

BY-LAWS OF THE  
BARNSTABLE YOUTH SOCCER ASSOCIATION

**Article I-Name and Location**

The name of the Corporation, hereinafter called the “Association” shall be known as “BARNSTABLE YOUTH SOCCER ASSOCIATION”, hereinafter referred to as the BYSA. The BYSA will be an affiliated club and will join the Massachusetts Youth Soccer Association, hereinafter referred to as the MYSA, each year to maintain that affiliation. It shall be located in the Town of Barnstable Commonwealth of Massachusetts. This Corporation shall be and is organized as a charitable corporation under the laws of the Commonwealth of Massachusetts and is intended to be a Corporation qualifying under Section 501(c) of the Internal Revenue Code.

**Article II-Objective**

- Section 1. The object and the purpose of the Association shall be:
- a. To promote the sport of soccer among young people within the Town of Barnstable;
  - b. To provide for game and field scheduling, game rules, officials, and equipment;
  - c. To set policy objectives;
  - d. To recruit and train coaches;
  - e. To organize youth soccer teams and provide for the proper training of young people in the sport of soccer; and
  - f. To provide and maintain organization.

**Article III-Membership, Dues and General Financial Policy**

- Section 1. Membership to the BYSA shall be open to all residents of the Town of Barnstable.
- Section 2. Fees for participation and uniforms shall be decided by the Board and shall be payable and due at registration.
- Section 3. The fiscal year shall be from June 1 until May 31 of the following year.
- Section 4. Any major, non-budgeted expenses exceeding \$250.00 shall require approval by a majority of the board.
- Section 5. All monies shall be promptly deposited in an interest bearing account in BYSA’s name. Bills shall be paid when due and funds spent only in the best interest of the BYSA.

Approved on January 12, 2010

## Article IV-Officers (and their duties)

Section 1. The governing body of the BYSA will be the Executive Board, hereinafter referred to as “the Board.” The Board shall consist of the following officers: a President, a Vice President, a Secretary, a Treasurer, Instructional Program Directors, a Registrar, and Travel Program Directors

Section 2. The President shall:

- a. Preside at meetings;
- b. Serve as Chairman of the Board;
- c. Serve as the official representative of the BYSA;
- d. Serve on the Advisory Committee;
- e. Have authorization to sign checks; and
- f. Vote only to break a tie at general and board meetings.

Section 3. The Vice President shall

- a. Succeed to the office and powers of the President in his absence or for the remainder of his term if vacated for any reason.
- b. Serve on the Advisory Committee; and
- c. Shall resolve the grievances.

Section 4. The Secretary shall:

- a. Attend to all correspondence to and from the BYSA;
- b. Responsible for keeping detailed minutes of all Board and general meetings;
- c. Keep records as necessary; and
- d. Be responsible for the BYSA only with the knowledge and permission of the President.

Section 5. The Treasurer shall:

- a. Be responsible for the finances of BYSA;
- b. Report on the finances at all Board and general meetings;
- c. Submit financial transactions and the status of the finances at the Annual General Meeting; and
- d. Have authorization to sign checks.

Section 6. The Instructional Program Directors shall:

- a. Be responsible for establishing rosters and scheduling fields and teams for practice and games; and
- b. Shall recruit coaches as needed to complete team rosters.

Section 7. The Registrar shall:

- a. Be in charge of registering players for the soccer programs provided by BYSA (Spring and or Fall);
- b. Responsible for sending appropriate forms and fees to the MYSA for all participating players, coaches and officers; and
- c. Paid Position

Section 8. The Travel Program Directors shall:

- a. Be responsible for establishing rosters and scheduling fields and teams for practice and games.
- b. Be responsible for attending all SCSL meetings as the BYSA League Representative; and
- c. Report to the BYSA any changes, information and/or developments from SCSL.

Section 9. Volunteers:

- a. All volunteer participants in the program are required to complete and forward a “kidsafe” form to MYSA on an annual basis. This is required prior to participation in any BYSA activity.

**ARTICLE V- Board of Trustees**

Section 1. The members of the Board of Trustees shall consist of the Officers (Executive Board) and the remaining Directors.

Section 2. The Board of Trustees shall:

- a. Constitute the governing board of the Association, with the power of Directors;
- b. Transact all routine business of the Association;
- c. Approve all presidential appointments to elective office vacancies;
- d. Approve all expenditures, including ratification of the actions of the Treasurer, when needed;
- e. Determine compensation and duties of all employees;
- f. Perform all the duties usually incumbent upon a Board of Trustees, not inconsistent with the law and these by-laws, unless otherwise directed by vote of the Association, but shall have no power to purchase, sell or convey any real estate of the Association unless duly authorized to do so by a two-thirds vote of any members present and voting at any legal meeting of the Association; and

g. Make rules and regulations governing the Association and may change, alter or amend the same at its discretion.

Section 3. Two thirds of the members of the Board of Trustees shall constitute a quorum.

Section 4. Non-attendance amounting to three consecutive board meetings and/or four meetings in a calendar year, shall be grounds for recommendation of dismissal and shall require a majority vote of the Board. The Secretary shall send written notice after absence at two consecutive meetings and shall also notify a board member in writing when he or she is relieved of duty.

Section 5. In the absence of the President and Vice President, a senior Director shall preside at meetings of the Board of Trustees and the Association.

Section 6. The Board of Trustees shall meet one time per month except for the month of July on such day of the month and time as the Board shall establish.

#### **ARTICLE VI-Nominations and Elections**

Section 1. The nominating committee shall consist of a chairman and two members appointed by the President at a Board of Trustees meeting at least thirty days prior to the annual meeting of the Association.

Section 2. The nominating committee shall present a slate of Officers and Directors at the annual meeting. At this time, nominations from the floor will be accepted, provided that any such nomination is in writing and is deposited with the Secretary 10 days prior to the Annual Meeting and provided further that a nominee must agree to have his or her name placed on the ballot.

Section 3. The election of Officers and Directors shall be by written ballot at the annual meeting, a majority vote of members present and voting being necessary to elect.

Section 4. Voting members at the annual meeting shall be BYSA Board Members, Coaches, Assistant Coaches, and 1 Team Representative from the preceding year. No individuals shall have more than 1 vote. At the Annual Meeting the Secretary shall establish a procedure of certifying and shall certify as to the eligibility of each person present to vote.

Section 5. If there is only one nominee for each office, the secretary shall cast one ballot for the entire slate, or for as many as there are sole nominees for an office.

Section 6. Upon election, the Officers and Directors shall assume office at the adjournment of the annual meeting of the Association.

### **ARTICLE VII-Advisory Committee**

Section 1. There shall be an Advisory Committee that shall be appointed by the Board at the time of regular elections.

Section 2. Standing members shall always include the following members: the President, Vice-President, Immediate past President and two other members-at-large.

Section 3. The Board may appoint additional members between elections if the need arises but shall never exceed 25% of the number of active Directors serving on the Board.

Section 4. All members-at-large shall be appointed for staggered single terms not to exceed three years.

Section 5. The Advisory Committee shall meet outside of normally scheduled Board meetings to discuss and investigate specific questions from the Board, study policy issues and formulate a collective recommendation for presentment to the Board.

Section 6. The Advisory Committee shall have no independent voting authority and must present all recommendations to the Board for final disposition.

Section 7. The following standing issues shall be reviewed on an as needed basis include but are not limited to: Discipline concerning players, coaches and volunteers, recruitment and nomination of the new Board of Trustees, recruitment and nomination of volunteers to replace departing Board members, financial negotiations, legal issues or any other questions which the Board might request for consideration. The advisory Committee shall attempt to reach a recommendation by majority vote and will report both sides of any particular recommendation. The Board may elect to broaden the authority of the Advisory Committee to act on it's behalf in specific instances or negotiations when it deems appropriate.

### **ARTICLE VIII-Meetings**

Section 1. The annual meeting of the Association shall be held between June 1<sup>st</sup> and August 31<sup>st</sup> at a place and time to be designated by the Board of Trustees, unless otherwise voted by the board. Notice of the time and place shall be published in the Barnstable Patriot and if no longer in service then in any other local newspaper published in the Town of Barnstable.

Section 2. The order of business at the annual meeting shall be as follows:

1. Determination of quorum;

2. Reading and approval of minutes of the preceding meeting and the preceding Annual Meeting;
3. Presentation and approval of the Treasurers Report;
4. Report of nominating committee and elections;
5. Such other business as shall lawfully come before the meeting or which shall have been placed on the Agenda by the President; and
6. Adjournment.

Section 3. Special Meetings of the Association may be called by the President or by the Board of Trustees when deemed advisable and shall be called by the Secretary-clerk upon written request of not less than half the members.

Section 4. Notice of any special meeting of the Association shall be published in the Barnstable Patriot and if not then in service then in any other local newspaper published in the Town of Barnstable stating the object of the meeting, the matters to be acted upon and by whose order the meeting has been called.

Section 5. Two-thirds members of the Association shall constitute a quorum for the transaction of business at the annual meeting or any special meeting of the Association.

#### **ARTICLE IV-Dissolution**

Section 1. The BYSA may be dissolved in accordance with the applicable provisions of Massachusetts General Laws Chapter 180.

Section 2. Should BYSA dissolve, all monies currently in the treasury, after all bills and debts have been paid, shall be donated to a recognized 501 (c) (3) organization.

#### **ARTICLE V- Policies and Procedures**

The Board of Trustees may establish Policies and Procedures for the governance of its soccer teams, coaches, committees, and members. The rules contained in the Policies and Procedures shall govern this Association in all cases to which they are applicable and in which they are not inconsistent with the By-laws.

#### **ARTICLE VI-Amendments**

These By-laws may be amended or revised at any legal meeting of the Association, by a Two-thirds vote of members present and voting, provided notice of such proposed change is given to each member of the Board of Trustees at least two weeks prior to the meeting at which proposed changes shall be submitted for a vote.

Approved on January 12, 2010