



LEAGUE BYLAWS

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### CHAPTER 10 ORGANIZATION

#### BYLAW 1010 Name/Structure

The name of this organization shall be Rineyville Community Youth Soccer League, hereinafter referred to as RCYSL, and shall be a nonprofit corporation incorporated under the laws of the Commonwealth of Kentucky with its principal office in Rineyville, Kentucky.

#### BYLAW 1020 Purpose

##### Section 1 Statement of Purpose

The purposes of RCYSL are to:

- A. Promote the growth of and an appreciation for the game of soccer by providing opportunities for the youth of Rineyville and surrounding communities to learn the Laws of the Game and participate in an organized soccer program.
- B. Organize and promote youth soccer for youths from two (2) years of age up to and including those nineteen (19) years of age.
- C. Encourage good sportsmanship and fair play of all participants therein.

##### Section 2 Achievement of Purpose

RCYSL achieves its purpose by:

- A. Encouraging the development and practice of good sportsmanship.
- B. Developing the principles of fair play.
- C. Promoting the growth of soccer.
- D. Enforcing the Laws of the Game.
- E. Instructing, training, and educating players, coaches, and referees to develop and improve their soccer capabilities.

##### Section 3 Charitable and Education Purpose

RCYSL is organized exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(C)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

#### BYLAW 1030 Affiliation

RCYSL is affiliated with the Kentucky Youth Soccer Association (hereinafter KYSA), United States Youth Soccer Association (hereinafter USYSA), and the United States Soccer Federation (hereinafter USSF).

#### BYLAW 1040 Player Philosophy

Soccer is a game of mistakes, especially at an early age. Parents and coaches should provide the medium to learn without exerting the pressure to win at all costs. The key to the RCYSL program is participation, with parental and coach encouragement, to attempt new skills and concepts without the fear of failure. Remember, we can only learn by trying and making our own mistakes. Our children must learn that their mistakes are a natural part of this game. Encouragement always!

#### BYLAW 1050 TERMS

The following terms are used throughout this document:

1. Annual General Meeting (AGM) of the Association – This is a business meeting open to all members of the association that is required to be held at least once each year.
2. Board of Directors – The board of directors consists of elected and appointed administrators who govern, control, and manage all properties and programs of the association.
3. Bylaws – Association bylaws define and create the structure of the association and delineate and delegate powers and duties to its officers, directors, commissioners, committees, and board.
4. Fiscal Year – The fiscal year is the business or accounting year of the association.
5. Members – Members are the players or players' parents or guardians, administrators, coaches, assistant coaches, and referees who are active in the association.



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6. Policies and Regulations – The association policies and regulations define and create the programs of the association.
7. Rules of Competition – The rules of competition define and regulate the registration of players, the formation of teams, and the play of the game of soccer by the association's teams and players.
8. These terms are further defined and explained within the bylaws.

### **BYLAW 1100 Membership**

Members of RCYSL shall be composed of the following:

1. The current members of the Board of Directors in good standing.
2. Any appointed administrator or appointed member of any committee.
3. Any parent or guardian of a player or a player over the age of 18 registered for the previous playing season (fall or spring), the next playing season (fall or spring), or the seasonal year (fall and spring) immediately preceding the annual meeting.
4. Any coach or assistant coach for the previous playing season (fall or spring), the next playing season (fall or spring), or the seasonal year (fall and spring) immediately preceding the annual meeting who is over the age of 18; and
5. Any referee over the age of 18 who has worked for the association during the playing season (fall or spring) immediately preceding the annual meeting.
6. The term of Membership for Member shall be one (1) seasonal year. Such Membership shall automatically renew each seasonal year provided the Member maintains its good standing in this Association. Membership may be terminated by the Board of Directors for cause and by a two-thirds (2/3) majority vote of those present and voting at any properly called meeting of the Association.

## CHAPTER 12 GOVERNANCE

### **BYLAW 1200 Government**

#### **Section 1 Board of Directors**

The government, control, and management of all properties of this Association are vested in the Association Board of Directors (hereinafter sometimes called the Board) as defined in the Bylaws of the Association, which provides for the election of directors of this Association, their terms of office, their powers, and their duties. Each member of the Board shall be a member of the Association Council and shall be entitled to one (1) vote.

#### **Section 2 Officers**

The officers of this Association shall be the President, Vice President, Secretary and Treasurer and such other officers as may be required under the laws of the Commonwealth of Kentucky. All officers shall serve as directors of this Association and the Bylaws of the Association provide for their election, terms of office, powers, and duties.

### **BYLAW 1210 Meetings of the Association**

#### **Section 1 Annual General Meeting of the Association**

Prior to conclusion of each fiscal year, the President, with the concurrence of the Board, shall call for an Annual General Meeting of the Association Council. Public notification to all Members shall be made at least sixty (60) days prior to said Annual General Meeting.

#### **Section 2 Board Recommendations**

The Board shall report to the Association Council the fees required for players for the next seasonal year as defined by the United States Soccer Federation.

#### **Section 3 Regular Meetings**

Regular meetings of the Association Council shall be held once a month to be conducted on the 2<sup>nd</sup> Monday of each month at 6:00 p.m. at the Rineyville Community Park. Meeting times and days are subject to change with 24 hours' notice. No meeting shall exceed two (2) hours in length.



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### Section 4 Special Meetings

Special Meetings of the Association Council may be called by the President or the Association Board at such times as are deemed necessary. Public notice of such meetings must be made at least thirty (30) days in advance of said special meeting.

### Section 5 Quorum

The members present shall constitute a quorum to transact business at any meeting of the Association Council.

### Section 6 Parliamentary Authority

The rules contained in the Modern Addition of Robert's Rules of Order shall govern the Association in all cases where they are not inconsistent with these Articles and Bylaws and any special rules of order the Association may adopt.

## BYLAW 1220 VOTING GUIDELINES

- A. At all Association Council meetings under Bylaw 1210, each member present shall have one (1) vote. In no case shall any person be entitled to more than one (1) vote.
- B. The respective Chairperson of a meeting may vote when the vote is by ballot or when his/her vote, as cast, would change the outcome such as to break a tie.
- C. The vote of the majority of members present and voting shall be required for any action of the Board, unless otherwise provided.
- D. Votes may be calculated telephonically, email or by other Board approved sources.

## BYLAW 1230 DISSOLUTION

### Section 1 Disposition of Assets by the Board

Upon the dissolution of the corporation, the Board shall, after paying or making provision for the payment of all liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable education, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(C)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the Board shall determine

### Section 2 Disposition of Assets by Court

Any assets not disposed of in accordance with Bylaw 1230, Section 1, shall be disposed of by the Circuit Court of Hardin County, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## CHAPTER 14 CHANGES TO ASSOCIATION BYLAWS

### BYLAW 1400 Association Bylaws

#### Section 1 Purpose of Association Bylaws

The purpose of the Association Bylaws is to define and create the structure of the Association and to delineate and delegate powers and duties to its officers, directors, commissioners, committees, and Board. The powers of the Association's officers, directors, commissioners, committees, and Board shall be as defined in the Association Bylaws.

#### Section 2 Enactment and Amendments of Bylaws

New Bylaws and amended Bylaws shall be enacted by the Association Council. Any proposed new or amended Bylaw of the Association shall be submitted, in writing, to the Board, at least sixty (60) days prior to the Association Council Meeting at which the new or amended Bylaw will be considered. Notice of said proposal of enactment of a new or amended Bylaw must be made available to Association Members at least thirty (30) days prior to the meeting. One-half (1/2) of the members of the Association Council shall constitute a quorum for purposes of considering enactment of a new or amended Bylaw. A majority of the Members of the Association Council present and voting shall be required to enact a new or amended Bylaw. Any new or amended Bylaws shall become effective sixty (60) days after the enactment or at the start of the next fiscal year, whichever comes first unless otherwise approved by the Association Council.



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### BYLAW 1410 Association Policies and Regulations

#### Section 1 Purpose of Policies and Regulations

The purpose of the Association Policies and Regulations is to define and create the programs of the Association to define and regulate the operation of the Association's programs and to define and regulate tournaments and leagues. The programs of the Association and the regulations regarding the operations thereof shall be as defined in the Association Policies and Regulations.

#### Section 2 Enactment and Amendments of Association Policies and Regulations

Adoption of new or amendments to existing Association Policies and Regulations shall be approved by the Board. Any proposed addition or amendment to the Association Policies and Regulations shall be submitted, in writing, to the Board, at least fourteen (14) days prior to the Board meeting at which the proposed change will be considered. Notice of said new or amended Regulation must be given to each Board member at least fourteen (14) days prior to the meeting. The vote of two-thirds (2/3) of the members of the Board present and voting shall be required to enact a new or amended Policy or Regulation and any new or amended Association Policies and Regulations adopted by the Board shall become effective 30 days after enactment.

### BYLAW 1420 ASSOCIATION RULES

#### Section 1 Purpose of Rules of Competition

The purpose of the Association Rules of Competition is to define and regulate the registration of players, the formation of teams, and the play of the game of soccer in the Commonwealth by Affiliated Member Organization Teams and Players.

#### Section 2 Enactment and Amendments of Association Rules of Competition

Adoption of new or amendments to existing Association Rules of Competition shall be approved by the Board. Any proposed addition or amendment to the Association Rules of Competition shall be submitted, in writing, to the Board, at least thirty (30) days prior to the Board meeting at which the amendment will be considered. Notice of said proposed or amendment to Association Rules of Competition must be given to each Board member at least thirty (30) days prior to the meeting. The vote of two-thirds (2/3) of the members of the Board present and voting shall be required to enact new or amendments to the Association Rules of Competition; and any and all new or amendments to the Association Rules of Competition adopted by the Board shall become effective at the beginning of the next seasonal year unless also approved by the Council.

## CHAPTER 15 ASSOCIATION BOARD OF DIRECTORS

### BYLAW 1500 EXECUTIVE POWERS

The policy making and executive functions of Rineyville Community Youth Soccer League shall be vested in the Board of Directors. The Board of Directors shall have the following powers:

#### Section 1 Approval/Ratification Powers

- A. Ratify, alter, or reject decisions and policies of any officer, representative, director, administrator, committee member, or other official of the Association.
- B. Ratify appointments of the President to fill vacancies in Offices, Directors and Representatives.
- C. Ratify, alter, or reject appointments to Association committees and such other officials as the Association may from time to time be appointed.
- D. To remove from office any appointed or elected member of the Board for reasonable cause by due process, using a simple majority vote of the Board as otherwise provided in the Bylaws.

#### Section 2 Sanctioning/Hosting Powers

- A. Institute and operate tournaments, camps, and clinics.
- B. Arrange and stage soccer games of any nature whatsoever in its own name.
- C. Create and manage or to create and delegate the management under direction, to others of any organization whatsoever, which it may deem expedient for the welfare of the game of soccer in the community of Rineyville.



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### Section 3 Judicial Powers

- A. Enforce the Bylaws, Policies, Regulations and Rules of the Association, the KYSA, the USYSA and the USSF.
- B. Hear all cases of misconduct of players, officials, members, or persons affiliated with the Association and after such hearing if such person or persons are found to be acting in a manner not in keeping with the purpose of RCYSL, to impose such fine and/or penalty as it may deem proper.
- C. Render final decisions on all matters of controversy subject to appeals and to decisions of the Association.
- D. Suspend, expel and/or impose fines and/or penalties upon any person under RCYSL jurisdiction who is found guilty of violation or breach of the Association Bylaws, Rules or any policies or regulations of the Association.
- E. Enforce the purpose for which RCYSL was organized.

### Section 4 Financial Powers

- A. Contract for such services and facilities as shall be necessary for the operation of the Association business.
- B. Authorize the expenditures of funds for the purpose of keeping with the needs of the Association.
- C. Ensure that all expenditures of funds in excess of \$500.00 paid by check shall be signed by more than one board member on the signature card held at the Association's banking institution.
- D. Ensure that receipts for all expenditures of funds paid by electronic or card means are submitted to the Treasurer for proper management of the bank account.

## BYLAW 1501 BOARD ORGANIZATION

### Section 1 Membership

The Board shall consist of the following voting members:

Five (5) Officers:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Registrar

Ten (10) Directors:

1. Scheduler
2. Public Affairs/Webmaster
3. Coaching
4. U4-U8 Age Division
5. U10-U14 Age Division
6. Officiating
7. Concessions
8. Risk Management
9. Fundraising
10. Member-at-Large

### Section 2 Restrictions on Service on the Board

1. No person under indictment for any criminal act may serve as a member of the Board while the indictment is in effect.
2. No officer or director elected by the members of this association shall be a paid employee or compensated agent of the association. A compensated agent refers to a person receiving fees for services rendered (this does not include referees, coaches, and director of officiating), not a person who is compensated for expenses incurred in order to fulfill official duties in connection with the business of this association.
3. If two members of an immediate family are serving on the board, one may not second or vote regarding a motion brought by the other immediate family member. Furthermore, monetary disbursements may not be co-signed by two board members from the same immediate family.
4. No person shall hold more than one concurrent voting board position.

### Section 3 Meetings

1. Regular meetings of the Board shall be called upon reasonable notice by the President at least once each calendar quarter and



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2. Meetings for a special purpose shall be called by the President or upon written application by one quarter of the Directors. Reasonable notice of meetings for a special purpose shall be given and shall state the said purpose.

### Section 4 Quorum and Voting Requirements

1. A quorum, consisting of the majority of voting Board Members, must be present at meetings in order to conduct business. A minimum of five (5) voting Board Members must be present if vacant voting board positions exist.
2. A Board Member shall have one (1) vote. The presiding officer shall vote only to make a difference.
3. The vote of the majority of those Board Members present and voting shall be required for any action of the Board, unless otherwise approved.

### BYLAW 1502 General Responsibilities as an Organization Member of (KYSA) Kentucky Youth Soccer Association

As a member of the KYSA, the RCYSL must:

- A. Comply with all bylaws, policies, and requirements of the KYSA, to the extent applicable to that classification of Organization Member.
- B. Submit to KYSA a copy of any amendments which it makes to its charter, articles of incorporation, bylaws or rules and regulations no later than 90 days after adoption of any such amendment.
- C. Submit to KYSA its most current annual reports and financial statements within 90 days after the start of the KYSA's seasonal year, which commences on September 1 of each year.
- D. Register with KYSA monthly the names and addresses of its players, coaches and team and organization administrators.
- E. Pay fees due the KYSA by the deadline established.
- F. Comply with the Amateur Sports Act, to the extent applicable.

### BYLAW 1503 Association Responsibilities as a Member of (KYSA) Kentucky Youth Soccer Association

As a member of the KYSA, the RCYSL:

- A. Will ensure that membership shall be open to any soccer players, coaches, trainers, managers, administrators, and officials not subject to suspension under USSF Bylaw 241, Suspensions, Fines, and Terminations.
- B. Will not discriminate against any individual on the basis of race, color, religion, age, sex, or national origin.
- C. Will submit to the fact that the KYSA, USYSA, and USSF articles of incorporation, bylaws, policies, and requirements take precedence over and supersede the governing documents and decisions of the Association to the extent applicable under state law, and the Association and its members will abide by those articles, bylaws, policies, and requirements.
- D. Will not join any organization that has requirements that conflict with the KYSA's, USYSA's, or USSF's articles, bylaws, policies, and requirements.
- E. Shall register all of its players, coaches, teams, referees, and administrators with the KYSA at least monthly and timely pay all dues and fees of the KYSA.
- F. Members will abide by the KYSA's, USYSA's, and USSF's articles, bylaws, policies, and requirements on interplay.
- G. Shall have a Board of Directors (or similar body) selected through an open and democratic process.
- H. Shall report actions and policies adopted by the Board of Directors (or similar body), Executive Committee, or officers of the Association to its membership, or their authorized representatives, at least once each year at a meeting of the Association's membership, with notice and agenda of the meeting at least 15 days in advance of the meeting.
- I. Shall provide to the Treasurer of the KYSA an annual report on the activities of the Association and most current annual financial statements within 90 days after the start of the KYSA's seasonal year, September 1.
- J. Will:
  1. Provide annually to the KYSA copies of the Association's bylaws, and other governing documents,
  2. Submit changes to those documents to the KYSA for approval not later than 90 days after adoption, and
  3. Make copies of those documents available to its members.
  4. Provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to participate and compete. Those procedures shall include that all grievances involving the right to participate and compete in activities sponsored by the Association, KYSA, USYSA, and USSF may be appealed.
  5. Maintain its tax-exempt status under the Internal Revenue Code.
  6. Adopt policies prohibiting sexual and physical abuse which meet certain minimum criteria established by the KYSA, USYSA, or USSF (subject to any contrary requirements contained in state or local law applicable to the Association).





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7. Allow the KYSA to review the documents and procedures of the Association, on request of the KYSA not less than once every 4 years, to determine compliance with these bylaws.

### CHAPTER 16 OFFICERS/DIRECTORS

Elected Officers and Directors of RCYSL will conduct all duties necessary to ensure achievements and objectives of RCYSL goals, attend regular and special meetings and act as Trustee on behalf of RCYSL.

#### BYLAW 1601 PRESIDENT

The President shall:

1. Oversee and coordinate the activities of the Association.
2. Plan for the long-range growth and operation of the Association and its programs.
3. Preside at all Board meetings.
4. Preside as an ex-officio member of all RCYSL committees, except the Nominations Committee.
5. Appoint special or Ad Hoc committees.
6. Assist Treasurer with operating expense payments and deposits. Sign or co-sign money disbursements made in the name of RCYSL as required. See Bylaw 1501.2.3 for applicable restrictions regarding immediate family members.
7. Appoint, subject to ratification of the Board, Chairpersons of all standing Committees, except where otherwise provided.
8. Represent or appoint persons to represent RCYSL in meetings with other soccer, civic or other organizations requiring representation of the Association. This will include the KYSA AGM.
9. Appoint as needed, subject to approval of the Board, any Officer or Director to fill vacancies until the next Annual General Meeting.
10. Preside at Arbitration Council in the absences of the Vice President.
11. Assist Treasurer with management and filing of necessary business and tax filings.
12. Perform all other duties as shall be necessary to promote the welfare of and operational tasks of RCYSL.

#### BYLAW 1602 VICE PRESIDENT

The Vice President shall:

1. Actively participate in meetings.
2. Assume the duties of the President in the case of the resignation of the President until the next Annual General Meeting following said resignation or during a temporary absence, or during the inability of the President to perform the functions of that office.
3. Preside over the Board meetings in the absence of the President.
4. Serve as the Rineyville Community Park (RCP) Representative/Liaison.
5. Oversee the inventory of soccer field equipment and supplies. Inform the Board of any necessary equipment/supply needs especially those requiring a bid process.
6. Facilitate and manage any bid processes, as necessary.
7. Serve as Chairperson of the Arbitration Council and Rules Committee.
8. Serve as the point of contact for resolving conflicts for other Officers.
9. Serve as the Chairperson of the Tournament Committee.
10. Oversee the activities of all age group activities to include general meetings or workshops.
11. Perform such other duties as may be delegated by the Board.

#### BYLAW 1603 SECRETARY

The Secretary shall:

1. Actively participate in meetings.
2. Oversee the storage and maintenance of all records of RCYSL.
3. Record minutes at Board meetings and distribute minutes and all submitted proposed amendments as provided for in the Bylaws to all Board Members.
4. Work with the Public Affairs Director to ensure minutes are available to all Association Members.



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5. Oversee communications between the Association and its Members to ensure all are kept informed of the activities of the Association.
6. Draft any necessary correspondence on behalf of RCSYL.
7. Work with the Public Affairs Director to notify members of regularly scheduled and ad-hoc meetings, to include monthly Board meetings and the Annual General Membership meeting.
8. Work with the Public Affairs Director to send the general membership a notice of the date of the elections (no later than 30 days prior to elections) and a list of nominees.
9. Serve as Chairperson of the Nominations Committee.
10. Serve on the Discipline Committee.
11. Ensure appropriate recognition for participating in the Association by providing appropriate recognition for retiring Board Members and others with appropriate awards and/or mementos to include seasonal participation medals.
12. Perform such other duties as may be delegated by the Board.

### BYLAW 1604 TREASURER

The Treasurer shall:

1. Actively participate in meetings.
2. Insure the sound financial operation of the Association.
3. Receive all monies of RCYSL.
4. Keep accurate records of receipts and disbursements to include reconciling the bank account(s).
5. Pay out funds as authorized by the Board.
6. Assist President with operating expense payments and deposits. Sign or co-sign money disbursements made in the name of RCYSL as required. See Bylaw 1501.2.3 for applicable restrictions regarding immediate family members.
7. Present a statement of account at every meeting and at other times when required by the Board and make a full report at the Annual General Meeting.
8. Ensure that the Treasurer's accounts are examined at least annually by an outside auditor or certified accounting firm.
9. Maintain a current budget and present a proposed annual operating budget for the coming year for Board approval. Coordinate with the Director of Fundraising to ensure fundraising goals are consistent with planned Association expenditures.
10. Present motion to the Board of recommended fees for the following season.
11. Serve as Chairperson of the Registrations Committee.
12. Assist President with management and filing of necessary business and tax filings to include IRS tax returns.
13. If RCYSL should pay referees directly, the Treasurer and Director of Officiating will keep records of all refereed games. Applicable W-9 forms to be provided to all referees. The Director of Officiating will assist with requests for payment.
14. Perform such other duties as may be delegated by the Board.

### BYLAW 1605 REGISTRAR

The Registrar shall:

1. Actively participate in meetings.
2. Ensure all KYSA and USYSA Rules, Bylaws, Policies and Regulations governing player registration and team assignment are followed.
3. Coordinate with Public Affairs/Webmaster Director to advertise open registration as well as open and close the registration program.
4. Oversee registration of all players and coaches to include transmittal of registration records to KYSA/USYSA as required.
5. Ensure any registration fees received are referred to the Treasurer for deposit into the Association's operating account.
6. Coordinate with Treasurer regarding registration refunds.
7. Assist families with registration questions.
8. Assist Director of Coaching to enlist coaches, as necessary.
9. Assist Age Group Directors with rostering and team formations.
10. File and maintain all registration forms and proofs-of -age regardless of format for registered players adhering to sensitive personal information regulations.
11. Maintain a register of each Member to include mailing address, phone number and email address.
12. Provide copies of rosters and registration forms to the head coach of each team.



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13. Coordinate with Treasurer on all matters regarding refunds of registration.
14. Perform such other duties as may be delegated by the Board.

### BYLAW 1606 DIRECTOR OF SCHEDULING

The Director of Scheduling shall:

1. Actively participate in meetings.
2. Schedule all games for RCYSL with area Schedulers.
3. Distribute schedules to Coaches, Age Group Directors, Referee Assignor and others as needed.
4. Coordinate with area Schedulers, Referee Assignor and Coaches to reschedule cancellations.
5. Communicate game changes to the Referee Assignor and Coaches as soon as feasible.
6. Coordinate and approve any interstate play for RCYSL.
7. Perform such other duties as may be delegated by the Board.

### BYLAW 1607 DIRECTOR OF PUBLIC AFFAIRS/WEBMASTER

The Director of Public Affairs/Webmaster shall:

1. Actively participate in meetings.
2. Act as liaison between RCYSL and the local community and news media outlets.
3. Coordinate with the Registrar to advertise open registration.
4. Oversee the setup and retrieval of registration banners, enlisting the assistance of others as needed.
5. Announce field closures when advised and necessary.
6. Oversee the operation and maintenance of the RCYSL website and all RCYSL social media outlets.
7. Coordinate with the Director of Fundraising regarding promotion of fundraising activities.
8. Perform such other duties as may be delegated by the Board.

### BYLAW 1608 DIRECTOR OF COACHING

The Director of Coaching shall:

1. Actively participate in meetings.
2. Recruit coaches, as necessary, with assistance from the Registrar and Age Division Directors.
3. Coordinate with Director of Risk Management to ensure coaches have completed necessary registration for required background checks or other required programs such as SafeSport and issue coach badges once requirements met to be sufficient for one (1) seasonal year.
4. Oversee the training, development, and education of RCYSL coaches. To include assistance and information on coaching techniques or problems to Members upon request.
5. Purchase and distribute instruction books or materials to the coaches as needed.
6. Conduct periodic coaching clinics or coordinate with coaches to attend other means of education and the procedures to obtain reimbursement.
7. Serve as administrator of coaches and as a member of the Arbitration Committee.
8. Perform such other duties as may be delegated by the Board.

### BYLAW 1609 DIRECTOR OF U4-U8 AGE DIVISION

The Director of U4-U8 Age Division shall:

1. Actively participate in meetings.
2. Act as liaison between the Board, Committees, Coaches and Parents/Guardians of players in the U4-U8 age groups and solicit input regarding concerns, desires, and recommendations for the RCYSL program.
3. Serve as a member of the Rules Committee.
4. Assist the Director of Coaching to recruit coaches, as necessary.
5. Assist the Registrar with team formations.
6. Assist in overseeing and supervising the soccer activities in designated area of responsibility.
7. Coordinate assignment and oversee field marking of respective fields.



## LEAGUE BYLAWS

8. Coordinate with Director of Concessions for assistance in staffing the concession stand and communicate to individuals regarding volunteer responsibilities.
9. Perform such other duties as may be delegated by the Board.

### BYLAW 1610 DIRECTOR OF U10-U14 AGE DIVISION

The Director of U10-U14 Age Division shall:

1. Actively participate in meetings.
2. Act as liaison between the Board, Committees, Coaches and Parents/Guardians of players in the U10-U14 age groups and solicit input regarding concerns, desires, and recommendations for the RCYSL program.
3. Serve as a member of the Rules Committee.
4. Assist the Director of Coaching to recruit coaches, as necessary.
5. Assist the Registrar with team formations.
6. Assist in overseeing and supervising the soccer activities in designated area of responsibility.
7. Coordinate assignment and oversee field marking of respective fields.
8. Coordinate with Director of Concessions for assistance in staffing the concession stand and communicate to individuals regarding volunteer responsibilities.
9. Perform such other duties as may be delegated by the Board.

### BYLAW 1611 DIRECTOR OF OFFICIATING

The Director of Officiating shall:

1. Actively participate in meetings.
2. Assign referees for all "home" Association games if responsibility is not subcontracted to a third party.
3. Recruit, promote and arrange for the training, development and/or certification of Association referees.
4. Coordinate with Treasurer for all refereed game reports and arrange for direct payment to referees.
5. Recommend referee fee schedule to the Board.
6. First responder regarding any referee issues.
7. Perform such other duties as may be delegated by the Board.

### BYLAW 1612 DIRECTOR OF CONCESSIONS

The Director of Concessions shall:

1. Actively participate in meetings.
2. Oversee the concession program for RCYSL, ensuring on-site concession availability during scheduled game periods.
3. Coordinate with the Treasurer regarding cash income and expenditures.
4. Coordinate with Directors of Age Divisions for assistance in staffing the concession stand.
5. May be added to signature card of Association's banking institution if necessary and approved by the Board.
6. Assist Director of Fundraising as needed.
7. Perform such other duties as may be delegated by the Board.

### BYLAW 1613 DIRECTOR OF RISK MANAGEMENT

The Director of Risk Management shall:

1. Actively participate in meetings.
2. Coordinate with Director of Coaching to ensure coaches have completed necessary registration for required background checks or other required programs such as SafeSport and issue coaches badges once requirements are met to be sufficient for one (1) seasonal year.
3. Oversee the Risk Management Program for the Association in accordance with the KYSA Risk Management Program.
4. Coordinate with the Registrar to maintain security over all sensitive personal information on all Members of the Association.
5. Coordinate with all Board Members or any adult having direct influence or contact with RCYSL youth players regarding background checks or other required program such as SafeSport.
6. Inform Members of the Association with any changes or updates to the Risk Management Program and the plan of implementation.



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7. Monitor weather and field conditions and make decisions to cancel or delay practices and/or games as appropriate. Coordinate with the Director of Public Affairs/Webmaster to announce such decisions through Association's communication mediums.
8. Oversee the enforcement of all Local, State and National Rules, Bylaws, Policies and Regulations governing player registration and team assignment.
9. Perform such other duties as may be delegated by the Board.

### BYLAW 1614 DIRECTOR OF FUNDRAISING

The Director of Fundraising shall:

1. Actively participate in meetings.
2. Develop plans to encourage donations and solicit funds in support of Association activities.
3. Coordinate with the Registrar, Director of Coaching, and Directors of Age Divisions regarding seasonal "family" t-shirt promotion, orders, and distribution.
4. Organize, schedule, and manage all Association fundraising projects.
5. Coordinate with the Director of Public Affairs/Webmaster to promote fundraising activities.
6. Coordinate with the Treasurer to ensure fundraising goals are consistent with planned Association expenditures.
7. Report fundraising income to the Board and facilitate exchange of fundraiser income and expenditures with the Treasurer.
8. Perform such other duties as may be delegated by the Board.

### BYLAW 1615 MEMBER-AT-LARGE

The Member-at-Large shall:

1. Actively participate in meetings.
2. This position should be filled by a non-coaching individual.
3. Provide ideas, insight and suggestions from the local community and Association Members perspective.
4. Participate in Team Formations, if needed as a non-coach representative
5. Perform such other duties as may be delegated by the Board.

### BYLAW 1616 IMMEDIATE PAST PRESIDENT

The Immediate Past President may:

1. Serve as advisor for the current President.
2. Perform such other duties as may be helpful to the Board.

## CHAPTER 22 NOMINATIONS AND ELECTIONS

### BYLAW 2201 NOMINATIONS

1. Proposals for nomination of Officers and Directors of the Association shall be submitted to the Nominations Committee no later than forty-five (45) days prior to the Annual General Meeting of the Association Council.
2. The Nominations Committee shall present a list of all proposed candidates for each position to the members at least thirty (30) days prior to the Annual General Meeting of the Association Council.
3. The Nominations Committee shall be responsible for ensuring that at least one (1) candidate be proposed for each available position.
4. Incumbents in offices subject to election shall be polled by the Nominations Committee, and, if willing and eligible to serve, shall be included on the list of nominees.
5. If less than two nominations exist on the ballot for any position, then nominations will be accepted from the floor for those positions.

### BYLAW 2202 ELECTIONS

1. The elections of the Association Officers and Directors shall be held by secret ballot at the Annual General Membership Meeting.



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2. The current Nominations Committee Chairperson shall read the ballot as issued by the Nominations Committee and conduct the elections by secret ballot.
3. Each nominee will be given the opportunity to speak prior to the vote of their position.
4. Officers and Directors shall be elected by majority vote cast by the Members present and voting at the Annual General Meeting of the Association Council, the vote shall be tallied by the Nominations Committee and announced by the Chairperson of that committee.
5. The voting rights of each Member are in accordance with Bylaw 1220 Voting.
6. Proxies will not be recognized.

### BYLAW 2203 TERMS OF OFFICE

#### Section 1 Terms of Office

1. All Officers and Directors shall serve a two-year term of office.
2. The President, Secretary, Registrar, Director of Scheduler, Director of Coaching, U4-U8 Age Division Director, Risk Management and Director of Fundraising shall be elected in even numbered years.
3. The Vice President, Treasurer, Director of Public Affairs/Webmaster, U10-U14 Age Division Director, Director of Officiating, Director of Concessions, and Member-at-Large shall be elected in odd numbered years.
4. Officers and Directors shall assume their positions June 15<sup>th</sup>. The Treasurer will assume office the first day of the Association's fiscal year following the election unless otherwise necessary.
5. The Immediate Past President may serve a term not to exceed two (2) years commencing with the end of his/her service as President. A President removed from office for reasonable cause under the terms of Section 3 of this Bylaw shall not serve as the Immediate Past President and shall not be a member of the Board in that capacity.

#### Section 2 Vacancies

Vacancies in all offices and directorships shall be filled by appointment of the President subject to ratification by the Board or as otherwise provided in the Bylaws. The Office of the President shall be filled as provided in Bylaw 1602. The person appointed to fill the vacancy shall serve for the balance of the term.

#### Section 3 Removal and Resignations

1. The appointed Officers and Directors may be removed from office for reasonable cause by two-thirds (2/3) majority vote of those present and voting at any duly constituted Board Meeting.
2. Any Officer or Director elected by the Members may be removed by the Members for just cause. For purposes of this section, "just cause" shall include, but not limited to:
  - a. Failure to perform the duties of the position,
  - b. Acting in a manner which conflicts with the Bylaws, Rules, Policies, or decisions of the Board,
  - c. Engaging in actions which reflect negatively on the Association,
  - d. Acting in a manner which presents a threat to rights and/or safety of any player or Member of the Association, or
  - e. Absence at three (3) consecutive Board Meetings.
3. A proposal for removal of an elected officer or director must be submitted in writing to the Board at least two (2) weeks prior to the board meeting at which it will be considered. Two-thirds of the Board shall constitute a quorum for purposes of considering the proposal. A vote of two-thirds (2/3) of those Board Members present and voting at the meeting shall be required to submit such proposal to a vote of the Members of the Association.
4. Removal of an elected board member requires a three-fifths (3/5) majority vote by the members of the Association present at either an Annual General Membership meeting or a Special meeting called by the Board.
5. Any board member may resign at any time by giving written notice to the President or Secretary, and unless specified therein, the acceptance of such resignation shall not be necessary to make it effective.

## CHAPTER 24 COMMITTEES

### BYLAW 2401 STANDING COMMITTEES

The Standing Committees of the Association shall be as specified in these Bylaws; Chairs of Standing Committees shall be appointed by the President, subject to ratification by the Board, except where otherwise provided in the Bylaws; Committee members shall be



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appointed by the Committee Chairs, subject to ratification by the Board, except where otherwise provided in the Bylaws; All Committee Chairs and members shall serve until their successors are provided by the Board or until their assignment is complete.

### **BYLAW 2402 AD HOC COMMITTEE**

Special or Ad Hoc Committees may be appointed from time to time as deemed necessary by the President of the Board.

### **BYLAW 2403 SIZE OF COMMITTEES**

The size of the Committee shall be determined by the Board upon recommendations of the Chairs, except where otherwise provided in the Bylaws.

### **BYLAW 2404 SUBCOMMITTEES**

Committee Chairs may, with the approval of the Committee, appoint subcommittees from time to time as deemed necessary to affect the responsibilities of the Committee.

### **BYLAW 2411 NOMINATIONS COMMITTEE**

The Committee shall be composed of the Secretary, who shall serve as its Chairperson, and two (2) other members, one of whom shall be a non-Board member. The Committee shall conduct all aspects of Association elections as provided in the Bylaws.

### **BYLAW 2412 ARBITRATION COUNCIL**

The Council shall consist of the Vice President, who shall serve as the Chairperson, and three (3) additional Board Members.

- A. The three Board Members will be randomly drawn from a blind pool by the Vice President. The Vice President will select a replacement Board Member if one of the drawn members is unable to execute the duties due to conflict of interest or other valid reason.
- B. The Arbitration Council shall:
  - a. Decide all written complaints and appeals.
  - b. Prepare written correspondence to notify parties involved of Board decisions. Also notify, in writing, the KYSA District 3 Commissioner.