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LOUISBURG SOCCER CLUB

CHAPTER 1 CONSTITUTION

ARTICLE I

NAME: The name of the organization shall be the Louisburg Soccer Club, hereinafter referred to as the LSC.

ARTICLE II

PURPOSE: This association shall promote, foster, and perpetuate the game of soccer in Miami County located in the state of Kansas. The purposes are to operate solely and exclusively as a not-for-profit organization

ARTICLE III

HEADQUARTERS: The headquarters of this association shall be within the boundaries of the USD 416 School District located in the state of Kansas where all general meetings shall be held. Local headquarters shall be determined from time to time by the voting membership of this association, or by such person or persons in whom the voting membership may vest such authority.

ARTICLE IV

ORGANIZATION The LSC shall operate under the laws of the State of Kansas and shall have and may exercise all the powers conferred by the laws pursuant to and under which this corporation is formed.

ARTICLE V

AFFILIATION The LSC is a member of the Kansas State Youth Soccer Association, hereinafter referred to as KSYSA

ARTICLE VI

BOARD OF DIRECTORS

Number and qualifications: The Board of Directors, herein after may be referred to as Directors, shall consist of the elected officers President, Vice President, Secretary, Treasurer, Advisor #1, Advisor #2, Advisor #3, Advisor #4 Advisor #5, and Alternate Advisor.

Elected individuals shall be restricted to six (6) consecutive years in the same elected office.

Power and Authority: The Board of Directors shall have all powers granted by Kansas law and statutes, subject to limitations of the bylaws and subject to the duties of 4DDirectors as prescribed by the bylaws. The number of Directors may be increased or decreased from time to time by amendment of the bylaws.

Right to Vote: In all matters which are properly presented to the Board of Directors, each elected member shall have the right to make and second motions and the right to cast one vote for their elected position. Proxy voting shall not be permitted.

Quorum: A majority of the total number of **4D**irectors shall be necessary to constitute a quorum for the transaction of business, except to adjourn as hereinafter provided. Every act or decision done or made by a majority of the **4D**irectors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Directors. The **4D**irectors present at a duly called or held meeting at which a quorum is present may continue to do business until adjournment, notwithstanding the withdrawal of enough **4D**irectors to leave less than a quorum. Vacant Director positions shall not be counted towards the quorum.

Commencement of Term of Office: The term of an individual elected to a position referred to in this bylaw begins that term immediately after the adjournment of the meeting at which the individual was elected or appointed. An individual elected or appointed to fill a vacancy takes office immediately on the election or appointment.

Indemnification: LSC may to the fullest extent permitted by K.S.A. Section 17-6305, as amended, indemnify any and all persons whom it shall have the power to indemnify from and against any and all of the liabilities and expenses or other matters referred to or covered in said Section. LSC may, but shall not be obligated to, maintain insurance at its expense to protect it and any such persons against such expenses or liabilities.

ARTICLE VII

OFFICERS The officers shall be the President, Vice President, Secretary and Treasurer who shall be elected by ballot at the Annual General Meeting, hereinafter referred to as the AGM. Their term of office shall be two (2) years with the President and Secretary being elected in even-numbered years and the Vice President and Treasurer being elected in odd-numbered years. This may also be referred to as the Executive Board of Directors.

ADVISORS The Advisors shall serve as part of the Board of Directors of this association. Advisors will consist of (5) members and (1) Alternate Advisor. Their term of office shall be (2) years with all the odd numbered Advisors being elected in even number years and even numbered Advisors and the Alternate Advisor being elected on odd numbered years.

Nothing in this article shall allow the Officers or the Advisors to override a vote of the membership, except to remain compliant with IRS and/or KSYSA laws or regulations.

ARTICLE VIII

AMENDMENTS

Vote Required: The Constitution and/or ByLaws may be amended by a 2/3 majority vote of the entire voting power at the AGM. The Constitution and/or ByLaws can also be amended at any LSC regular meeting by 2/3 majority vote of the LSC Board of Directors to become compliant with IRS and/or KSYSA laws or regulations.

Who Can Amend: Any proposals or motions to amend may be made by any member or by the Board of Directors.

Advance Notice: Any motion or proposal to amend must be made in writing to the Secretary of the LSC at least sixty (60) days in advance of the AGM. Any proposals or motions shall be sent in writing by the Secretary to every board member thirty (30) days in advance of the AGM.

Effective Date of Amendments: Amendments become effective after the adjournment of the AGM, providing there was no other date specified for the effective date of the amendment.

LOUISBURG SOCCER CLUB

CHAPTER 2

BYLAWS: ORGANIZATIONAL RULES

SUBCHAPTER I - DEFINITIONS

RULE 101. DEFINITIONS

(1) **AFFILIATED CLUB** — Any club or association that is a structured group of TWO (2) or more teams joined for the purpose of inter-team play under a common set of administrative and competition rules. Each Affiliated Club must register every player and coach of every soccer team that is sponsored, financed, coached or administered by its organization through the LSC.

(2) **BOARD OF DIRECTORS** - The regulatory board of directors described in Article VI of the LSC.

(3) **CLUB** - An organization which has an identifiable membership of youth soccer players on whose behalf the organization conducts or engages in youth soccer activities.

A club (sometimes referred to as a “league” or “local association”) is the basic administrative unit of the LSC.

(4) **DISTRICT**-- A geographical subdivision of KSYSA. The LSC is in District IV for the state of Kansas.

(5) **FIFA** - The Federation Internationale de Football Association which is the world-wide governing body of soccer.

(6) **LEAGUE** - A structured group of four (4) or more teams joined for the purpose of inter- team play under a common set of administrative and competition rules.

(7) **MCSA** – The Miami County Soccer Association an organization that is located within the boundaries of the state of Kansas of which the LSC is affiliated with.

(8) **NATIONAL COUNCIL** -- The legislative body of the United States Soccer Federation.

(9) **REGION** - For the purposes of the administration of US Youth Soccer. There are currently four geographical Regions: Region I - East, Region II - Midwest, Region III - South, Region IV - West. The LSC is in Region II for the USYSA.

(10) **STANDING COMMITTEE** - Any committee appointed by the Board of Directors as set forth in Article VI.

(11) **KSYSA** – The administrative body within a territory determined by the National Council to carry out the Federation’s programs for amateur youth or amateur adult players, or both.

(12) TEAM - Any group of players, coaches and managers created for the purpose of playing soccer.

(13) USSF - The United States Soccer Federation, Inc. The USSF is the United States affiliate of FIFA and is the governing body for soccer in the United States.

(14) USYSA – The US Youth Soccer Association is the largest member of the United States Soccer Federation.

(15) YOUTH COUNCIL - The administrative unit of the United States Soccer Federation, which consists of State Associations and National Associations that are members of USSF.

SUBCHAPTER II - MEMBERSHIP AND MEETINGS

RULE 201. ORGANIZATION MEMBERSHIP

Section 1. General

A. The LSC is a Member of KSYSA. The LSC and its members will abide by those articles, bylaws, policies, and requirements in all matters pertaining to interstate, regional, and national competition or in other competitions sponsored by USYSA.

B. Membership in the LSC shall be as provided in these rules and shall be open to the organizations as approved by the general membership at the AGM and to soccer players, coaches, trainers, managers, and administrators, and officials not subject to suspension under section 4 of USSF Bylaw 241, and to any amateur soccer organization in its territory.

C. The LSC will not discriminate against any individual on the basis of race, color, religion, age, sex or national origin.

D. The LSC shall register all of its players, coaches, teams, referees, and administrators with KSYSA at least once each year and timely pay all dues and fees of the State. Individuals registered with the State shall be members of the State with the rights accorded to them under KSYSA Bylaws.

Section 2. Affiliated Clubs

A. Affiliated Clubs are those clubs or associations, with residency in the state of Kansas that register their players directly with the LSC.

1. The constitution, bylaws, playing rules, policies and procedures of such organizations shall be reviewed by the Rules Committee. The Rules Committee shall have the power to reject them until properly written and any subsequent changes or additions to such duly approved rules, regulations and bylaws must be submitted to and approved by the Rules Committee before their effective date. Affiliated Membership may be granted by the LSC Board of Directors pending approval of the rules, regulations, and bylaws of the applicant by the Rules Committee.

2. Each Affiliated Club shall, within three (3) months of the LSC AGM, submit to the LSC President ten (10) copies of any changes in its rules, regulations and bylaws for the ensuing season.

B. Member Duties to Retain Good Standing

1. All Affiliated Clubs must register every soccer player, every coach and every soccer team that is sponsored, financed, coached, or administered by the club, association or organization whether they be male or female, members of traveling teams, competitive teams, intramural programs, recreations programs, or house programs.
2. Every team, club and association, which accepts membership in the LSC, agrees to recognize the administrative jurisdiction of this association and to adhere to the bylaws and rules of the LSC and KSYSA.

[3. All Affiliated Clubs must comply with Subchapter V Rule 501 in order to remain in good standing.](#)

C. Affiliated Membership Voting Rights in the LSC

1. An Affiliated Club is defined as a duly elected or appointed representative from a specific member organization. If the voting member of a member organization is anyone other than the President of that organization, he/she must present a signed and notarized letter from the President of their organization, including the name of the Affiliated Club Organization and verification that the delegate carrying the vote is a bona fide member of said organization.
2. Each Affiliated Club, [in good standing](#), shall have (1) vote in the LSC to represent their club in LSC General Meetings and the AGM.

Section 3. Individual Members

A. The Individual Members of this association shall be those 1) LSC coaches, 2) players over the age of 18 or each parent or legal guardian of youth players who are registered with the LSC, excluding Affiliated Clubs as defined in Rule 201 Section 2.

B. Each Individual Member shall have one (1) vote at the AGM during the seasonal year they are registered with the LSC.

Section 4. Term of Membership

The term of membership for all Members shall be one (1) seasonal year. Such membership shall automatically renew each seasonal year provided the Member maintains its good standing.

RULE 202. SEASONAL YEAR

The seasonal year of this Association shall begin on September 1st and end on August 31st of the following calendar year.

RULE 203. GOVERNMENT

This association shall be governed by its constitution and bylaws as presently constituted or as amended or altered from time to time and/or by such rules and regulations which may from time to time be promulgated by the Board of Directors.

RULE 204. GOVERNING BODY

Section 1. Voting Membership

- A. The voting membership shall have the power to ratify, alter or reject decisions and policies of the Board of Directors at the AGM by simple majority vote.
- B. The voting membership shall elect the officers of this association, and make changes in the constitution and bylaws at the AGM by simple majority vote.

Section 2. Voting Rights

A. Affiliated Clubs & Individual Members

- 1. The following shall be used to determine the right to vote. Individual Members and Affiliated Clubs in good standing for the seasonal year shall be entitled to cast one vote at the AGM.
- 2. In all matters properly presented to the voting membership, each Affiliated Club or Individual Member shall have the right to cast only one vote, but that member may not cast votes for any other member organization or individual at the same meeting.
- 3. Proxy voting shall not be allowed at any LSC meeting.

B. Board of Directors

- 1. Each voting member of the LSC Board of Directors shall have one (1) vote at all general meetings and the AGM, and up to one (1) additional vote as an Individual Member for the AGM.

C. Proxy voting shall not be allowed at any LSC meeting.

RULE 205. ANNUAL GENERAL MEETING QUORUM

Voting power present shall constitute a quorum to conduct business at the AGM.

RULE 206. ANNUAL GENERAL MEETING

The AGM shall be held in May of the calendar year, the time and place to be determined prior to the AGM. Notification will be given in writing to all members not more than twenty-one (21) nor less than fourteen (14) days before the meeting.

RULE 207. ORDER OF BUSINESS

The order of business of the AGM shall be as follows;

- (1) Roll call
- (2) Credentials
- (3) Minutes of prior year's AGM
- (4) Approval of actions of the LSC Board of Directors
- (5) Reports
- (6) Unfinished business
- (7) Consideration of proposed changes to the Constitution, Bylaws and Rules
- (8) Elections
- (9) New business
- (10) Adjournment

RULE 208. ROBERT'S RULES

All meetings of this Association shall be conducted in accordance with Robert's Rules of Order, latest edition.

RULE 209. COMMITTEES

Section 1. Standing Committees

The following committees of this Association shall be recognized as the LSC Standing Committees:

- (1) Appeals & Protests Committee
- (2) Finance Committee
- (3) Coaching & Player Development Committee
- (4) Concessions Committee
- (5) Risk Management Committee
- (6) Rules Committee
- (7) Field Maintenance Committee

Section 2. Committee Duties

Except as otherwise herein provided, the duties and procedures of the standing committees shall be as assigned by the LSC Board of Directors.

RULE 210. DUTIES OF ELECTED OFFICERS

Section 1. Duties of the President

The President shall -

- (1) Preside at all meetings of the LSC Board of Directors including the AGM.
- (2) Appoint all committees, subject to the approval of the Board of Directors.
- (3) Act as chairman of the Board of Directors.
- (4) Enforce the rules and regulations of this association.
- (5) Be a signatory on all financial accounts.
- (6) Co-sign all contracts and documents with the Secretary of the Association.
- (7) Be the first representative to the KSYSA Annual General Meeting and all District IV meetings.
- (8) Perform duties as the Board of Directors may from time to time direct.

Section 2. Duties of the Vice President

The Vice President -

- (1) Succeed to the office of President in the event that the office of the President becomes vacant.
- (2) Perform all of the duties and exercise all of the powers of the President during his absence or incapacity if the office of President is vacant.
- (3) Assist the President in all necessary matters.

Section 3. Duties of the Secretary

The Secretary shall -

- (1) Keep a record of all proceedings of this Association.
- (2) Sign with the President all contracts and other documents of this association that are approved by the Board of Directors.

Section 4. Duties of the Treasurer

The Treasurer shall -

- (1) Direct the keeping of full and accurate accounts of receipts and disbursements of the Association, in accordance with the financial policies of the LSC.
- (2) Create and report on a monthly basis current financial activities in comparison to the Association's budget, in accordance with the financial policies of the LSC.
- (3) Act as Chairperson of the Finance Committee
- (4) Be responsible for adhering to the budget as adopted by the Board of Directors, as defined in the LSC Financial Policies and Procedures.

Section 5. Duties of the Advisors

The Advisors -

- (1) Serve as members of the Board of Directors.
- (2) Seek out and develop new member organizations.
- (3) Be an active on at least one LSC Committee.

Section 6. Duties of the Alternate Advisor

The Alternate Advisor shall –

- (1) Perform all duties of Advisors in his/her absence or incapacity.

Section 7. Duties of the Club Registrar

The Club Registrar shall –

- (1) Be appointed by the LSC Board of Directors.
- (2) Perform all duties associated with the club signups including inputting all data required for KSYSA.
- (3) Be responsible for inputting all information related to players for recording keeping and team assignment.
- (4) Provide player cards as required for team participation in tournaments that require player cards.
- (5) Obtain certification with KSYSA as a Registrar.

RULE 211. ABSENCE/REMOVAL FROM OFFICE AND VACANCIES

Section 1. Absence

Any ~~officer~~Director who is absent without an excusable cause for three (3) consecutive meetings of the Board of Directors shall forfeit his/her right to continue in that office.

Section 2. Removal from Office

- A. An ~~e~~Officer can be removed from office by a 2/3 majority vote of the Board of Directors.
- B. Any Advisor or Alternate Advisor can be removed from office by a majority of the entire voting power of the members or voting majority of the Board of Directors.

Section 3. Vacancies

Should a vacancy occur, the vacant office shall be filled by presidential appointment, with approval of the Board of Directors, for the remainder of the vacant term. In the case of a vacancy of the President, the Vice President will automatically succeed to the office of President for the remainder of the vacant term.

RULE 212. MEETINGS

Section 1. Board of Directors Meetings

The Board of Directors shall hold at least ~~four~~nine (49) meetings per year, the time and place to be announced by the President.

All meetings of the LSC are to be Drug and Tobacco Free in order to protect the health of the attendees.

All meetings of the LSC are “Open Meetings” as defined by Kansas Statutes and the Internal Revenue Service codes regarding entities classified as 501-C-3 for tax purposes.

Section 2. Annual General Meeting

The AGM shall be held in May of the calendar year.

Section 3. Meetings by Telephone

Members of the Board of Directors of the LSC, or any committee designated by the Board, may participate in a meeting by means of conference telephone or similar communications equipment, by means of which all persons participating in the meeting can hear or communicate with one another, and such participation in a meeting shall constitute presence in person at the meeting. Individual polling of votes is prohibited.

Section 4. Executive Board of Director Meetings

Any Officer, as defined in Article VII, may call an Executive Board of Directors meeting if deemed necessary.

Section 5. Notification

In all meetings other than the AGM, initial notification may be made by telephone but must be followed by a written notice.

Section 6. Order of Business

The order of business for all meetings, other than the AGM, shall be:

- (1) Roll call
- (2) Approval of Minutes
- (3) Report of Officers ~~and Committees~~
- (4) Report of ~~Delegates~~Committees and Coordinators
- (5) Old Business
- (6) New Business
- (7) Adjournment

Section 7. Quorum

A. The quorum for all Board of Directors and ~~District Meetings~~special meetings shall be as specified in the LSC Constitution, Article VI.

B. The quorum for the AGM and special membership meetings shall be as specified in the LSC Rule 2065.

RULE 213. LSC POLICIES AND PROCEDURES

SUBCHAPTER III – COMMITTEES

RULE 301. APPEALS AND PROTESTS COMMITTEE

Section 1. Establishment

The Appeals and Protests Committee is established under the Bylaws of the LSC.

Section 2. Responsibility and Authority

A. The LSC Appeals and Protests Committee shall arbitrate all claims, which arise from within the structure of the LSC and shall judge all matters pertaining to player and/or league infractions. The LSC Appeals and Protests Committee may delegate its authority in some or all matters to the grievance committees of the various Affiliated Clubs of the LSC, exclusive of matters related to referees, recruitment of registered players, or to matters arising between or among the ~~affiliated subordinate organizations~~Affiliated Clubs.

B. All decisions rendered by the various grievance committees of the Affiliated Clubs authorities shall be within the framework of these rules. All decisions by these Affiliated Clubs shall be subject to review by the LSC Appeals and Protests Committee. Such decisions may be revised by the LSC Appeals and Protests Committee if such action is deemed necessary.

C. The LSC Appeals and Protests Committee has the authority to penalize all leagues, associations and clubs affiliated with the LSC and the individual officers, coaches, members and players thereof. Penalties shall include but not be limited to letters of censure and temporary or permanent suspension from the activities of the LSC or its member organizations.

D. All grievances involving the right to participate and compete in activities sponsored by the LSC and its members may be appealed to the LSC Appeals and Protests Committee that shall have jurisdiction to approve, modify or reverse a decision.

E. Nothing stated herein shall conflict with the rules or regulations of the United States Soccer Federation (USSF) or the United States Youth Soccer Association (USYSA) whose rules and regulations in these matters shall always take precedence.

F. Any hearing of a protest, appeal, or allegation of misconduct must be as the result of a properly submitted written cause of action. No hearing or other administrative action shall result from circumstances or charges which are only communicated verbally.

G. All matters concerning appeals and protests shall be handled in accordance with the LSC Appeals and Protests Rules, Policies and Procedures.

RULE 302. RISK MANAGEMENT PROGRAM

Section 1. Establishment

The Risk Management Program is established under the Bylaws of the LSC for the purpose of protecting the safety and welfare of the players including prohibiting and monitoring instances of physical and sexual abuse. The Risk Management Program will use as a model the guidelines recommended by the KSYSA. A Risk Management Coordinator will be appointed by the LSC Board of Directors as necessary to ensure a continuation of this program.

SUBCHAPTER IV - GAME PLAY AND PARTICIPANTS

RULE 401. REGISTRATION AND FEES

Section 1. General

A. These rules apply only to Affiliated Clubs, players, and coaches except as specifically stated otherwise. All registrations will be in accordance with these rules and the LSC Registration Policies and Procedures.

B. All clubs, associations, and organizations registered with the LSC must register every individual player, coach, and team (including members of traveling teams, competitive teams, intramural programs, recreation programs, or house players) that is sponsored, financed, coached, organized, or administered by the LSC.

C. An organization may only be required to register those players, coaches, and teams that actually participate in the activities of the Affiliated Club, and that registration shall comply with the regular registration requirements of the LSC.

Section 2. Yearly Deadline for Registration

The Board of Directors may fix a date in each year when the registrar may cease to register players.

Section 3. Local Registration

A. A player must register in the state in which he or she resides with his or her parent(s) or guardian(s), or in the case of a student in residence at a boarding school, college or university, the player may register in the state in which the boarding school, college, or division of the college or university is located. Any other questions or residency may be determined by the state in which the player is registered to vote or holds a current driver's license.

Section 4. Date of Registration

A. A player is registered from the moment the player's parent or legal guardian, or the player of 18 years of age signs the Registration form and submits the form, with any applicable fees, to the LSC or the Affiliated Club organization.

B. A coach is registered from the moment he or she signs the Registration form and submits the form to the LSC or the Affiliated Club organization.

Section 5. Fees for Players

A. Membership registration fees shall be determined by the LSC Board of Directors and such accumulated fees must be paid to this association during the seasonal year:

B. Fees may be set by the Board of Directors for certain services or transactions, to include, but not be limited to: transfer of players, multiple rostering of players, duplicate player cards, and travel permits.

RULE 402. INTERPLAY

The LSC and its Affiliated Clubs shall not discriminate against the participation of players or teams on the basis of that player or team's membership in, or affiliation with, another organization. All Affiliated Clubs are encouraged to allow teams of all other USSF Organization Members to participate in tournaments sponsored by them when the [teams](#) otherwise comply with the tournament eligibility requirements.

SUBCHAPTER V - MISCELLANEOUS RULES

RULE 501. DEBTS

A debt of any member association, club or person which is owed to this association shall be paid no later than seven (7) calendar days after the date that the sum is declared payable. In default of payment, the debtor shall be suspended without further action.

RULE 502. MODIFICATIONS OF RULES

Section 1. Member organizations may make modifications of FIFA, USSF, USYSA, KSYSA and the LSC rules as long as they are confined to competition within that member organization league.

Section 2. When a team enters into any competition outside its home association, USYSA and KSYSA rules apply.

Section 3. On or before July 15 of each seasonal year, member organizations shall present rules modifications to the LSC Rules Committee and, upon approval, will be bound by them for the upcoming seasonal year.

Section 4. The LSC Appeals and Protests Committee shall not hear appeals arising from modifications of the LSC, KSYSA, USYSA, USSF, or FIFA rules.

RULE 503. JURISDICTION OF MEMBERS

Section 1. Every member association, league and club shall have jurisdiction over their internal affairs except as herein provided otherwise.

Section 2. When an Affiliated Club suspends or lifts suspension of any club, player or official affiliated with it, notice shall be sent to the President of this association and KSYSA within forty-eight (48) hours of the act.

RULE 504. GAME OFFICIALS

In all competition under the jurisdiction of the LSC, all referees must be registered with and in good standing with the USSF.

RULE 505. TRAVEL AND TOURNAMENT

Section 1. Permission to Travel

Teams wishing to travel out of state to play games must request permission from the LSC in accordance with the procedures detailed in the USYSA Travel and Tournament Manual and as prescribed in the LSC Travel and Tournament Policies and Procedures.

RULE 506. MATTERS NOT PROVIDED FOR

Any matters not provided for in these rules will revert to USSF/USYSA rules. In the event that there is no provision in the USSF/USYSA rules, the matter will be determined by the LSC Board of Directors.

RULE 507. AMENDMENTS

All amendments to these Bylaws shall be made in accordance with Article VIII of the LSC Constitution.