

**BY-LAWS**  
**EBBETTS PASS YOUTH SOCCER LEAGUE**  
Revised March 2003, January 2004, February 2007, and July 2007

**ARTICLE I            MISSION STATEMENT**

- 1) To promote an atmosphere in which the players have the opportunity to love soccer.

**ARTICLE II           BOARD OF DIRECTORS**

- 1) The Board of Directors is elected at the Annual Meeting to a two (2) year term of office, which begins on election and continues until the Annual Meeting two (2) years later. Up to seven (7) Directors should be elected each year, so that approximately half of the Board will change in any year.
- 2) Directors shall serve in accordance with the League Constitution and By-Laws and at the will of the Board.
- 3) Any person is eligible to serve on the Board. Only persons who have served at least one (1) full term on the Board in the past five (5) years may be elected or appointed to the office of President.
- 4) In the event that a Director resigns or becomes unable to serve, or if for any other reason a vacancy exists on the Board, a new Director may be appointed by a majority of the Board at any Board meeting provided a quorum is present at the meeting.
- 5) The Board has the authority to remove, with cause and a proper hearing, any Director. Notice of said hearing shall be given, in writing, at least fourteen (14) days prior to the hearing. Cause is deemed to be non-performance of duties as set forth in the League Constitution and By-Laws or conduct that is detrimental to the League.
- 6) The officers of the Board are President, Vice-President, Secretary and Treasurer. Officers are elected by the Board after the annual election of new Directors. Directors are not elected to specific offices at the Annual Meeting.
  - a. President
    - i) Shall conduct all Board meetings and vote only in case of a tie.
    - ii) Appoints members of standing or ad hoc committees.
    - iii) Serves or appoints another person to serve as the League representative to monthly District VIII CYSA meetings. Mileage for these meetings is fully reimbursable by the League.
    - iv) Presides at the Annual Meeting.
    - v) Schedules or appoints another person to schedule all League games.
    - vi) Schedules Field Supervisors for each game day during the regular soccer season.
    - vii) Serves as the Chairman of the Protests and Appeals Committee.
  - b. Vice-President
    - i) Presides at Board meetings in the President's absence.
    - ii) Succeeds to all powers of the President in his or her absence.
    - iii) Assumes any duties assigned by the President.
    - iv) Coordinates League public relations and fund-raising.
    - v) Handles all insurance issues and processes insurance claims arising from League activities.
  - c. Secretary
    - i) Gives notice of and keep accurate records of all meetings.
    - ii) Handles all correspondence.
    - iii) Maintains the records of the League.

- iv) Notifies promptly by mail or email all League members of any proposed or actual changes to League By-Laws or policies, and of the schedule and agenda of Annual Meetings.
- v) Prepares the annual report.
- d. Treasurer
  - i) Deposits in a bank designated by the League and accounts for all League funds.
  - ii) Pays referees and linesmen on authorization by the Referee Coordinator.
  - iii) Pays all League debts. All checks shall be signed by the Treasurer and one (1) of the other three (3) League officers (President, Vice-President or Secretary).
  - iv) Keeps proper financial records of all transactions, available for inspection by request of the President or the Board.
  - v) Prepares all documents concerning the legal and tax-exempt status of the League.
  - vi) Prepares monthly League cash flow statements and an annual balance sheet for the Board.
  - vii) Prepares the annual budget for approval by the Board.
- 7) Four (4) Board members serve as Area Coordinators from the Angels Camp, Arnold, Copperopolis and Murphys areas. Each of these Directors is responsible for the following activities within their area:
  - a. Area Coordinators
    - i) Represent their areas to the Board.
    - ii) Advertise and coordinate registration within their area.
    - iii) Select teams per Article IV of the By-Laws.
    - iv) Assist the Sponsor Coordinator in locating team sponsors in their area.
    - v) Assist the Coaches Coordinator in recruiting team coaches in their area.
    - vi) Address or refer to the Board or appropriate Board member all problems and complaints arising in their area during the soccer season.
- 8) Up to six (6) additional Directors-at-large may serve on the Board at any time. If less than six (6) additional Directors are on the Board, any Director may, at the request of the President with the concurrence of the Board, assume responsibility for any of the duties described below.
  - a. Registrar
    - i) Supervises the proper registration of all players.
    - ii) Completes all District VIII registration procedures.
    - iii) Handles all registration changes and problems during the season.
    - iv) Creating final team rosters that shall be authenticated and tamper resistant. Final team rosters shall be printed on goldenrod paper stock, signed by the registrar, and laminated.
  - b. Referee Coordinator
    - i) Supervises the selection, training and certification of League referees.
    - ii) Is responsible for the enforcement by the referees of League standards and rules.
    - iii) Establishes and enforces procedures for assuring that only properly rostered players participate in League play.
    - iv) Schedules referees and linesmen for all League games.
    - v) Is responsible for payroll of agreed wages to all referees and linesmen.
    - vi) Serves as a member of the Protest and Appeals Committee.
  - c. Coach Coordinator
    - i) Supervises the selection and training of all coaches.
    - ii) Represents the coaches to the Board.
    - iii) Communicates all League policies and regulations to the coaches.

- iv) Distributes a Coach Packet as described in the By-Laws to each coach before the start of each season.
    - v) Serves as a member of the Protest and Appeals Committee.
  - d. Sponsor Coordinator
    - i) Coordinates efforts to find a sponsor for each team.
    - ii) Invoices and collects sponsorship fees from all sponsors.
    - iii) Communicates with sponsors to maintain their goodwill.
    - iv) Plans and oversees distribution of any gifts from the League to the sponsors.
    - v) Oversees printing of sponsor banners for each team.
  - e. Field Coordinator
    - i) Lay-out and maintains all fields used by the League.
    - ii) Maintains all field equipment owned and facilities used by the League.
    - iii) Keeps records of all equipment owned by the League.
    - iv) Coordinates the purchase of any new equipment needed.
  - f. Uniform Coordinator
    - i) Purchases uniforms, banners, coach's premiums, and other appurtenances for the League's teams.
    - ii) Maintains uniform inventory records.
- 9) Members of Standing
  - a. In recognition that there are duties which fall outside of the role of the Directors, the President has the right to appoint members of standing. Members of standing are advisory members. As advisory member, they may propose agenda items, participate in discussions of league business but do not vote. At the November meeting, the board should consider the advisory members and their position with the League to determine whether the By-Laws may need modification to include the new positions according to the process defined in Article V of the Constitution. Advisory members include but are not limited to: Photo Day Coordinator, Scheduler, Camp Coordinator, Competitive Team Coordinator, Field Supervisor, Web Site etc.
- 10) The Board is responsible for and has sole authority over the following:
  - a. Interpreting and enforcing the Constitution, By-Laws and policies of the League and all applicable rules and regulations of the associations with which the League is affiliated.
  - b. Approving procedures for formation of registered teams.
  - c. Insuring proper CYSA registration of all players, coaches and referees.
  - d. Insuring proper handling of and accounting for all League funds.
  - e. Sanctioning team travel to any competitions played out of League boundaries.
  - f. Affiliating with other organizations for the general good of the League.
  - g. Establishing a common set of administrative and playing rules for the League.
  - h. Providing appropriate age-group recreational and competitive levels of play for all League players.
  - i. Scheduling of all games and related activities, and approval of all fields for play.
  - j. Procuring of all operating funds and facilities.
  - k. Determining pay schedule for referees and linesman prior to each season.
  - l. Distribution to each coach before the start of each season of the following:
    - i) Names and responsibilities of all Directors.
    - ii) Update of league policies, if any.
    - iii) The Constitution & By-Laws.
    - iv) The CYSA Team Manual.
    - v) Schedule of mandatory coach meetings.
    - vi) Phone list of all coaches.

- vii) Each coach's team roster.
  - viii) Game schedules.
  - ix) Coach's contracts.
  - m. Providing a parent's guide and information sheet to every parent registering children to play in the League.
  - n. Promoting League activities.
  - o. Furthering the Good of the Game.
- 11) Discipline
- a. The Board has the right and authority to suspend, bar completely or otherwise discipline any team, player, coach, manager, team assistant, League official or any other person associated with the operation of the League. Such disciplinary action can be taken by the Board as a whole or by any agent or committee appointed by the President with the concurrence of the Board for such a purpose. Should any suspected violation be reported to the Board, the Board shall take the following steps:
    - i) Verify that the offense has occurred or is occurring, by written and signed complaints from the plaintiffs or by testimony of eye-witnesses to the offense.
    - ii) Speak with the person(s) accused and discuss the complaint.
    - iii) Make an immediate disciplinary ruling or observe whether the problem is corrected before applying any penalty, depending on the nature of the offense.
  - b. Any disciplinary decision of the Board can be appealed to the Protest and Appeals Committee as described in Article IX of the By-Laws. Ignorance of the Constitution, By-Laws or policies of the League is not a sufficient reason to protest or appeal a disciplinary decision.
- 12) The President shall ensure that a Director or other Board-approved adult serving as Field Supervisor is present at the fields whenever games are played. The Field Supervisor shall serve in accordance with the League Constitution and By-Laws and implement the will of the Board. The Field Supervisor has full Board authority to resolve any disputes and to address any problems which arise during play. The Field Supervisor shall keep a record of all such disputes or problems for use by the Board.
- 13) The Board shall have sole authority to enter into contracts for goods and services as appropriate to fulfill its responsibilities as specified herein.
- 14) League Constitution and By-laws shall be made available to all new Directors no later than the first Board meeting following election.
- 15) To the fullest extent permitted by law, EPYSL agrees to defend and indemnify, and hold harmless, its officers and directors acting in their official and personal capacities for all claims demands, and liability (including reasonable attorneys fees) for injury to persons and property arising out of the Officers and Directors duties under the League Constitution and By-Laws, except to the extent such losses are caused by gross negligence or willful misconduct of such Officers and Directors.
- 16) No Director shall be eligible to vote on any matter where the Director has a personal financial interest or where the Director holds a managerial/policy making position with another entity/organization with whom the League has established or intends to establish a contractual relationship.

### **ARTICLE III MEMBERSHIP**

- 1) There are two (2) types of membership in the League, voting membership and player membership.
  - a. Voting Membership - Voting membership is acquired by election to the Board or by

serving as team Coach. Coaches who are also Board members have only one (1) vote. A voting member shall be active in the current year and in good standing to vote. All voting members may vote at the Annual Meeting. Only members of the Board may vote at regular Board Meetings.

- b. Player Membership - Playing members do not have voting rights at any official meetings other than as exercised by their coach. Any child under the age of nineteen (19) in the League territory may become a playing member if a place on a team in his or her age group is available, by submitting with the appropriate fee:
  - i) Proof of place and date of birth if registering as a CYSA player for the first time.
  - ii) A properly completed registration form for each player or coach, prepared in accordance with the current CYSA registration instructions and procedures.
  - iii) Falsification of records is grounds for denial of future participation and membership in the League.
- 2) The League is not liable for the financial obligations or debts, either implied or incurred, of any of its members.

#### ARTICLE IV                    REGISTRATION AND TEAM SELECTION

- 1) Players register during well-publicized sign-up sessions held in each of the four (4) League areas. Any registration received after May 31 of each year shall be subject to a penalty charge. Subject to the regulations of CYSA, registrations may be accepted at any time up to and during the season. NOTE: CYSA rules state that new players registering during the season and players transferring between teams are not eligible to play with their teams until ten (10) days after their registration is approved by the District Registrar.
- 2) It is the intent of the League that all teams within an age-group be as equal as possible in skills. To achieve this goal, the Area Coordinator selects teams randomly from the players available. The players in each age group are divided into four (4) categories by age and sex: Boys with birth dates in the first year of the two (2) year age bracket, older boys, girls in their first year and older girls. Equal numbers of players from each category are then randomly assigned to each team in that age bracket. The Area Coordinator may then evaluate the teams for competitive balance, and may request the assistance of the Team Selection Committee if in his or her opinion some of the teams require adjustment for competitive reasons.
- 3) Players wishing to register outside of their home area as defined by the League (Angels Camp area is defined as all children who would attend Mark Twain; Arnold is the Hazel Fischer area; Copperopolis is Copperopolis Elementary; Murphys is Michelson) shall have an acceptable reason and shall request approval in writing from the Board.
- 4) Players may not specify the team on which they wish to play unless a brother or sister is on that team. Coaches may request their own eligible child(ren) on the team they coach. Sponsors may specify that their own eligible child(ren) be on the team they sponsor. Any team request made for competitive reasons or seen by the Board as upsetting the competitive balance between the teams shall be refused.
- 5) The Registrar in cooperation with the Area Coordinators select age-group teams within CYSA size parameters using all players registered by May 31 of the playing year, and submits team rosters and complete registration documentation to the Area Coordinator. Players registered after this, but on or before June 30, at a fee including a late registration penalty, should be added to an appropriate age-group team if there is one with less than the CYSA maximum number of players on its roster, or be placed on a waiting list if not. Players registering after June 30 shall be added only to teams falling

below the minimum recommended playing level, in the order in which their applications were received and placed on the waiting list by the Registrar.

- 6) All adults volunteering to coach or assist in coaching a team shall be approved by the Board through the Area Coordinator. Prospective coaches are required to attend a mandatory coach's meeting before the start of each season, understand and agree to support the Constitution, By-laws and policies of the League.
- 7) Coaches or parents dissatisfied with team selection may appeal to the Protest and Appeals Committee. Players wishing to transfer between teams shall meet CYSA requirements.
- 8) Coaches whose team rosters fall below the minimum recommended level of three (3) players more than the number required for fielding a full team for a game may ask the Registrar for replacement players from the waiting list to bring the team roster up to the minimum recommended size. If no players are available from the waiting list, the coach may then recruit eligible players to fill his or her roster to the recommended minimum. All such recruits are subject to CYSA regulations, and shall not be able to begin play until team coach is in possession of player registration form and official team roster, which has been updated in accordance with these By-Laws.

#### ARTICLE V            COMPETITIVE TEAMS

- 1) Competitive Team Coordinator is the liaison to the Board for all issues regarding non-house league teams including communications to/from Board members to/from team coaches and managers, District VIII, and CYSA. Traveling and competitive teams include but not limited to Frasier, Meyers, Kaercher or Olsen Leagues. The duties include:
  - a. Implements and enforces League Bylaws and guidelines for Traveling and Competitive League Teams.
  - b. Oversees and schedules tryouts for non-house league teams.
  - c. Attends all District VIII monthly and periodic meetings, reporting issues of relevance back to the Board in a timely manner. Represent EPYSL by voting on all issues unless League President is in attendance.
- 2) All competitive teams shall operate in accordance with the Competitive Team Policy.
- 3) Any person, who with the consent of the Board, establishes a competitive soccer team as defined by the CYSA, shall be required to play competitive soccer outside of the League's regular season unless the Board sanctions play during the season in another CYSA league. Competitive soccer teams include teams formed solely for the purpose of tournament competition.
- 4) The League shall pay only for affiliation into the closest competitive league, and assumes no responsibility for other team expenses other than supplying uniforms comparable to those supplied to League traveling teams. The competitive team is responsible for all costs of upgrading its uniforms.

#### ARTICLE VI            MEETINGS

- 1) Regular meetings of the Board should be held at least quarterly on a designated date, or as called. The agenda for regular meetings should include at least the following:
  - a. **EPYSL Board of Directors Meeting Agenda - XX/XX/XX (date)**
    - 1) Call to Order
    - 2) Attendance
    - 3) Introduction of Guests
    - 4) Acceptance of Minutes of Previous Meeting

- 5) Correspondence
  - 6) Old Business
  - 7) New Business
  - 8) General Reports
    - a) President -
    - b) Vice President -
    - c) Secretary -
    - d) Treasurer -
  - 9) Coordinator Reports
    - a) Registrar -
    - b) Area Coordinators
      - i) Arnold -
      - ii) Murphys -
      - iii) Angels Camp -
      - iv) Copperopolis -
    - c) Uniforms -
    - d) Sponsors/Banners -
    - e) Coaching -
    - f) Referees -
    - g) Fields -
    - h) Members of Standing
      - i) Website -
      - ii) Camp Coordinator -
      - iii) Photos -
      - iv) Scheduling -
      - v) Competitive Team Coordinator -
  - 10) General Discussion
  - 11) Adjournment
- 2) Special or emergency meetings may be called by a petition of one-third (1/3) of the voting members. A minimum of seven (7) days' notice is required. The provisions of Article IX shall be invoked prior to convening any special meeting for protests or appeals.

## **ARTICLE VII QUORUM**

- 1) At all meetings of the Board, fifty percent (50%) of Directors currently on the Board constitute a quorum for the transaction of League business.

## **ARTICLE VIII SEASONAL AND FISCAL YEARS**

- 1) The seasonal year for membership and registration of players, teams, coaches, referees and others directly concerned with the conduct of games is August 1 through July 31. CYSA insurance coverage is for the same time period. The fiscal year shall be the calendar year.

## **ARTICLE IX PROTEST AND APPEALS**

- 1) Only violations of the Constitution, By-laws and policies of the League, the misapplication of the " " "Laws of the Game" " " " , disciplinary actions taken by the Board, or selections for competitive teams are considered appropriate causes for protest or

- appeal. Referee calls are not subject to this process.
- 2) The Protest and Appeals Committee consists of the President, Coaches Coordinator, Referee Coordinator and the assigned Field Supervisor for the day in question. In the event that the Field Supervisor is already part of the committee, then another Director shall be chosen by lot to fill the fourth position. The President shall act as Chairman of the committee. Accurate minutes, which become part of the League's official records, shall be kept at all committee meetings.
  - 3) Protests or appeals shall be in writing and delivered to the Chairman within five (5) calendar days of the action being protested or appealed. A fee of \$25 shall accompany the protest or appeal, which shall be returned if the committee upholds the protest. Any decision rendered by the committee may be appealed to the full Board, and if need be, to the CYSA Protest and Appeals Committee.
  - 4) The League shall forward a copy of its evidence, findings and decision to the CYSA within fourteen (14) days of the League decision for filing.
  - 5) In the matter of protests and appeals, no person associated with the League shall invoke the aid of the courts of any County, State or of the United States without first exhausting all available remedies within the appropriate soccer organization, including a final appeal to the Annual Meeting of the USYSA.
  - 6) When any coach or player receives a red card from a referee, that player or coach is automatically suspended for the balance of that game and for the next scheduled game. An additional suspension of one (1) to four (4) game(s) may be invoked by the Protests and Appeals committee within five (5) days of the incident. Should a member of or a child of a member of the committee be involved in the incident, that member shall be replaced on the committee by another Board member appointed by the President. A player or coach may protest an additional suspension at the next regular meeting of the Board, but the suspension shall remain in force until the protest is resolved at that meeting.

#### **ARTICLE X           USE OF TOBACCO PRODUCTS**

- 1) Ample research demonstrates the health hazards of the use of tobacco products, including smoking, breathing second-hand smoke, and using snuff and/or chewing tobacco.
- 2) In the interest of the health and safety of the players, participants and general public, and to demonstrate and teach acceptable health principles, the use of tobacco is banned on the fields, sidelines and in the stands or bleachers at all League events. Players, coaches or referees violating this ban are subject to disciplinary action. Spectators and non-participants wishing to smoke shall be asked to go to specific areas away from the immediate field vicinity.

#### **ARTICLE XI           POLITICAL LIMITATION CLAUSE**

- 1) No substantial part of the activities of the League shall consist of carrying on propaganda or otherwise attempting to influence legislation. The organization shall not participate or intervene in any political campaign on behalf of any candidate for public office or on behalf of any group seeking to influence legislation, including the publication or distribution of statements.

#### **ARTICLE XII           RULES OF ORDER**

- 1) Roberts' Rules of Order is in effect at all League meetings, unless otherwise agreed by



the participants, insofar as such rules are not in conflict with the Constitution, By-Laws and policies of the League or any organization with which the League is affiliated.

### ARTICLE XIII GOOD OF THE GAME

- 1) In the interests of fair play and for the good of the game, the following guidelines are followed by the League:
  - a. Equal Skill Levels. At the time teams are selected, the Area Coordinator attempts to insure that the total skill level of each of the teams in an age-group is as close as possible to the other teams in that group.
  - b. 50% Play Rule. In keeping with the recreational spirit of the League, every player shall play at least 50% of every game played by his or her team unless the player is under disciplinary action by the League or coach or is otherwise unwilling or unable to play. In divisions "Under 12" and older, a player's routine failure to abide by team schedules for practice or games may be sufficient grounds for disciplinary action. In the case of disciplinary action, Article II (paragraph 11) and Article IX of these By-laws shall apply. Moreover, the parents of the player and a League Officer or Area Coordinator shall be notified at least five (5) days prior to the start of the game. Coaches shall not misuse the disciplinary action section of this rule to circumvent its intent. For a violation of the 50% play rule, appropriate disciplinary action shall be taken by the Board against the coach and/or team.
  - c. Five (5) Goal Rule. In keeping with the recreational nature of the League, no team should run up the score when dominating play. Coaches of the dominating team should adjust their personnel and formations to create a more competitively balanced game. Should a team go ahead by five (5) goals, the leading team is required to " "play down" " " by removing a player from the field prior to the subsequent kickoff. Following that, the leading team shall remove an additional player for each additional goal scored. Should the trailing team score, the leading team may re-insert one (1) player for each goal until the scoring margin returns to four (4). Referees are required to advise the leading team's coach when the rule applies. Coaches shall notify referees of all player changes. Any coach refusing to comply with the five (5) goal rule shall be red-carded by the referee and may be subject to additional disciplinary action by the Board.
  - d. Equal Opportunity
    - i) All eligible players have an equal opportunity to participate in League games regardless of race, sex, creed or finances. Scholarships may be made available for every family wishing to participate but unable to pay League fees.
    - ii) In choosing members for a traveling team or other special team, every player has an equal opportunity to participate based solely on his or her level of skill and dedication to the game. In the case of players from families of limited means, every effort shall be made to insure that selection for the team shall not cause financial hardship, by offering stipends or other financial relief within the resources of the League or its supporters. Players who are new to the League shall be given an opportunity equal to that of returning players.
    - iii) Players may address complaints about the selection process to the Protest and Appeals Committee.
  - e. Unsportsmanlike Conduct
    - i) Spectators, parents, coaches, League officials and players are admonished that they can be removed from any game and/or be denied access to the fields for

unsportsmanlike conduct including swearing or abusive behavior towards the players, coaches, officials or spectators at any official League function or practice. Ejection from the field and surrounding playing area can be initiated by a league official with or without a prior warning to the individual, and is for the duration of the calendar day. Additional suspensions and protests of the ejection are covered under Article IX.

- ii) Coaches are responsible for the behavior of the adults on the sideline and of other supporters of their team. The referee may issue Yellow and Red Cards to the Coach for any unsportsmanlike behavior of non-players or anyone else associated with their team. This includes but is not limited to generally loud and raucous behavior of a group or individual(s) toward referees, players or anyone associated with the game. If in the judgment of the referee the coach is doing all they can to stop the behavior but is unable to control the offending parties, the referee shall not red card the coach but shall suspend play or cancel the game altogether.

#### **ARTICLE XIV          DISSOLUTION**

- 1) The property of this organization is irrevocably dedicated to charitable purposes and no part of the net income or assets of the League shall ever inure to the benefit of any Director, officer, or member thereof or to the benefit of any private persons.
- 2) Should the League be dissolved, all assets remaining after payment of all debts shall be distributed to a non-profit fund, foundation or corporation which is organized and operated for the purpose of the development of youth sports.