



# EVERGREEN YOUTH SOCCER CLUB BY-LAWS

## Revision History

Name	Date	Reason for Changes	Version
Many Great Past and Present EYSC Parents, Directors, and Coaches	11/04/16	Initial Document Creation	1.0



**ARTICLE 1: NAME AND OBJECTIVES**

**Section 1 – NAME:** The name of the organization is Evergreen Youth Soccer Club (“EYSC”). The headquarters/address of the EYSC will be that of the current Director Kalman Csapo. EYSC may also have offices at other locations, temporarily or permanently, in order to carry out club business. The Director(s) and Executive Committee will collectively determine when and why these other locations are necessary.

**Section 2 – GENERAL OBJECTIVE:** Provide support and quality developmental instruction of soccer for young players through the values of excellence, competitiveness, team spirit, fair play, sportsmanship and community spirit.

**Section 3 – PURPOSE AND SPECIFIC OBJECTIVES:** The goals of the organization will be:

- a) To develop student and community interest in soccer activities and to promote a developmental program with a focus on the student athlete who wants to improve her soccer skills with the possible desire to continue in competition, college or professional play.
- b) To help maintain and improve communications and cooperation between and among parents, coaches, and athletes and those who care for them.
- c) To show sportsmanship and respect for teammates, opponents, referees, coaches and fellow members at all times and be a proper role model in the community.
- d) To raise funds to be utilized for supporting the athletic programs and facilities.

**Section 4 – STRATEGIC OBJECTIVES:**

- a) Recruit and develop youth in the game of soccer with team and individual instruction to promote excellence in soccer toward the goal of performing at the highest level possible and instilling a lifelong love of the sport.
- b) Recruit, train and support coaches, dedicated to the instruction of young people in the continued development of their soccer skills.
- c) Members will support coaches in their efforts to provide a quality soccer experience for their children and one another.
- d) All members will model good sportsmanship on and off the field and be goodwill ambassadors for EYSC wherever our teams compete.

**Section 5 – AFFILIATIONS:**

EYSC may affiliate with any organizations, which in the opinion of the Director(s) and Executive Committee, benefits EYSC’s youth soccer development programs.

**Section 6 – GOVERNANCE:** The EYSC will be jointly governed by the Director(s) and a parental managed Executive Committee appointed/elected by its Directors and/or members, and will consist of no less than three (3) members.



**Section 7 – NONPROFIT PUPROSE:** EYSC is an unincorporated nonprofit association. EYSC does not contemplate pecuniary profit or gain to the members and is organized for nonprofit purposes.

**ARTICLE 2: MEMBERSHIP**

**Section 1 – GENERAL:**

EYSC is a private soccer club and players are selected through an extensive tryout process. Membership is granted by the Directors and Coaches.

It is the policy of the EYSC to support all team athletes even if the athlete’s parents/guardians are not active members or even if the athlete’s parents/guardians do not participate in fund-raising activities. The support of an athlete will not depend on the fund-raising efforts or the athlete’s parents/guardians active involvement.

Membership will not be restricted by virtue of race, color, creed, religion, national origin, or ethnic group.

Once selected, members must register with EYSC. Registration with EYSC is effective for only one year and registration must be renewed annually.

There are multiple categories of members – Youth Members (Players), Parents/Guardians, Executive Committee Members, Directors, Coaches, and Assistant Coaches.

<b>Member Category</b>	<b>Description</b>	<b>Voting Rights</b>
Youth Member/Player	Consists of any youth currently registered with EYSC (fiscal year registration is from November 15 through July 15). Refer to Article 9 for details.	Non-voting
Parent/Guardian of Youth Member/Player	The parent or legal guardian of a youth member who has registered his/her player(s) and is current with all tuition payments within a fiscal year. Refer to Article 8 for details.	Voting for all clubwide votes when necessary
Executive Committee	Consists of the President, Secretary, Treasurer, and other non-officer position committee members. All members except for the Director(s) are parents. Refer to Article 4 for details.	Voting for Executive Committee meetings and for all clubwide votes when necessary
Director(s)	Manage all coaching and team selection aspects of the EYSC. Refer to Article 4 for details.	Voting for all clubwide votes when necessary
Coaches/Assistant Coaches	Consists of all coaches and assistant coaches. Refer to Article 7 for details.	Voting for all clubwide votes when necessary



- a) **Resignation of Membership.** Any member may resign from EYSC anytime by notifying the Director(s) and/or the Executive Committee.
- b) **Withdrawal of Membership.** If a Youth Member/Player and his/her Parents/Guardians have not paid the annual tuition commitment fee by the required date, the Youth Member/Player and his/her Parents/Guardians memberships are considered to have ceased and EYSC will consider this indication that they have resigned from their memberships.
- c) **Suspension/Termination of Membership.** EYSC membership may be suspended or terminated due to member misconduct. The Director(s), Executive Committee, or membership as whole may be involved in the determination, by vote, of suspension or termination of said membership. The following reasons may warrant suspension or termination of an EYSC membership.
  - i. Member has failed to abide by the bylaws of EYSC.
  - ii. Member has done anything viewed to be harmful to any Youth Member/Player or the EYSC.
- d) **Reinstatement of Membership** – Upon written request a membership may be reinstated with EYSC by the Director(s), Executive Committee or members as a whole vote.

**Section 2 – VOTING RIGHTS:** The Executive Committee representing the entire membership will vote on EYSC matters. If necessary to conduct a whole vote by all the membership, each family of a Youth Member/Player is entitled to one vote on each matter. If a family has multiple Youth Members/Players in EYSC, the family still only has one vote on each matter.

### **ARTICLE 3: MEETINGS**

**Section 1 – REGULAR MONTHLY EXECUTIVE COMMITTEE MEETINGS:** Regular monthly Executive Committee meetings will be held on the first Wednesday of the month, unless otherwise communicated. All members are invited and encouraged to attend.

- a) The President of the Executive Committee or Director(s) may call special Executive Committee meetings
- b) A majority of the Executive Committee will constitute a quorum.
- c) Any member may present anything to the Executive Committee by making it known to any Director or Executive Committee member in person or in writing.

**Section 2 – ANNUAL MEETING:** An annual meeting of the members will be held in the month of August each year for the purpose of electing officers and committee members.

**Section 3 – QUORUM AND VOTING:** A majority of the members will constitute a quorum for the transaction of business at any meeting of the Executive Committee or members. The act of a majority of the Executive Committee or members present at a meeting at which a quorum is present will be the act of the members, unless the act of a greater number is required by law or by these Bylaws. If a quorum is not present at any meeting of the Executive Committee or members, a majority of the Executive Committee or members present may adjourn the meeting and call for it to be rescheduled.



**ARTICLE 4: ORGANIZATION, DIRECTORS, EXECUTIVE COMMITTEE, AND ELECTIONS**

**Section 1 – GENERAL TERMS:**

The special honorary status of Founders is conferred to Kalman Csapo and the late Stanley E. Cieplinski Jr. These gentlemen started EYSC in 2013 and their dedication, direction, knowledge, and expertise have formed the basis for the current EYSC programs.

The EYSC organization is jointly managed by the Director(s) and the Executive Committee. The Director(s) with the Coaches set the strategic direction of EYSC, run the soccer development programs, and make all decisions related to program matters. Their combined expertise is the core of EYSC’s soccer curriculum and this proprietary, proven soccer development methodology is essential to player growth and success.

The Executive Committee, comprised of parent volunteers, manages the financial, administrative, and logistical tasks of EYSC. The Executive Committee votes on behalf of all the member parents and member parents sign-up for various club jobs to support the organization.

The officers of the EYSC Executive Committee will be the President, Secretary, and Treasurer. There may be such other officers or other committee positions from time to time depending on the number of teams that may need to be adequately represented.

**Section 2 – ELECTION:** The Executive Committee members will be elected at the August meeting each year. Nominations or appointments to the Executive Committee can be made by the Directors, Executive Committee members, or other general members. Nominations may only be made with the nominated person’s approval. Nominations will be announced at least thirty (30) days prior to the election. Majority rules based on those present at the election. No person will hold more than one Executive Committee position during a term.

If there are not enough nominations to fill all the open Executive Committee member positions, then the Director(s) and Executive Committee can nominate and appoint members in order to fill the positions.

**Section 3 – TERM OF OFFICE:** The term of each administration begins in August and will end in July. The Executive Committee members will hold office for two years. Any committee member is eligible for re-election. If a vacancy occurs during a year, the Director(s) and the remaining members of the Executive Committee will appoint a replacement at the next scheduled meeting.

**Section 4 – DUTIES OF THE PRESIDENT:** (selected from within the Executive Committee)

- a) Will preside at all meetings of the Executive Committee and general membership meetings and to serve as an ex officio member (without vote) of each committee if need arises.
- b) Only votes at Executive Committee meetings in the event of a tie.
- c) Can perform the duties of office of those whom are absent if need arises.
- d) Can serve as a liaison with members, Directors, Coaches, and Players.

**Section 5 – DUTIES OF THE TREASURER:** (selected from within the Executive Committee)

- a) Have charge and custody of and be responsible for funds of EYSC.
- b) Receive and give receipts for monies due and payable to EYSC from any source whatsoever, and deposit all such funds in the name of EYSC in such banks, trusts or other depositories as will be selected in accordance with the provisions of the Bylaws.
- c) To establish and maintain financial records.
- d) To present a financial report at Executive Committee meetings.
- e) To present a quarterly financial report to current EYSC members.
- f) To help create and maintain the annual budget.
- g) Will pay the expenses of EYSC only upon the direction and approval of the Executive Committee.
- h) There will be at least 2 signers on EYSC bank accounts/checks. A Director shall sign as well as the Executive Committee President, Secretary, and/or Treasurer.

**Section 6 – DUTIES OF THE SECRETARY:** (selected from within the Executive Committee)

- a) Will keep the minutes of the meetings of the Executive Committee and of the members in attendance.
- b) Handle any business correspondence of EYSC.
- c) See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.
- d) Be custodian of all EYSC records, Bylaws, and club policies and procedures.
- e) Keep a record of attendance at all meetings.
- f) Conduct elections.

**Section 7- DIRECTOR(S):** The Directors of EYSC (not elected from within Executive Committee) can nominate or appoint, if the need arises, the President of the Executive Committee until the following month when an Executive Committee meeting takes place for Executive Committee vote on appointment. The Director(s) shall nominate/appoint and approve the selection of the Executive Committee. The Director(s) will attend Executive Committee meetings and communicate his/her suggestions regarding EYSC at monthly meetings for Executive Committee approval. The Director(s) will also:

- a) Select coaches
- b) Supervise coaches
- c) Discipline coaches
- d) Terminate coaches
- e) Recruit and supervise volunteer coaches
- f) Recruit and evaluate players
- g) Provide club information to prospective families
- h) Player responsibility, coaching, team fit



- i) Invite players to a team
- j) Assign players to a team
- k) Make player cuts when necessary
- l) Decide league and tournament play
- m) Nominate or appoint (if necessary) a co-Director
- n) Nominate or appoint (if necessary) the President of the Executive Committee and other Executive Committee members

**Section 8 – COMMITTEES AND ADVISORY BOARDS:** Committees and Advisory Boards may be designated by a resolution adopted by a majority of the Executive Committee and Director(s) present at a meeting whenever, in its judgment, the best interests of EYSC will be served by the formation of a new committee or advisory board.

**ARTICLE 5: ADMINISTRATION OF DONATIONS**

**Section 1- FUNDRAISING:** The EYSC may raise revenues through fundraising activities and donations. All donations and funds raised of any nature, unless designated for a specific purpose, or designated by member vote, will be used for such purposes as the Executive Committee may direct.

**Section 2 – DISBURSEMENTS:** The Executive Committee will from time to time determine all disbursements to be made for administrative expenses incurred, including monies for any outside professional services as it deems necessary.

**Section 3- CONFLICTS OF INTEREST:** A conflict of interest is likely to arise whenever a fiduciary has personal interest in a vendor of goods or services to Evergreen Youth Soccer Club. All conflicts of interest must be disclosed to the Director(s) and Executive Committee, which will judge the merits of that interest. This does not prohibit EYSC from conducting business with an individual who may have a conflict of interest, as long as it is properly evaluated by the Director(s) and Executive Committee.

**Section 4 – PROPERTY OF THE ORGANIZATION:** The property of the club, including all funds, is irrevocably dedicated to the general purpose of EYSC, and no part of the net income or assets will ever inure to the benefit of any Director, Executive Committee member, or other member thereof or to the benefit of any private person, other than through the normal course of business or payment for services rendered.

**Section 5- LIABILITY OF DIRECTORS, EXECUTIVE COMMITTEE AND MEMBERS:** No Director, Coach, Executive Committee member, or other member of EYSC will be personally liable to its creditors or for any indebtedness or liability and any and all creditors will look only to Evergreen Youth Soccer Clubs assets for payment.

No Director, Executive Committee member, or other member of EYSC will be personally liable for any mistake of judgement, negligence, or any acts of omissions made in good faith, except for their own willful wrong doing, misconduct, or bad conviction.



EYSC will indemnify and hold harmless each of the Director(s) and Executive Committee members from all expenses or liability arising from their position as a member of the Executive Committee.

EYSC may obtain the type of insurance commonly known as Director(s) and Liability Coverage in order to fund this indemnity obligation and also to encourage service on the Executive Committee.

**Section 6- PROPERTY INTEREST UPON TERMINATION OF MEMBERSHIP:** Members have no interest in the property, assets or privileges of EYSC. Cessation of membership will operate as a release and assignment to Evergreen Youth Soccer Club of all right, title and interest of any member.

**ARTICLE 6: FEES, SCHOLARSHIPS, REGISTRATION AND ELIGIBILITY**

**Section 1-** Tuition fees will be reviewed annually and are jointly determined by the Director(s) and the Executive Committee. Each player that registers with EYSC will pay the required tuition fees. Withdrawing from EYSC for any reason after Nov 15<sup>th</sup> (start of season) will result in no refund being issued. If a player wishes to retain membership and hold their place on their team regular payments must be made.

**Section 2 -** The Director(s) at their discretion may give scholarships to certain players for financial hardship, talent, etc. This scholarship may be partial or complete tuition payment. The scholarship monies come out of the Directors/Coaches fees that are budgeted each season. The Directors and the Executive Committee will jointly determine each season during the annual budgeting process how much money is allocated for player scholarships. The Directors out of their own funds will personally give cash to a player/family so the parent can use the money to pay the tuition through EYSC's regular registration process. The Directors/Coaches have decided that this is one of the ways of giving back to the club and investing in its future. It should be noted that the scholarships will be granted anonymously so no player or family will be singled out and their privacy is protected.

**Section 3-** Registration dates will be determined and announced by the Director(s) and the Executive Committee. Any registration received after the announced registration date will be deemed late. If the roster is not full for the age bracket, all late registrants will be placed on a waiting list then placed on a team if openings occur on a first come first serve basis. This can be done only up until the time when registration is closed by the Leagues of Eastern Pennsylvania Youth Soccer.

**Section 4-** Any player who resides in the state of Pennsylvania and meets the age requirements established by Eastern Pennsylvania Youth Soccer is eligible.



**ARTICLE 7: COACHES GUIDELINES**

Coaches and Assistant Coaches are representatives of the entire EYSC and shall conduct themselves in accordance with the following guidelines:

1. Coaches are encouraged to attend, or to have an Assistant Coach from their team attend, all Executive Committee meetings and general club meetings.
2. A coach shall not place undue pressure on a player to lessen a commitment to another activity (i.e. softball, track, basketball, orchestra, band, etc.). It is the goal of the organization to peacefully co-exist with other youth organizations.
3. Coaches shall arrange a communications network to notify parents/guardians of scheduling changes related to practices, games, and tournaments.
4. Coaches are directly responsible for the reporting of misconduct and un-sportsmanship like conduct of team players, assistant coaches and parents/guardians of players to the Director(s) and Executive Committee.
5. Coaches must make an effort to play each player in each game.
6. The midfield team handshake at the end of the game is mandatory for all team players, and coaches shall see that it is conducted in an orderly and sportsmanlike fashion.
7. Questionable conduct of a coach may result in warnings, suspensions or revocation of coaching privileges which will be decided by the Director(s). The Coach will be duly notified of the Director(s) decision.
8. Under no circumstances should a coach physically or verbally abuse a player.
9. Coaches are required to submit a written request to the Director(s) and the Executive Committee including pertinent details for any coaching clinic and/or training seminar for which they are requesting reimbursement.
10. Coaching fees and reimbursable expenses will be determined by the Director(s) and the Executive Committee and approved by the Executive Committee during the annual budgeting process.
11. All coaches or assistant coaches must be approved by the Director(s).
12. All head coaches and assistant coaches must have State Clearances and Child Line (Abuse) Clearances. Executive Committee members must complete EPYSA risk management.
13. Reimbursement of all expenses must be approved by the Executive Committee.

**ARTICLE 8: PARENTS/GUARDIANS GUIDELINES**

Parents/Guardians shall conduct themselves in an acceptable manner as follows:

1. Exhibit a sincere interest in youth soccer by supporting the mission statement, core values, code of conduct, strategic objectives, and rules and regulations as set forth and approved annually by the Director(s) and Executive Committee.
2. Support fund raising that benefits EYSC.
3. Provide Directors, Coaches, and Executive Committee members with requested support to make each player's experience an enjoyable one.
4. Notify coaches of any concerns or incidents which should be brought to the attention of the Director(s) and Executive Committee.
5. Put forth maximum efforts to have players attend all games and practices.
6. Notify respective coaches of a player's absence as far in advance as possible.

**ARTICLE 9: YOUTH MEMBERS/PLAYERS GUIDELINES**

Players will be responsible for being committed to other team members and maintaining a positive attitude in accordance with the following:

1. Attend all scheduled practices.
2. Attend games and tournaments during the fall and spring seasons.
3. Notify the coach or assistant coach of non-attendance of a practice or game as early as possible.
4. Conduct themselves in an orderly manner in both practice and game situations.
5. Conduct which is considered to be offensive or in violation of good sportsmanship will be reported to the Director(s) by the respective coach and may result in a warning, suspension, or expulsion as decided by the Director(s). A Director will notify the player's parents/guardians of the issue and discuss the resolution with them.
6. Players will not be allowed to participate in a game if they are not wearing a proper uniform and all safety equipment. Players will buy their own uniforms and safety equipment.

**ARTICLE 10: PARLIAMENTARY AUTHORITY**

Roberts Rules of Order will govern Evergreen Youth Soccer Club in all cases which they are applicable and which they are not in conflict with these By-Laws.



**ARTICLE 11: DISSOLUTION**

It is specifically provided that in the event of dissolution or winding up of the club all its remaining assets after payment of its liabilities will be distributed to one or more recognized nonprofit organizations. The Director(s) and the Executive Committee will determine the nonprofit organizations that will receive club assets.

**ARTILCE 12: BY-LAWS ACCEPTANCE AND AMENDMENTS**

**Section 1- AMENDMENTS:** No addition, amendment, or alteration will be made in any part of the EYSC By-Laws except at the annual general meeting in August or at a special general meeting called for that purpose. All members in good standing may propose changes to the bylaws.

**Section 2- BY-LAWS ACCEPTANCE:** Acceptance of these By-Laws will be by a majority of the voting members. These By-Laws will be considered effective immediately upon their acceptance and will supersede all previously accepted By-Laws and Amendments.