

**MID-MICHIGAN MEN'S SOCCER LEAGUE
CONSTITUTION
BY-LAWS
RULES & REGULATIONS
POLICIES & PROCEDURES**

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1. CONSTITUTION

1.1 Name

The name of this organization shall be the "Mid-Michigan Men's Soccer League", hereinafter referred to as the "MMMSL" or the "league."

1.2 Purpose

The purpose of the MMMSL shall be to promote adult soccer for recreation and competition within the mid-Michigan geographic area, centered in Ingham County.

1.3 Affiliation

The MMMSL shall be affiliated with the Michigan Soccer Association (MSA). It shall comply with the authority of the MSA, as well as that of the United States Amateur Soccer Association (USASA) and the United States Soccer Federation (USSF).

1.4 Membership

Membership in the MMMSL shall be open to any club, team, or individual interested in supporting the stated purpose of the league, without regard to race, color, religion, age, sex, or national origin and as further defined in Section 4.1.

1.5 Governance

1.5.1 Authority

The MMMSL shall be governed by its Constitution, By-Laws, Rules and Regulations, and Policies and Procedures, unless superseded by those of the MSA, USASA, or USSF.

1.5.2 Board of Directors

The governing authority of the MMMSL shall be vested in the Board of Directors as provided in the By-Laws, hereinafter referred to as the "Board."

1.6 Meetings

The MMMSL shall hold meetings as provided in the By-Laws.

1.7 Amendments

This Constitution may be altered or repealed only by a two-thirds (2/3) vote of the membership present and in good standing at the annual general meeting (AGM) or any special meeting called for that purpose.

Notice of intention to submit alterations, amendments, or to repeal shall be given to all members at least thirty (30) days prior to such meeting.

1.8 Dissolution

The MMMSL shall be dissolved only by a two-thirds (2/3) vote of the membership present and in good standing at the AGM or any special meeting called for that purpose. In the event of termination, the Board shall distribute any remaining assets to its creditors. If assets remain, the Board shall distribute them in equal portions to all teams in good standing.

2. BY-LAWS

2.1 Membership

Membership in the MMMSL by any club, team or individual shall constitute acceptance and approval of the league Constitution, By-Laws, Rules and Regulations, and Policies and Procedures, as well as those of the MSA, the USASA, and the USSF.

2.2 Fees and Dues

All teams are required to pay a \$200 performance bond, which shall be held by the league as collateral against any imposed fines. The Board shall determine the amount to be collected for player registration fees. All expenditures not directly related to conducting regularly-scheduled matches shall be approved by a majority of teams via the voting process as dictated by Section 2.3.4.

2.3 Governance

2.3.1 Board of Directors

The Board shall consist of the elected officers (see Section 2.4.1), to include President, Vice-President, Secretary, Treasurer, and Registrar. By virtue of their election, all officers are *ex-officio* directors.

2.3.2 Board Authority and Duties

The Board shall have the authority to resolve any conflict regarding the interpretation of the league Constitution, By-Laws, Rules and Regulations, Policies and Procedures, and other issues not fully covered in these documents. The Board shall review, update, and maintain these documents as appropriate; all changes proposed by the Board must be approved by an affirmative vote of at least two-thirds (2/3) of the member teams.

2.3.3 Team Representatives

Each team shall submit, in writing, to the Board, the names of two representatives (typically, the Manager and the Coach) eligible to act as a voting representative for that team. It is the responsibility of the team to

notify the Board of any changes to team representatives. While a team may nominate a candidate for any Board position in any applicable (i.e. voting) year, all teams are required to nominate a candidate for at least one (1) Board position biennially (i.e. every two (2) years).

2.3.4 Voting Rights

Each member of the Board shall have one vote as a Board member. If they are also acting as a team representative, they shall have a second vote in that capacity. Each team, via their team representative, shall have one vote.

2.3.5 Succession of the President

In the event of a vacancy in the office of the President, the Vice-President shall act as President until the next Annual General Meeting (AGM), at which time an election shall be held to fill the position. All other vacancies outside of the AGM shall be filled by the Board until the next AGM (as relevant to the timeframe in Section 2.4.1), at which time an election shall be held to fill the position.

2.4 Election of Officers

2.4.1 Election

The President, Vice-President, Secretary, Treasurer, and Registrar shall be elected at the Annual General Meeting, separately, by ballot, by an affirmative vote of the majority of all member teams in good standing in the league. Elections for President and Treasurer shall be held in odd-numbered years. Elections for Vice-President, Secretary, and Registrar shall be held in even-numbered years.

2.4.2 Removal

Any elected officer absent from three league meetings within a calendar year shall be subject to dismissal by a two-thirds (2/3) vote of the Board.

2.5 Duties of Officers

2.5.1 President

The President of the league shall call and conduct all league meetings, represent the league to the Greater Lansing Area Soccer Referees Association (GLASRA), and represent the league to the MSA (including attendance at the MSA Annual General Meeting). They shall also convene disciplinary hearings as established in Section 4.8.

2.5.2 Vice-President

The Vice-President shall set the match schedule for each division, establish field availability for each scheduled match within the division, and assist with match management. They shall also convene disciplinary hearings as established in Section 4.8.

2.5.3 Secretary

The Secretary shall record all league correspondence, record all league meeting minutes, and notify all league members of regular and special meetings. The Secretary shall also maintain the league website and social media accounts.

2.5.4 Treasurer

The Treasurer shall maintain the league account, keep accurate records of all league income and expenditures, pay all league bills from the league bank account as approved by the Board, and account for all MMMSL, MSA, and GLASRA fees collected from league teams. They shall also ensure compliance with applicable tax regulations.

2.5.5 Registrar

The Registrar shall ensure compliance with all league, MSA, and USASA registration procedures as established in Section 4.1 and Section 4.3. They shall also maintain a record of all currently registered players for each league team.

2.6 Committees

2.6.1 Disciplinary Committee

The Disciplinary Committee shall be responsible for all discipline as defined in Section 4.4, Section 4.5 and Section 4.8.

2.7 Meetings

The Board shall meet as necessary. Quorum for all Board meetings shall be the President and two (2) other members of the Board. Quorum for all general membership meetings, the AGM, and any special meetings shall be three-fifths (3/5) of the membership in good standing and eligible to vote.

2.7.1 Location

The time and place of any league meetings shall be determined by a majority vote of the Board. The Annual General Meeting shall be held in the month of February.

2.7.2 Prior Notice

The Board shall provide notice to the membership fifteen (15) days in advance of any scheduled meetings. In the case of the Annual General Meeting, the Board shall provide notice thirty (30) days in advance.

2.7.3 Attendance

Any team not having a representative present during the AGM, regular, or special meeting (including disciplinary hearings, as required) shall be penalized by a fine of \$50. Any team not having a team representative at a second meeting shall be penalized by a fine of \$50 and a one (1) point penalty in the standings. Any team not having a team representative at a

third meeting shall be penalized by a fine of \$50, shall be ineligible from the playoffs and shall be considered “not in good standing” with the league.

2.7.4 Annual General Meeting

The Annual General Meeting (AGM) shall take place in February of each year. The AGM shall be used for the election of officers (as described in Section 2.4.1), reports from all Board members, updates from/regarding the MSA and GLASRA, as well as any unfinished business from the previous season.

2.7.5 Special Meetings

All special meetings *may* be convened at the request of the President and shall be convened at the request of the majority of the Board or any two (2) members in good standing. Any such requests shall be made in writing and shall state the purposes of the proposed meeting. Notice of the proposed meeting shall be given to the membership in good standing at least ten (10) days prior to the meeting.

2.8 Parliamentary Procedure

All meeting attendees shall adhere to “Robert’s Rules of Order” as consistent with the league, MSA, and USASA Constitution, By-Laws, Rules and Regulations, and Policies and Procedures.

2.9 Amendments

The league By-Laws may be altered or repealed only by an affirmative vote of two-thirds (2/3) of the members attending an AGM or special meeting at which quorum is present. Notice of an intention to submit alterations, amendments, or to repeal shall be presented at least thirty (30) days in advance, for inclusion in notice of the meeting to the membership. Any amendment, alteration, or repeal to the league By-Laws, adopted as provided in this section, shall take effect immediately following that meeting. Upon adoption, the new By-Laws supersede, in all respects, any previous league By-Laws, and the latter are concurrently revoked and rescinded.

2.10 Dissolution

The dissolution of this league, for any reason, shall be governed by the applicable rules of the MSA, the USASA, and any applicable legal constraints.

3. RULES & REGULATIONS

3.1 Laws of the Game

All matches played by league teams will be conducted under the rules as established by the Federation Internationale de Football Association

(FIFA) in its “Laws of the Game” with modifications as mandated by the MSA, USASA, or as contained within this document.

3.2 League Regulations

3.2.1 Player Identification

- A. All players in competition must be identified, by name and birthdate (with picture, if such match reports are available) on league match reports as determined by the Registrar, which must be submitted to the center referee prior to the start of the match and remain with the referee throughout the match. Team captains should be noted on the match report. Any team representative may request to review the opposing team’s match report at any time through half-time. Any individual not on the match report is ineligible for competition.
- B. All uniforms shall be numbered and of the same color, with no duplicate numbers within any team’s roster. The uniform number must appear on the match report to identify the player wearing that uniform in competition. Should the referee determine that the uniforms of the competing teams are so similar as to create a problem in identification, the home team shall be required to change its uniform.

3.2.2 Rules of Competition

- A. The home team is responsible for providing at least one match ball for the competition.
- B. Each team is responsible for paying one-half (1/2) of the referee and linesperson fees. Failure to do so will result in a forfeit. If only two (2) match officials are present, the total fee is reduced by one-third (1/3). If only one (1) match official is present, the total fee is reduced by two-thirds (2/3).
- C. Suspended players or team personnel may not coach or advise any team from the touch lines or goal lines. Any ejected players or team personnel may not occupy the touch lines or goal lines but must leave the general area of play within 5 minutes. The ejected player or team personnel must remain out of sight and sound of the field of play.
- D. Suspended players must be identified on the match report. Any team fielding an ineligible player will forfeit the match. The player and their team will be subject to disciplinary action.
- E. Within the Over-30 division, each team must have a minimum of seven (7) eligible players to start the match, per USSF regulations. Within the Over-40 division, each team must have a minimum of five (5) eligible players to start the match. If a team does not have enough eligible players fifteen (15) minutes after the official start time of the match, that team will forfeit the match.
- F. All players in competition shall be required to wear shin guards throughout the match, in accordance with “The Laws of the Game” as mandated by FIFA. Players failing to comply with this rule shall be

removed from play by the referee until the latter can confirm that the player has rectified the problem.

- G. Any player using an activity tracker (e.g. a FitBit) must ensure that it has a soft band and is fully covered by athletic tape, a secure wrist/sweatband or similar means.
- H. Within the Over-40 division, there is a “gentlemen’s agreement” that all players shall refrain from slide tackles. Referees shall be reminded of this agreement prior to the start of play and encouraged to treat all slide tackles as dangerous play.
- I. The Over-40 division will play matches in an 8v8 format, including goalies, on an appropriately-sized field.
- J. Any player receiving a yellow card is required to leave the field of play for a substitution, and may not return to the field of play until the next substitution opportunity.
- K. Each team is allowed unlimited substitutions during the match. Substitutions may be made by either team on any stoppage in play where the ball leaves the field of play (i.e. throw-in, goal kick, corner kick, or goal). Players entering the field of play as substitutes must already be present at the midfield line for the substitution prior to the ball leaving the field of play. If a stoppage in play occurs due to injury and the injured player is substituted, the opposing team may also make one (1) substitution.
- L. Post-match, each team manager is responsible for ensuring that the match officials have accurately completed the match report, to include match details (date, time, location), home team information (name and score), away team information (name and score), names of all goal-scorers and the number of goals scored by each, names and details of all cautioned players (type of card received, a description of the violation, appropriate misconduct code), and names and details of all injuries sustained in the match (name of injured player, description of the injury, time at which injury occurred).

3.2.3 Schedule and Cancellations

- A. Match cancellations will not be granted without approval from the Vice-President. Any team that fails to show up for a scheduled match without prior approval from the Vice-President will forfeit the match.
- B. Matches may be cancelled and rescheduled only in the event of necessity due to a conflict with an MSA- or USASA-organized Cup or Tournament match, due to a “no-show” from match officials, or due to extreme weather conditions. Matches shall not be cancelled due to a lack of players.

- C. The team requesting the reschedule must provide a time, date, and location acceptable to their opponent and the league within fourteen (14) days. If the match is not rescheduled within that time frame, the league will automatically reschedule the match with preference given to the time, date, and location needs of the opponent of the requesting team.
- D. A match shall be considered complete if the first half has been completed. Cards received during an incomplete match will count toward the disciplinary record for that player. Incomplete matches will not, however, count toward fulfilling suspension requirements for players. Incomplete matches will be rescheduled when possible. It is the responsibility of the Vice-President to reschedule incomplete matches. Any incomplete matches that are rescheduled will be started as new matches, regardless of score and time remaining in the first half during the incomplete match.

3.2.4 Forfeits

Any team forfeiting for reasons noted within this document will have the match recorded as 0-3 loss, with a 1-point deduction from their league point total.

3.2.5 Protests

- A. Match protests may be submitted for infractions of league rules as defined in Sections 3.2.1 through 3.2.3 as above. Any team protesting a league match must do so via email to the President within three (3) days of the match, with the opposing team manager included in that email communication.
- B. There is a \$50 fee required for any match protest. This fee will be refunded upon a successful protest.
- C. After consultation with the Board and GLASRA, the President shall render a decision within ten (10) days of receiving the match protest.

4. POLICIES & PROCEDURES

4.1 Team Registration

- A. A team roster for the Over-30 division shall consist of a minimum of fifteen (15) players and a maximum of twenty-five (25) players by the registration deadline as established by the Registrar prior to each season. A team roster for the Over-40 division shall consist of a minimum of twelve (12) players and a maximum of twenty-five (25) players by the registration deadline as established by the Registrar prior to each season. A team may add, remove, or transfer players

throughout the season at any point prior to the last regular season match.

- B. All teams must provide, in writing (via email is acceptable), the full contact information (name, address, email address, preferred phone number) of the individual designated as the team manager by the Annual General Meeting of the league in February. The team manager shall be recognized as the official team representative, unless otherwise noted, and shall be responsible for all administrative affairs.
- C. All new teams seeking admission to the league must apply to the Board for membership no later than February 15th of the year of competition. Membership shall be contingent upon an affirmative vote of a majority of all current teams in the expected division of play.

4.2 Divisions of Play

The league shall maintain an Over-30 and an Over-40 division.

4.3 Player Registration

4.3.1 Registration Process

All players must be properly registered to be eligible for league competition. Registration requires individual players to provide the league Registrar with all applicable registration fees (MMMSL, MSA, Region II, USASA) as established annually, a government document for age verification (e.g. driver's license, state ID card, passport), and a picture for use on the player pass/match report. While the current registration process is available through an online portal, the league Registrar retains the discretion to require hard copies of all documentation.

4.3.2 Player Eligibility

- A. All players must meet the age requirement for their division of play during the current year. Thus, players in the Over-30 division must be at or above the age of 30 by the end of the current year of play. Players in the Over-40 division must be at or above the age of 40 by the end of the current year of play. All players are subject to age verification by the match officials or a Board member upon request of the opposing coach.
- B. A player may participate in more than one (1) division during a season.
- C. No player shall compete in a league match unless properly registered with the league Registrar as defined in Section 4.3.1.

4.3.3 Player Transfer or Release

A player may only play for one (1) team in each division. Any player released by a team, or wishing to transfer to another team, must serve an eight (8) day waiting period from the date notification is received by the Registrar. A player whose team has concluded the regular season

schedule may not transfer to another team in the same division during that season.

4.4 Player Discipline

4.4.1 Ineligible Players

- A. Falsification of, or alteration to, player registration information submitted to the Registrar shall result in suspension from the applicable division for the entire season for the player. The Board may convene a disciplinary hearing to weigh further suspension.
- B. Participation in a match while under suspension shall result in suspension from the applicable division for the remainder of the season or eight (8) matches (whichever is longer) for the player.

4.4.2 Disciplinary Points

The Registrar shall use the official match reports to record all yellow and red cards. The following point system shall be used:

#	DESCRIPTION	POINTS / PENALTY ASSESSED
1.1	Yellow Card for any of the following: <ul style="list-style-type: none"> ● Unsporting behavior (UB) ● Dissent by word or action (DT) ● Persistent offenses (PO) ● Delaying the restart of play (DR) ● Failure to respect the required distance (FRD) ● Entering, re-entering, or deliberately leaving the field of play without permission of match officials (ERL) 	1 point
1.2	Yellow Card + Yellow Card (Results in Red Card / match ejection)	2 points + 1 match suspension
1.3	Red Card for any of the following: Denying an obvious goal-scoring opportunity by deliberately handling the ball (DGH) Denying an obvious goal-scoring opportunity by a deliberate foul (DGF) Offensive, insulting, or abusive language or gestures (AL)	2 points + 1 match suspension
1.4	Red Card for any of the following: <ul style="list-style-type: none"> ● Violent conduct (VC) ● Serious foul play (SFP) 	3 points + 1 match suspension (results in 2 match suspension)

	<ul style="list-style-type: none"> Spitting at or biting an opponent or any other person (SB) 	
1.5	Yellow Card + Straight Red Card for any offense listed in 1.3	3 points + 1 match suspension (results in 2 match suspension)
1.6	Yellow Card + Straight Red Card for any offense listed in 1.4	4 points + 1 match suspension (results in 2 match suspension)

A red card results in an automatic one (1) match suspension. Additional match suspensions will be assessed based on the accumulation of points as follows:

- A. 3 points = 1 match
- B. 6 points = 2 matches
- C. 9 points = 3 matches
- D. 12 points = remainder of the season or 8 matches (whichever is longer)

If a team forfeits a match, that match shall not count toward serving a suspension for its players. However, the match shall count toward serving a suspension for any players on the team that wins the match by forfeit. Cumulative points do not carry over from one season to the next. However, if a player is under suspension at the end of a season (including receiving a Red Card in their team's final match of the season), the player must serve the balance of their suspension at the beginning of the next season. All suspensions are division-dependent, unless deemed otherwise by the Disciplinary Committee (under procedures as established in Section 4.8).

The league will abide by all MSA and USASA/USSF laws and procedures regarding misconduct toward match officials. Any misconduct toward a match official that is categorized by the USSF as "Referee Abuse" or "Referee Assault" shall be reported to the Disciplinary Committee of the MSA within one (1) week of the incident (according to MSA "Policies and Procedures" Section 4.7). Currently, USSF Policy 531-9 provides the penalty matrix for all such offenses. Involved players shall be suspended pending a disciplinary hearing by the MSA. These procedures are in addition to any disciplinary hearings convened by the league.

4.5

Team Discipline

- A. Falsification of, or alteration to, player registration information submitted to the match officials (i.e. in a match report) shall result in

suspension from the applicable division for the entire season for the team manager. In addition, that individual shall be ineligible to act as a team manager in the following year of competition.

- B. Participation in a match by any ineligible player shall result in that match being forfeited by the offending team.
- C. Individual player disciplinary points are aggregated for a team total. These points will be used by the Board to determine potential sanctions against teams, up to and including expulsion from the league.
 - a. Teams accumulating ten (10) points in a single season shall have a warning issued to the team manager.
 - b. Teams accumulating fifteen (15) points in a single season shall be required to have the team manager meet with the Board
 - c. Teams accumulating twenty (20) points in a single season shall be fined \$75.
 - d. Teams accumulating more than twenty (20) points in a single season shall be subject to expulsion from the league, pending a team disciplinary hearing

4.6 Fees and Fines

- A. Any team forfeiting a match shall be required to reimburse their opponent for any match official fees incurred.
- B. If a team fails to pay their portion of the match official fees, the appropriate funds shall be collected from the \$200 performance bond. If no funds are available from the performance bond, the offending team shall be suspended from league competition until all fees have been paid.

4.7 Good Standing

- A. Individuals in good standing shall be those players who have paid all levied registration fees and are not currently under suspension by the league or the MSA.
- B. Teams in good standing shall be those who have paid the \$200 performance bond and are not currently under suspension by the league (see Section 4.5.C and 4.6.B)

4.8 Disciplinary Hearings

- A. The Vice-President shall automatically review the official match report for all Red Cards issued during a league match. In the case where the Vice-President has received a Red Card, the league President will conduct such review. Within one (1) week of receiving the match report, the reviewer will determine if a separate disciplinary hearing is warranted for the Red Card. If warranted, the Vice-President shall convene a disciplinary

hearing within one (1) week of that decision to determine if additional discipline is warranted.

- B. The Disciplinary Committee shall be composed of a representative from each team in the respective division, meeting as a simple majority of team representatives. The Vice-President will preside over the disciplinary hearing and serve as an *ex-officio* member of the Disciplinary Committee. Any additional discipline shall be decided by a two-thirds (2/3) majority vote of all team representatives in attendance at the disciplinary hearing. The Vice-President shall report the results of a disciplinary hearing to the Board.

4.9 Appeals

- A. Any appeals for a Red Card must be delivered in written form (email is acceptable) to the Vice-President within 48 hours of the incident in question. This communication must include the reason for the appeal (e.g. violation of the Rules and Regulations, By-Laws, etc). All appeals must come from the team manager.
- B. There is a \$50 fee required for any Red Card appeal. This fee will be refunded upon a successful appeal.
- C. The Disciplinary Committee hearing the appeal shall be composed as in 4.8.B, with the exception that the manager for the appellant shall not have a vote.
- D. The Vice-President shall call the appeals hearing within four (4) days of receipt of the appeal, ensuring that all involved and relevant parties (e.g. witnesses, referees) are able to attend, if desired. Once a hearing has been scheduled, failure to appear by the appellant will constitute a concession of the matter under dispute, and as accepting the decision of the Disciplinary Committee based on the evidence available at the hearing.
- E. The Vice-President shall notify the appellant of the decision of the Disciplinary Committee within twenty-four (24) hours of the hearing.

4.10 Injuries

As a member in good standing of the MSA, the league maintains secondary health insurance for all properly-registered players in the case of injury. Any player requesting the use of league insurance for an injury must have that injury properly noted in the match report. The applicable forms can be obtained from the league website or from the Registrar.

4.11 League Standings

The league will award match points as three (3) points for a win, one (1) point for a draw, zero (0) points for a loss, and minus-one (-1) point for a

forfeit. In the case of ties in league position at the end of the regular season schedule, team positioning will be determined by head-to-head record, followed by goal differential in head-to-head matches, followed by goal differential over the entire season, followed by a coin toss.

4.12 Championship Format

A minimum of two (2) weeks prior to the start of play, the Vice-President, in consultation with team managers in that division, will establish the playoff/championship format. Such format shall be determined based on the number of teams in the division, as well as field availability.