

**YANKTON YOUTH SOCCER ASSOCIATION
BY-LAWS**

Revised Feb 8, 2006

ARTICLE I - MEMBERSHIP

Section 1- Classification of members. The membership of the Board of Directors shall be made up of the officers of the league. These officers shall comprise the Executive Board: for the AGM, emergency and regular meetings.

1. President
2. Secretary
3. Treasurer
4. Coaching Chairperson
5. Referee Chairperson
6. Past-President/Risk Management

and the following general voting members:

7. Equipment Chairperson
8. Game Scheduling Chairperson
9. Registration/Team Placement Chairperson
10. Publicity Chairperson
11. Field maintenance Chairperson
12. Sponsorship Chairperson
13. Club Team Chairperson]
14. Volunteers/Concessions Chairperson
15. President elect

Death, resignation or removal of any elected member of the Board of Directors automatically terminates his or her membership as a voting member of this organization.

Any person who actively participates in activities of the YYSAs shall be a non-voting member of this organization unless he/she is or becomes a voting member.

Section 2- Voting Rights of Members. Voting by proxy shall not be allowed.

Section 3- Removal of a Member. Should the Board of Directors find the conduct of any member (whether player, parent, coach, assistant coach, official or officer) detrimental to the best interests of this league or the best interests of soccer, the Board of Directors may take such action as they deem reasonable, applicable and appropriate including, but not limited to, suspension from or removal from this league. Such action must be presented to the Board in writing and signed by the plaintiff. Any action on the written complaint shall require the vote of a majority of the Directors.

ARTICLE II - MEETINGS

Section 1- Annual General Meetings. The Annual General Meeting of the members of this league shall be held in accordance with Article V of the Constitution.

Section 2- Board of Directors Meetings. Regular meetings of the Board of Directors shall be held within the boundaries of this league and at a place designated for that purpose. There shall be at least four (4) meetings of the Board of Directors each seasonal year. The dates of these meetings shall be set at an organizational meeting that is to be held immediately following the Annual General Meeting. These dates shall be promulgated to the voting membership within ten (10) days after the Annual General Meeting.

Section 3- Special Meetings. Special meetings of the Board of Directors shall be held for any purpose at any time by the call of the President, or if the President is absent or refuses to act, by any Executive Director.

ARTICLE III - LEAGUE MANAGEMENT

Section 1- Directors' Powers. Subject to the limitations of the articles of the YYSAs Constitution and these By-Laws, all organizational powers shall be exercised by or under the authority of the Board of Directors.

Section 2- Directors and Responsibilities. The executive Officers of the YYSAs shall be the President, Secretary, Treasurer, Coaching Chairperson, Referee Chairperson and the Past President/Risk Management Chairperson. The following shall be general voting members: President-elect, Equipment Chairperson, Game Scheduling Chairperson, Registration/Team Placement Chairperson, Team Manager Chairperson, Publicity Chairperson, Field Maintenance Chairperson, Sponsorship Chairperson, Concessions Chairperson, and Club Team Chairperson. Their responsibilities shall be as follows:

President: The President shall have the ultimate responsibility and authority to conduct the business of this organization within the framework of these By-laws and Constitution. He shall act as Chairman at all Board of Directors and general membership meetings. He shall appoint special committees, which the Board of Directors deem necessary to carry out the functions of this league. He shall be the liaison person with the South Dakota State Soccer Association. He shall have the power to make purchases on behalf of, incur indebtedness for, or otherwise obligate the league up to a maximum amount, which is within the total cash disbursements authorized by the Board of Directors. It is recognized that such maximum amount shall be consistent with the total financial plan of the league as may be available by actual income.

President-elect: The President-elect shall assume the duties of the President in his absence. He shall be an ex-officio member of all committees and Chairman of the Protest and Appeals Committee. He shall be in charge of revisions/amendments to the Constitution, By-Laws and Rules and Regulations of this league.

Secretary: The Secretary shall be responsible for the preparation and promulgation of the minutes of all Board of Directors meetings to the Directors and Representatives. He shall assist the President in handling correspondence and shall provide agenda to each Director and Representative prior to all regular and general membership meetings.

Treasurer: The Treasurer shall keep an accurate account of all financial transactions authorized by the Board of Directors and/or the President. He shall insure payment of all bills authorized by the Board of Directors. He shall provide a treasurer's report at each regular and general membership meeting. He shall prepare and promulgate a seasonal fiscal report. He shall deposit all funds in an accredited banking institution and make all disbursements by check. No petty cash shall be allowed.

Coaching Chair: The Coaching Chairperson shall be responsible for the recruitment, training and placement of all team coaches. He shall likewise represent the coaches in making league decisions.

Referee Chair: The Referee Chairperson shall be responsible for the recruitment, training and assignment of all referees for the league. He/she shall likewise represent the referees in making league decisions. If possible, he/she shall be a USSF certified referee assignor upon election to the position. If he/she is not a certified assignor, then he/she must become certified within one year of taking said position. Another certified assignor must be available to make assignments for the league as required by the State Association. The South Dakota Soccer State Referee Administrator must be informed who is the certified assignor for the league upon election of this chairperson. This chairperson reports to the State Referee Committee on his/her assigning activity. The YYSAs Board shall not interfere with said assignments.

Past-President/Risk Management Chair: The Past-Presidents shall serve as a resource person to advise the current President, if such assistance is needed. In addition, the Past-President shall be responsible to see that the League is in compliance with all aspects of Risk Management provisions as required by the South Dakota State Soccer Association.

Equipment Chair: The Equipment Chairperson shall be responsible for ordering and storing soccer balls' and uniforms for the league, and for keeping an accurate record of their numbers and condition.

Game Scheduling Chair: The Game Scheduling Chairperson shall be responsible for scheduling all games and practice times for all teams and divisions in the league, on all fields controlled by the league, consistent with Board policies. All high school game schedules will be the same as stated by the State High School committee scheduler.

Registration/Team Placement Chair: The Registration/Team Placement Chairperson shall be responsible for the registration of all players in the league, and for appointing a committee to place all registered players on teams.

Volunteers/Concessions Chair: The Volunteer Coordinator(s) will be responsible for recruiting and retaining a volunteer pool of individuals to be called on for volunteer help as requested by any Board member. The person(s) will be asked to update & submit this pool/list of volunteers to the Board quarterly. Will promote volunteerism and volunteer recognition on an on-going basis. Will work closely with all other Board of Directors to develop new volunteer programs and strategies as well as meeting special project needs. This position will also be responsible for the purchase and sales of items approved by the Board of Directors at all YYSAs concession outlets as deemed necessary. Will be responsible for assigning personnel to sell such items at times deemed appropriate by the Board, maintaining an accurate record of purchases and sales, submitted for review by the Board as needed. This position will have a primary person as the voting party but when absent, if a second party exists they will have voting rights.

Publicity Chair: The Publicity Chairperson shall be responsible for compiling game records and publishing the division standings in the local newspaper. In addition, the Publicity Chair will be responsible for placing any advertising which the Board of Directors deem to be necessary.

Field Maintenance Chair: The Field Maintenance Chairperson shall be responsible for maintaining the soccer fields for the league to assure that they are in good repair for the safety and playability for those utilizing the fields.

Sponsorship Chair: The Sponsorship Chairperson shall assist the Past-President and be responsible for securing sponsors for those teams, which constitute the YYSAs. In addition, the Sponsorship Chair shall lead the board in fundraising.

Club Team Chairperson: The Club Team Chairperson shall act as a liaison between the Board and those teams organized by individuals chosen by tryouts, referred to herein as Club Teams, to see that these teams also adhere to all rules as dictated by the Board pertaining to such teams.

Section 3- Election and Tenure of office. The current Board of Directors shall elect the new Directors to replace the outgoing Directors according to the schedule below by closed ballot. Any Directors, who have resigned, died, moved from town or for whatever other reasons cannot fulfill their two-year term shall also be elected for a two-year term and shall serve until their successors are elected. The term of office shall begin at the organizational meeting held immediately after the Annual General Meeting.

Executive Directors:

- Even-numbered years: (1) Secretary, (2) Referee, (3) Coaching Chairperson
- Odd-numbered years: (1) President, (2) Treasurer.

General Voting Members:

- Even-numbered years: (1) Club Team Chairperson, (2) Field Maintenance, (3) Sponsorship, (4) Concessions
- Odd-numbered years: (1) Game Scheduling Chairperson, (2) Registration, (3) Equipment, (4) Publicity, (5) President-elect

Section 4- Vacancies. The Board of Directors may fill vacancies by vote of the remaining Directors, though less than a quorum, or by a sole remaining Director, and each Director so elected shall hold office until his successor is elected at the Annual General Meeting of the Association. A vacancy shall be deemed to exist in case of death, resignation, removal or disqualification of any Director- If the Board of Directors accepts the resignation of a Director to take effect at a future time, the Board of Directors shall have the power to elect a successor to take office when the resignation shall become effective.

Any Director missing two (2) meetings in a row, without just cause, will cause that office to be listed as vacant and another person may be elected to that office pursuant to these By-Laws.

Section 5- Removal of a Director. Any Director may be removed, with cause, by a majority of the Board of Directors currently in office, as any regular or special meeting of the Board of Directors.

Section 6- Order of Business at Regular Meetings. The order of business which shall be normally conducted

during each regular league meeting (except AGM) shall be as follows:

- a. Call to order
- b. Introduction of visitors
- c. Minutes of previous meeting
- d. Agenda review and adjustment
- e. Business conducted pursuant to agenda
- f. Adjournment

Section 7- Quorums. A majority of the number of Executive Directors as fixed by the Constitution and By-Laws shall be necessary to constitute a quorum for the transaction of business and the action of a majority *of* the Directors present at any meeting at which there is a quorum, when duly assembled, is valid.

ARTICLE IV - RECORDS AND REPORTS

Section 1- Records. The YYSAs administrators shall maintain adequate and correct accounts, books and records of its business and properties. All of such books, records and accounts shall be kept at its principal place of business within the boundaries of the league as fixed by the Board of Directors from time to time. The current Constitution and By-laws as well as the regular meeting minutes shall be posted to the league’s website after approval of said documents by the Board of Directors.

Section 2- Inspection of Records. All records provided for in Section I above shall be open for inspection for the Directors and members of this league upon reasonable notice.

Section 3- Checks, Drafts, Notes, Indebtedness. All checks, drafts or other orders for payment of money, notes or other evidence of indebtedness, issued in the name of or payable to the YYSAs shall be signed or endorsed by such person or persons and in such manner as provided for in these By-Laws or as from time to time shall be determined by the Board of Directors.

Section 4- Annual Report. The Board of Directors shall cause an annual report or statement to be prepared and presented to the general membership at the Annual General Meeting and such annual report or statement shall become a part of the permanent records of the business of this league.

ARTICLE V - AMENDMENT TO THE BY-LAWS

Section 1- Amendment by members. These By-Laws may be amended at the annual meeting or at any other meeting of the members called for that particular purpose, whenever two-thirds (2/3) of the voting members of this league as provided in the By-Laws, ratified by a majority of the voting members present at the meeting.

Section 2- Notification. Each voting member of this league shall be given (30) days notice of any meeting called to propose changes to these By-Laws. Such notification shall include a copy of any and all proposed amendments. Notification of the meeting shall be made by regular mail to the address of record on file with tile Secretary of this league.

ARTICLE VI - RATIFICATION

We, the undersigned, being voting members of this league and acting in the capacity of a Director or a Representative, hereby assent to tile foregoing By-Laws, and adopt the same as the By Laws of tile YYSAs.

IN WITNESSS WHEREOF, we have hereunto set our hands on this 8th day of February 2006

