
New Ulm Soccer Association Bylaws

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MISSION

The New Ulm Soccer Association (NUAYSA) is a volunteer and community based non-profit soccer organization. The objective of the New Ulm Soccer Association is to provide a means for members to participate in organized competition; to promote youth soccer as a sport in New Ulm and surrounding communities; to effectively develop skills and sportsmanship; and to improve the welfare and recreation of the community through the sport of youth soccer.

ARTICLE 1

MEMBERS

Section 1.01 Membership

A New Ulm Soccer Association member is either a member of the Board of Directors or a voting representative of a New Ulm Soccer Association player's family. They are a person at least eighteen years of age or older who has been an active participant in the Association during the prior last twelve (12) months or is a parent or legal guardian of a child who has been an active participant during the prior twelve (12) months.

Section 1.02 Quarterly Meeting of Members

Quarterly meeting will be held by the New Ulm Soccer Association Board of Directors. Meetings will be held the 2nd Sunday of the month at the MBW at 7:00 PM and are open to the public. All meetings will be posted on the New Ulm Soccer Association website.

Section 1.03 Notices of Meetings

If a meeting is changed, notice will be posted on the New Ulm Soccer Association website at least five (5) days prior to the new meeting date.

Section 1.04 Annual Meeting

The Annual Meeting of the membership will be held the second Sunday in August and is open to the public. Election of Board Members will take place at this time. The bylaw changes will be voted upon at the annual meeting.

ARTICLE II

BOARD OF DIRECTORS

Section 2.01 OFFICERS

Section 2.011 President

The President shall oversee the New Ulm Soccer Association programs and is responsible for all aspects of the soccer program. The President will be present and will conduct all New Ulm Soccer Association Board meetings. If the President is unable to be present, then the Vice President will preside. The President will work with all Board members to assist them in achieving their job requirements. When necessary, the President will appoint Board members to special committees. The elections for this position will be held at the annual meeting in an even numbered year. The President is one of three signatures required on New Ulm Soccer Association checking account. The President may authorize another board member to expend up to \$2,500.00 without a Board wide vote. The President is the New Ulm Soccer Association representative to all MYSA meetings and events. When acting as chairperson, the President only votes to break ties.

Section 2.012 Vice President

The Vice President serves as the Risk Manager for New Ulm Soccer Association. The Vice President serves as the communications liaison between the committees. The Vice President is in charge whenever the President is not in attendance, with the same powers and restrictions afforded to the President. The elections for this position are held at the Annual Meeting in an even numbered year. The Vice President will serve the role of parliamentarian to insure, meetings are conducted according to the Roberts rule of order.

Section 2.013 Secretary

The Secretary will keep a complete record of the meetings and acts of the Board and subsequently provides each member of the Board a copy of said Minutes and Statements. The Secretary will keep a Meeting Minutes records and present the previous month's minutes to Board members prior to the next meeting. The Secretary is responsible for storage of the Articles of Incorporation and By-Laws. The Secretary is responsible for keeping records of all Committee meeting minutes as reported from those meetings. The Secretary will perform any other duties as requested by the President. Chair of the services committee. The elections are held at the Annual meeting in an Odd numbered year for this position.

Section 2.014 Treasurer

The Treasurer oversees receipts and distribution of New Ulm Soccer Association money. The Treasurer prepares and submits to New Ulm Soccer Association Board a monthly financial review. The Treasurer prepares all necessary documentation for annual audit. The Treasurer is one of three signatures required on New Ulm

Soccer Association checking account. The Treasurer is responsible for preparing and filing tax returns. The Treasurer will perform any other duties as requested by the President. The elections are held at the Annual meeting in an Odd numbered year for this position.

Section 2.02 DIRECTORS

Section 2.021 Registrar

The Registrar records all registration information on official club registration software. The election is held at the annual meeting in odd numbered years for this position. The Registrar will perform any other duties as requested by the President.

Section 2.022 Tournament Director

The Tournament Director oversees entire organization and operation of the New Ulm soccer tournaments. The elections are held at the annual meeting in an even numbered year for this position. Perform any other duties as requested by the President.

Section 2.023 Fundraising/Marketing Director~~Coordinator~~

The Fundraising/Marketing Director sets yearly targets for corporate sponsorship. Develops and implements a marketing plan to promote the organization as a whole. The Fundraising/Marketing Director seeks sponsorships for New Ulm Soccer Association Recreational Summer and Fall Programs, New Ulm Soccer Association Boys and Girls Tournaments. The Fundraising/Marketing Director performs any other duties as requested by the President. The Fundraising/Marketing Director will approve all fundraising activities for the Club and the teams. The elections are held at the annual meeting in an even numbered year for this position.

Section 2.024 Competitive Director

The Competitive Director is the chair of the competitive committee and oversees the competitive program. The Competitive Director is the contact person for players, coaches and parents for the competitive program. The Competitive Director collects registration information and fees. The Competitive Director works with Registrar and Webmaster to insure accuracy of member and registration information. The Competitive Director works with the community to make them aware of the Competitive program. The Competitive Director will perform any other duties as requested by the President. The elections are held at the annual meeting in an odd numbered year for this position.

Section 2.025 Recreation Director

The Recreation Director is the chair of Recreation committee and oversees the recreational program. The Recreation Director is the contact person for players, coaches and parents for the Recreation program. The Recreation Director collects registration information and fees. The Recreation Director works with the Registrar and Webmaster to insure accuracy of member and registration information. The Recreation Director works with the community to make them aware of the recreation program. The Recreation Director will perform any other duties as requested by the President. The elections are held at the annual meeting in an odd numbered year for this position.

Section 2.026 MLC Liason

These appointed members work with the New Ulm Soccer Association Board to fill vacancies and help where needed. They will perform duties as requested by the President. Ex officio position appointed by executive committee.

Section 2.027 Board Member at Large (up to 2)

These appointed members work with the New Ulm Soccer Association Board to fill vacancies and help where needed. They will perform duties as requested by the President. These positions are a two year term with a one consecutive term limit. A Board Member at Large may not hold the position for a third term. These positions are appointed by the Executive Committee.

Section 2.03 RULES AND POWERS OF THE BOARD

The Board shall manage the property, affairs and business of the association. From time to time the Board may determine to delegate their authority and responsibilities to one or more of the committees. Board members may spend \$500 or less without a vote by the Board of Directors or an amount under a contract approved by the Board of Directors, and make any expenditure contemplated by a budget approved the Board of Directors.

Section 2.031 Meetings

In accordance with Roberts Rules of Order Quarterly New Ulm Soccer Association Board of Directors meetings will be held the 2nd Sunday of the month in April, July, October, and January at MBW at 7:00 PM and will be open to the public. All meetings will be posted on the New Ulm Soccer Association website.

Section 2.032 Notices of Meetings

If a meeting is changed, notice will be posted on the New Ulm Soccer Association website at least five (5) days prior to the new meeting date.

Section 2.033 ***Duties***

All Board members will support the goals and objectives of New Ulm Soccer Association. All Board members will attend all Board meetings and vote on soccer functions. If a Board member cannot attend a meeting they should notify the President in advance if possible. Board members missing greater than one (1) Board meetings in a year may be asked to step down from their position. All Board members will serve on special committees and complete responsibilities as outlined under specific job descriptions. Board members are expected to volunteer for New Ulm Soccer Association activities.

Section 2.034 ***Removal***

Any one or more Directors may be removed by a two-thirds vote of the Board of Directors or by a two-thirds vote of the membership. When a Director has been removed a new Director may be designated or appointed. A Director that has been removed will not be eligible for future Board positions.

Section 2.035 ***Vacancy***

Any vacancy occurring among the Directors shall be appointed for the unexpired term by the Executive Committee.

Section 2.036 ***Quorum Representation***

In a meeting of the Board, there must be at least fifty 50% of the Board of Directors holding office present in person to constitute a quorum to conduct business. If a quorum was present and members leave the meeting, the meeting may continue to transact business until the meeting is adjourned. If a quorum is not present, a meeting may be adjourned.

Section 2.037 ***Contract Rights***

New Ulm Soccer Association may engage in transactions to which one or more of its Board members are parties, provided that the transaction is fair to the Association at the time it is authorized, approved, or ratified. Furthermore, the material facts concerning the transaction together with the director's interest or relationship must be disclosed at the time the transaction is approved.

Section 2.038 ***Special Meetings***

A special meeting may be called at any time to conduct time sensitive business that cannot wait until the next monthly meeting. Only motions pertaining to the urgent business will be entertained. A quorum of board members must be present in order to conduct the meeting according to Roberts Rules of Order.

Section 2.039

Actions by Electronic Communication

A conference where members may simultaneously communicate during the conference is considered a meeting if the same notice of a meeting is followed and a quorum is present. Motions may be made, seconded, and voted upon via electronic means (e-mail) at the discretion of the President to accomplish urgent or necessary business of the organization between meetings. The Secretary will collect and validate a quorum is accomplished by the total number of votes returned. Voting will remain open until a quorum is accomplished or 48 hours after the recognition of the motion by the President. If a quorum of votes is not accomplished the motion will be considered as failed.

Section 2.0310

Actions without a Meeting

Any action required or permitted to be taken at a Board meeting may be taken without a meeting if written action is signed by all of the Board of Directors. The written action becomes effective once all of the Board of Directors have signed the action, unless a different effective time is provided within the written action.

ARTICLE III

COMMITTEES

Section 3.01

Executive Committee

The Executive Board is comprised of the following positions; President, Vice President, Secretary and Treasurer. Unless otherwise specified each Executive Board member is considered an Officer of the Corporation. Each officer shall hold their office until a successor is elected or appointed and they should qualify to fulfill the role. Supporting position to the Executive Board are the Director of Player Development and Coaching.

Section 3.015

Powers of the Executive Committee

This committee will only act during intervals between Board Meetings. The Executive Committee will be subject to the control and directions of the Board of Directors. During the intervals the Executive Committee shall have and may exercise all of the authority and the powers of the Board of Directors in the management of business unless specified by the Board of Directors. Unless voted on by a majority of the Board of Directors, the Executive Committee cannot elect officers or amend these By- Laws. The President is the chairperson of the Executive Committee. The Executive Board may authorize or make spend expenditures 100 of up \$5,000.00 without a board wide vote. or less without a vote of its members.

Section 3.02 Competitive Committee

The Competitive Committee meets monthly and is made up of the Competitive Director, Director of Player Development and Coaching, Age/Gender group coordinators, the Registrar, Referee Assignor, appointed team managers and the Travel Coordinator. Any member of NUAYSA in good standing can be appointed by the President at the recommendation of the committee chair. The committee oversees and administers the competitive program. This committee will be supported by the Services committee.

Section 3.03 Recreational Committee

The Recreational Committee meets monthly and is made up of the Recreation Director, age/gender group coordinators. Any member of NUAYSA in good standing can be appointed by the President at the recommendation of the committee chair. This committee oversees and administers the Competitive program. This committee will be supported by the Services committee.

Section 3.04 Services Committee

The Services committee is to meet as needed as determined by the committee chair and -is made up of the Secretary, who is the committee chair, Field Coordinator, the Uniform Coordinator, the Concession Stand Coordinator and the Volunteer Coordinator. This committee also serves as the By Law committee.

Section 3.05 Rules of Committees

The powers of the committees will be established by the Board of Directors with the committee resources acting on behalf of the membership. All policies established by the committees will be approved by the Board of Directors.

ARTICLE IV

Elections

Section 4.01 Elections

Boards of Director Positions are filled by election at the annual meeting. If for any reason there is not an election the positions may be appointed by **the Executive committee**. Positions are held for two (2) year terms, with the elected officers assuming their positions the day after the annual meeting. Board Members vacating a position should be available until January 1 to properly train the newly elected officer. Elections are held in alternate years as noted in each job description. A simple majority of New Ulm Soccer Association members present shall determine the winner of the election for the open position(s).

Section 4.02 Voting

The New Ulm Soccer Association Secretary is responsible for monitoring and validating the voting. The New Ulm Soccer Association Secretary will keep a written record of the yeas, nays, and abstaining votes for each item that is voted on. All other motions coming before the board will be voted by all present board members. At the annual meeting there will be no more than one vote per family accepted when electing the Board of Directors.

Section 4.03 Nominations

Nominations for board positions can be accepted by the Secretary from any member of New Ulm Soccer Association, and should be received by the monthly meeting prior to the meeting that the vote is to take place. To be nominated or appointed to the Board of Directors you must have served or attended the Board of Directors meeting or a committee for the preceding six months prior to being nominated or appointed for a position on the Board of Directors. Actively participating is defined as attend more than half of the meetings held.