

RIPLEY YOUTH SOCCER CLUB

BY – LAWS

ARTICLE 1 – MEMBERSHIP

Memberships shall be made up of the following types:

1. **PLAYER MEMBERSHIP**
These shall be youth players who are properly registered and in good standing. They shall have no voting rights in Club General Meetings.
2. **PARENT MEMBERSHIP**
These shall be parents of properly registered youth players that are in good standing. They shall have full voting rights in Club General Meeting with a weight of 1 per each child that is a registered player in good standing.
3. **COACH MEMBERSHIP**
These shall be properly registered coaches and assistant coaches that are in good standing. They have voting rights of 1 vote in Club General Meetings. If the coach is also a parent then the voting rights will be as per the parent membership rights only.
4. **OFFICER MEMBERSHIP**
These shall be properly elected officers that are in good standing and will serve for a term of 4 years. They have voting rights of 1 vote in Club General Meetings. If the officer is also a parent then the voting rights will be as per the parent membership rights only.

To be in good standing in the Club a member must meet all of the following requirements:

1. All current dues, fees and assessments due to the Club must be paid.
2. All orders of suspension for players, coaches or parents have been properly served.
3. There are no penalties, fees, or sanctions against the Club as a result of actions of one of the RYSC's members that is not resolved.

Failure to comply with one or more of the above sections will result in the Board Members determining that the member is not in good standing. Failure to be in good standing is further defined as meaning members will not be allowed to participate in any activity, game, practice, or meeting conducted by the RYSC.

Every player, parent, officer, and chairman which accepts membership in RYSC thereby agrees for themselves to recognize the administrative jurisdiction and to accept, support and adhere to the regulatory authority of RYSC and the WVSA, as herein provided and

as it may hereafter be formulated by such rules and regulations, alterations of and amendments to the Constitution and By-Laws which this RYSC may from time to time enact.

ARTICLE II – OFFICERS (BOARD MEMBERS)

1. **PRESIDENT** Shall preside at all meeting; appoint committees as needed; enforce the constitution, by-laws, and other rules and regulations of RYSC; supervise the affairs of the treasure, as authorized by the Board; sign documents and contracts for the Club with the Secretary, as authorized by the Board; act as Chairman of the Board; call meetings upon prior notice; appoint someone to schedule all age-division soccer games ; be an EX-Officio Member of all Committees; and shall see that all Officers and Chairman has updated copies of the Constitution and By-Laws.
2. **VICE-PRESIDENT** Shall perform all duties and exercise the authority of the President in his/her absence or incapacity; act as the Club Liaison with the West Virginia Soccer Association (WVSA); act as the Club Liaison with other Soccer Clubs, act as the Club Liaison with the Referee Committee; and direct the activities of the Field Chairman, and serve as Chairman of the Appeals and Discipline Committee.
3. **SECRETARY** Shall keep records of all proceedings of the Club; sign along with the President, all contracts and documents of the Club as authorized by the Board; disburse minutes of all meetings of the Board; and write all official correspondence for the RYSC, serve as coordinator of the Club insurance matters, and proved the Club newsletter.
4. **TREASURER** Shall be bonded at the expense of the Club; make deposits of all money of the club; shall sign warrants for the payment of bills with the President, as authorized by the Board; maintain Financial Records of the Club; and report the financial state of the Club at all Board Meetings and at the General Meetings. The Treasurer is also responsible for developing and submitting a yearly budget for Board approval. If said Treasurer is unable to attend a meeting they will transmit a report in writing to the President no less than 24 hours prior to scheduled meeting time.
5. **REGISTRAR** Shall maintain a complete file of applications; ensure that all players are properly registered with RYSC and WVSA; enter registration on current computer registration program, register all youth eligible for participation in RYSC sponsored games; maintain a complete roster, by teams, of all players in RYSC.
6. **REMOVAL**
Any Board Member shall be required to resign following a vote of “no confidence” in his ability to remain in office. The vote of “no confidence”

must be passed by three-fourths majority of all Board Members.

One-fourth of the Club can sign a petition for such a vote. The petition must be submitted in writing to the Board Members. Within 10 days of receipt of the petition the Board Members will meet and vote.

The Board Members may call for a vote of “no confidence” on another member of the Board, who’s action have been resolved to be grossly negligent, or severe improprieties or other serious irregularities.

If an Officer receives this vote of “no confidence” he/she is automatically suspended from the Board until the next Membership meeting and the members must concur with a two-thirds majority of the vote for the removal to be effective.

7. ATTENDANCE AT MEETINGS

A Board Member not attending three consecutive meetings, including General meetings, or Board Member meetings, will have his/her office declared vacant unless such absences are excused for a good cause by the Board Members.

8. VACANCIES

In the event any office of the Board Members becomes vacant, the President shall make an appointment to fill such vacancy. This appointment shall be ratified by a majority vote of the Board Members present at the next called Board meeting.

9. COMPENSATION

The Board Members shall serve without salary for their services. Any Board member may be reimbursed for expenses previously approved by the Budget or by majority vote of the Board Members.

ARTICLE III – MEETINGS

GENERAL MEETINGS

All meetings of the Club shall be held at such times and at such places as shall be determined by the President. If a majority of the Board Members or one-fourth of the members requests the President to call a General or Special meeting, he must do so with thirty (30) days. Notice of such meeting shall be given not less than ten (10) days prior to the meeting date.

The majority vote of the members present at General Meetings shall decide any question brought before such meeting.

BOARD MEMBERS

The meetings of the Board Members shall be held at a time and place as determined by

the President. If a majority of the Board Members or one-fourth of the members requests the President to call a Special Board Meeting, he must do so with ten (10) days. Notice of such meeting shall be given not less than three (3) days prior to the meeting date.

Three (3) members present at any Board Meeting shall constitute a Quorum. The majority vote of the member present shall decide any questions brought before it.

ARTICLE IV – RULES AND REGULATIONS

The Board Members shall establish and maintain the Rules and Regulation for the activities of the RYSC. This document shall be published and made available to all Officers, Coaches, Referee, and Chairmen. Any member requesting a copy will be provided one.

ARTICLE V – APPEALS AND DISCIPLINE

The Board Members shall establish and maintain the procedures of Appeals and Disciplinary actions for the activities of the RYSC. This document shall be published and made available to all Officers, Coaches, Referees, and Chairmen of the Club. Any member requesting a copy shall be provided with one.

ARTICLE VI – COMPLAINTS

All filed complaints must be filled out on a complaint form, signed and dated. Once a complaint is filed, the President and Vice President must talk with the person that the complaint is filed against. In return, this person must sign off on a written warning. Failure to do so will result in expulsion. After the 3rd complaint, the person will go before the discipline committee for further action.

ARTICLE VII – TEAM ORGANIZATION

1. Each team in the RYSC shall consist of One Head Coach, One Official Assistant Coach, a maximum of eighteen (18) Players with the exception of modified rules for small sided games per the Rules and Regulations.
2. The COACH'S duties and responsibilities shall be:
 - A. The instruction of Soccer – Skills and Game Strategy to all players. The development of good sportsmanship and team spirit among all team members.
 - C. To set an example of good sportsmanship and fair play both on and off the playing field.
 - D. To cooperate with league officials and other coaches.
 - E. To attend all scheduled Coaches Meetings or be represented.
 - F. To notify the President of any injury to a player under his/her supervision

- within 24 hours.
- G. To notify the Registrar of any change in eligibility status of a player on his/her roster within 24 hours following knowledge of such change.
 - H. To assist in field work and fund-raising campaigns of the RYSC.
 - H. To submit the names and telephone numbers of the Official Assistant Coach to the Registrar prior to the first game of the season.
 - I. To see that all Rules and Regulations of the RYSC are followed by all assistants, players and parents of his/her team.
 - J. To ensure that all safety rules are being enforced and that proper playing equipment is being worn.
 - K. To ensure that properly completed registration forms are on file before any player engages in RYSC activities.
 - L. To ensure that properly signed parent permission slips are in the team's possession and at each game, practice, activity of the team.
3. The following duties and responsibilities may be delegated to the ASSISTANT COACH:
- A. To perform the duties outlined above for the Head Coach in his/her absence.
 - B. To perform the duties established for him/her by the Head Coach.
 - B. To maintain Player Registration Cards or Roster for the Team and be prepared to present them to the Referee before each game.
 - D. To maintain a record of the Team Roster.
 - E. To distribute, maintain, and collect all team equipment.
 - F. To coordinate RYSC Committee work with Team Parents.
 - G. To keep player, parents informed of game and practice schedules, and other team activities.

ARTICLE VIII – SELECTION AND RETENTION OF COACHES

1. All Coaches will be selected by the Coaches Committee and approved by a majority vote of the Board. This selection should take place before the season starts so that the Coaches can attend the Pre-Season Coaches Meeting. In the event that a Coach cannot fulfill his/her responsibilities, the Coaches Committee can appoint a replacement with a majority approval of the Board.
2. The Board Members shall establish and maintain a basis for which to evaluate Coach's which shall be used for their selection and retention.
3. Any person may go through the coach's selection process. If they are selected, they must fill out a Risk Management form, if one is not on file. They also must sign a Coach's Code of Conduct. Both of these things need to be done before the first game or the person can't coach. A coaches class will be offered and should be attended by all coaches.

ARTICLE IX – FINANCE AND ACCOUNTING

The Treasurer shall be responsible for the collection and disbursement of all RYSC Funds. The distribution of the funds shall be as per the approved Budget. Any expenditure not stated in the Budget must have Board approval. Registration fees for each player shall be established per the Rules and Regulations.

ARTICLE X – INSURANCE

1. Player Insurance will be mandatory and the insurance cost will be included in the Registration Fee at the start of the season.
2. Liability Insurance shall be carried on all RYSC Officials, Coaches, Concession Stands and all Playing Fields used by the RYSC.
3. The Board Members of RYSC shall be responsible for securing appropriate insurance coverage and for submitting all claim reports.
4. No practice or games shall begin prior to the effective dates of the RYSC insurance coverage.

ARTICLE X – AMENDMENTS

The By-Laws of this Club may be amended at any regularly scheduled meeting by a majority of the Board.

ARTICLE XI – EFFECTIVE DATE

These By-Laws adopted of the RYSC shall become effective on the Eleventh Day of July in the Year of TWO THOUSAND AND NINE (2009).