

# **MIDDLETOWN SOCCER CLUB**

## **BYLAWS**

### **ARTICLE I: RULES AND REGULATIONS**

A. The Rules and Regulations governing the organization, promotion, and management of this Association shall be those prescribed by the Executive Board and approved by the voting members by a majority vote at a regular membership meeting. They shall be included in a separate section, apart from the Constitution and Bylaws, entitled "Rules and Regulations."

B. These "Rules and Regulations" may be amended or repealed by a two-thirds (2/3) vote of the eligible voting membership in accordance with Article XI, Amendment of these Bylaws.

C. A rule or regulation will not be considered if it would violate any United States Soccer Federation (USSF), United States Youth Soccer Association (USYSA) New Jersey Youth Soccer Association (NJYSA) or affiliated league rule and regulation.

### **ARTICLE II: DISCIPLINARY AUTHORITY**

A. A "Disciplinary Action Review Committee" (DARC) shall be formed on an ad hoc basis, to review and provide recommendations pertaining to matters assigned for review by the Executive Board.

1. The DARC shall consist of a Chairperson and four (4) regular members who are in good standing and who are not related to the matter being reviewed.

2. The Executive Board will select all DARC members.

3. The DARC will review all pertinent evidence, hold hearings if appropriate, and make recommendations to the Executive Board for resolution of the matter.

B. The Executive Board may impose sanctions including, but not limited to, those that are outlined in the Constitution, Bylaws and Rules and Regulations of this Association.

C. Any matter involving physical violence or a personal attack on a referee shall require an automatic hearing and review by the Executive Board, who may take whatever action they deem required to protect the integrity of the Association. Actions may include loss of membership privileges, suspension, and/or dismissal.

D. The Affiliated League Representative shall review all Red Card offenses. Matters involving repeated offenders to the DARC for review.

E. Any persons referred to in Article X, Authority of the Constitution, who is formally charged with a crime involving moral turpitude or which may be detrimental to the integrity of the Association shall automatically be suspended from any and all activities involving the Association. The Executive Board may vote for reinstatement, if and when the charges are formally dismissed.

### **ARTICLE III: APPEAL PROCEDURES**

A. Any sanctions imposed, actions taken, or decisions rendered with regards to the disciplinary authority of this association, shall be followed by written notification to the party or parties involved.

B. Any appeal of any sanction imposed, action taken, or decision rendered, must be filed, in writing, with the Secretary of the Association within ten (10) days of receipt of written notification.

C. The Executive Board will notify the appellant of its decisions whether to grant a hearing to determine the merits of the appeal or deny the request based upon the written application.

D. If the appeal is denied, whether after a hearing or on the written application, the Executive Board will notify the appellant in writing within ten (10) day of the date of the decision.

E. Affiliated league NJYSA and USYSA rules for appeals shall be followed in all cases outside the jurisdiction of this Association.

## **ARTICLE IV: FEES**

- A. The Executive Board shall specify all fees imposed on teams for their participation in the programs sponsored by the Association.
- B. Registration fees shall be payable by March 1st for the Spring Season and August 1st for the Fall Season.
- C. No funds will be expended on behalf of any team that is not current in payment of any and all monies due to the Association.
- D. The Executive Board shall have the power to waive any required fees for individual players who may qualify as a hardship case and may otherwise not be able to participate.

## **ARTICLE V: AFFILIATION**

- A. The MSC shall affiliate with leagues that are affiliated with the NJYSA and the USYSA.
- B. The MSC shall not be limited to affiliate with any one league, however, there will be no affiliation that would jeopardize the MSC standing within the NJYSA, USYSA.

## **ARTICLE VI: FINANCES**

- A. The President shall appoint a Finance and Budget Committee (FBC) which shall be responsible for preparation of the annual budget.
- B. The FBC shall present the proposed budget, which shall include proposed sources of income as well as proposed expenditures, to the Executive Board prior to the July membership meeting.
- C. The Executive Board may approve or modify the proposed budget prior to its presentation to the membership for final approval.
- D. No individual is authorized to maintain any account in his/her own name or for any team that is sponsored by the MSC. All funds must be deposited and disbursed by the Treasurer of the Association or an authorized agent appointed by the President and/or Treasurer.

E. No individual is authorized to cause the Association to be indebted without the prior approval of the President and/or Treasurer of the Association.

F. The Association shall provide bonding for the President and Treasurer in an amount appropriate to their financial responsibility.

## **ARTICLE VII: AUDIT**

A. Annual Special Procedure Review of all financial records and accounts shall be required.

B. Persons other than those involved with the disbursements and maintenance of the financial records shall be employed to perform the Special Procedure Review.

C. An outside auditor shall conduct the Special Procedure Review that the financial statements are in conformity with generally accepted accounting principles in the year following the election of the Treasurer.

## **ARTICLE VIII: PROGRAMS**

A. The MSC shall foster and conduct youth competitive soccer programs, such as coaching, referee and player clinics, camps, schools, tournaments, and other related activities.

B. The MSC shall assist the various recreational soccer programs within Middletown Township in training clinics, camps, and other activities that foster good sportsmanship as well as better public and community relations.

## **ARTICLE IX: COACHES**

A. The Executive Board must approve all coaches and assistant coaches.

B. All coaches, assistant coaches and trainers must obtain an "F" (or higher) coaching license from a NJYSA or USYSA approved course and execute an appropriate "Kids-Safe" certification before they will be permitted to coach or train a MSC team.

C. No individual other than the Coach or Assistant Coach of a MSC sponsored team is authorized to act on behalf of that team.

## **ARTICLE X: PURCHASING**

A. All equipment, uniforms, balls and other materials purchased in excess of \$1,500.00 shall require multiple bids.

B. The Executive Board may approve purchases with vendors under continuing arrangements.

## **ARTICLE XI: AMENDMENTS**

The Bylaws may be amended by a two-thirds (2/3) vote of the membership at any time during each year provided that a quorum is present. Proposed amendments to the Bylaws may be submitted to the Secretary at least 75 days prior to any general membership meeting so that the Secretary can provide the proposed amendments to the Constitution Committee for review and acceptance. Once the amendment is accepted, the Secretary will notify the general membership, in writing, of all proposed changes at least thirty (30) days prior to the debate. All proposed amendments will be debated at the next general meeting and voted on in the following months meeting.