal for the amount of funds to be raised. Advertising must be conducted in such a manner that the purpose of the fundraiser is clear and the goal for the amount of funds to be raised is stated.

Priority shall be given to all other methods of raising funds by the League other than direct sale by players.

1.12.08 Fields: The use of the League funds and resources to develop, improve or maintain fields shall be done in such a manner as to benefit the larger community. The League shall not use its funds to develop fields that are for its exclusive use.

1.12.09 The books of the League shall be reviewed yearly in January as provided in 1.13.04.

1.13 STANDING COMMITTEES

1.13.01 The following Standing Committees shall be maintained to aid the league in fulfilling responsibilities:

- Awards Committee
- Disciplinary Committee
- Finance & Audit Committee

Nominating & Election Committee
Protest & Appeals Committee
Team Formation Committee
Tournament Committee
~~Select Team~~ Club Soccer Coordinating Committee

Except as otherwise specified in these Bylaws, all Committee members shall be appointed by the Board of Directors. The Committees shall perform the specific duties listed below and other related duties as may be assigned by the President or the Board of Directors. All Committees shall submit a report annually to the League and at other times as requested by the Board of Directors.

1.13.02 AWARDS COMMITTEE:

Members: Vice President - Chair
2 Non-coaching Parents
2 Coaches (**Can be Board Members**)

Responsibilities:

Select, within the budgeted limit, awards, certificates, or symbols of recognition or participation for League members and benefactors.

Purchase, with Board approval, selected items in a timely manner enabling distribution to all recipients by the end of the season.

1.13.03 DISCIPLINARY COMMITTEE

Members: ~~Vice President~~ **League Counselor** - Chair
Referee Coordinator
Coaching Coordinator
~~Area Coordinator~~ **2 Coaches (Can be a Board Members)**

(In the event of a conflict of interest, the President shall appoint a temporary substitute.)

Responsibilities:

Meet, when called upon, to review and decide an appropriate action regarding the behavior of a player, coach, parent or other League member.

Meet, when requested, by any member of the Committee, a player, a coach, or other person, to hear objections to current league Rules, Regulations and Policies regarding standard discipline.

~~Gather all pertinent facts associated with misconduct and then impose penalties of increase, decrease, or cancel standard penalties and substitute others.~~ **Related to the alleged misconduct, render opinions regarding the alleged misconduct and then report these findings and opinions to the Board of Directors. The Board of Directors shall then vote whether or not to impose discipline.**

~~Advise the President of all actions and report results of all Committee meetings at the next regular meeting of the Board of Directors.~~

~~Advise any disciplined member that decisions are final. However, appeal may be made to the Board of Directors.~~

1.13.04 FINANCE AND AUDIT COMMITTEE:

Members: ~~Finance Director~~ **Treasurer** - Chair
2 Non-coaching Parents
2 Coaches (**Can be Board Members**)

Responsibilities:

Review and evaluate the League's financial condition to ensure solvency.
Develop methods of raising money and oversee any fundraising activities.
Make recommendations to the Board of Directors regarding financial matters.

1.13.05 NOMINATING **AND ELECTION** COMMITTEE:

Members: ~~League Counselor~~ **Vice President** - Chair
2 Non-coaching Parents
2 Coaches (Can be Board Members)

Responsibilities:

Present a slate of nominees to the Board of Directors at the ~~October~~ **November** meeting.
Notify the ~~Publicity and Public Relations~~ **Information & Communications** Coordinator of all nominees for distribution to all members.
Prepare ballots for distribution and voting at the Annual General Meeting **if necessary**.
Select two members from the Committee, not running for office, to count and certify election results **if necessary**.
Report election results to the President for announcement.

1.13.06 PROTEST AND APPEALS COMMITTEE:

Members: League Counselor - Chair
Coach Coordinator
Referee Coordinator
~~Four~~ **Two** Coaches from age group other than age group originating protest or appeal.

(In the event of a conflict of interest the President will appoint a temporary substitute.)

Responsibilities:

Meet to hear all protests and appeals filed in accordance with 1.16 of the Bylaws.
Gather pertinent facts from those involved on the various sides of the protest or appeal.
Make decisions upholding, denying or placing special conditions on protests or appeals.
Notify the President, the Board of Directors, and those involved in the protest or appeal of the outcome of all hearings.

1.13.07 TEAM FORMATION COMMITTEE:

- Members:
- Registrar - Chair
 - 3 2 Non-coaching parents (Can be Board Members)
 - 3 2 Coaches (Can be Board Members)

Responsibilities:

Form all non-Club Soccer teams in strict compliance with the current rules and regulations governing team formation.

Committee members are to divide their duties so that no committee member is directly involved in the team formations of the age group in which they either coach or have a child playing.

1.13.08 TOURNAMENT COMMITTEE

- Members -
- Coach Coordinator - Chair
 - Vice President
 - ~~Select Program Coordinator~~ Club Soccer Director
 - 2 Non-Coaching Parents (Can be Board Members)

Responsibilities:

Plan, organize and carry out intra League tournaments and/or cup play sponsored by the League.

Advise the League on hosting of inter-League or other tournaments.

Maintain roster of tournaments available for team entries from the League and keep potentially eligible teams notified.

Promote team participation in tournaments.

1.13.09 CLUB SOCCER COORDINATING COMMITTEE

- Members -
- Club Soccer Director – Chair
 - Vice President
 - Registrar
 - Two Coaches (Can be Board Members)

Responsibilities: Oversee the activities of the Club Soccer Program as set forth in section 1.14.02 herein and promote a close working relationship and flow of information between the Club Soccer Program and the Board of Directors.

1.14 SUBSIDIARY ORGANIZATIONS

1.14.01 Areas: The League is may be divided into the following four areas:

- Napa - Yountville
- American Canyon
- St. Helena
- Calistoga

Any other areas within the County of Napa as approved by of the Board of Directors.

Except for American Canyon, these areas are defined by school district boundaries. The American Canyon area is defined as that area served by the American Canyon Water District. Any region in the League not covered by this definition will be in the Napa - Yountville area

unless placed in another area by the Board of Directors. Any disputes regarding in which area a region belongs will be decided by the Board of Directors.

The American Canyon, St. Helena, and Calistoga areas may request Board of Directors approval to assume responsibility for any or all of the following:

- Formation of an Area Advisory or Coordinating Committee to coordinate activities of the League within that area.
- Registration.
- Field Development and maintenance.
- Recruitment of coaches.
- Distribution of equipment and materials.
- Team formation.
- Scheduling referees.
- Clinics for players, coaches or referees.
- Fundraising (must be approved by League Board of Directors).
- Scholarship programs.

All activities of an area are governed by the League's Bylaws, Rules and Policies of the Board of Directors. An area may not develop rules or procedures that are in conflict with the League's Bylaws and Rules. In case of any disputes the decision of the Board of Directors will be final.

Submit an annual budget for approval by the Board of Directors.

If an area advisory or coordinating committee exists, that committee shall designate the area's coordinator who shall also represent that area on the Board of Directors.

Subject to approval of the Board of Directors, areas and the ~~select program~~ Club Soccer Program may have their name displayed on League logos, uniforms and printed matter. ~~However, the League's name or initials will be displayed in all instances.~~

Subject to approval of the Board of Directors, the League will be responsible in all area organizations for normal operating costs associated with the registration fee and the League's adopted budget, including field rental, youth referees, balls, nets, goals, etc.

1.14.02 ~~Select Team~~ **Club Soccer** Program: The League shall sponsor a competitive program whereby players tryout and are selected for placement on teams. There shall be no under 8 select teams.

The league will encourage and support a strong ~~Select~~ **Club Soccer** Program for those players and parents desiring a more advanced level of soccer. Recreation coaches will be encouraged to refer players they believe are qualified to the ~~Select~~ **Club Soccer** Program.

The ~~Select Team~~ **Club Soccer** Program shall be coordinated by a Committee. This Committee will be chaired by **the Club Soccer Director** ~~a Coordinator~~ who will represent the ~~Select~~ **Club**

~~Soccer~~ Program on the Board of Directors and ~~represent the League at North Bay Youth Soccer League meetings and~~ at other meetings as may be appropriate. All of the activities and policies of the ~~Select~~ **Club Soccer** Program are subject to approval by the Board of Directors.

The ~~Select Team~~ **Club Soccer** Program shall have responsibility for:

Tryouts, player selection and formation of teams.

Submission of an annual operating plan and budget to the Board of Directors for approval.

Selection, training and supervision of coaches, **assistant coaches and trainers.**

All internal communications and meetings and communications with other leagues:

CYSA District V, CYSA - North and ~~North Bay Youth Soccer League~~ **US Club Soccer and other affiliate organizations** as may be necessary.

Assuring that all players are properly registered.

Fundraising and Separate Bank Accounts: Subsidiary Organizations may, with Board approval (~~see fundraising~~) conduct fundraising activities and maintain a separate bank or savings account. An accounting of fundraising and expenditures through any separate account must be made annually or at other times as the Board of Directors may request.

1.15 VACANCIES

1.15.01 In the event of a vacancy on the Board of Directors, with the exception of the President of the League, such vacancy shall be filled by the action of the President with approval of the Board of Directors for the unexpired term. The Vice President shall automatically become President if that position becomes vacant and fulfill the President's **remaining** term.

1.16 PROTESTS AND APPEALS

1.16.01 Any member Coach, Player, Parent or referee as defined in 1.06.01, may originate a formal protest or appeal **regarding the outcome of a game or an in-game disciplinary action.** All protests and appeals are to be filed in writing with a member of the Board of Directors of the League within two (2) calendar days (Sundays and holidays excluded) following the date of the game or disciplinary action being protested or appealed. The Board member receiving the protest or appeal shall notify the president and forward the protest or appeal to the League Counselor for action by the Protest and Appeal Committee.

1.16.02 A fee of ~~twenty~~ **one hundred** dollars (~~\$20~~) (**\$100**) must accompany any protest filed. The fee will be returned in the event the protest or appeal is upheld. In the event of a denial, the fee will be retained by the League.

1.16.03 All actions of the Protest and Appeals Committee shall be reported in writing to the Board of Directors. The decisions of the Committee are final. Further appeal may be made to the Commissioner of District 5 of the CYSA.

1.16.04 In **the** matter of Protests and Appeals, no person(s) associated with the operations of this association at any level (team, league district, state) may **initiate any court proceeding or** invoke the aid of **any** court of the United States without first exhausting all available remedies

within CYSA/USYS/USSF, including a final appeal to the USSF council at the annual general meeting, **or other similar such remedies of any affiliate organizations.**

1.16.05 For violation of 1.16.04, the offending party(ies) shall be subject to the sanctions of suspension and fines, and shall be liable to CYSA/USYS/USSF for all expenses incurred by CYSA/USYS/USSF in defending each court action, including but not limited to the follow:

Court costs

Attorney fees

Reasonable compensation for time spent by CYSA/USYS/USSF officers and employees in responding to and defending against allegations in the action including responses to discovery and court appearances.

Travel expenses

Expenses for holding NYSL/CYSA/USYS/USSF meetings necessitated by each action.

1.17 AMENDMENT OR ADDITIONS

1.17.01 No amendment or additions shall be made to the Bylaws except by vote of the General Membership at the Annual General Meeting or at a special meeting convened by the Board of Directors for that purpose. Any change to the ~~Constitution~~ **Bylaws** will require a two-thirds vote of the General Members present.

1.17.02 Thirty (30) day notice in writing must be given to the League Secretary of any proposed Bylaw amendments or additions. The League Secretary shall ~~mail~~ **distribute** a notice of the meeting where proposed ~~constitutional~~ **Bylaw** amendments or additions will be considered to all members of the League at least fourteen (14) days in advance of any meeting considering ~~constitutional~~ **Bylaw** amendments or additions. The Secretary's notice shall include the date, time and place of the upcoming meeting and where copies of proposed changes can be obtained.

1.17.03 In addition to the Bylaws, the League shall maintain and uphold a set of Rules, Regulations, and Policies. These Rules, Regulations and Policies shall be reviewed and adopted annually by the Board of Directors. After they are formally adopted further change of or additions to the Rules, Regulations and Policies may be made by a two-thirds vote of quorum of the Board of Directors. Board Members must be given seven (7) days notice, in writing, of any proposed change or addition to the Rules, Regulations and Policies.

1.18 DISSOLUTION

1.18.01 Should this league be dissolved, all assets remaining after payment of all debts shall be turned over to the California Youth Soccer Association for the express purpose of the development of youth soccer.

1.19 ITEMS NOT COVERED

1.19.01 Any items not covered in these Bylaws shall be left to the **sole discretion of the** Board of Directors ~~for decision.~~