

# BERKSHIRE COUNTY YOUTH SOCCER LEAGUE

## Constitution

This Organization shall be known as the Berkshire County Youth Soccer League, hereafter referred to as the BCYSL. The BCYSL will be an affiliated league and will join the Massachusetts Youth Soccer Association (MYSA) each year to maintain that affiliation.

### **Objective**

The objective of the BCYSL is to develop and promote a quality soccer program within Berkshire County. This will be accomplished through programs designed to educate players, coaches and parents about the sport of soccer and develop public appreciation of the sport. These programs will provide the opportunity for training and play for all interested parties and shall be designed to develop individual skills, fitness, teamwork and fair play.

### **Membership**

Membership in the BCYSL is open to all.

No officer or board member herein shall be personally liable for any liability, whether contractual or for negligence, for acts taken on behalf of the BCYSL, wanton and reckless acts excluded. The BCYSL hereby agrees to indemnify any officer or board member who is personally listed as a party defendant for actions taken while performing his or her duty as a member of the BCYSL.

### **Governing Body**

The governing body of the BCYSL will be the Executive Board, hereafter referred to as the Board, which shall consist of the following directors:

- I. *President*
- II. *Vice President*
- III. *Treasurer*
- IV. *Secretary*
- V. *Registrar*
- VI. *Head Referee*
- VII. *Member-at-Large*
- VIII. *Member-at-Large*

The four officers, the registrar and the members-at-large shall be elected at the general meeting in the Spring; the head referee shall be appointed by the president.

### **Term of Office**

Directors shall hold office for one year from July 1st to June 30th and are eligible for reelection. Directors are required to attend a minimum of 75% of regularly scheduled board meetings. Any board member who fails to meet this commitment shall abandon their seat, and a replacement shall be appointed by the president for the remainder of the term.

## **Board Decisions**

Each executive board member shall have one vote. All matters of policy shall be decided by a simple majority vote. A majority of the current active board members shall constitute a quorum.

## **Meetings**

The annual general meeting (AGM) shall be held during the first quarter of the calendar year and may be combined with the Team Entry Meeting. Notice of the general meeting shall be mailed to all member towns and clubs at least 15 days prior to the meeting. Voting members at the annual general meeting shall be the members of the board and the town coordinators from each club. Proxy votes will be allowed.

The executive board shall meet at least four times per year. Voting members at these meetings shall be the members of the board.

The board as necessary may call special meetings.

## **Attendance of Non-board Members**

The president may invite guests to a meeting to either address the board or to hear a discussion of a topic of interest to the invited guest.

Other individuals may wish to attend board meetings and are welcome. Persons wishing to do so shall contact the president or secretary prior to the meeting and state their purpose so that time may be allocated on the agenda to discuss the issue presented.

While board meetings are open to membership, the board reserves the right to go into executive session. If executive session is requested, it must be voted for by a majority of the board members present. Should executive session be elected, non-board members will be asked to leave by the presiding officer.

## **Duties and Responsibilities**

The duties and responsibilities of the members of the board shall be as follows:

### President

The President shall officially call and preside at all meetings, be the official representative of the BCYSL, and assume other duties associated with this office. The President shall vote only to break a tie. The President is authorized to do any other act necessary to carry out the objectives and business of the BCYSL.

### Vice President

The Vice President shall be the BCYSL official representative in the absence of the president.

### Secretary

The Secretary shall attend to all correspondence for the BCYSL, give adequate notification of all meetings, keep detailed minutes of all meetings and keep BCYSL records as necessary including the constitution and bylaws.

## Treasurer

The Treasurer shall have charge of the finances of the BCYSL. The treasurer shall report on the finances at all board meetings, shall be authorized to sign checks, and shall give a full written report of the financial transactions and the status of finances at the annual general meeting.

## Registrar

The Registrar shall be responsible for managing registration and validating all team rosters. The registrar will be responsible for communication with MYSA regarding the affiliation of clubs and will forward to MYSA all approved rosters.

## Head Referee

The Head Referee (HR) shall be responsible for overseeing the league's corps of officials. The HR will also be responsible for keeping track of the accumulation of cautions and ejections among the league's players and will chair the disciplinary panel. The HR shall also be responsible for recruiting, training and development of referees to officiate at BCYSL games.

## Member-at-Large

The positions of member-at-large should be filled by people with a love and knowledge of the game of soccer. It is hoped that the member-at-large can provide a detached, objective and experienced view on matters before the board.

## **Advisory Council**

The Board of Directors, at its discretion, may create an Advisory Council. The Advisory Council shall consist of one to four members and will be appointed by the BCYSL Board. Members of the Advisory Council will attend Board Meetings, serve on BCYSL committees, stimulate discussion and assist in the decision making process. Advisory Council members are subject to the same policies, guidelines and protections as BCYSL Board members.

## **Towns and Clubs**

Each Club is responsible for assigning a *Club Coordinator* and *Alternate*. The club coordinator shall manage and facilitate the entry, registration and communication with the teams from their club and the BCYSL. The club coordinator shall insure that all fees due BCYSL are paid by the date established by the board. Each club coordinator may vote at the annual general meeting.

## **Coaches**

All coaches must be affiliated with MYSA.

## **Conduct**

The board shall have the authority to suspend any member of the BCYSL, or any person affiliated with any team playing in BCYSL games, from membership or further participation in league activities, if the board determines that the person's conduct is detrimental to the organization.

## **Financial Policy**

The fiscal year shall be from 1 September until 31 August. This will coincide with the MYSA soccer year. The tax year shall close on 31 December. A balanced budget for the forthcoming year shall be prepared by the treasurer and approved by the board before the close of the fiscal year.

Non-budgeted expenses of over \$250 shall require the approval of a majority of the board. Funds shall be spent only in the interest of the BCYSL. All moneys shall be promptly deposited in either a savings or checking account in the name of the BCYSL.

## **Disposition of Funds**

Should the BCYSL be dissolved, all funds currently in the treasury will be donated to a recognized 501 (c) (3) organization to be determined by a majority vote of the board.

## **Other Matters**

The board shall have the power to deal with any matters not explicitly covered in the bylaws.

## **Modifications to the Constitution**

This Constitution may be altered or amended by a two-thirds vote of the members present at the AGM or at a special meeting. Any proposed alteration or amendment to the constitution shall be forwarded to the president who shall either put said proposal on the agenda for the AGM or call a special meeting to vote on said proposal. Written notice of any proposed changes shall be given to each member of the board and each town coordinator at least two weeks prior to the meeting at which such proposed changes shall be submitted to a vote. Said notice shall contain the proposed alteration or amendment, the place and time of the meeting.

## **Modifications to the Bylaws and Exceptions to the Rules of Play**

The bylaws and exceptions to the rules of play may be amended by a simple majority vote of the board members presents at a board meeting. In addition, changes may be proposed by the membership at the AGM and approved by a simple majority of the voting members present.

## **Adoption of the Constitution**

This constitution was approved at a general meeting on February 28, 2012.