Player Friendly, Player Focused, Player FIRST.

BYLAWS

ARTICLE I (NAME)

The name of this organization shall be Barrow Youth Soccer Association (hereinafter referred to as BYSA).

ARTICLE II (PURPOSE)

BYSA is a 501(c)(3) non-profit youth organization that shall operate solely for charitable and/or educational purposes:

- To develop and promote the game of soccer within Barrow and its surrounding counties;
- To provide the opportunity for fun and recreation through competition for all boys and girls who voluntarily participate in such a program;
- To develop player skills and knowledge of the game;
- To promote the ideals of sportsmanship and the principles of fair play;
- To provide a quality program at the lowest reasonable cost to the participants.

ARTICLE III (AFFILIATION)

BYSA shall be affiliated with Barrow County Parks and Recreation, the Georgia State Soccer Association (GSSA), the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF) and shall at all times recognize the authority, rulings, and laws of those bodies.

ARTICLE IV (MEMBERSHIP)

1. Membership shall be granted to:

    - All registered players; the parent(s) or legal guardian(s) of said players; coaches; team managers; non-paid staff members and members of the Board of Directors who agree to abide by the Constitution, Bylaws and other writings of BYSA.

    - Players 18 years of age or older who have self-registered are eligible to vote.

    - Players under the age of 18 are non-voting members.

    - Membership may be granted to anyone interested in becoming a member of BYSA who does not fall under one of the above categories for an annual membership fee to be set by the Board on an annual basis.

2. Members shall pay all required fees as set by the Board of Directors. Said fees may be waived or reduced at the discretion of the Board of Directors.

3. The Board of Directors reserves the right to revoke or refuse membership to those, who by their actions demonstrate their inability or unwillingness to abide by the laws, rules and regulations of BYSA.

ARTICLE V (VOTING MEMBERS)

1. Each member in good standing shall be entitled to one (1) vote at the Annual General Meeting and at other times as necessitated by this Constitution, Bylaws or other written documents of BYSA.

   - A member is good standing shall be:

     - Any member as defined above who does not have any unresolved disciplinary actions with BYSA;
     - Any member as defined above who does not have any delinquent* fees owed to BYSA,

       **To be current and not delinquent, all club fees must be paid in full; an accepted payment plan is in place where no payments are overdue; the player is the recipient of a scholarship and does not owe any outstanding fees.*

2. Voting members must be of at least 18 years of age at the time of voting.

3. Any player 18 years of age or older who has self-registered.

ARTICLE VI (BOARD OF DIRECTORS)

General Powers and Responsibilities

The Board of Directors (hereinafter "Board") of the Barrow Youth Soccer Association (hereinafter "BYSA") shall transact the business of BYSA. The Board shall have the authority to enforce the rules of the Georgia State Soccer Association (GSSA), United States Youth Soccer Federation (USYSF), United States Soccer Federation (USSF), FIFA and the Constitution and Bylaws of BYSA.

The Board shall manage the operation of BYSA and shall implement BYSA policy, rules and procedures.

The Board shall promote and execute all duties necessary for the management of BYSA.

The Board shall administer any disciplinary actions as recommended by the Disciplinary Committee.

The Board shall have the right and authority to suspend, bar, or otherwise discipline any player, coach, manager, team assistant, Board member or any other person associated with the operation and management of BYSA.

The Board shall be responsible for the overall financial state of the club. The Board by majority vote will approve all expenditures exceeding two hundred fifty dollars ($250). Expenditures less than two hundred fifty ($250) dollars shall require the approval of two (2) Board members. Checks shall be issued by the Treasurer and signed by the President and Vice President.

The Board will set registration fees, trainer fees, goal keeper trainer fees, conditioning trainer fees and all other fees, prices and costs to be incurred by members on an annual basis prior to the start of the fall season.

The Board shall ensure that all BYSA documents are readily made available for membership review.

Members of the Board will be responsible for attending all board meetings. In the case of absence, the absent member shall notify the President or Vice President in advance of the meeting. Board members are encouraged to attend no less than nine (9) regularly scheduled Board meetings per year.

Powers and Duties of the President

- The President shall be the chief executive officer of the Club.
- The President shall preside at all meetings of the Board of Directors and of the Voting Members.
- The President shall have the overall responsibility of carrying out the policies of the Board in the administration and operation of the Club.
- The President will perform all duties as may be prescribed from time to time by the Board of Directors.
- The President will review all board job descriptions on an annual basis.
- The President is an ex-officio member of all committees and shall serve as the liaison officer between BYSA and the Georgia State Soccer Association and any of its affiliates.
- The President may create ad-hoc committees as deemed necessary to the needs of BYSA and shall appoint members to such committees with the approval of the Board of Directors.
- The President shall execute all legal documents on behalf of BYSA upon approval from the Board of Directors.
- The President shall cast a vote only to break a tie vote of the Board of Directors.
- The President shall be the first signature on all checks made out in the name of the organization.

Powers and Duties of the Vice President

- In the absence of the President, the Vice-President shall preside at meetings of the Board of Directors. The Vice President shall chair all special events.
- The Vice President shall assume the duties of the President until the next Annual General Meeting following the resignation or inability of the President to perform the functions of that office.
- The Vice President shall serve as the chairperson of the Discipline and Protest Committee.
- The Vice President shall oversee all operations of BYSA tournaments and jamborees.
- The Vice President shall perform all other duties and obligations as assigned by the Board.
- The Vice President shall retain a vote while presiding at meetings in the absence of the President.
- The Vice President shall be the second signature on all checks made out in the name of the organization.

Powers and Duties of the Secretary

- The Secretary shall keep an accurate record of the proceedings of all scheduled BYSA meetings; Board Member attendance and voting records are to be included.
- The Secretary shall distribute the meeting minutes to each Board Member no later than seven (7) days after the meeting.
- Upon approval of the meeting minutes by the Board, the Secretary shall be responsible for posting the minutes on the BYSA website.
- The Secretary shall maintain a list of members in good standing and voting eligibility.
- The Secretary shall serve as the custodian of all official documents of BYSA and shall be responsible for updating such documents as necessary.
- The Secretary shall secure a meeting location for all BYSA meetings.

Powers and Duties of the Treasurer

- The Treasurer shall have charge and custody of all Club funds.
- The Treasurer shall collect and deposit the funds as required by the Board of Directors.
- The Treasurer shall pay out funds as authorized by the Board, and, where applicable, in accordance with approved contracts.
- The Treasurer shall maintain the Club checkbook and issue all checks made out in the name of the organization.

- The Treasurer shall obtain the required signatures of the President and Vice President for all checks made out in the name of the organization.
- The Treasurer shall submit a statement of the financial condition of BYSA at any regular meetings of the Board of Directors and at the annual general meeting of the membership.
- The Treasurer shall assure BYSA compliance with Internal Revenue Service rules and guidelines to maintain club status as a tax exempt organization under Section 501 (c)(3).

Powers and Duties of the Director of Communications

- The Director of Communications shall develop and maintain effective methods of communication to disseminate information from the Board to the general membership.
- The Director of Communications shall manage the Age Group Coordinators ensuring that information is effectively and timely disseminated to the respective groups.
- The Director of Communications shall appoint as many Age Group Coordinators as he/she deems necessary.
- The Director of Communications shall oversee the maintenance and administration of the BYSA web site ensuring its content is updated in a timely manner.
- The Director of Communications shall serve as BYSA's volunteer coordinator.

Powers and Duties of the Member At Large

- The Member At Large shall assist the other Board members and may from time to time be assigned specific duties by the Board of Directors.
- The Member At Large shall serve as a Board liaison to any committee assigned by the President.
- The Member At Large shall assist the Director of Communications in the maintenance and administration of the BYSA web site.
- The Member At Large shall assist the Director of Communications in disseminating information to the general membership.

Powers and Duties of the Past President (Ex officio)

- The Past President shall serve as an advisor to the current President.
- The Past President shall perform other such duties as may be helpful to the Board.

Powers and Duties of the High School Representatives (Ex officio)

- The High School Representatives shall serve in an advisory capacity to the Board of Directors.

Compensation

- No Board member will receive any stated salaries or other forms of compensation for their services except for discounts as outlined by the Registration & Fee policy.

- By resolution of the Board, any member may be indemnified for expenses and costs that are incurred as part of fulfilling his/her official duties as a member of the Board of Directors.

- Each Board Member along with his/her immediate family is prohibited from personally profiting from any transaction with BYSA, Barrow County Parks and Recreation or any other vendor doing business with BYSA unless selected as the "approved" vendor through a competitive bid process.

Vacancies

Upon the death, removal, resignation or incapacity of any Board member, the President shall appoint a member to fill the vacated position. Upon Board approval by a simple majority vote, the appointee shall

serve in his/her position until the next Annual General Meeting at which time the vacated position will be elected as per ARTICLE XIII (ELECTION OF BOARD MEMBERS).

If a Board member is removed from office during their term, they may not be elected to the Board, appointed as a committee chair or serve on a committee until three (3) calendar years have passed from the date of their removal.

Limitations

No member of the Board shall serve in any governing capacity or serve as a coach, assistant coach, team manager or trainer for any other GSSA affiliated athletic association that offers a youth soccer program.

Removal

Any member of the Board may be removed from office by a majority vote of the General Membership's voting members at either the Annual General Meeting or a Special Meeting. Notice of any intent to remove a Board Member must be provided to the entire Board and such member at least seven (7) days prior to any meeting where such vote may take place and must be signed by a majority of the General Membership's voting members.

Any member of the Board may be removed from office if seventy-five percent (75%) of the other Board Members determine that Cause exists to remove such member. Any notice of intent to remove such member for Cause shall be provided to him or her at least seven (7) days prior to any Board meeting where such removal vote may take place.

Cause for removal from office of a Board Member shall include: (1) gross or willful neglect of the duties of the office; (2) unauthorized expenditures, unauthorized signing of checks, or misuse of BYSA funds; (3) misrepresentation of BYSA or BCPR and its officers to outside persons; (4) indictment of a felony or a crime involving moral turpitude.

ARTICLE VII (MEETINGS)

Board of Director's Meetings

Regular meetings of the Board of Directors shall take place monthly on a day and time established by the officers at the beginning of each year. All meetings of the Board of Directors shall be open to the General Membership.

At any General Meeting the President or Vice President can declare an "Executive Session" during which time only Board of Directors and their invitees may be present. An executive session shall be called anytime personnel matters or membership personal matters are to be discussed.

The order of business at the monthly meetings shall be as follows:

1. Call to Order
2. Roll Call
3. Acceptance of Minutes
4. Introduction of Guests
5. Staff Reports
6. Committee Reports
7. Unfinished Business
8. New Business
9. Good of Game
10. Member Forum
11. Adjournment

The agenda for Board of Director's meetings shall be posted on the BYSA web site three (3) days in advance of the meeting date.

The approved minutes from each Board of Director's meeting shall be posted on the BYSA website within three (3) days of their approval.

Quorum

A majority of the Board shall constitute a quorum for the transaction of business at any meeting of the Board. The act of the majority of the Board present at a meeting where a quorum is present shall be the act of the Board.

Voting

Voting by members must be in person, unless where deemed appropriate by the Board, that written, proxy or electronic voting is acceptable.

Robert's Rules of Order

All meetings of BYSA and its committees shall be conducted pursuant to Robert's Rules of Order with the President or the President's delegate responsible for the implementation of parliamentary procedure necessary for the orderly conduct of any meeting.

ARTICLE VIII (ADMENDMENTS)

Proposed amendments to the Constitution and/or Bylaws must be submitted in writing to the Rules and Revisions Committee for review so as to allow at least thirty (30) days' notice to the membership in advance of any regularly scheduled board meeting, the Annual General Meeting or extraordinary/called meeting of the membership at which time the proposed amendments will be presented by the Rules and Revisions Committee to the membership for discussion and approval.

Amendments to the Constitution and/or Bylaws shall be approved by a two-thirds majority vote by the voting members present at any such meeting listed above.

Constitution and/or Bylaw changes may be proposed by any member in good standing, staff member of BYSA and Board Members.

ARTICLE IX (SUSPENSION OR EXPULSION)

The Board of Directors, by a majority vote at any duly constituted meeting, shall have the authority to suspend or expel any member whose conduct is considered detrimental to the best interest of BYSA as defined in Article VI (Board of Directors).

The Disciplinary Committee shall present its recommendation(s) to the Board of Directors at which time said vote may occur.

The use by any member of persistent profanity, alcoholic beverages, carrying of concealed firearms (where expressly prohibited by law) or fighting at any BYSA sanctioned event to include but not limited to practices, games, camps and meetings, shall be considered as grounds for automatic expulsion from BYSA.

The director of Barrow Parks and Recreation shall be notified in writing of any disciplinary action against any board member within five (days) of said action.

ARTICLE X (LEGAL ACTIONS)

No member or any person acting in an official capacity may bring legal action against BYSA through the courts until all remedies through BYSA, GSSA and USSF have been exhausted.

ARTICLE XI (FINANCIAL RESPONSIBILITY)

BYSA shall not assume nor be liable for the debts and/or financial responsibilities, either implied or incurred, of any member.

ARTICLE XII (NON-DISCRIMINATION)

BYSA will not discriminate on the basis of race, creed, color, sex, age, national origin, disability, or sexual orientation.

ARTICLE XIII (ELECTION OF BOARD MEMBERS)

Notification and advertisement of board positions being elected at the Annual General Meeting shall be made at least thirty-five (35) days prior to the Annual General Meeting.

Nominations must be submitted on the official BYSA Nomination Form and received by the Nominating Committee at least twenty-one (21) days prior to the Annual General Meeting. The names of all nominees for each office will be entered on a single ballot and submitted to the voting membership present at the Annual General Meeting. Those nominees for each office receiving the highest number of votes amongst the voting members present will be deemed to have been elected to the Board position for which he/she has been nominated. There is no proxy, electronic or fractional voting. Newly elected Board Members will assume office on January 1st following their election.

The election of Board Members shall be on a rotating basis with terms defined as follows:

President	2 Year Term	Elected in EVEN Numbered Years
Vice President	2 Year Term	Elected in ODD Numbered Years
Secretary	2 Year Term	Elected in ODD Numbered Years
Treasurer	2 Year Term	Elected in EVEN Numbered Years
Director of Communications	2 Year Term	Elected in ODD Numbered Years
Member At Large	2 Year Term	Elected in EVEN Numbered Years
Member At Large	2 Year Term	Elected in ODD Numbered Years

Additional board positions may be created by a two-thirds (2/3) vote of the voting membership no later than fifty-one (51) days prior to the Annual General Meeting. The filling of these positions shall follow the process as outlined above.

ARTICLE XIV (APPOINTMENT OF BOARD MEMBERS)

Appointed Board positions shall include the Past President and High School Representatives.

Past President

Should the current President lose his/her second term election, he/she will be appointed by the new President as an Ex officio member with the title of Past President. The Past President in a non-voting position and will remain in office until such time a new president is elected. If the current president resigns or is removed from office, he/she becomes ineligible for the position of Past President.

High School Representatives

Local high school coaches with a representation of players at BYSA will be invited to participate on the Board of Directors as a non-voting "ex-officio" member. A letter of invitation will be sent to each program

represented and, upon acceptance, one coach per program will be appointed to the board by the President. Ex-officio (High School Representative) members may serve indefinitely until such time they replaced by another member of their high school.

ARTICLE XV (STAFF POSITIONS)

The Director of Coaching, Director of Scheduling, Registrar and Assignor shall be appointed to his/her position upon a simple majority vote of the Board.

The Director of Coaching shall appoint Assistant Director of Coaching positions as he/she deems necessary. Assistant Director of Coaching positions shall be non-paid staff positions.

Additional staff positions may be created by the Board as deemed necessary. Appointments will be made to fill these positions upon a simple majority vote of the Board.

ARTICLE XVI (COMMITTEES)

Standing Committees

The Board, upon the recommendation of the President, shall appoint members to serve on the following standing committees. The term of service on these committees shall be the same as the Director's term of office on the Board.

Budget Committee
The Budget Committee shall be made up of at least three (3) Board members and be chaired by the Treasurer.

The Budget Committee shall:

- prepare in a timely manner a budget for approval by the Board

Financial Aid Committee
The Financial Aid Committee shall consist of three (3) members of the Board and two (2) members of the General Membership. This committee shall be chaired by the Treasurer.

The Financial Aid Committee shall:

- be responsible for screening and interviewing applicants
- grant scholarships
- present a written report of granted scholarships to the Board

Disciplinary Committee
The Disciplinary Committee shall have at least at least three (3) Board members and shall be chaired by the Vice President.

The Disciplinary Committee shall investigate and/or hold hearings into all matters brought before it, and shall follow BYSA guidelines in determining what, if any, discipline is to be imposed.

The Disciplinary Committee will concern themselves only with those violations dealing with BYSA rules, GYSA rules, player eligibility and disciplinary actions.

The Disciplinary Committee will not concern themselves with a judgment decision made by a referee.

All disciplinary matters must be presented to the Disciplinary Committee in writing, within two (2) weeks from the time of occurrence or notification. The decisions should be made as soon as possible and presented in writing to the concerned party(s).

Attendance of the Disciplinary Committee hearing shall be restricted to only those persons directly involved.

The Disciplinary Committee shall:

- be responsible for hearing protests, ejections, appeals, and complaints
- present a written report of its findings and disciplinary recommendations to the Board

Public Relations Committee

The Public Relations Committee is chaired by an appointee of the President and shall be made up of as many members as the Chairperson deems necessary to fulfill the committees' responsibilities.

The Public Relations Committee shall:

- be responsible for the preparation and release of all news items for publicity
- be responsible for the recruitment of new members/players
- develop and maintain a quarterly club newsletter

Fundraising & Concessions Committee

The Fundraising & Concessions Committee is chaired by an appointee of the President and shall be made up of as many members as the Chairperson deems necessary to fulfill the committees' responsibilities.

The Fundraising & Concessions Committee shall:

- coordinate all fund raising activities of BYSA
- prepare an annual fund raising plan to be presented at the Annual General Meeting
- develop and conduct an ongoing club merchandise program (spirit wear)
- be responsible for ensuring concessions are provided during seasonal and tournament play

Field & Equipment Committee

The Field & Equipment Committee is chaired by an appointee of the President and shall be made up of as many members as the Chairperson deems necessary to fulfill the committees' responsibilities.

The Field & Equipment Committee shall:

- work in conjunction with Barrow County Parks and Recreation on the maintenance of fields
- ensure all fields are properly lined during seasonal and tournament play
- ensure all goals and nets are safe and in good condition
- coordinate a "field clean-up day" prior to the start of each season
- compile a field supply and playing equipment budget
- responsible for the acquisition and distribution of all playing equipment and storage of same

Coaches Committee

The Coaches Committee is chaired by Director of Coaching and may appoint as many members to this committee as deemed necessary. The Coaching Committee is responsible for all technical and tactical aspects of the soccer program.

The Coaches Committee shall:

- be responsible for organizing and conducting coach's clinics and see that all coaches are familiar with the rules of soccer
- be responsible for ongoing management of team and player development
- be responsible for certification and licensing of coaches coordinated through GSSA
- conduct a coaches meeting prior to each season to explain procedures and responsibilities

- establish the amount of interest (in January and July) of coaches who will return the following season
- keep a continual (season to season) record of complaints about coaches and any disciplinary actions taken
- be responsible for recruiting coaches for teams that do not have a coach

Ad Hoc Committees

Rules and Revisions Committee
The Rules and Revisions Committee shall be made up of the Secretary, two (2) members of the General Membership, two (2) members of the coaching staff and the Director of Scheduling. The Secretary and Past President shall co-chair this committee.

The Rules and Revisions Committee shall:

- review and recommend changes to the BYSA Constitution, By-Laws, Policy and Procedures or any other official document of BYSA

Nominating & Election Committee
The Nominating & Election Committee is chaired by an appointee of the President and shall be made up of the Chairperson and three (3) members of the General Membership selected by the Chairperson and two (2) members of the Board selected by the President. In the event a committee member is nominated, and the nomination is accepted, they shall recuse themselves from the counting of the ballots.

The Nominating & Election Committee shall:

- compile a list of candidates for election to the Board
- create a single ballot that contains all nominees
- coordinate with the Public Relations Committee to inform the membership of the nominees no later than fourteen (14) days prior to the Annual General Meeting
- oversee the counting of the ballots
- coordinate with the Public Relations Committee to inform the membership of any elections thirty five (35) days in advance of the meeting date

Uniform Committee
The Uniform Committee is chaired by an appointee of the President and shall be made up of the Chairperson, two (2) members of the General Membership, two (2) members of the coaching staff and two (2) players selected by the Chairperson.

The Uniform Committee shall:

- oversee all uniform selection and purchasing of uniforms
- maintain an accurate inventory of all uniforms
- issue the appropriate uniform for all players on a timely basis
- present to the Board for approval, the committees' choice of uniform for each playing level (this will occur as dictated by the current uniform life cycle)
- present to the Board a minimum of three (3) price quotes for the committees' choice of uniform

Additional Ad Hoc committees may be established as deemed necessary by the Board of Directors.

ARTICLE XVII – BARROW COUNTY PARKS AND RECREATION

The Director of Barrow County Parks and Recreation (BCPR) will have overall responsibility for BYSA and its soccer program.

ARTICLE XVIII – LIABILITY INSURANCE

Liability Insurance in an amount of no less that $1 Million affording coverage to the members of the Board of Directors or BYSA shall be provided and paid for by Barrow County Parks and Recreation.

ARTICLE XIV – DISSOLUTION CLAUSE

Upon the dissolution of BYSA, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c)(3) of the Internal Revenue code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE XV – EFFECTIVE DATE

The Barrow Youth Soccer Association (BYSA) Bylaws are hereby amended by authority of Kurt Cooper, Director, Barrow County Parks and Recreation and become effective immediately on this _____ day of _____, 20_____.

_____
Kurt Cooper, Director
Barrow County Parks and Recreation

_____
Brian Jackson, President

_____
Mason Orr, Vice President

_____
Kelli Herrington, Secretary

_____
Matt Morgan, Treasurer