

# LINCOLN YOUTH SOCCER CLUB

## Constitution and Bylaws

### **LINCOLN YOUTH SOCCER CLUB**

## Constitution and Bylaws

#### **ARTICLE 1**      **Name and Term**

- 1.1 The legal name of the organization is The Lincoln Youth Soccer Club. It is a California nonprofit corporation doing business in Placer County of California. It will hereinafter be referred to as “the Club.” The Club also operates under the legally registered fictitious business name of “Lincoln FC.”
- 1.2 The Club’s existence commenced on the date of the filing of the Articles of Incorporation on September 22, 1983 and shall continue until dissolved pursuant to the provisions of its Bylaws.

#### **ARTICLE 2**      **Goals, Mission, Vision and Values**

- 2.1 The goal of the Club is to provide an opportunity for youth soccer players to play soccer
- 2.2 The mission of the Club is to provide an opportunity, through the sport of soccer, for any person in the City of Lincoln or surrounding counties to be prepared physically, mentally, and emotionally to reach their highest potential through age appropriate training, a positive development environment, and a fun enjoyable experience at all levels of competition.
- 2.3 The vision of the Club is to be recognized in our community as a premier soccer club known for developing and retaining players and having quality coaches and referees.
- 2.4 The values of the Club are: (1) Fun! Soccer must be fun; (2) Sportsmanship: We will bring sportsmanship back, one player at a time; (3) Determination: Through continuous improvement, we believe our club to foster an environment of growth for coaches, players, referees, and volunteers; (4) Dedication: Our coaches, referees, players and

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volunteers are dedicated to their craft; and, (5) Teamwork: Each individual team belongs to the Club dedicated to helping each team grow and prosper.

### **ARTICLE 3**      **Affiliations and Compliance**

- 3.1      The Club is affiliated with United States Soccer Federation, US Club Soccer, United States Youth Soccer Association, California Youth Soccer Association/Cal North, NorCal Premier Soccer, and Placer Alliance Soccer League.

### **ARTICLE 4**      **Player Eligibility**

- 4.1      Players residing within the territory of the United States Soccer Federation and its affiliated organizations are eligible to play for the Club.

### **ARTICLE 5**      **Membership and Voting Rights**

- 5.1      Voting Members of the Club are defined in the Bylaws.
- 5.2      The Board of Directors, as further specified in the Bylaws, may discipline any coach, parent, or player of the Club.
- 5.3      Voting Members shall abide by the Constitution, Bylaws, Articles of Incorporation, and other policies and guidelines established by the Club and its affiliated organizations. Voting Members failing to comply with this governance or found to be acting in a manner not in the best interest of the Club, are subject to removal as deemed appropriate by Board of Directors and as defined in the Bylaws of the Club.

### **ARTICLE 6**      **Government**

- 6.1      The Club shall be governed by its Constitution, Bylaws, Articles of Incorporation, and other policies and guidelines established by the Club and its affiliated organizations.
- 6.2      The governing authority of the Club shall be vested in the Board of Directors (sometimes referred to collectively as the “Board” or individually as “Board members” or “Board seats.”) The membership, powers, and appointment of the Board of Directors are defined in the Bylaws of the Club.

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- 6.3 The Club's Bylaws may be amended by a vote of two-thirds of the Voting Members present at the Annual General Meeting or a duly noticed Special Meeting.

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### **BYLAWS**

#### **ARTICLE 1**      **Offices**

- 1.1      Principal Office. The principal office of the Club for the transaction of business is in Placer County, California.

#### **ARTICLE 2**      **Voting Membership**

- 2.1      **Voting Members Defined.** The Club shall have the following Voting Members: (a) players over the age of 18; (b) players with a parent/legal guardian voting on their behalf if under the age of 18; (c) Board members; (d) Club coaches; (e) Club team officials including team managers or trainers; and, (f) Club referees that officiate at least 20 games for the Club in the current year.
- 2.1.1      All Voting Members have a single vote to cast for all Club matters regardless if they qualify in more than one way as a Voting Member.
- 2.2      **Voting Rights Defined.** All Voting Members in Good Standing shall have the right to vote on the following matters: (a) election of the Executive Board of Directors; (b) revisions to the Bylaws; and, (c) dissolution of the Club.
- 2.3      **Election Procedures.** The Board may adopt additional election procedures to facilitate the voting of the members, as long as such procedures are not inconsistent with other election rules and procedures set forth in these Bylaws, by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board meeting so long as a quorum is established.
- 2.3      **Good Standing Defined.** Each Club member must pay to the Club registration fees, and to the extent applicable, team dues, within the timeframe and on the conditions defined by the Board. Voting Members who have paid the required fees in accordance with these Bylaws shall be members in good standing. A member may be suspended or terminated by the Board for the failure to pay such fees within 30 days after their due date. Any member not in good standing shall be ineligible to vote.

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### **ARTICLE 3**      **Board of Directors**

- 3.1      **Total Number of Directors.** The business and affairs of the Club shall be managed by a Board of Directors which shall consist of an elected Executive Board of Directors and seven (7) appointed Coordinators as set forth below.
- 3.2      **Executive Board Election.** The Executive Board of Directors are elected by the Voting Members after being nominated by any active Member as outlined in Article 7 of these Bylaws.
- 3.3      **Coordinator Positions.** The Executive Board shall be responsible for the appointment of the Coordinator Positions which includes, but may not be limited to, Director of Competitive Soccer, Recreational Coach Coordinator, Field Coordinator, Equipment Coordinator, Referee Coordinator, Scheduling Coordinator, and Publicity Coordinator at the January meeting. Additional Coordinators, such as Assistant or Age Group Coordinators to the positions identified herein, may be appointed at the discretion of the Board to address club needs they identify.
- 3.4      **Vacancies.** The Club will follow these procedures in the event of vacancies:
- 3.4.1      If a vacancy occurs for an existing Board seat, the Board may appoint a new Board member by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board meeting assuming a quorum is established.
- 3.5      **Duties and Responsibilities.** The Board of Directors of the Club shall be responsible for:
- 3.5.1      Exemplify and promote the Club's goal, mission, vision and values at all times.
- 3.5.2      Define and approve amendments to the Constitution and Bylaws, the Articles of Incorporation, and other policies and guidelines established by the Club.
- 3.5.3      Approve the employment/hiring and compensation of employees and contractors.
- 3.5.4      Suspend, remove, or otherwise discipline any Voting Member of the Club as further defined in Article 12 of these Bylaws.

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3.5.5 Define policy and make decisions for specific cases or occasions to: (a) interpret the Constitution and Bylaws, the Articles of Incorporation, and other policies and guidelines established by the Club; (b) assess and discipline the behavior of any Voting Member; (c) arbitrate grievances between players and teams; and, (d) carry out the objective and purpose of the Club.

3.5.6 Borrow money and incur indebtedness on the Club's behalf and cause to be executed and delivered for the Club's purposes, in the Club's name, promissory notes, bonds, debentures, deeds of trust, mortgages, ledges, and other evidence of debt and securities.

3.5.7 Oversee the financial well-being of the Club, including: (a) review and approve the budget presented by the Treasurer; (b) review and approve player fees and policies related to the waiver of fees; (c) review and approve all expenditures of the Club; and, (d) review, approve, and adjust the compensation schedule and job descriptions, if any, of all employees and contractors of the Club.

3.5.8 Perform all duties imposed on them collectively or individually by law, by the Articles of Incorporation of the Club, by the Constitution of the Club, or by these Bylaws.

3.5.9 Meet at such times and places as required by these Bylaws.

3.6 **Removal.** A Board member may be removed, for any reason or no reason, by a vote of two-thirds (66 2/3%) or greater of the full Board of Directors.

3.7 **Restriction.** The following restriction apply to the Board of Directors: (a) Executive Board members and Coordinators must be at least 18 years old; (b) Executive Board members may not reside in the same household or qualify for membership as a parent of the same player; and, (c) all Board members must successfully complete the Live Scan process.

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### **ARTICLE 4**      **Executive Board of Directors**

4.1      **Number of Officers.** The Executive Board of Directors shall include President, Vice President, Registrar, Secretary, and Treasurer.

4.2      **Duties and Responsibilities.** The duties and responsibilities of each Officer are outlined as follows:

4.2.1      **President.** The duties of the President shall be to:

            (a)      Preside at all meetings of the Board of Directors and Annual General Meetings of the Voting Members;

            (b)      Supervise the activities of the Board of Directors;

            (c)      Represent the Club at meetings with other organizations and public functions as required including but not limited to Placer Alliance Soccer League, California Youth Soccer Association, and NorCal Premier Soccer.

            (d)      Present an annual report of the operation and condition of the Club at the Annual General Meeting;

            (e)      Act as an approved signatory on all Club bank accounts and contracts with the Treasurer on any transaction exceeding five hundred dollars (\$500);

            (f)      Serve as the Chair of the Review Committee for the Club;

4.2.2      **Vice President.** The duties of the Vice President shall be to:

            (a)      Act with the same powers and authority in the absence of the President;

            (b)      Act as an alternate representative at functions where the President is unable to attend;

            (c)      Serve as the Club representative on the Discipline and Grievance Committee of the Placer Alliance Soccer League;

            (d)      Serve as the Chair of the Protests, Appeals and Discipline (PAD) Committee for the Club;

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(e) Serve as the Chair of the Complaint Resolution and Disciplinary (CRD) Committee for the Club;

(f) Update, as appropriate, the Club's Five Year Growth Plan.

4.2.3 **Registrar.** The duties of the Registrar shall be to:

(a) Maintain a record of Voting Members indicating their name, address, and registered player affiliation;

(b) Conduct registration of the coaches and players of the Club, timely issue team rosters to team officials, and timely issue coach and player passes from the appropriate affiliated organization;

(c) Verify that all players have an executed medical release forms prior to playing for the Club;

(d) Oversee the selection of Recreational coaches, assignment of recreational players to appropriate teams and formation of recreational teams;

(d) Effectuate the Club's compliance with City of Lincoln's requirements for assistance to youth groups;

(e) Develop and implement registration procedures for the Club each year including a Registration Fee Schedule to be approved by the Board in March of each year;

(f) Ensure accurate data entry of all players in the appropriate affiliated organization databases;

(g) Act with the same powers and authority in the absence of the Vice President;

(h) Perform other duties as required and assigned by the Board of Directors.

4.2.3.1 **Registrar.** At his or her discretion (with board approval) the registrar may split duties by adding an assistant and or appointing a registrar solely for the competitive program. This will be a stipend position to be approved during the budget process and compensated no later than the October board meeting. The competitive registrar will be a voting position as well.



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4.2.3.2 **Compensation.** The Registrar shall be compensated by salary no later than the Board's October meeting each year. The salary amount will be approved by the Board. In all cases, all salaries received by Registrar shall be reasonable and given in return for services actually rendered and related to the performance of the charitable purposes of the Club.

4.2.4 **Secretary.** The duties of the Secretary shall be to:

- (a) Record minutes of the Board meetings and Annual General Meetings for approval at subsequent meetings;
- (b) Draft all Board resolutions as adopted by the Board of Directors;
- (c) Maintain records of minutes, policies, guidelines, and other official documents and correspondence;
- (d) Administer all voting procedures and elections including tabulation and accounting of all votes cast.
- (e) Notify the Voting Members of all meetings conducted by the Club;
- (f) Conduct all general correspondence for the Club;
- (g) Perform other duties as required and assigned by the Board of Directors.

4.2.5 **Treasurer.** The duties of the Treasurer shall be to:

- (a) Present a current financial statement at the Board of Directors meetings and Annual General Meetings of the Club;
- (b) Maintain the checking and savings accounts of the Club;
- (c) Act as an approved signatory on all Club bank accounts for expenditures of \$500 or less;
- (d) Act as an approved signatory on all Club bank accounts and contracts with the President on any transaction exceeding five hundred dollars (\$500);
- (e) Review and approve all invoices, payroll, and expense reimbursements in a timely fashion;

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- (f) Maintain insurance policies for the Club;
- (g) Prepare an annual budget;
- (h) Coordinate and direct the services performed by third-party bookkeeping and tax service providers as approved by the Board;
- (i) Ensure tax returns are filed with the Franchise Tax Board and Internal Revenue Service as required;
- (j) Submit annual filings with the California Secretary of State;
- (k) Perform other duties as required and assigned by the Board of Directors.

### **ARTICLE 5**      **Coordinator Positions**

- 5.1 **Number of Officers.** The Coordinators shall include the following: Director of Competitive Soccer, Recreational Coach Coordinator, Field Coordinator, Equipment Coordinator, Referee Coordinator, Scheduling Coordinator, and Publicity Coordinator. Assistant or Age Group Coordinators may be appointed, at the sole discretion of the Board, to meet specific needs as they are identified. These positions are to be voting positions and part of the voting quorum
- 5.2 **Appointments.** The Coordinators, Assistant Coordinators, and/or Age Group Coordinators shall be appointed by the Executive Board of Directors at the January Board Meeting except for Director of Competitive Soccer who is appointed at the preceding Annual General Meeting. Any Voting Member in good standing may be appointed by the Executive Board of Directors by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board meeting assuming a quorum is established.
  - 5.2.1 **Duration.** Appointment as a Coordinator, Assistant Coordinator, and/or Age Group Coordinator shall be for one calendar year (January to December).
- 5.3 **Duties and Responsibilities.** The duties and responsibilities of each Coordinator are outlined as follows:
  - 5.3.1 **Director of Competitive Soccer.** The duties of the Director of Competitive Soccer shall be to:
    - (a) Report to and be supervised by the Board of Directors;

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(b) Manage and oversee the day-to-day operations of the Club's competitive soccer program known as Lincoln FC;

(c) Recruit, train, and supervise the Competitive coaches in the Club;

(d) Oversee the selection process for coaches of all Competitive Teams including acting as Chair of the Competitive Soccer Committee and making final recommendations to the Board for approval by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board meeting assuming a quorum is established.

(e) Shall be responsible for certification and licensing of Competitive coaches at minimum levels as designated by the Board;

(f) Establish and implement a consistent player development philosophy and curriculum;

(g) Oversee player tryouts;

(h) Prepare and monitor the coach evaluation process and conduct coach evaluations as appropriate;

(i) Maintain a record of complaints about Competitive coaches and any disciplinary actions taken;

(j) Perform other duties as required or assigned by the Board of Directors.

**5.3.1.1 Compensation.** The Director of Competitive Soccer shall be compensated by salary no later than the Board's October meeting each year. The salary amount will be approved by the Board. In all cases, all salaries received by Director of Competitive Soccer shall be reasonable and given in return for services actually rendered and related to the performance of the charitable purposes of the Club.

**5.3.2 Recreational Coach Coordinator.** The duties of the Recreational Coach Coordinator shall be to:

(a) Report to and be supervised by the Board of Directors;

(b) Recruit, train, and supervise the Recreational coaches in the Club;

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- (c) Conduct a Recreational Coaches Meeting in July of each year to explain procedures and responsibilities for the upcoming season;
- (d) Be responsible for certification and licensing of Recreational coaches at minimum levels as designated by the Board;
- (e) Maintain a record of complaints about Recreational coaches and any disciplinary actions taken;
- (f) Perform other duties as required or assigned by the Board of Directors.

5.3.2.1 **Vacancy.** If the Recreational Coach Coordinator is vacant then the Board may appoint Age Group Coordinators to oversee specific groups of teams. If Age Group Coordinators are appointed, they shall not oversee any age groups wherein they serve as a coach or team manager. The Board may waive this provision if no other volunteer is available and a coach or team manager within the age group agrees to act as an age group coordinator. The Age Group Coordinator(s) do/does serve on the Board of Directors and is a voting position.

5.3.3 **Field Coordinator.** The duties of the Field Coordinator shall be to:

- (a) Report to and be supervised by the Board of Directors;
- (b) Design, implement, and oversee the Master Practice Field schedule and Practice Field Lights schedule for the Recreational and Competitive Soccer teams with input and direction from the Board, Director of Competitive Soccer, and Recreational Coach Coordinator;
- (c) Assign practice fields appropriately by age group in a fair and open manner;
- (d) Coordinate with the City of Lincoln's Parks and Recreation Department and the Western Placer Unified School District in obtaining proper authority to use property for Recreational and Competitive soccer team practices;
- (e) Advise the Equipment Coordinator on field equipment needs including goal posts, goal nets, corner flags, and sideline paint;
- (f) Supervise the painting of all field lines;

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(g) Cooperate with the City of Lincoln's Parks and Recreation Department and Western Placer Unified School District in identifying and correcting any field maintenance issues including poor field conditions which may pose a health or safety hazard for players, coaches, officials, and/or spectators including the closing of fields to practices or games based on recommendations from these agencies;

(i) Perform other duties as required or assigned by the Board of Directors.

**5.3.4 Equipment Coordinator.** The duties of the Equipment Coordinator shall be to:

(a) Report to and be supervised by the Board of Directors;

(b) Oversee the acquisition of uniforms and team equipment for the Club and act as custodian for all equipment and club uniforms upon receipt from appropriate vendors;

(c) Collaborate with Field Coordinator and Scheduling Coordinator to acquire all field and game management equipment to meet the expected needs of the Club for the season;

(d) Provide at the January Board meeting a detailed "end of season" inventory of equipment to the Board;

(e) Recommend a preferred equipment vendor at the April Board meeting for approval by the Board;

(f) Provide no later than the April Board meeting for approval by the Board a detailed recommendation for equipment purchases for the upcoming recreational and competitive seasons using information provided by the Registrar and the Competitive Coach Coordinator regarding player and team registration;

(g) Provide at the July Board meeting a detailed "beginning of season" inventory of equipment to the Board.

(h) Collect and retain all league owned equipment within two weeks of the conclusion of the season

(i) Distribute all league provided team equipment to the appropriate coaches and team managers;

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- (j) Maintain an inventory of league owned equipment that also identifies the location where the equipment is kept;
- (k) Ensure adequate field and game management equipment is available at all Club home game locations (i.e. goal posts, goal nets, game cards, a current laminated directory of Club Board members, etc.);
- (l) Ensure the security of all Club owned equipment by updating lock combinations, periodically inspecting equipment bins for damage or theft, and purchasing new locks and/or bins as needed to ensure Club owned equipment is secure from theft or vandalism;
- (m) Perform other duties as required or assigned by the Board of Directors.

### 5.3.5 **Referee Coordinator.** The duties of the Referee Coordinator shall be to:

- (a) Report to and be supervised by the Board of Directors;
- (b) Be responsible for training, scheduling and verifying USSF certification of all referees used by the club. Specifically, the assigning all officials to Club home games and other events as hosted by the Club;
- (c) Provide timely referee payment details to Club's Treasurer;
- (d) Design, implement and maintain the online scheduling of games, fields and referees for the Club's Recreational and Competitive programs, in conjunction with the Scheduling Coordinator and Fields Coordinator;
- (e) Ensure all referees over the age of 18 years old are Live Scanned in accordance with US Club and NorCal policy and properly cleared to officiate Club matches;
- (f) Perform other duties as required or assigned by the Board of Directors.

5.3.5.1 **Qualifications.** The Referee Coordinator shall be a currently licensed USSF Referee and a currently licensed USSF Assignor.

5.3.5.2 **Compensation.** The Referee Coordinator shall be compensated by salary no later than the Board's October meeting each year. The salary amount will be approved by the Board. In all cases, all salaries received by Director of Competitive Soccer shall be

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reasonable and given in return for services actually rendered and related to the performance of the charitable purposes of the Club.

5.3.6 **Scheduling Coordinator.** The duties of the Scheduling Coordinator shall be to:

- (a) Report to and be supervised by the Board of Directors;
- (b) Develop the schedule of all Club home games for both recreational and competitive soccer programs including field location and game times by working with the Board and Placer Alliance Soccer League, NorCal Super Rec and NorCal Premier entities as appropriate;
- (c) Collaborate with the Field Coordinator to determine game field needs;
- (d) Ensure all home game schedules includes a plan for the set-up and clearing (take-down) of all field and game management equipment from all Club playing fields prior to and following all Club home games;
- (e) Schedule all make-up games, coordinating with the Field Coordinator to ensure no conflicts with practices and other scheduled events;
- (f) Maintain open communication with the NorCal Premier Soccer League and NorCal Super Rec game schedule coordinators on all matters that pertain to scheduling Club games.
- (g) Advise the Board of issues resolving any schedule conflicts with other PASL leagues or officials;
- (h) Work cooperatively with the City of Lincoln's Parks and Recreation Department and WPUUSD in monitoring field and weather conditions which may warrant the closure of fields for games;
- (i) Coordinate with the Board in monitoring air quality or weather-related issues that may warrant the cancellation or postponement of Club practices or home games;
- (j) Advise coaches of field closures for games as determined by President and Field Coordinator by working with the Publicity Coordinator to issue notification via the Club's Website, emails to Coaches, and posts to Club social media sites;

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(k) For U-6, U-7, and U-8 Divisions: Collaborate with Recreational Coach Coordinator to develop first half and second half league game schedules by communicating with Recreational Coach Coordinator in July or August and at the Recreational Soccer Mid-Season Break to determine placement of all teams with an emphasis on creating competitively equally division placements as best as possible;

(l) For U-9 and older Divisions: Collaborate with Recreational Coach Coordinator in August to schedule a pre-season seeding tournament to determine divisional rankings for PASL league games;

(m) For U-9 and older Divisions: Coordinate with Recreational Coach Coordinator to develop first half and second half game schedules and submit to the PASL scheduler by their designated deadlines;

(n) Perform other duties as required or assigned by the Board of Directors.

**5.3.7 Publicity Coordinator.** The duties of the Publicity Coordinator shall be to:

(a) Report to and be supervised by the Board of Directors;

(b) Coordinate all publicity for the club, develop sponsorships and facilitate any fundraisers as appropriate with Board approval for all publicity programs.

(c) Work with civic groups and organizations to promote the Club;

(d) Notify the membership of all General and Special Meetings via all suitable mediums including but not limited to notification via the Club's Website, sending emails to coaches, and posting to the Club's social media websites;

(e) Assist with the developing and obtaining of Club sponsorships;

(f) Manage and maintain all Club approved social media accounts;

(g) Collaborate with Club coaches, managers, and parents to submit appropriate game results and/or photos for local media releases;

(h) Report on the Club's public standing as reflected on social media platforms at each Board meeting;



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(i) Recommend for appointment by the Board, Special Event Coordinators as needed including but not limited to Picture Day Coordinator, Outreach Coordinator or Volunteer Coordinator. All Special Event Coordinators are non-voting positions;

(j) Oversee any Special Event Coordinators approved by the Board;

(k) Perform other duties as required or assigned by the Board of Directors.

### **ARTICLE 6**      **Meetings**

- 6.1      **Calendar Year.** The business year for the Club shall begin January 1 of each year and conclude on December 31 of each year.
- 6.2      **Regular Meetings of the Board of Directors.** The Board of Directors shall meet regularly monthly, , unless otherwise directed not to meet, on the 2<sup>nd</sup> Monday of each month. In the event the first Monday falls on the 1<sup>st</sup> day of the month then the meeting shall be on the 3<sup>rd</sup> Monday. When a meeting lands on a holiday the board shall reschedule and post the meeting on the club's website no later than 72 hours prior to the meeting.
- 6.3      **Special Meetings of the Board of Directors.** A Special Meeting of the Board may be called under the following circumstances: (a) By the President if in his/her judgment, matters that cannot wait until the next scheduled Board meeting need to be addressed by the Board; or (b) By greater than one-third of the Voting Members of the Board, if one or more of them had requested an agenda item to be placed on the prior Regular Board Meeting agenda and the President failed to do so. Any Special Meeting must be called for a particular time and place, and with a set agenda. The time and place of the Special Meeting shall be not less than 72 hours from when the notice of the Special Meeting is distributed to the Board members. The Board may only substantially discuss and act on items related to the purpose(s) for which the Special Meeting is called.
- 6.4      **Parliamentary Procedure.** Robert's Rules of Order shall be used as the parliamentary rules conducting all Board meetings.
- 6.5      **Open/Closed Sessions.** All Board meetings will be conducted in open session permitting attendance by all Voting Members. The Board may, by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board meeting assuming a quorum is established, elect to go into Closed Session under the following circumstances: (a) the confidentiality of a minor is at issue; (b) the confidentiality of a member during a

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disciplinary or protest/appeals hearing is at issue; (c) issues surrounding civil or criminal matters involving the Club; or (d) as deemed necessary by a vote of two-thirds (66 2/3%) or greater of the full Board of Directors.

- 6.6 **Conduct of Meetings.** The President shall preside over all meetings of the Board.
- 6.7 **Notice of Meetings.** Notice of meetings shall be given to each Voting Member by posting to the Club website.
- 6.8 **Quorum and Majority Action.** Fifty-one percent (51%) of the full Board of Directors in attendance at the beginning of the meeting shall constitute a Quorum. Each Board member shall have one vote regardless of the number of roles he/she serves. Each Board member must be present in person or by speaker phone to vote. Decisions will be made by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board, assuming that Quorum is established except in such cases where the Bylaws specifically stipulate other requirements.
- 6.9 **Conflicts of Interest.** Board members will recuse themselves from all votes where they have a material financial interest in the outcome of the vote.
- 6.10 **Annual General Meeting.** An Annual General Meeting (AGM) shall be held shall be held within 30 days of the second to last PASL Recreational league game, but in any event no later than November 30 of each year. The order of business at the AGM shall generally be as follows but is subject to change at the discretion of the President: (a) Call to order; (b) Roll Call of the Board of Directors; (c) Approval of the minutes of previous Board meeting; (d) Reports from Board members; (e) Final nominations by the Voting Members for elected Board positions; (f) Elections by the Voting Members in attendance at AGM of the elected Board positions in the following order: President, Vice President, Registrar, Secretary, Treasurer; (g) Appointment of the Director of Competitive Soccer and Competitive Soccer Committee by the newly elected executive Board members; and, (h) collection of equipment from coaches and team managers. The Board shall give no less than seven days' notice to the Voting Members of the place, date, and time of the AGM.

### **ARTICLE 7**      **Election of Officers**

- 7.1 **Nominating Committee.** The Board of Directors at the October Board Meeting shall appoint three individuals to serve on the Nominating Committee. The Nominating Committee shall consist of three individuals who are not seeking elected office in the

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upcoming election and shall be comprised of two (2) Voting Members not currently serving on the Board and one (1) current member of the Board.

- 7.2 **Nominating Process.** The Nominating Committee will accept nominations for elected office positions at the October Board meeting and the Annual General Membership meeting. An individual must be in good standing with the Club to be eligible to be nominated. All nominations must be accepted in person by the individual being nominated. If a nominated individual does not have prior service with the Club as a Board member then that individual must have the endorsement of the Board by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board, assuming that Quorum is established.
- 7.3 **Conduct of Elections.** Officers will be elected by a vote of fifty-one percent (51%) or greater of the Voting Members in attendance at the AGM. The votes may be cast by open ballot, secret ballot, or by acclamation at the discretion of the Board. The election will be conducted in the following order: President, Vice President, Registrar, Secretary, Treasurer. The elected officers will assume their duties at the upcoming January meeting.
- 7.4 **Duration.** Elected officers will serve for one calendar year (January to December).

### **ARTICLE 8**      **Coaches**

8.1 **Selection.** Recreational coaches are selected from those Voting Members that express an interest in volunteering as coaches. The selection of recreational coaches lies in the sole discretion of the Registrar unless otherwise delegated by the Board.

8.2 **Duties.** The duties and responsibilities of Recreational Coaches shall include but not be limited to:

- (a) Report to and be supervised by the Recreational Coach Coordinator;
- (b) Develop age-appropriate soccer skills for all players on their team. This duty includes but not is limited to appropriate training and practice sessions, scrimmages, games, etc. designed to improve the skill level of the team;
- (c) Provide playing opportunities for all players through playing all players a minimum of 50% of the game in all scrimmages, league matches, and tournaments. Coaches do have the right to hold out players due to missed practices, injury, illness, or disciplinary action. It

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is the Coach's responsibility to inform the player's parent(s) before each game and/or tournament if a player is not playing or will be playing less than the minimum amount due to missed practices or disciplinary action.;

- (d) Provide guidance related to the conduct and sportsmanship of the team that is in the best interest of the Club and is conducive to the spirit of the game;
- (e) Exemplify and promote the Club's purpose, goal, mission and values;
- (f) Comply with the Club's Coaches' Code of Conduct;
- (g) Ensure his/her team's compliance with the Parents' Code of Conduct;
- (h) Perform other duties as may be required or assigned.

**8.3 Qualifications.** Recreational coaches are encouraged to obtain the age-appropriate Grassroots Licensing Course license from US Soccer (i.e., 4x4 license for U8 and below, 7v7 license for U-9-U10, 9v9 license for U11-U12, and 11v11 license for U13 and above). The Club strongly encourages all of its coaches to obtain the highest-level coaching license that he/she is capable of attaining.

**8.4 Live Scan.** All coaches shall successfully complete the Live Scan background check process.

### **ARTICLE 9**     **Registration**

**9.1 Dates.** Registration dates for the upcoming season shall be voted upon at the January Board meeting.

**9.2 Fees.** Registration fees for the upcoming season shall be voted upon at the February Board meeting based upon the annual budget submitted by the President, Vice President, and Treasurer.

**9.3 Players.** Registered players shall be those players that have registered prior to the registration deadline, members in good standing, and have a coach available to coach the player's team.

**9.4 Wait List.** Players and coaches that have registered after the registration deadline or after an age group has been closed by the Registrar shall be placed on a Wait List. The players and coaches placed on the Wait List will be accepted into the Club only a "by need" basis. Players will be chosen from the Wait List based on the player with the earliest registration date. The Club makes no guarantee, express or implied, that a player or coach placed on the Wait List will be accepted for registration or placed on a requested team.

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9.5 **Transfers.** After the rosters for Recreational Teams have been finalized by the Registrar, any request for transfer between Recreational teams and Competitive teams must be approved by the President, Registrar, Director of Competitive Soccer, and Recreational Coach Coordinator. A nominal transfer fee will be charged for all transfers in addition to any difference in registration fees between programs. The fees associated with the requested transfer must be paid prior to any transfer actually being completed and rosters updated.

9.6 **Recreational Team Selection.** The assignment of players to teams is the sole responsibility of the Registrar. Teams cannot attempt to add a player or coach without the Registrar's approval. The Registrar has final authority on all team formation issues. Players may request a coach during registration, but the Registrar is not required to honor that request. Due to the size of the Club, friend requests may not be honored.

9.7 **Playing Up in Age Group.** Players may play up one age group only with permission from the player's parents only if there is space available in the higher age group. If the requested age group is full, the request to play up in age group will not be honored.

### **ARTICLE 10** **Competitive Team Soccer**

10.1 **Name.** The Club's competitive soccer program known shall be known as Lincoln FC.

10.2 **Coach Selection.** The Competitive Soccer Committee will accept applications for coaches in [February] of each year. The Competitive Soccer Committee will make recommendations to the Board on each coach application for approval by a vote of fifty-one percent (51%) or greater of the Board of Directors in attendance at the Board meeting assuming a quorum is established.

10.2.1 **Coach Selection Process.** Lincoln FC Competitive Coordinator will communicate to the soccer community the Competitive Coach application process, including:

- a. How to apply
- b. Timetable for application and selection
- c. Criteria for selection
  - i. Application should include:
    1. Application form (available online at [Lincolnfc.org](http://Lincolnfc.org)).
    2. Copies of coaching certificates
- d. Applications will be accepted for all ages and are required of all new and returning coaches each year.

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- e. Applications will be collected by the Competitive Coordinator.
- f. Coaching application is submitted by the deadline set by the Competitive Coordinator & Competitive Committee.
- g. Competitive Committee will; review applications; interview candidates and Competitive coaches, including backups based on the criteria in this recommendation; and notify all applicants.
- h. All decisions will be documented, including the decision and the rationale.

**10.3 Coach Qualification.** All competitive coaches will secure and maintain a U.S. Soccer Grassroots Coaching License within 180 days of their appointment as a Coach. If appropriate classes are not offered at a suitable location within this timeframe, the requirement may be postponed for up to 180 days with the recommendation of the Director of Competitive Soccer and the approval of the Board. All competitive coaches are required to attend a referee training class within their first two (2) years as Head Coach but obtaining a referee's license through USSF is not required.

### 10.3.1 Coach Selection Criteria

- 10.3.1.1 All Competitive teams must have a coach selected via the process of completing applications and approval of the Competitive Committee. This allows the Club to maintain the highest quality talent and provides a fair opportunity to all interested coaches.
- 10.3.1.2 The Club strongly encourages all its coaches to obtain the highest-level coaching license that he/she can attain.
- 10.3.1.3 All Competitive Coaches will abide by the Coaches conduct.
- 10.3.1.4 The Competitive Committee will consider the fact that a prospective coach is a parent of a prospective player on a team as a positive factor in the selection process. Parent/Coach applicants will be given preference over equally qualified non-Parent/Coach applicants.
- 10.3.1.5 Multiple coaches may be needed for a particular age group and should be selected before tryouts, particularly in younger ages. It is not obvious until tryouts how many teams there may be and coaches who are selected sometimes change their minds if their child does not play.

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10.3.1.6 Coaches for each age group will be ranked A, B, C, etc. at the time of their selection. Coach A has first choice of players, Coach B second choice, etc. until teams have been provided for all qualified players.

- i. Coaches will be notified of their ranking before tryouts.
- ii. All coaches will be required to participate in tryouts so teams may be formed during the tryouts.
- iii. From those players attending at least one try-out, coaches must select enough players to fill a starting lineup.

10.3.1.7 The Competitive Committee will approve the formation of the A and B teams during the tryout process consistent with the Club's Competitive Programs goals. There is no guarantee that there will be a B team if the numbers are not high enough to form two teams.

10.3.1.8 Rankings will be based on the previous year status, coaching experience, and application.

10.3.1.9 Each team will have only one head coach responsible to the Club.

10.3.1.10 Each head coach may select assistant coaches, trainers, etc. as appropriate. If a head coach elects to have a co-coach, that does not relieve that coach of responsibility and accountability to the Club for that team, to insure clarity of communication and accountability.

10.4 **Coach Duties.** The duties and responsibilities of Competitive Coaches shall include but not be limited to:

- (a) Report to and be supervised by the Director of Competitive Soccer
- (b) Develop soccer skills to produce a team that is competitive for the age bracket of the team within the United States Soccer Federation. This duty includes but not is limited to appropriate training and practice sessions, scrimmages, games, etc. designed to improve the skill level of the team;
- (c) Provide guidance related to the conduct and sportsmanship of the team that is in the best interest of the Club and is conducive to the spirit of the game;

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- (d) Exemplify and promote the Club's goal, mission, vision and values;
- (e) Comply with the Club's Coaches' Code of Conduct;
- (f) Ensure his/her team's compliance with the Parents' Code of Conduct;
- (g) Perform other duties as may be required or assigned.

### 10.5 **Team Formation Criteria:**

1. Lincoln FC Competitive teams will consist of teams playing in the NorCal league during the regular season and competing in CYSA or U.S. Club sanctioned tournaments as chosen by the team coach.
2. Team formation will be dependent on availability of talent and kept "age pure" to meet the U.S. Soccer Player Development Initiatives (PDIs).
3. All Lincoln FC coaches must be present at all tryout sessions for their assigned age group. If they cannot make a session, they must get another coach to stand in their place.
4. Each coach will provide information on team expectations for players trying out in their age group. Team expectations may include level of play, number of tournaments, required travel, player expenses and number of practices.
5. Talent: There must be sufficient Competitive-level talent for the Board to approve the formation of teams
6. Disagreements:
  - a. It is hoped that any disagreements can be worked out between affected coaches.
  - b. The Competitive Committee and if necessary, will resolve any disputes where the coaches cannot agree.
  - c. The decision by the Competitive Committee will be final.
7. Age purity is based on calendar birth years as proposed by U.S. Soccer, as determined by the official league age matrix. However, unusual circumstances may prevent Lincoln FC Competitive Soccer in having age pure teams. Acceptable reasons for non-age pure teams are as follows below.
  - a. Players playing up an age group.
  - b. Each request to play up by parent will fill out a petition form and submit it to the



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Competitive Coordinator (DOC). Each petition will be addressed case-by-case with the Comp Committee making the final decision.

- c. Players will be evaluated by coaches and/or trainers.
- d. Players must be in the top five of players in the age group above.
- e. At the discretion of the Competitive Coordinator and the Comp Committee.

### 10.6 Team Formation Tryout Process:

1. The Competitive Committee will have oversight of all the tryouts and the coaches will run their own tryout.
2. Players are encouraged to attend all tryouts to gain the most visibility.
3. Players must attend one tryout to be considered for a Lincoln FC team.
4. "A" coaches will offer positions on their team first by calling their first choices parents (or players). The top players should fill the A team first, and only then can the B teams be filled. The "A" roster is finalized first, and then teams are finalized in rank order. Effective communication between coaches is critical to ensure that each team has sufficient players and talent to be successful for a complete season. The Comp Coordinator will be there to help facilitate this process.
5. To create the strongest and most competitive teams for the Club, it is the expectation that players accept the offers being made and that no offer is declined. If an offer is declined, the player/parent must submit a Petition to the Competitive Coordinator outlining the basis for their decision. The Competitive Committee will then review the Petition and notify the player/parent of the Committee's decision. Petitions will only be approved where good cause is shown and exceptional circumstances exist. If the Petition is rejected by the Competitive Committee, no other offers will be extended to the player by any other Lincoln FC coach. However, the player/parent who initially declined the original offer may still accept the original offer if spots are still available on that team. If spots are no longer available, the player will not be permitted to play on any other Lincoln FC team.
6. During the tryouts, coaches must select enough players to fill a starting lineup based on the age group they are playing in.

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7. B coaches may make any offers after the A coach has completed their recruiting and notified the players on their roster. This should be completed on the last day of tryouts to avoid holding up the next team formation. The B coach recruits his/her team in the same manner.
8. The process is repeated until there is no longer talent available to complete a team.
9. Coaches will ensure that all players will be notified of their status by phone, in person, or via email before the Friday after the last day of tryouts. The A coach will contact his/her list of A players. Once that roster is filled, the A coach will communicate to the B coach which players remain available. The B coach will contact his/her list of B players. Once the rosters are filled, if there are not enough players to form another team, all coaches will work together to make sure that the remaining players are contacted. Effective communication between all coaches and the Competitive Coordinator is encouraged and very important.
10. No coach, parent, or anyone else affiliated with a particular team may recruit players within Lincoln FC during the tryout process window. This window starts the first day of tryouts and ends on the Friday after the last tryout day. If a coach or parent is found to be recruiting in this manner, the coach will be reviewed by the committee and may be replaced as coach.
11. The Competitive Committee will decide and have final say on injured players or special circumstances where a player could miss the tryouts but is selected by a team. The parent must communicate to the Competitive Coordinator if the player will miss the tryouts.
12. Late additions:
  - a. The A Team coach will have first rights to any player looking to join the club or be added to existing teams after the tryout process has completed.
  - b. The coach must communicate through the Competitive Registrar & Competitive Coordinator about wanting to add a player.

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- c. Players will not be added without clearance of the Lincoln FC Competitive Coordinator.

**10.7 Playing Time.** For teams aged U12 and younger (playing 7 v 7 or 9 v 9), Coaches must play each player a minimum of 33% of the game time for each league game and tournament games except for elimination or championship games in tournaments. For teams aged U13 and older (playing 11 v 11), minimum playing times will not be required. All U12 players that fall within the minimum playing guidelines and have consistently attended all practice sessions during the weeks prior to a game or tournament must play the minimum amount of each game and/or tournament, within reasonable expectations of a coach's ability to track play time and substitute players. Coaches do have the right to hold out players due to missed practices, injury, illness, or disciplinary action. It is the Coach's responsibility to inform the player's parent(s) before each game and/or tournament if a player is not playing or will be playing less than the minimum amount due to missed practices or disciplinary action.

**10.8 Players.** The Club will conduct tryouts each year in May or June for players wishing to play on the competitive soccer teams. Players will be selected for inclusion on the Club's competitive soccer teams based on criteria established by the respective team's coach and the Director of Competitive Soccer.

**10.9 Team Personnel.** Each team will have a minimum of a Head Coach, Assistant Coach, Team Manager and Treasurer. The Assistant Coach, Team Manager and Treasurer will be selected by the Head Coach and approved by the Director of Competitive Soccer. All team personnel must register with US Club Soccer, successfully pass the background check conducted by US Club Soccer, and successfully complete all required safety training as required by US Club Soccer.

**10.10 Team Treasurer.** All competitive teams must have a Team Treasurer who is not the Head Coach or Assistant Coach or Team Manager and not the spouse of the Head Coach or Assistant Coach or Team Manager.

**10.10.1 Duties.** The duties and responsibilities of Team Treasurer shall include but not be limited to: (a) Open new bank account if an account is not transferred from the prior season; (b) Create team budget and income and expense statement and collect fees from families; (c) Balance team checking account, collect fees from families, collect and retain expense receipts, etc.; and, (d) Present a bank account statement each month to the team parents which identifies specific income and expenditures.

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**10.11 Team Bank Accounts.** Team bank accounts should be set up in the name of the Team (i.e. Lincoln FC 05B United). All accounts must bear the name of the Club with the team designation as shown in the example given. The checking account should have two designated signers: Team Treasurer and another adult selected by the team who is not a spouse of the Coach, Assistant Coach or Team Manager. Only one signature is required for checks written against the team account. The commingling of personal funds with the competitive team funds is not allowed. Team fees collected should be deposited directly into the Team's checking account as soon as possible after receipt. Teams should keep a photocopy of all checks and a copy of cash receipts. All disbursements should be made in the form of a check or electronic debit from the Team's checking account.

**10.11.1 Audit.** The Club's Treasurer may audit any team's bank account with seven days' notice.

**10.12 Team Business.** All business decisions of the team must be approved a majority of the Team Members present at a team meeting assuming a quorum is present. A "business decision" is a decision involved the expenditure of team monies. A quorum for the purposes of this bylaw is no less than 70% of the Team Members. Players over the age of 18 and players with a parent/legal guardian voting on their behalf if under the age of 18 shall each have a single vote in Team Business matters. All Team Members have a single vote to cast for all Team Business matters regardless if they qualify in more than one way as a Team Member. Team personnel may be replaced by a vote of 70% of the Team Members present at a team meeting assuming a quorum is present and approved by the Director of Competitive Soccer.

### **ARTICLE 11**     **Referees**

**11.1 Fees.** The Referee Coordinator shall research referee fees in the surrounding communities to maintain a fee structure that is competitive with prevailing rates in the area and shall recommend a Base Referee Pay Rate schedule for the Board's approval at the June Board meeting.

**11.2 Officiating Crew Size.** For Under 6 games, referees may be assigned to games or coaches may be responsible for officiating these games if no referee is available. For Under 8 games, 1-person, 2-person, or 3-person officiating crews may be assigned as deemed necessary by the Referee Coordinator. For Under 10 Games to Under 14 games, 2-person or 3-person officiating crews may be assigned as deemed necessary by the Referee Coordinator. For Under 15 games and above, a 3-person officiating crew will be assigned by Referee Coordinator.

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11.3 **Live Scan.** All referees age 18 years old or older will be required to successfully complete the Live Scan background check process. The Club will pay for the Live Scan background check process as long the referee utilizes a California North Association (CNRA) approved vendor

11.4 **Qualifications.** Referees must have a current USSF license to officiate Club games. Referees must be a minimum of twelve years old. Referees cannot officiate games for age groups more than 2 years over their own age unless specifically approved to do so by the Referee Coordinator.

11.5 **Competitive Soccer Games.** All competitive soccer games will utilize a three-person officiating crew. The Base Referee Pay Rate schedule shall be modified for competitive games to reflect the higher level of the games being officiated in the following manner: U9-U11 games will be paid at 110% of the base rate, U12-U14 games will be paid at 115% of the base rate, and U15 and older games will be paid at 120% of the base rate.

11.6 **Special Circumstances.** Where veteran referees are assigned to officiate matches under special circumstances (assessing of youth referees, training youth referees, coach or spectator issues), the Referee Coordinator may adopt a Base Referee Pay Rate schedule to reflect a higher base pay for the officiating expertise being rendered in those circumstances.

### **ARTICLE 12** **Disciplinary Action**

12.1 **Action.** The Board has the right to refuse, restrict, or revoke membership in the Club for conduct that is found to be not in the best interest of the Club.

12.2 **Protests, Appeals and Discipline (PAD) Committee.** If the Board is notified in writing of a serious issue or incident involving a coach, player, or game official, the PAD Committee will investigate the incident, evaluate the merits of the complaint, and make a formal resolution of the complaint including but not limited to an informal verbal warning or formal reprimand of the parties, exclusion from Club-related activities for a defined period of time, probation, suspension, expulsion, or otherwise appropriate actions within one (1) week of notice of the complaint. The PAD Committee will be comprised of the Vice President and two (2) other Board members selected by the Vice President. If the complaint concerns the Competitive Soccer Program, the Director of Competitive Soccer will act as one of the three Board members on the PAD Committee. If the complaint concerns the Recreational Soccer Program, the Recreational Coach Coordinator will act as one of the three Board members on the PAD Committee. The PAD Committee is required to interview all interested parties, percipient witnesses, and promptly notify the Board of its recommendation. If the PAD Committee recommends discipline, the affected parties have 72 hours to accept or reject the proposed discipline. The affected parties have the right to appeal the PAD

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Committee's recommended discipline to the Review Committee if they do not agree to the recommended disciplinary action.

**12.3 Complaint Resolution and Disciplinary (CRD) Committee.** If the Board is notified in writing of a serious issue or incident involving fans, spectators, or parents, the CRD Committee will investigate the incident, evaluate the merits of the complaint, and make a formal resolution of the complaint including but not limited to an informal verbal warning or formal reprimand of the parties, exclusion from Club-related activities for a defined period of time, probation, suspension, expulsion, or otherwise appropriate actions within one (1) week of notice of the complaint. The CRD Committee will be comprised of the Vice President and two (2) other Board members selected by the Vice President. If the complaint concerns the Competitive Soccer Program, the Director of Competitive Soccer will act as one of the three Board members on the CRD Committee. If the complaint concerns the Recreational Soccer Program, the Recreational Coach Coordinator will act as one of the three Board members on the CRD Committee. The CRD Committee is required to interview all interested parties, percipient witnesses, and promptly notify the Board of its recommendation. If the CRD Committee recommends discipline, the affected parties have 72 hours to accept or reject the proposed discipline. The affected parties have the right to appeal the PAD Committee's recommended discipline to the Review Committee if they do not agree to the recommended disciplinary action.

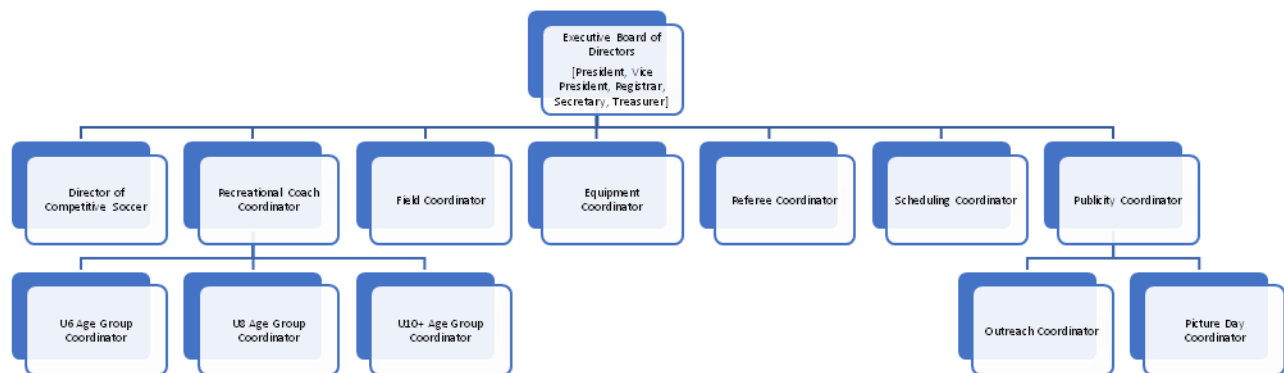
**12.4 Review Committee.** If an affected party does not accept the recommended discipline from either the PAD Committee or the CRD Committee, the affected party may appeal their discipline to the Review Committee. The Review Committee will be comprised of the President and two (2) other Board members selected by the President that did not sit on the underlying PAD Committee and CRD Committee involving the complaint. The President shall promptly establish a date, time, and place for a hearing. The hearing must be conducted within one (1) week of the decision by the affected parties to reject the discipline recommended by the PAD Committee or CRD Committee. During this hearing, the Review Committee will evaluate the evidence developed by the previous Committee and may, at the discretion of the President, hear new evidence specifically related to the matter. The Review Committee must render a decision on the matter within one (1) week of the decision by the affected parties to reject the discipline recommended by the PAD Committee or CRD Committee. The President will promptly inform the Board and the affected parties of the Review Committee's decision. The decision reached by the Review Committee is final and not subject to appeal.

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### **ARTICLE 13**     **Organizational Chart**

13.1     The following graphic illustrates the organizational structure of the Board of Directors:



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### **ARTICLE 14**     **Annual Events**

- 14.1 The following graphic illustrates the required tasks of the Board of Directors at specific Board meetings:

January	<ul style="list-style-type: none"> <li>• Appointment of Coordinator Positions by Executive Board</li> <li>• Presentation of Annual Budget by Treasurer</li> <li>• End of Season Inventory presented by Equipment Coordinator</li> </ul>
March	<ul style="list-style-type: none"> <li>• Registrar publishes Registration Fee Schedule</li> </ul>
April	<ul style="list-style-type: none"> <li>• Equipment Coordinator recommends preferred vendor for purchases and proposed list of equipment purchases for upcoming season</li> </ul>
June	<ul style="list-style-type: none"> <li>• Base Referee Pay Rate submitted</li> </ul>
July	<ul style="list-style-type: none"> <li>• Equipment Coordinator provides Beginning of Season Inventory</li> </ul>
August	<ul style="list-style-type: none"> <li>• Publish 1st Half Season schedules for Recreational Soccer by Scheduling Coordinator</li> </ul>
October	<ul style="list-style-type: none"> <li>• Publish 2nd Half Season schedules for Recreational Soccer by Scheduling Coordinator</li> <li>• Nominating Committee is formed</li> </ul>
November	<ul style="list-style-type: none"> <li>• AGM Held</li> <li>• Presentation of Annual Report by President during AGM</li> <li>• Elections Conducted for Executive Board</li> </ul>

### **ARTICLE 15**     **Outreach**

- 15.1 The Club recognizes that the cost of registration and uniform purchases may result in some players being unable to play soccer without financial assistance. The Club offers an Outreach scholarship program to a limited number of players each year, subject to the terms and conditions detailed in the Club Outreach Application and Agreement. In order to be eligible for consideration for a scholarship the player's parent/guardian must sign the LYSC Outreach Application and Agreement and agree to abide by and fulfill all the terms of the agreement.
- 15.2 Failure to fulfill the terms of the agreement will result in the following: (a) Player's Pass will be pulled by or after week 6 and he/she will be suspended from play until obligation



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is fulfilled; (b) Player/Family will be ineligible for future scholarship consideration of any kind if the obligation is not fulfilled by the final week of the season; (c) Player/Family will be sent a bill for registration and uniform fees that were covered via scholarship by LYSC if the obligation is not fulfilled by the final week of the season; (d) Player/Family will be ineligible to register again with LYSC until fees are repaid; and, (e) Player/Family will no longer be considered a member in good standing with Club until fees are repaid. The Outreach Coordinator will exercise his/her discretion in determining the appropriate discipline for breach of the Outreach Agreement.

### **ARTICLE 16**     **Club Uniforms**

16.1     **Club Approval.** Only a uniform approved by the Club may be worn. Club approved Jerseys, shorts, socks, shin guards and safe footwear are mandatory for all players. The uniform ordering process and approved uniforms will be explained at the time of registration. Players can reuse their uniform the following season provided the uniform is complete, matches the uniform for the following year, and is in satisfactory condition.

16.2     **Footwear.** Safe shoes are required for all players, with the referee having the final decision if footwear is safe or not at game time. Athletic footwear with metal studs, a toe cleat (typical on baseball or football cleats), or spikes are not allowed.

16.3     **Club Colors.** The Club colors are blue and white. The home color for the Club is White and the away color for the Club is Blue.

16.4     **Jersey Numbers.** Competitive teams require a different jersey number for each player on the team, but duplicate jersey numbers are allowed in Recreational play.

### **ARTICLE 17**     **Recreational Game Rules and Home Team Responsibilities**

17.1     **Laws of the Game.** The Laws of the Game as modified by LYSC/Placer Alliance/and or NorCal Soccer League will control the playing of all recreational soccer matches.

17.2     **Side Lines.** The “home” recreational soccer teams have the choice of which side line to occupy during the game and the visiting team will occupy the opposite touch line for U6-U8. U9 and above teams will share the same sideline with spectators with teams in technical box to right of midline and spectators to the left.

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17.2 **Technical Area.** No team's players, coaches, spectators or parents shall occupy any space within 18 yards of any corner, or any space behind the goals or the goal lines. It is the responsibility of the coaches to enforce this policy on all parents and spectators.

17.3 **Cancellations.** Home team coaches shall notify opposing team coaches of any game cancellations as soon as possible. The Club shall make game cancellation decisions for the Club based on the safety of players and the good of the game. The Club will post those decisions on the Club's website as soon as practicable. No game shall be played if the Referee assigned to a match determines the field is not safe to play on, regardless of the Club's decision to allow games at other fields.

17.4 **Jersey Colors.** Home recreational soccer teams shall wear dark (blue) jersey colors for all intra-club and intra-league matches. In the event of a conflict with a visiting team from another club or league the Home Team shall change jersey colors. Visiting recreational soccer teams shall wear light jersey colors for all intra-club and intra-league matches.

### **ARTICLE 18** **Prohibited Items at Club Matches**

18.1 Alcohol, tobacco, vaping pens, firearms, marijuana, and any controlled substance is banned from any Club events. The Club forbids all players, parents, coaches, referees and fans from bringing any of these items or using any of these items at in or within 500 feet of any Club event.

18.2 Dogs. The Club forbids all players, parents, coaches, referees and fans from bringing any animal including but not limited to dogs and cats within 500 feet of any Club event except for duly authorized assistance animals.

18.3 Noise making devices. Any device utilized to emit a loud noise (e.g., air horns, rattles, bells, etc.) are prohibited. The Club forbids all players, parents, coaches, referees and fans from bringing any of these items or using any of these items at in or within 500 feet of any Club event.

### **ARTICLE 19** **Indemnification and Insurance**

19.1 Non-Liability of Directors and Coordinators. The Executive Board of Directors, Coordinators, coaches, and Voting Members shall not be personally liable for the debts, liabilities, or other obligations of the Club.

19.2 Indemnification by Club. To the extent that a person who is, or was, Director, Coordinator, employee or other agent of the Club has been successful on the merits in defense of any civil, criminal, administrative or investigative proceeding brought to procure a judgment against such

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person by reason of the fact that he or she is, or was, an agent of the Club, or has been successful in defense of any claim, issue or matter, therein, such person shall be indemnified against expense actually and reasonably incurred by the person in connection with such proceeding. If such person either settles any such claim or sustains a judgment against him or her, then indemnification against expenses, judgment, fines, settlements and other amounts reasonably incurred in connection with such proceeding shall be provided by the Club but only to the extent allowed by, and in accordance with the requirements of, Section 5238 of the California Nonprofit Public Benefit Corporation Law.

19.3 The Board may adopt a resolution authorizing purchase and maintenance of insurance on behalf of any agent of the Club against any liability other than for violating provisions of law relating to self-dealing asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the Club would have the power to indemnify the agent against such liability under the provisions of Section 5238 of the California Nonprofit Public Benefit Corporation Law.

### **ARTICLE 20 Execution of Instruments, Deposits, and Funds**

20.1 Execution of Instruments. The Board, except as otherwise prohibited in these Bylaws, may by resolution authorize the Club to enter into a contract or execute and deliver an instrument in the name of and on behalf of the Club, and such authority may be general or confined to specific instances. Unless so authorized, no Officer, agent, or employee shall have any power or authority to bind the Club by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount without the appropriate Board approval.

20.2 Checks and Notes. Except as otherwise required by law or specifically determined by resolution of the Board of Directors, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Club shall be signed by the Treasurer and/or the President as required by these Bylaws. All payments equal to or greater than \$500.00 require the Treasurer and the President to dually approve the payment.

20.3 Deposits. All funds of the Club shall be deposited to the credit of the Club in such banks or other depositories as the Board of Directors may select.

### **ARTICLE 21 Corporate Records, Reports, Fiscal Year**

21.1 Maintenance of Corporate Records.

21.1.1 The Secretary of the Club shall keep"

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- (a) Minutes of all meetings of the Board of Directors and all meetings of Voting Members, indicating the time and place of holding such meetings, whether regular or special, how called, the notice given, and the names of those present and the proceedings thereof; and
- (b) A copy of the Club's Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the Voting Members of the Club at all reasonable times during office hours.

21.1.2 The Treasurer of the Club shall keep:

- (a) Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses.

21.1.3 The Registrar of the Club shall keep:

- (a) A record of its Voting Members indicating their names, address, and registered player affiliation as further defined in Article 4.

21.2 Annual Report. The Board, at its discretion and option, may make available an Annual Report at the AGM.

21.3 Fiscal Year. The fiscal year of the Club shall begin on the first of January and end on the thirty-first of December in each calendar year.

### **ARTICLE 22**    **Dissolution of the Club**

22.1 If, for any reason, the Club dissolves, upon full payment of any outstanding debts and liabilities accrued, shall distribute the remaining assets to Placer Alliance Soccer League for the express purpose of development of youth soccer.

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