

# CONSTITUTION

## NASHOBA VALLEY YOUTH SOCCER LEAGUE

### ORGANIZATION NAME

This organization shall be known as: NASHOBA VALLEY YOUTH SOCCER LEAGUE, INC., hereafter referred to as the NVYSL.

The NVYSL is a non-profit corporation affiliated with the Massachusetts Youth Soccer Association (MYSA) and the United States Youth Soccer Association (USYSA) and shall adhere to the MYSA Constitution in all respects.

### OBJECTIVE

The objective of the NVYSL is to develop and promote a vital and exciting soccer program among the participating clubs. This will be accomplished through programs of organized competitive soccer play and programs designed to educate and develop players, coaches and referees.

### DESCRIPTION AND GOVERNING BODY

The NVYSL shall be an association of soccer clubs within the Nashoba Valley geographical area. NVYSL will be responsible for setting policy objectives and providing for game scheduling, League rules, officials and League organization.

The governing body of NVYSL will be the Executive Board, hereafter referred to as the BOARD, which shall consist of the following:

<u>Elected</u>	<u>Appointed</u>
-President	-Referee Director
-Vice President	-Immediate Past President
-Secretary	-Division Directors (GU10, BU10, GU12, BU12, U14, U16, U18/19.)
-Treasurer	-Sportsmanship Review Officer
-Team Registrar	
-Roster Registrar	

The elected Board members shall be elected at the Annual General Meeting (AGM) during the second half of the spring soccer season at a specific date to be determined by the Board. Board members elected at that meeting shall take office effective as of the end of the spring soccer season, or July 1st, whichever occurs first.

The Referee Director, the Division Directors, Sportsmanship Review Officer, and the Immediate Past President will not be elected but will be appointed by the President. All appointed Board Members shall be approved by a majority of the Board.

### OFFICERS - TERM OF OFFICE

Officers shall hold office for a one year term and are eligible for re-election.

**BOARD DECISIONS**

All matters of policy shall be decided by a simple majority vote, except as noted under " Modifications to the Constitution". Five (5) Board members shall constitute a quorum.

**NOTICE OF MEETINGS**

Public notice of the Annual General Meeting ( AGM) will be sent to all voting members at least two weeks prior to the meeting. Special meetings may be called by the Board as necessary or by the member towns. Member towns can call a meeting by written request to the President and signed by enough towns to represent 20% of the total votes.

Voting members at General Meetings (AGM or Special) shall be duly designated Club representatives and Board members. Each Board member shall have only one vote. Any person may vote in only one capacity. Each member Club shall have votes that are proportional to the number of teams that were entered for play in the spring season immediately prior to the General Meeting (AGM or Special). The number of votes is as follows:

<u>Number of Teams</u>	<u>Votes</u>
1 - 5	1
6 - 10	2
11 - 20	3
More than 20	4

Towns that only participate in fall play will have one vote at the meeting. Towns may vote by proxy, but at least one representative from the town must be present to carry the town’s votes.

**DUTIES AND RESPONSIBILITIES**

The Duties and responsibilities of the members of the Board shall be as follows:

**PRESIDENT**

The President shall officially preside at all meetings; be Chairperson of the Board; be the official representative of NVYSL; be authorized to co-sign checks; vote only to break a tie at General Meetings. In the event of a vacancy, the Board shall elect a successor to the post of President.

**VICE-PRESIDENT**

The Vice President shall succeed to the office and powers of the President in his/her absence. He/she shall be Chairperson of the Protest Committee, shall be responsible for preparation of the spring and fall League booklets, and shall be authorized to co-sign checks. In the event of a vacancy, the Board shall elect a successor to the post of Vice-President.

**SECRETARY**

The Secretary shall attend to all correspondence for the NVYSL; keep detailed minutes of all Board and general meetings; keep records as necessary; be responsible for public relations and correspond on behalf of the NVYSL only with the knowledge and permission of the President. The secretary shall also be responsible for updating the changes in the Constitution and Bylaws for the League book, and preparing the data for the other parts of the book, except the town pages and the game schedule pages. In the event of a vacancy, the Board shall elect a successor to the post of Secretary.

**TEAM REGISTRAR**

The Team Registrar shall be responsible for managing all team registrations; preparing data for the town page in the spring and fall League booklets, preparing team data for the game scheduler, and approving all travel permits. In the event of a vacancy, the Board shall elect a successor to the post of Team Registrar.

**ROSTER REGISTRAR**

The Roster Registrar shall be responsible for overseeing the roster submission/validation process and acting as League liaison with MYSA regarding rosters. The Roster Registrar shall also be responsible for interpreting League bylaws and MYSA roster requirements. In the event of a vacancy, the Board shall elect a successor to the post of Roster Registrar.

#### **TREASURER**

The Treasurer shall have charge of all the finances of NVYSL. He/she shall report on the finances at all Board and General Meetings, and shall submit and distribute a full written report of the financial transactions and the status of the finances at the AGM. He/she shall be authorized to co-sign checks. In the event of a vacancy, the Board shall elect a successor to the post of Treasurer.

#### **REFEREE DIRECTOR**

The Referee Director shall be responsible for recruiting, training and developing referees to officiate.

#### **DIVISION DIRECTORS**

The Division Directors shall have the responsibility for the administration of the affairs of the NVYSL within their age divisions. This includes the reporting of scores and the keeping of division statistics.

#### **SPORTSMANSHIP REVIEW OFFICER**

The Sportsmanship Review Officer shall preside at all sportsmanship review committee hearings, unless disqualified under the conflict of interest section of the sportsmanship review committee bylaw. The Sportsmanship Review Officer shall schedule hearings, select committee members, and invite involved parties. The sportsmanship review officer shall report all activity to the NVYSL board.

#### **IMMEDIATE PAST PRESIDENT**

The Immediate Past President is the NVYSL President who served prior to the current President. The Immediate Past President shall provide guidance to the Board and assist where appropriate.

### **CONDUCT**

The Board shall have the authority to suspend any player, coach, team, club official, or Club of the NVYSL whose conduct is considered detrimental to the Association.

### **FINANCIAL POLICY**

#### **BUDGET**

A balanced budget for the forthcoming year shall be prepared by the Treasurer and approved by the Board before the start of registration. The budget shall be prepared on a per team basis with registration fees established to insure that the expenses will be covered.

#### **MAJOR EXPENSES**

Major, non-budgeted expenses over \$250 from any individual or corporation shall require approval by a majority of the Board.

#### **BANK ACCOUNT**

All moneys shall be promptly deposited in either a savings or a checking account in the NVYSL's name.

#### **EXPENSES**

All moneys shall be paid when due. Checks written for budgeted expenses shall require only one authorized signature. Checks written for any non-budgeted expenses over \$500 shall require two authorized signatures.

#### **EXPENDITURES**

Funds shall be spent only in the interest of the NVYSL.

#### **DISPOSITION OF FUNDS**

Should the NVYSL be dissolved, all funds currently in the treasury will be donated to a recognized 501c(3) organization.

#### **OTHER MATTERS**

The Board shall have the power to deal with any matters not explicitly covered by the Bylaws.

#### **MODIFICATIONS TO THE CONSTITUTION**

This Constitution, or any section thereof, may be amended by a two-thirds vote of the members present at the AGM or at a special meeting. Notice of any proposed changes shall be sent to each member club and each Board Member at least two weeks prior to the meeting at which such proposed changes shall be submitted to a vote.

#### **MODIFICATIONS TO THE BYLAWS AND EXCEPTIONS TO THE RULES OF PLAY**

The Bylaws and Exceptions to the Rules of Play, or any section thereof, may be amended by a simple majority vote of the Board members present at a Board meeting. In addition, changes may be proposed by the membership at the AGM and approved by a simple majority of the voting members present.

#### **ADOPTION OF THE CONSTITUTION**

This Constitution was first approved at a General Meeting on December 18, 1984 and last amended on June 6, 2004.