

# **BEEKMAN YOUTH SOCCER CLUB, INC.**

## **BY-LAWS**

**Revised June, 2010**

***BEEKMAN YOUTH SOCCER CLUB, INC., HEREIN AFTER REFERRED TO AS BYSC.***

### ***ARTICLE I - OFFICES***

1. The principle office of the corporation shall be in the Town of Beekman, County of Dutchess, State of New York. The corporation may also have offices at such other places within or without this state as the board may from time to time determine or the business of the corporation may require.

### ***ARTICLE II - PURPOSES***

The purposes for which this corporation has been organized are as follows:

1. The objective of the BYSC shall be to implant firmly in the children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens.
2. To achieve this objective the BYSC will provide supervised soccer programs to expand the knowledge/skills of players, parents and coaches. The soccer program will be conducted under the Rules and Regulations of the United States Soccer Federation and BYSC. All Directors, Officers and Members shall bear in mind that the attainment of exceptional athletic skill or the winning of games is secondary, and the molding of future citizens is of prime importance.
3. In accordance with Section 501 (c)-(3) of the Federal Internal Revenue Code, the BYSC shall operate exclusively as a nonprofit educational organization. No part of the net earnings shall inure to the benefit of any private shareholder or individual. No substantial part of the activities of the BYSC shall be for carrying on propaganda, or otherwise attempting to influence legislation

### ***ARTICLE III - MEMBERSHIP***

1. **Eligibility.** Any person sincerely interested in active participation to effect the objective of the BYSC may apply to become a member.
2. **Classes.** There shall be the following classes of Members.
  1. As used hereinafter, the word "member" shall mean a Regular Member unless otherwise stated.

2. **Player Members.** Shall have no right to vote on any matter. Any player candidate meeting the age requirements of 4 1/2 years to 19 years as of July 31 of the current playing season and who resides within the authorized boundaries, shall be eligible to compete for participation but shall have no rights, duties or obligations in the management or in the property of the BYSC.
  3. **Regular Members.** Any person actively interested in furthering the objective of the BYSC may become a regular member. The only requirement is that the interested party have attended three (3) out of the last five (5) regular monthly meetings, or be a BYSC Head Coach in good standing, having attended all mandatory Coaches' clinics and mandatory Coaches' meetings.
3. **Suspension or termination.** Membership may be terminated by resignation or action of the Board of Directors.
    1. The Board of Directors, by a two thirds (2/3) vote of those present at any duly constituted meeting, shall have the authority to discipline, suspend or terminate the membership of any Member of any class when the conduct of such person is considered detrimental to the best interest of the BYSC. The Member involved shall be notified of such meeting, informed of the general nature of the charges and given an opportunity to appear at the meeting to answer such charges.
    2. The Board of Directors shall, in the case of a Player Member, give notice to the manager/coach of the team of which the player is a member. Said manger/coach shall appear, in the capacity of an adviser, with the player or member before a duly appointed committee of the Board of Directors, which shall have full power to suspend or revoke such player's or member's right to future participation.
    3. The President may, in the event of an on-field incident involving physical violence or abusive language directed to or from any Player, Coach, Official or Parent, suspend said individual or individuals from further participation on a BYSC team, until such time as a Board of Directors meeting can be scheduled to consider the matter further. Such a Board of Directors meeting shall be held within two (2) weeks of the suspension.

#### **ARTICLE IV - PARTICIPATION FEE**

1. A reasonable program participation fee may be assessed to assure the operational continuity of the BYSC. The fee will be determined by the Officers of the club on an annual basis. Discounted or hardship fees shall be granted and determined at the discretion of the Club President. For those families with two or more player members, a discount may be applied. The amount of this discount will be determined yearly by the BYSC Board of Directors.

#### **ARTICLE V - MEETING**

1. **Annual Meeting.** The annual meeting of the Members of BYSC shall be held during the month of January each year for the purpose of electing vacant Board of Director positions, for receiving reports, and for the transaction of such business as may properly come before the meeting. Two meetings will be held in January, the first of which will be to nominate Directors, and the second to vote for contended positions. The second meeting may be waived if there are no contested positions.
2. **Regular Meetings.** The regular meeting will normally be held on the second (2nd) Thursday of each month. An optional meeting may be held on the fourth (4th) Thursday of the month when deemed necessary by the Officers of the BYSC, but will be considered recreational in nature and will be a non-voting meeting.
3. **Executive Session.** The Board of Directors shall meet in executive session, without the general membership, as deemed necessary by the President.
4. **Voting.** Regular Members shall be entitled to vote at any regular meeting of the BYSC. Issues will be decided by a majority of eligible regular member votes. For voting a quorum is required. A quorum is defined as a minimum of (5) five regular members.
5. **Proxies.** Each member shall be entitled to one vote either in person or by proxy. All proxy votes will be compared to a current Member list by the club secretary. Votes received by Proxy must be in writing (email is acceptable) and will normally be directed to the Secretary.
6. **Rules of Order.** Roberts Rules of Order shall govern the proceedings of all meetings except where same conflicts with the Constitution or By-Laws of the BYSC.

## **ARTICLE VI - BOARD OF DIRECTORS**

1. **Board and number.** The management of the affairs of the BYSC shall be vested in the Board of Directors. The number of Directors shall be not less than five. The Directors shall upon election immediately perform their duties and shall continue in office until their successors have been duly elected and qualified. The term of office shall be not less than one (1) year or more than three (3) years.
2. **Annual Election and Term of Office.** At each annual meeting, the Members shall elect such number of Directors whose terms have expired. The number so fixed may, within the limits prescribed by the foregoing Section 1, be increased at any regular or special meeting of the Members. If the number is increased, the additional Directors may be elected following the normal election process. All elections of Directors shall be majority vote of all Members present or represented by proxy at the time of the meeting. The nominee must be a qualified regular club member and must have completed one full year as a member in good standing.
3. **Vacancies.** If any vacancy occurs in the Board of Directors, by death, resignation or otherwise, it may be filled by a majority vote of the remaining Directors of any regular meeting or at any special meeting called for that purpose. The incumbent must be a qualified regular club member and must have completed one full year as a member in good standing.

4. **Meetings.** The Board meetings shall be held during the regular meeting described in Article 5. The President or Secretary may issue a call for a special meeting of the Board. Notice of a special meeting shall be made to each Board member at least twenty-four hours preceding the meeting.
5. **Quorum.** Four (4) members of the Board of Directors shall constitute a quorum for the transaction of financial business.
6. **Duties and Powers.** The Board of Directors shall have the power to appoint such standing committees as it shall determine and to delegate such powers to them as the Board shall deem advisable and which it may properly delegate. The Board may adopt such rules and regulations for the conduct of its meetings and the management of the BYSC as it may deem proper.

## **ARTICLE VII - OFFICERS, DUTIES AND POWERS**

### **Section 1 - Officers**

1. The Officers of the BYSC shall consist of a Board of Directors, all of whom shall hold office for the ensuing year or until their successors are duly elected. The elected Officers are:
  1. President
  2. Vice President
  3. Secretary
  4. Treasurer
  5. Registrar
  6. Travel Program Director
2. The Vice President will be expected to fill the first vacant position until such time as a duly elected replacement is in place.
3. The Board of Directors may appoint such other Officers or Agents as it may deem necessary or desirable, and may prescribe the powers and duties of each and may fill any vacancies which may occur in any office. The appointed Officers are:
  1. Training Director (Board Position)
  2. Age Group Director
  3. Equipment Manager
  4. Field Manager
  5. Uniform Manager
  6. Awards Manager
  7. Referee Coordinator
  8. Web Administrator
  9. Beekman Cup Director

### **Section 2 - Duties and Powers**

1. **President.** The President is an Officer and Board position. The President shall:
  1. Serve as the Chief Executive Office of the BYSC; conduct the affairs of the BYSC and execute the policies established by the Board of

- Directors as set forth in these by-laws and by any decisions voted on at regular meetings.
2. Conduct regular monthly meetings and take minutes if the secretary is absent. The President will present a report of the condition of the BYSC at the annual meeting. The President will also represent BYSC at other external meetings as deemed necessary.
  3. The Role of the President is described further in the document, Role Description: President
2. **Vice President.** The Vice President is an Officer and Board position. The Vice President shall:
1. In case of the absence or disability of the President, and provided he is authorized by the President or Board so to act, perform the duties of the President, and when so acting, shall have all the Powers of that office, and shall have such other duties as from time to time may be assigned by the Board of Directors or by the President.
  2. Fill a temporary Officer vacancy, but shall only hold one vote.
  3. The Role of the Vice President is described further in the document, Role Description: Vice President
3. **Secretary.** The Secretary is an Officer and Board Position. The Secretary shall:
1. Be responsible for recording the activities of the BYSC and maintaining appropriate files, mailing lists and necessary records.
  2. The Secretary shall maintain the role of attendance to qualify voting members.
  3. The Role of the Secretary is described further in the document, Role Description: Secretary
4. **Treasurer.** The Treasurer is an Officer and Board Position. The Treasurer shall:
1. Receive all monies and securities and deposit same in a depository approved by the Board of Directors.
  2. Keep record for the receipt and disbursement of all monies and securities of the BYSC and approve all payments from allotted funds and draw checks therefore.
  3. The Role of the Treasurer is described further in the document, Role Description: Treasurer
5. **Registrar.** The Registrar is an Officer and Board Position. The Registrar shall:
1. Maintain a list of all Members (including registered player members and regular members).
  2. Examine the application and support proof-of-age document of every new player candidate and certify to residence and age eligibility before the player may be accepted for tryouts and selection.
  3. The Role of the Registrar is described further in the document, Role Description: Registrar
6. **Travel Program Director.** The Travel Program Director is an Officer and Board position. The Travel Program Director shall:

1. Administer the BYSC Travel Soccer Program and activities and will act as the liaison between the travel coaches and the BYSC Board of Directors.
2. The Role of the Travel Program Director is described further in the document, Role Description: Travel Program Director

### **Section 3 - Appointed Officers**

1. **Training Director.** The Training Director is an appointed Board position and shall:
  1. Arrange for coaches/players training, continuing education programs and skills improvement clinics.
  2. Prepare/maintain selection criteria (licenses, affiliation etc.) for adding new trainers to the approved list should a team decide to pursue a trainer who is not on the approved list of trainers.
  3. Administer the Club intramural soccer program and activities
  4. Serve as the BYSC focal point for all training providers – research and select new providers, interface with the providers, and evaluate their program/offering as they relate to BYSC training needs
  5. The Role of the Training Director is described further in the document, Role Description: Training Director
2. **Age Group Director.** The Age Group Director is an appointed position. The Age Group Director shall
  1. Be responsible for administering their respective Age Group program.
  2. The Role of the Age Group Director is described further in the document, Role Description: Age Group Director
3. **Equipment Manager.** The Equipment Manager is an appointed position. The Equipment Manager shall:
  1. Maintain the BYSC equipment and property in good working order and arrange for safe storage of said equipment during off season times.
  2. The role of the Equipment Manager is described further in the document, Role Description: Equipment Manager.
4. **Fields Manager.** The Fields Manager is an appointed position. The Field Manager shall:
  1. Serve as the liaison between BYSC and the Town of Beekman Grounds Department.
  2. Work with the Town of Beekman to assure that BYSC fields are appropriately maintained
  3. Work with all ProgramDirectors to schedule the fair and equitable use of all available fields.
  4. The role of the Fields Manager is described further in the document, Role Description: Fields Manager.
5. **Uniform Manager.** The Uniform Manager is an appointed position. the Uniforms Manager shall:
  1. Be responsible to provide uniforms of appropriate cost, quality, color and style for all BYSC Player members, Coaches and Assistant Coaches.

2. The role of the Uniform Manager is described further in the document, Role Description: Uniform Manager.
6. **Awards Manager.** The Awards Manager is an appointed position. the Awards Manager shall:
  1. Provide trophies and awards as requested by the Board
  2. The role of the Awards Manager is described further in the document, Role Description: Awards Manager.
7. **Referee Coordinator.** The Referee Coordinator is an appointed position. the Referee coordinator shall:
  1. Administer the program of referees provided for BYSC In-house Program games and Limited Distance Travel Program home games.
  2. Maintain an up to date list of all referees currently certified to work BYSC games.
  3. The role of the Referee Coordinator is described further in the document, Role Description: Referee Coordinator
8. **Web Administrator.** The Web Administrator is an appointed position. the Web Administrator shall:
  1. Administer the BYSC Internet presence.
  2. Administer BYSC email accounts and access.
  3. The role of the Web Administrator is described further in the document, Role Description: Web Administrator
9. **Beekman Cup Director.** The Beekman Cup Director is an appointed position.
  1. The Beekman Cup Director is responsible for organizing and coordinating all aspects of the Beekman Cup held annually on Columbus Day weekend.
  2. The role of the Beekman Cup Director is described further in the document, Role Description: Beekman Cup Director

#### **ARTICLE VIII - SEAL**

1. The seal of the corporation shall be as follows



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## ***ARTICLE IX - CONSTRUCTION***

1. If there be any conflict between the provisions of the certificate of incorporation and these by-laws, the provisions of the certificate of incorporation shall govern.