

MASSAPEQUA SOCCER CLUB
CONSTITUTION
AND
BYLAWS

APPROVED BY:

Kevin Ferrari, President

Robert Giordano, Secretary

CONSTITUTION

ARTICLE I - NAME OF THE ORGANIZATION

The name of the corporation shall be the MASSAPEQUA SOCCER CLUB, INC., and the name shall not be used by any person, persons, group or organization without the express written consent of the Massapequa Soccer Club, Inc.

ARTICLE II - MISSION STATEMENT

The corporation has not been formed for pecuniary profit or financial gain, and no part of the assets, income or profit of the corporation is distributable to, or enures to the benefit of its members, directors or officers except to the extent permitted under the Not-For-Profit Corporation Law. The purpose for which the corporation is to be formed is to foster and promote the sport of recreational youth soccer; to introduce the sport of soccer to the youth of the community; to make available for the youth of the community and to maintain and sponsor youth leagues for the recreation and well being of the youth of the community; to provide the highly motivated athlete an opportunity to compete at the highest possible level; and such other and necessary acts as may be permitted by the laws of the State of New York.

ARTICLE III - ARTICLES OF ORGANIZATION

The corporation is a TYPE A corporation. The city, town or village and county in which its office is to be located are Massapequa, Town of Oyster Bay, County of Nassau, State of New York. The territory in which the corporation activities are principally to be conducted are Nassau and Suffolk Counties, State of New York.

ARTICLE IV - AFFILIATION

The Massapequa Soccer Club, Inc. is governed by the rules and regulations of the Long Island Junior Soccer League, the Eastern New York Youth Soccer Association, the U.S. Youth Soccer Association, U.S. Club Soccer and the U.S. Soccer Federation.

ARTICLE V - EXECUTIVE BOARD AND ELECTIONS

Section 1 - The officers of the Club shall consist of: President, First Vice-President, Second Vice-President, Secretary and Treasurer, who together with two Trustees, shall constitute the Executive Board.

Section 2 - In the event that all available positions on the Executive Board are not filled at the General Election, a Committee Chairperson(s) may be appointed for a term of one (1) year to perform the specific tasks of the vacant positions.

Section 3 - The Executive Board will be elected by ballot at the Annual Meeting in June. The nominating committee will be appointed by the President. The

members of the Executive Board shall appoint its own officers. Board Members are elected for a term of two (2) years. Each term shall begin on July 1.

Section 4 - To be considered qualified to run for the Executive Board of the Club, you must have been a voting member of the Club during the current and prior soccer years (July 1 thru June 30) and be a member in good standing. These requirements will be verified by the Nominating Committee.

Section 5 - All elected positions of the association shall be determined by ballot with a plurality vote (candidates receiving the most votes) at the Annual Meeting in June.

Section 6 - In order to fill a vacancy on the Executive Board, the President can temporarily appoint a voting member of the Club to the position (with the required concurrence of the remaining members of the Board) until the election to fill a vacancy. The President must give written notice to the membership of a special meeting of the Club to be held within sixty (60) days after the vacancy is official. This notice must be sent at least forty-five (45) days prior to the special meeting. At the special meeting, the voting members of the Club will elect the new member of the Board. The election to fill the vacancy must occur before the Annual General Election.

Section 7 - A member who is elected to fill a vacancy will be considered to have served a full term at the end of that term regardless of the actual number of months served.

ARTICLE VI - MEETINGS OF THE ASSOCIATION

Section 1 - The business of the Club shall be transacted at the Executive Board Meeting of the Club, which shall be held at least once per month.

Section 2 - Monthly Membership Meetings will be held from September through May.

Section 3 - General Meetings shall be conducted semi-annually and will be held in December and June.

Section 4 - Special Meetings of the Club may be called at any time by the President upon written request of a quorum of the active members.

Section 5 - On matters requiring immediate attention, the President shall notify all Executive Board Members of the situation. A majority of the Executive Board shall constitute an emergency meeting.

ARTICLE VII - COMMITTEES

Section 1 - Such permanent and temporary committees necessary to the operation of the Club will be appointed by the President. No one shall become a member of any committee or make any decisions unless he can be completely unbiased.

Section 2 - The Executive Board will appoint Standing Committee Members for a term of one (1) year.

ARTICLE VIII - CONSTITUTIONAL AMENDMENT

This Constitution may be amended only at the Semi-Annual General Meeting by a two-thirds majority of the votes cast, provided a quorum is present and notice was given to each member at least forty-five (45) days prior to the Semi-Annual General Meeting. Each member of the Club shall have one vote. A quorum shall exist when 20 percent of the eligible voters are present at any General Meeting.

BYLAWS

BYLAW I - EXECUTIVE BOARD

Section 1 - President: The President shall be the Executive Officer of the Club, preside over meetings of the Executive Board, shall appoint members of the standing and special committees, and hire professional staff with the approval of the Executive Board.

Section 2 - First Vice-President: During the absence or disability of the President, the First Vice-President shall have all the powers and functions of the President. The First Vice-President shall also oversee the Intramural Program.

Section 3 - Second Vice-President: During the absence or disability of the President and the First Vice-President, the Second Vice-President shall have all the powers and functions of the President. The Second Vice-President shall also oversee field and equipment requirements.

Section 4 - Secretary: The Secretary shall record the minutes of all meetings (Executive Board, Membership and General), attend to all correspondence, keep the records of the Club and maintain membership attendance records. The Secretary shall also publish an agenda prior to each Monthly Membership or General meeting and provide printed minutes of prior meetings.

Section 5 - Treasurer: The Treasurer shall receive and disburse all funds for this organization, maintain an accurate record of funds, maintain bank accounts and serve as liaison to the Fund-Raising committee. The Treasurer will be bonded. The Treasurer is responsible for filing Internal Revenue forms on behalf of the Club. The Treasurer will prepare an annual budget for membership approval at the first meeting of the association following the June General Meeting. The Treasurer will also prepare a financial report for each monthly meeting. Any expenditure exceeding one thousand dollars (\$1,000) requires dual signature of the Treasurer and either President or a Vice-President.

Section 6 - Trustee (2): The Trustees' duties are to oversee the Boys and Girls Travel programs and other duties as designated by the President. A Trustee, at the discretion of the President, shall assume the responsibility of any officer in their absence.

Section 7 - Board Members are expected to conduct themselves in a manner that does not tarnish the reputation of the Club. It is expected that Board Members attend at least three-quarters of the scheduled Executive Board and three-quarters of the Monthly meetings during a soccer year. If, at the end of the

soccer year, a Board Member has not fulfilled this requirement or if a Board Member has been absent from three (3) consecutive Executive Board meetings or three (3) consecutive Monthly meetings, then that Board position will be deemed vacant and the President may temporarily appoint a voting member until an election can be held as described in Article V, section 6.

Section 8 – If a petition signed by ten (10) percent of the voting members of the Club is presented to the Grievance Committee seeking the removal of a Board Member, then the Grievance Committee will notify the membership within 30 days of receipt of the petition, of a special meeting of the Club to be held within 45 days of receipt of the petition. If a quorum is present and two-thirds (2/3) of the voting members vote in favor of removal, then the Board Member will be removed, that Board position will be deemed vacant and the President (or acting President) will temporarily appoint a voting member until an election can be held pursuant to Article V, section 6.

BYLAW II – COMMITTEES

Section 1 – An Arbitration Committee consisting of three (3) members, appointed by the President and approved by the Executive Board, shall have the authority to make decisions regarding rules of play set forth by the Club. Its decisions are to be binding with no appeal.

Section 2 – A Grievance Committee shall be established consisting of three (3) Club members who are not Board Members. The committee is to meet to hear the grievance and, if the committee determines that the grievance has merit, attempt to mediate a solution. If a solution can not be reached that is satisfactory to all interested parties, then the committee will present the grievance to the Executive Board which will make a final determination regarding the grievance. If the decision of the Board is not satisfactory to the aggrieved party, then, if presented with ten (10) supporting signatures of voting members, the Grievance Committee can call a membership vote to vote on the aggrieved party's proposed solution. The membership, by consent of a majority of the voters present at any Monthly Meeting, may direct the appropriate remedy to be carried out by the Executive Board.

Section 3 – The Nominating Committee, appointed by the President and approved by the Executive Board, shall be established to ensure that candidates for Board positions are eligible to run. Candidates must submit their names to the Nominating Committee at least one monthly meeting prior to the election. This committee will also be responsible for running the election and counting the ballots cast.

Section 4 – The Rules Committee, appointed by the President and approved by the Executive Board, shall be established to review and update the travel and intramural rules.

Section 5 – The Fund-Raising Committee, appointed by the President and approved by the Executive Board, shall oversee Club fund-raising programs and events.

Section 6 – The Constitution / Bylaws Committee, appointed by the President and approved by the Executive Board, shall be established to periodically review and update the Club constitution and bylaws. This committee will also be the arbiter of constitutional disputes.

BYLAW III – VOLUNTEER POSITIONS

Section 1 – The Club Registrar, appointed by the President and approved by the Executive Board, will maintain the Club database, manage the online registration application, verify the eligibility of players and collect Club registration fees.

Section 2 – The Travel Registrar, appointed by the President and approved by the Executive Board, is responsible for registering all travel players with LIJSL or any other leagues approved by the Executive Board.

Section 3 – The Membership Registrar, appointed by the President and approved by the Executive Board, is responsible for maintaining the list of Club members, verifying the voting eligibility of Club members and collecting membership dues.

Section 4 – The Travel Scheduler, appointed by the President and approved by the Executive Board, is responsible for scheduling all home travel team games. The Travel Scheduler shall be the only party who has the right to schedule or re-schedule postponed games at all times.

Section 5 – The Tournament Director, appointed by the President and approved by the Executive Board, is responsible for coordinating all aspects of Massapequa Soccer Club tournaments.

Section 6 – The Referee Coordinator, appointed by the President and approved by the Executive Board, is responsible for recruiting, training and assigning the intramural referees.

BYLAW IV – PROFESSIONAL POSITIONS

Section 1 – The Director of Coaching, hired by the President using recommendations from the Director of Coaching Search Committee and approved by the Executive Board, shall oversee all soccer-related activities and the

development of the Club, its coaches, trainers and players. The full description of the duties and responsibilities of the Director of Coaching will be established in a complete job description to be created and approved by the Executive Board.

Section 2 – The Technical Director, hired by the President with recommendation from the Director of Coaching and approved by the Executive Board, shall work with the Director of Coaching to handle the logistics of running the training sessions, clinics and camps. The full description of the duties and responsibilities of the Technical Director will be established in a complete job description to be created and approved by the Executive Board.

Section 3 – The Club Administrator, hired by the President and approved by the Executive Board, is responsible for maintaining the Club calendar, organizing and staffing the Club registration events, handling voicemail messages, email messages and regular mail, forwarding the information to the appropriate Board Member.

Section 4 – Club Accountant, hired by the President and approved by the Executive Board, is responsible for auditing the finances of the Club on an annual basis.

BYLAW V - TOURNAMENT AND COMPETITION

Section 1 - The Club shall have the power to set up rules governing the competitions, tournaments and special competitions within its own structure for the duration of the season.

Section 2 - The Club shall have the power to designate age limits in competition and the Club shall have the power to select teams and coaches for all representative games.

BYLAW VI - AWARDS

All team prizes awarded by the Club shall be restricted to paper certificates for the team awards and cloth badges for participation on Club teams. No trophies shall be awarded without the express permission of the Club. The coach shall be completely responsible for the enforcement of this bylaw.

BYLAW VII - MEETINGS

The order of business for meetings shall be:

- Roll Call
- Minutes of previous meeting

- Communications
- Unfinished Business
- Report of the Treasurer
- Committee Reports
- Special Reports
- New Business
- Good of Soccer
- Adjournment

BYLAW VIII - MEMBERSHIP

Section 1 – A person becomes a member of the Club when his/her membership dues are paid in full. Two types of membership are offered: Annual Renewable membership or a Lifetime membership. Annual membership dues are \$5.00 per person, are valid for one year effective July 1 through June 30 and must be renewed each year. Lifetime membership dues are \$25.00 per person and do not need to be renewed each year. When a member signs up to be a Lifetime member, he/she will receive a \$5.00 credit for each year during the three prior soccer years that he/she was an Annual member. The maximum credit is \$15.00.

Section 2 – A “voting” member of the Club is defined as a Club member who has attended a minimum of four (4) meetings (Monthly and/or General) during the period from September through June. Only meetings attended on or after the date that a person becomes a member will count towards this requirement.

Section 3 – Only voting members of the Club will be permitted to participate in any Club election or vote. If an election or vote occurs at the September, October, November or December Monthly meetings, then members will be permitted to participate in that election or vote if they meet either of the following conditions:

- they became current-year members at or prior to the September meeting will be permitted to participate in that election or vote
- they were voting members at the prior June meeting

Section 4 – All voting members of the Club must be at least eighteen (18) years old at the time of any election or vote.

Section 5 – All voting members must reside in Massapequa or Massapequa Park (zip code 11758 or 11762) or have a child playing for the Club. Members, coaches or players that were previously members may continue to be a voting member if they move from Massapequa or Massapequa Park.

Section 6 – The Executive Board shall have the right to expel, suspend, or if appropriate, reinstate any individual who violates the laws of this Club or conducts himself in a manner deemed inappropriate by Executive Board.

Section 7 - Each voting member of the Club shall have one vote in any election or vote. A quorum shall exist when 20 percent of the voting members are present at any Monthly or General Meeting.

BYLAW IX - PARLIAMENTARY AUTHORITY

In case of doubt as to procedure at any meeting, 'Robert's Rules of Order' shall govern.

BYLAW X - TRAVEL COACHES / PARENT ADMINISTRATORS

Section 1 – Travel coach / parent administrator candidates must submit an application to the Executive Board by the February Monthly Meeting.

Section 2 – The names of all candidates applying for a travel team shall be read at the March Membership Meeting.

Section 3 – The qualifications for a travel coach / parent administrator are as follows:

- a. Candidates shall meet criteria established by the Director of Coaching
- b. Candidates for travel, intramural, and special teams must be at least eighteen (18) years old at the time of selection of said team.

BYLAW XI - TRAVEL PLAYERS

Section 1- Registration will be open to any players wishing to play for the Massapequa Soccer Club. At the time of tryouts and player selection, all travel teams U14, U13, and U12 must have a minimum of eleven (11) Massapequa players. All travel teams U11 and U10 must have a minimum of nine (9) Massapequa players.

Section 2 - All players/parents/guardians that falsify birth certificates or their residency will be dropped from the Club immediately.

Section 3 – A 'Massapequa' player is a player who meets any of the following criteria:

- a) A player who currently resides in Massapequa or Massapequa Park (zip code 11758 or 11762)
- b) A player who has participated in the Massapequa Soccer Club Intramural program for two (2) consecutive seasons immediately preceding travel team tryouts
- c) A player who has played for a Massapequa Soccer Club travel team for two (2) consecutive seasons immediately preceding travel team tryouts

BYLAW XII - STANDING RULES

Section 1 – The Standing Rules of the organization will include the Intramural and Travel Team Guidelines, as formulated semi-annually by the Executive Board.

Section 2 – The Executive Board has the authority to modify the Standing Rules and must notify the membership of any changes.

Section 3 – To amend Standing Rules, a member must submit a written proposal to be read one meeting prior to the vote. The proposal will be adopted with a majority vote of the members in attendance at any Monthly Membership Meeting and/or General Meeting with a quorum present.

BYLAW XIII - AMENDMENTS TO BYLAWS

Bylaws may be amended at any Monthly Membership and/or General Meeting by a majority vote of members in attendance. Adoption of the amendment can be made providing a quorum is present and the membership had received a forty-five (45) day written notification prior to the proposal being voted on.

BYLAW XIV - REGISTRATION FEES

All changes to the Club player enrollment fees must be approved by a majority of the voting members present at the General Meeting, except that the Executive Board may increase fees based upon increased fees assessed against the Club by the National, State, or L.I.J.S.L. organizations.

BYLAW XV - DISPOSITION OF ASSETS

In the event that the Club disbands, all assets shall become the property of the Recreation Department of the Town of Oyster Bay, New York State.