

# **CONSTITUTION AND BY-LAWS of the CANYON LAKE YOUTH SOCCER CLUB**

**AS ADOPTED JULY 8, 1999**

## **PART 1 – CONSTITUTION**

### **ARTICLE I – NAME**

The name of this organization shall be the Canyon Lake Youth Soccer Club, hereinafter referred to as CLYSC. CLYSC is and shall be a non-profit organization.

### **ARTICLE II – MISSION STATEMENT**

The mission of the Canyon Lake Youth Soccer Club is to develop individual and team skills in youth soccer while building high self-esteem, good character, physical abilities, never forgetting to have fun.

### **ARTICLE III – PURPOSE**

The purpose of CLYSC is to provide the opportunity for all who are interested to participate in youth soccer and to develop soccer skills to each player's potential. It shall be the policy of Canyon Lake Youth Soccer Club that each player in Recreational and Division II will play in each half of the game and that each player will play approximately one-half of the total game time. For Division I, a minimum of 25% of game time is required. In all levels of play, the policy shall not apply in cases of injury or disciplinary action. CLYSC shall teach good sportsmanship, educate youth participants and adult sponsors in the fundamentals of the game of soccer, promote the game through sponsorship of regularly scheduled soccer competition, and conduct such other educational activities as shall be deemed appropriate to the promotion of youth soccer activities. Except as otherwise noted herein, or where local conditions prevent (as determined by CLYSC), the Federation Internationale de Football Association (FIFA) "Laws of the Game and Universal Guide for Referees" shall provide the basic rules and regulations for the soccer games sponsored by CLYSC. CLYSC shall govern and promote the game of soccer for youth players in Canyon Lake and surrounding areas. CLYSC shall be an affiliated division of, and comply with the authority of, the Alamo Area Youth Soccer Association and the South Texas Youth Soccer Association.

### **ARTICLE IV – MEMBERSHIP**

The membership of CLYSC shall consist of each sanctioned team. Each sanctioned team is entitled to one voting seat in the general meetings. The team representative at said meeting shall be the coach of the team or an individual designated by him or her. This representative shall agree to abide by the By-Laws of CLYSC.

### **ARTICLE V – GENERAL MEETINGS**

A meeting of the general membership of CLYSC shall take place at the conclusion of the fall season. Any additional meeting may be called as deemed necessary by the Board. Notification shall be made to each team of the date and location of the meeting. The information shall be posted at CLYSC facilities and, if possible, published in the local newspaper. All meetings shall be conducted in accordance with Robert's Rules of Order.

- A. The Board shall prepare an annual report to be distributed at the first General Meeting.
- B. The soccer fiscal year of CLYSC shall be from July 1 through June 30.

- C. The Board of Directors of CLYSC shall be elected at the General Meeting held at the conclusion of fall play (December).
- D. The books of CLYSC shall be available for inspection by Association members seven (7) days prior to each general meeting.

## **ARTICLE VI – BOARD OF DIRECTORS**

The governing authority of this association whose powers shall be delegated in this Constitution shall be vested with the Board of Directors. The Board shall be composed of a minimum of seven up to a maximum of eleven individuals duly elected by CLYSC at the fall General Meeting. A majority of elected Board of Directors must be present in order to decide on any issue requiring a vote. The board of Directors shall administer the affairs of CLYSC, make recommendations at general meetings of CLYSC and be responsible for:

## **PART II – BY-LAWS**

### **ARTICLE I – DUTIES OF OFFICE**

#### **A. PRESIDENT**

The President is the general representative of CLYSC. He/She shall supervise all activities of CLYSC and the work of the officers. The President shall co-sign all checks for expenditures. The position of the President shall be a two-year term elected on the even numbered year.

#### **B. VICE-PRESIDENT**

The Vice-President, will coordinate all seasonal play for the recreational program, including the draft and evaluations. He/She will act as President in the President's absence. The Recreational Coaching coordinator shall report to the Vice-President. He/She will coordinate the coaches' clinics to assure recreational coaches' training. In addition, he/she shall ensure the distribution of coaches' manuals to all recreational coaches. The position of Vice-President shall be a two-year term, elected on odd numbered year.

#### **C. REGISTRAR**

The Registrar shall supervise and assist in all matters pertaining to the registration of players in all divisions. He/She shall maintain a file for each age division which shall include individual registration forms. He/She shall have the authority to require any team to supply the necessary information in the format needed in order for him/her to properly perform his/her duties. The registrar shall be responsible for insuring that all players are registered in the correct age division. The Registrar shall clarify all team rosters. The position of the Registrar shall be a two-year term, elected on the odd numbered year.

#### **D. SECRETARY**

The Secretary shall attend to all correspondence, shall record the minutes of all General and Board Meetings and shall be custodian of all correspondence initiated by the League or Board of Directors. The Secretary shall give notice of all meetings. The position of Secretary shall be a two-year team, elected on the even numbered year.

#### **E. TREASURER**

The Treasurer shall be responsible for all monies of CLYSC which shall be deposited in a chartered bank in the name of CLYSC. All checks shall be signed by the Treasurer and the President. Any non-budgeted expenditures of more than One Hundred Dollars (\$100.00) shall first be authorized by the Board of Directors. The Treasure will be responsible for preparing an annual budget for approval by the Board at

the May meeting. The position of the Treasurer shall be a two-year term elected on the odd numbered year.

## **F. DISCIPLINARY AND PROTEST OFFICER**

The Disciplinary and Protest Officer shall be the President of the Disciplinary and Protest Committee. He/She shall assure that the Disciplinary and Protest procedures are followed. In the event of a conflict of interest, the Disciplinary and Protest Officer will relinquish chair to an appropriate Board member and refrain from participating.

## **G. FIELDS AND FACILITIES DIRECTOR**

The Fields and Facilities Director will be responsible for the acquisition, preparation, and maintenance of all the fields for play. He/She will also be responsible for all equipment. He/She may appoint whomever he/she chooses to assist in preparing and maintaining the playing fields.

## **H. DIVISION III COACHING COORDINATOR**

The Board of Directors shall appoint an individual to serve as Coaching Coordinator as deemed necessary by the board. It shall be the responsibility of this individual to secure coaches for teams in the appropriate age groups. Coaching Coordinator shall work with the Registrar to determine the number of teams to be formed in each age division based upon registration totals. The Coordinator shall serve as a liaison between the officers of CLYSC and the coaches. He/She shall be responsible for keeping coaches informed of all matters relevant to their duties. He/She may call meetings of the coaches, as he/she deems necessary and will chair such meetings. The Coordinator shall report to the Vice-President.

## **ARTICLE II – AMENDMENTS**

Amendments to this Constitution and By-laws may be made at any regular CLYSC Board of Directors meeting by a 2/3-majority vote.

**Canyon Lake Youth Soccer Club By-laws to be used in conjunction with the rules, policies and procedures as published in the current South Texas Youth Soccer Association (STYSA) Administrative Handbook.**

### **Recreational Teams:**

1. Core Teams are considered core if 50% of the team returns to play consecutive season.
2. A core team does not need to have the same Manger/Coach. U-6 can return to an existing Manager/coach.
3. If core team is moving up an age division, a younger player on the team must be allowed to move with the team if approved by the player's parents and elective board members. Only 4 young players may play on a team during one season.
4. Request to particular team rosters must be approved by a majority of the elective board members.  
Requests are only considered for the purpose of creating fair play between teams.  
Requests are not considered for the player's talent or ability.
5. Gender teams may be formed if able to play same gender teams.
6. No gender teams in U-6.
7. Depending on number of same gender players (girls) registered, divide players equally between gender teams for balanced play.
8. If registration does not allow for balanced team formation (age pure or gender teams), teams may be moved up one age group such that older and younger players are divided out equally on mixed teams.

9. All teams forming for tournaments or regular season play must inform elective President of CLYSC who will then inform the remaining board members.
10. Absolutely no paid trainers for U-10 and below (Division IV); no paid trainers for any team without CLYSC Board approval. (STYSA rule 3.3.2.2.5)

**DIVII:      Division II is for players who want to be more competitive and show the skill and ability to progress into a more competitive league.**

1. Before formation of a DivII team, it must be approved by the CLYSC board members.
2. DivII Coordinator will be elected by the CLYSC board members.
3. If no applicants for DivII agreed upon, Vice-President of CLYSC will be coordinator with decisions approved by the board members.
4. Managers will bid on players after tryouts.
5. Bids will be given to the DivII coordinator who will then contact players after tryouts have been completed.
6. Players have two days to respond to bid.
7. No Manager, Coach, Players, or anyone associated with teams may contact players during bidding process.
8. Players have the right to pick team even if bid lower, as long as player has tried out.
9. After two days, if a player has not responded to bid, board will place player. (Even if back to an available recreational team.)
10. All players must make a general tryout.
11. A player who registers after tryouts and has played DivII previously may play on the lowest rostered team.
12. Player must have played one regular season before tryouts.
13. Tryout dates will be set by the CLYSC board members.
14. Drills for tryouts will be approved by managers and DivII coordinator.
15. Managers (and/or Coach) must have two years Coaching experience and must be approved by CLYSC board members.
16. Managers must have a background check from previous Coached teams.
17. Managers must attend a minimum of 75% of the games.
18. Managers must have a minimum of an "E" license before tryout date.
19. Anyone rostered as a Coach or Assistant Coach must have a minimum of age specific modules. Managers and if possible all upper level coaches are encouraged to increase their knowledge of the game by continuing their education through clinics and certification.
20. Managers, Coaches, Trainers and players represent the best of Canyon Lake Soccer as DivII participants and will conduct themselves accordingly. If unapproved conduct is observed, a disciplinary hearing will be held and removal from DivII will be strongly considered.
21. All upper level teams will pay the registration fees. These fees include a standard uniform; all teams are required to participate in the league fundraiser.