



Elk Grove Youth Soccer League



Constitution and Bylaws`

1:01 – Name

1:01:01 The organization shall be known as the Elk Grove Youth Soccer League, also referred to as “EGYSL”.

1:02 - Purpose

1:02:01 The purpose of this league shall be to develop, promote, and administer recreational and competitive soccer programs for the youth (boys and girls under nineteen years of age) within the territory of southern Sacramento County.

1:02:02 The purpose of this league is to offer, regardless of race, color, religion, age, sex, national origin and/or ability, soccer programs to youth boys and girls. The programs shall provide an environment based on development of camaraderie, team effort, skills, and for a love for the game of soccer.

1:03 – Affiliation

1:03:01 This league shall affiliate with the California Youth Soccer Association, Incorporated (CYSA) and other Principal Organizations as deemed appropriate for each soccer year. To the extent permissible, this constitution and bylaws shall be consistent with the constitution and bylaws of the Principal Organizations. To the extent permissible, this league and its members shall abide by those constitution and bylaws. This league may additionally affiliate with more than one Principal Organization.

The term Principal Organization means an organization that provides affiliation for numerous subsidiary organizations on a State, Regional, National or International scale, and to which EGYSL chooses to affiliate. The purpose of the Principal Organization shall be for the coordination and sanctioning of youth sports events.

1:04 – Boundaries and Territories

1:04:01 The territory of this league shall be bounded on the north on a line east from the Sacramento River to Calvine Road, to the Southern Pacific Railroad Tracks, north to Gerber Road, east to Bradshaw Road, north to Jackson Highway (SR 16), east to Latrobe Road, northeast to the Sacramento-El Dorado County line. Bounded on the south by the Sacramento-San Joaquin County line. Bounded on the west by the Sacramento River, on the east by the Sacramento-El Dorado County line.

1:05 – Clubs

1:05:01 The governing authority of this league shall sanction or create, geographical sub-divisions that shall be known as “clubs.” At no time shall there be more than one (1) club within the same geographical area. League wide clubs may be formed for the management of the league select, community playing league, TOPSoccer and competitive programs.

1:05:02 Club boundaries shall be fixed and/or modified by the governing authority of this league before, but no later than, the February meeting preceding the seasonal year.

1:06 – Membership

1:06:01 Membership in this league shall be by affiliated clubs consisting of sufficient registered players to form a minimum of four(4) teams in three (3) age groups for play within the league, with the exception of the TOPSoccer Club, which may have fewer teams and build them based on size and ability. No team may apply for membership directly to this league. Team registration must come through an affiliated club. The recognized administrative bodies, within this league, are those of designated club administrations. Participation in the activities of this league and its affiliated clubs shall be open to any soccer player, coach, trainer, manager, administrator, and official, provided such person is not barred from participation by affiliated clubs, EGYSL, CYSA, USSF or USYSA.

1:06:02 All member clubs, their teams and players shall abide by the constitution and bylaws of this league, any Principal Organizations all policies and procedures as set forth by the board of directors and all applicable policies and procedures of any Principal Organizations.

- 1:06:03 Any applicant for membership in this league, shall submit yearly:
- a. A properly completed Club Affiliation Form. In the case of an established club, this affiliation form shall be submitted by the February meeting preceding the season year.
 - b. Properly completed Player, Adult, and Team Registration forms, prepared in accordance with the current registration instructions and procedures.
- 1:06:04 Annual fees for players are due and payable, unless otherwise provided for by the board of directors, at the time, but no later than, such player's first team or league practice and/or game. Teams are not considered registered until all of that team's player fees are paid.
- 1:06:05 All bank checks, drafts and/or money orders submitted to this league, shall be payable to the Elk Grove Youth Soccer League or EGYSL.
- 1:06:06 All affiliated clubs shall be responsible for governing those persons and their actions associated with their operations. Teams shall abide by the playing league rules under which they are registered and in which they are playing.
- 1:06:07 A plea of ignorance to the Constitution, bylaws, policy and procedures of this league, or Principal Organizations is not sufficient and violators may expect appropriate action by the board of directors of this league.
- 1:06:08 Any person found guilty of violating the constitution, bylaws, policy and procedures of this league, or Principal Organizations may be asked to appear before the board of directors in order to explain his/her actions.
- 1:06:09 Members of this league may be placed in bad standing when monies are owed to any affiliation and/or by disciplinary actions imposed by the board of directors and/or PAD committee. A member in bad standing may not vote nor participate in any official position of this league or affiliated clubs. If a player's fees have not been submitted, the parents/guardians are placed in bad standing. Under no circumstances will a player be unable to participate due to non-payment of fees, this is a parent/guardian responsibility.

1:07 – Authorities

- 1:07:01 This league shall be governed by its constitution and bylaws, any policy and procedures adopted by the board of directors, the constitution and bylaws specific rules and procedures of Principal Organizations. Copies of this league's constitution, bylaws and governing documents shall, upon reasonable request, be made available to members.
- 1:07:02 Policies and procedures of this league shall be reviewed annually and recommended changes be forwarded in writing to the league board of directors and all affiliated club boards no later than 15 days prior to the March regular meeting and/or at a regularly scheduled monthly meeting with 30 days notification. An amendment to the policies and procedures shall be deemed adopted by a simple majority vote of the league board of directors.
- 1:07:03 The governing authority of the league, whose powers shall be designated in the bylaws, shall be vested with the board of directors of this league.
- 1:07:04 The governing board, hereinafter referred to as the "board of directors" shall be comprised of the EGYSL officers known as president, first vice president, second vice president, secretary, and treasurer; EGYSL coordinators known as registration coordinator, referee coordinator, coaching coordinator, field coordinator, scheduling coordinator and the manager of each affiliated club; but in no case shall the board of directors exceed twenty-three (23).

1:08 – Annual General Meeting

- 1:08:01 The league president shall call an annual general meeting (AGM) of the membership to be held during the month of December. Notice to members of EGYSL shall be made not less than twenty-one (21) nor more than forty-five (45) days before the meeting, and shall include the date, time, and place of the meeting.
- 1:08:02 The order of business at the AGM shall be as follows:
- a. Call to order
 - b. Roll call
 - c. Credentials report
 - d. Introduction of guests
 - e. Acceptance of minutes of previous AGM
 - f. Reports:
 - i. President
 - ii. Treasurer
 - iii. Playing league representative
 1. Competitive
 2. Metro
 3. Recreational
 - iv. Committees
 - g. Unfinished business
 - h. Proposals of changes of constitution and bylaws
 - i. New business
 - j. Election of officers
 - k. Good of the game
 - l. Adjournment
- 1:08:03 Each member of the league board of directors and club boards and each coach, adult referee, and parent(s) of players shall be entitled to one (1) vote. Voting shall be restricted to those affiliated clubs and their registered teams and players which have been registered during the current season. Voting by proxy shall not be allowed and only those members of record, in good standing, shall be entitled to voting privileges. No person shall cast more than one (1) vote, regardless of his/her affiliation with clubs, teams, and/or as a member of the board of directors. The president of the league shall cast a vote only in the event of a tie.
- 1:08:04 A quorum shall consist of any number members present at the annual general meeting.
- 1:08:05 In the event there are two or more rule change proposals that are to be voted on at the AGM of the EGYSL that conflict with each other, the rule change proposal that receives the greatest number of “yes” votes shall prevail providing that it receives a two-thirds majority of those voting, no runoff voting is allowed.
- 1:08:06 Nominations for office shall be made at the meeting preceding the AGM. Only if there is no person(s) nominated at that meeting, the Board may open a position for nominations from the floor of the AGM. Should there be no nominations at the AGM the Board will seek qualified applicants for election by the Board at a future meeting.

1:09 – Changes

- 1:09:01 Any affiliated club, the board of directors or any member of the board of directors may submit proposed changes to the existing constitution and bylaws.
- 1:09:02 Amendments to the constitution and bylaws shall be made at the AGM of the membership, except in such cases as specified in the constitution and bylaws of the CYSA and bylaws of the USYSA, USSF and other USSF member organizations to which EGYSL may affiliate. Proposed amendments shall be submitted to the Board at the monthly meeting prior to the AGM. The Board will take an advisory vote on each proposal, the results of which will be available to the members prior to voting at the AGM.
- The President may form a Constitution and Bylaw review committee which may make recommendations for changes to the board.
- 1:09:03 An amendment shall be deemed adopted by an affirmative vote of two-thirds of the members attending and voting at the AGM.

1:10 – Rules of Order

1:10:01 The rules contained in Robert’s Rules of Order shall govern this league in all cases in which they do not conflict with the constitution or bylaws of this league or Principal Organizations.

2:01 – Board of Directors

2:01:01 Board of director officers shall be elected at the AGM and serve for a period of two (2) years. The president, 2nd vice president, and treasurer shall be elected in even numbered years. The 1st vice president and secretary shall be elected in odd numbered years. Annually, at the February meeting, the president shall solicit interested and recommend individuals for positions of league coordinators and make final recommendations of appointees to the board of directors for approval. League coordinators shall be a full voting member of the board of directors once approved for the year. Standing league coordinators are registration, coaching, referee and scheduling. Additional league coordinator positions may be appointed as deemed necessary by the president although shall not be entitled to full board of directors privileges.

2:01:01:01 **President.** The president shall conduct all meetings of the board of directors and cast a vote only in the case of a tie. Appoint at the beginning of each season, as appropriate and subject to the approval of the board of directors, league coordinators and the standing committees and/or the committee chairmen, who do not fall under the jurisdiction of a member of the board of directors. The president shall also be responsible for such other duties by the board of directors. Represent or assign a representative of EGYSL at all related activities and functions of affiliated district and state associations, Elk Grove Community Services, and Elk Grove Unified School District.

2:01:01:02 **1st Vice President.** The 1st vice president shall succeed to the powers of the president in his/her absence. Responsible for the administration of the recreational playing league as the committee chairman and review, updating as necessary, the playing league policy and procedures. Manages all fields utilized by EGYSL.

2:01:01:03 **2nd Vice President.** The 2nd vice president shall be responsible for organizing and coordinating events and publicity of all league activities. Chair the activities committee and review, updating as necessary, the activities policy and procedures. As a minimum EGYSL will host the following events: AGM, Board of directors recognition, pre-season kick-off, fundraising, pictures, and post-season awards. Participation/attendance in district, state affiliated and community sponsored events shall be highly considered.

2:01:01:04 **Secretary.** The secretary shall be responsible for prompt, respectful, and accurate EGYSL administrative communications. Chair the administrative committee and review, updating as necessary, the administrative policy and procedures.

2:01:01:05 **Treasurer.** The treasurer shall be responsible for the accuracy and promptness of all EGYSL financial transactions and record keeping. Shall give receipt for all monies which will be deposited in a recognized bank in the name of this league. All accounts shall be paid by check and bear two (2) signatures; one of the signatures shall be that of the treasurer and the other shall be that of the president, 1st vice president, 2nd vice president, or secretary. No two related parties shall be the two required signatures, regardless of payee. Prepare, when required by the board of directors, the receipt book and vouchers properly balanced according to the bank book or statement, which is up to date. Perform an annual audit of club financial records. Chair the finance committee and review, updating as necessary, the financial policy and procedures. Prepare proposed annual budget to be submitted at the AGM. The board of directors shall vote the new budget at the March monthly meeting.

2:01:01:06 **Registration Coordinator.** The registration coordinator shall be responsible for the accuracy, validity and timeliness of all EGYSL registered players, coaches, and referees. Review and update EGYSL registration policy and procedures, maintain the league’s registration data utilizing Principal Organization’s mandated software, process automated registration from clubs and export to district, oversee club registrars, and maintain appropriate registration files for historical purposes.

- 2:01:01:07 **Coaching Coordinator.** The coaching coordinator shall be responsible for coordinating the training and licensing of EGYSL coaches. The Coaching Coordinator shall review and update the EGYSL coaching policy and procedures, maintain data on registered coaches performance and act as an advisor to the PAD committee. The incumbent of this position shall possess or obtain at least a “E/D” level-coaching license.
- 2:01:01:08 **Referee Coordinator.** The referee shall be responsible for the adequate quantity, quality, and performance of EGYSL referees. Review and update the EGYSL referee policy and procedures, maintain data on certified referees, determine sufficient quantity of certification classes, oversee club referee coordinators, advisor to the PAD committee, assess referees performance and provide guidance and instruction as necessary. The incumbent of this position shall be a certified referee. The position may have co-coordinators; one responsible for the recreational playing league and one responsible for the competitive and metro playing league. Co-coordinators must develop and maintain a communicative relationship without degradation of the referee program. Co-coordinators shall each be entitled to voting privileges.
- 2:01:01:09 **Scheduling Coordinator.** The scheduling coordinator shall be responsible for creating and updating schedules for the EGYSL Recreational Playing League.
- 2:01:02 The board of directors shall be responsible for, and have sole authority of, the following;
- a. Enforcing and interpreting the constitution, bylaws, and policy and procedures.
 - b. Approving affiliated clubs.
 - c. Shall, from time to time, make temporary rules or regulations for specific cases or occasions not provided for in the constitution, bylaws, or policy and procedures but which are deemed necessary, by the board of directors, to carry out the objectives of this league or to comply with the rules and regulations of Principal Organizations.
- 2:01:03 The board of directors shall have the right and authority to suspend, bar completely, or otherwise discipline any player, coach, manager, team assistant, league officer, referee, or any individual from any team or club with the proper hearing.
- 2:01:05 The board of directors shall have, by two-thirds vote of those members present, the authority to removed, with cause, any member of the board of directors with a proper hearing. Notice of said hearing shall be given, in writing, at least 14 days prior to the hearing. Cause shall be deemed as not performing one’s duties as set forth by the constitution and bylaws or being found guilty of conduct that is detrimental to the purpose of this league. When a position is declared vacant, the board of directors shall call for an election of a new member of the board of directions within a period of sixty (60) days of said declaration.
- 2:01:06 If a vacancy exists in the office of president the 1st vice president shall assume the position of president for the remainder of the term and an election shall be held for the office of 1st vice president.

2:02 – General Meetings

- 2:02:01 General meetings of the board of directors will be held monthly. Additional meetings may convene when the president deems it necessary, or when instructed to do so by four (4) or more members of the board of directors. The agenda for regular meetings should include the following:
- a. Call to order
 - b. Roll call
 - c. Introduction of guests
 - d. Acceptance of meeting minutes
 - e. Treasurer’s report
 - f. President’s reports
 - g. Committee reports
 - h. Unfinished business
 - i. New business
 - j. Announcements and time and place of next meeting
 - k. For the good of the game
 - l. Adjournment

2:03 – Quorum

- 2:03:01 At all meetings of the board of directors, fifty percent (50%) of the board of directors membership shall constitute a quorum for the transaction of business.

2:04 – Executive Committee

- 2:04:01 The executive committee of this league shall be composed of the president, 1st vice president, 2nd vice president, secretary, and treasurer.
- 2:04:02 The executive committee shall serve between board of directors meetings for either emergencies or to dispose of duties bestowed upon the executive committee by the board of directors. The board of directors must ratify all actions by the executive committee at the next scheduled meeting after such executive committee meeting(s).
- 2:04:03 All contracts with businesses, entered into by EGYSL, must be signed by a member of the Executive Committee, after approval by the Executive Committee. Executive Committee approval may be obtained via telephone or email for this purpose. The Executive Committee may make a delegation order to a club manager or other league official to enter into contracts with individuals, but not businesses, for the purposes of providing soccer skills training. The Board of Directors shall make policies that guide the development of effective contracts that protect the business interests of the EGYSL.

2:05 – Standing Committees

- 2:05:01 The following standing committees and chairpersons, if not already under the jurisdiction of a member of the board of directors, shall be appointed by the president as deemed necessary, subject to the approval of the board of directors: Audit, playing league, rules and revisions, activities, administrative, financial, and protest, appeals, and discipline (PAD). All committee recommendations shall be submitted to the board of directors for adoption.

2:06 – Financial and Seasonal Year

- 2:06:01 The financial year shall be the same as the calendar year. The seasonal year shall be from September 1 through August 31 with the insurance coverage for the same period of time.

2:07 – Responsibilities

- 2:07:01 Members shall abide by all league governing documents. A plea of ignorance to the constitution, bylaws, policy and procedure of this league is not sufficient defense and violators may expect appropriate action by the board of directors of this league.
- 2:07:02 The league shall not assume, nor be liable for, the debts nor financial responsibilities, either implied or incurred, of any of its members.
- 2:07:03 All designated members of this league shall participate in the league fundraising event. Members refusing to participate shall be assessed a fee equal to the projected profit of their participation. Failure to pay the fee shall be grounds for placement in bad standing (see paragraph 1:06:09).
- 2:07:04 All other fundraising activities require club endorsement and league board of directors approval. Fundraising proposals shall include specific information on the nature of the fundraising activity and how the proceeds will be used.
- 2:07:05 All officers and appointed officials of this league, affiliated clubs, and teams shall be insured for liability or Director and Officer liability claims by the CYSA or by EGYSL for performing actions and duties directly related to the work of this league.
- 2:07:06 EGYSL shall comply with all laws regarding employment and contracting for services. The Board of Directors shall make polices that reflect current local, state and federal laws and decisions to remain in compliance
- 2:07:07 The Board of Directors shall make policies regarding the use of the Corporation's Tax ID. No one shall use the Tax ID of the EGYSL for any financial transaction or fundraising effort without prior approval by the EGYSL Board. For the purposes of implementing this, the Board may delegate authority to the Executive Committee to approve specific requests and may grant blanket approval for some types of fundraising activities.

2:08 – Specific Objectives of Soccer Program

- 2:08:01 EGYSL shall establish and administer four programs: recreational, select, TOPSoccer and competitive. Each program is of equal importance and shall be provided protection from anything detracting from the success of the program. Children having fun is still the foundation for which to develop any program. All coaches shall sincerely place the player's needs before their own. All players will be equally afforded the same opportunities and benefits of the program to which they belong. No program shall be inaccessible to a player due to financial constraints.
- 2:08:02 **Recreational.** The primary objective of the recreational program is for children to play in an organized game and have fun.
- 2:08:03 **Select.** Objectives of the select program are to provide players with enhanced training and competition at a higher level. Commitment from players shall be necessary for success. Players shall be assessed and selected for this program based on skill and commitment. Coaches selected for this program shall possess effective communicative skills and be experience and knowledgeable of the game of soccer. To preserve the objectives of the recreational and competition programs, league age group statistics shall be used to determine the number of teams approved in this program.
- 2:08:04 **Competitive.** The competitive program is designed for players of exceptional ability to refine and improve their soccer skills and tactics in an environment of competitive play and good sportsmanship. Emphasis shall be placed on the selection and development of the most skillful and highly motivated players. Players shall be of the most committed for success in the program. Individuals selected as coaches shall possess exceptional communicative skills equal to the highest level of game knowledge, skill, and love for the game of soccer. To preserve the objectives of recreational and select program, league age group statistics shall be used to determine the maximum number of teams approved in this program.
- 2:08:05 **TOPSoccer.** The primary objective of the TOPSoccer program is to give children with physical and mental disabilities the opportunity to play in organized games and activities and have fun. The TOPSoccer club has the discretion to modify the rules of the game to increase participation level and safety.