

# BYLAWS OF THE BIG LAKE SOCCER ASSOCIATION

## ARTICLE 1 - GENERAL PROVISIONS

### 1.101 Name

The name of the corporation is the **Big Lake Soccer Association** ("BLSA").

### 1.102 Purpose

The purpose of the **Big Lake Soccer Association** is to foster, promote and perpetuate the game of soccer for youth in the community of Big Lake including but not limited to those children residing in the geographic region of Minnesota Independent School District 727 (as well as those in surrounding communities).

### 1.103 USYSA and MYSA Affiliation

The **Big Lake Soccer Association** is an affiliate member of the Minnesota Youth Soccer Association (MYSA). The MYSA is the national state youth association for the State of Minnesota in the United States Youth Soccer (USYS). As an MYSA and USYS affiliate, the **Big Lake Soccer Association** and its Members, as defined in these Bylaws, are subject to the Constitution, Bylaws and rules of USYS and of the MYSA as the same may be amended from time to time.

### 1.104 Soccer Year

The Soccer Year shall be from September 1 to August 31 of each year.

## ARTICLE 2 - MEMBERSHIP

### 2.101 Territory

The territory of the **Big Lake Soccer Association** shall be the legal boundaries of the community of Big Lake including but not limited to those youth residing in the geographic region of Minnesota Independent School District 727.

**2.102 Members**

Members of the **Big Lake Soccer Association** shall be defined as all parents of players under the age of 16 registered with the association, youth at least 16 years of age or having graduated twelfth grade from an accredited school, as well as adult players over the age of 19.

**2.103 Membership**

A parent, player or coach becomes a Member upon the acceptance of the registration of the parent's child or the player him/herself and payment of any fees established by the association's Board of Directors.

**2.104 Acceptance of Authority**

Members of the **Big Lake Soccer Association** agree to abide by the Articles of Incorporation, Bylaws and Rules of the **Big Lake Soccer Association** and recognize the regulatory authority of the Minnesota Youth Soccer Association (MYSA), United States Youth Soccer (USYS) and the United States Soccer Federation (USSF) and have the appellate rights provided to members of these organizations.

**2.105 Membership in Good Standing**

A Member in good standing must be current in his/her financial obligations to the **Big Lake Soccer Association** and be in compliance with the Articles of Incorporation, Bylaws and rules of the **Big Lake Soccer Association**.

**2.106 Registration Closing Date**

The Board of Directors shall fix a date in each Soccer Year when the **Big Lake Soccer Association** will cease to accept registration applications from Members in that soccer year, which date shall be determined at the Board's discretion ("Registration Closing Date"). Parents submitting registration applications after the Registration Closing Date shall not qualify for membership that Soccer Year. Notice of the said date shall be communicated to all Members in a timely manner.

## 2.107 Comity

The **Big Lake Soccer Association** and its Members shall recognize suspensions and sanctions of all teams, clubs, associations and other organizations under the jurisdiction of Minnesota Youth Soccer Association (MYSA), United States Youth Soccer (USYS) and the United States Soccer Federation (USSF) after receiving notice of such rulings.

## ARTICLE 3 – BOARD OF DIRECTORS

### *Section 1: Management of Board of Directors*

#### 3.101 Board of Directors

The business and affairs of the **Big Lake Soccer Association** shall be managed by or under the direction of a Board of Directors, subject to the rights of the Members as provided in these Bylaws or pursuant to Chapter 317A, Minnesota Statutes. As part of its duties and responsibilities, the Board of Directors shall make public on an annual basis the rules, policies and procedures of the **Big Lake Soccer Association**.

#### 3.102 Number of Directors

The number of directors on the Board of Directors shall not be greater than eight but not less than three. The Board of Directors may, at any time, increase the number of directors up to the maximum or decrease the number of directors no lower than the minimum, except that any such decrease shall not result in the removal of a sitting director. The Board of Directors may create and/or abolish various director positions thereby increasing or decreasing the number of directors subject to the number limitations in this paragraph. The Board of Directors' decision to create or abolish directorship(s) shall be effective upon affirmative vote of the Members at the Annual Membership Meeting.

#### 3.103 Manner of Acting

Except as otherwise provided in Minnesota Statutes, Chapter 317A, the Board of Directors shall take action by the affirmative vote of a majority of directors present at a duly held meeting.

### 3.104 Presumption of Assent

Members of the Big Lake Soccer Association agree to abide by the Articles of Incorporation, Bylaws and rules of the **Big Lake Soccer Association** and recognize the regulatory authority of the Minnesota Youth Soccer Association (MYSA), United States Youth Soccer (USYS) and the United States Soccer Federation (USSF) and have the appellate rights provided to members of these organizations.

### 3.105 Absent Directors

A director may give advance written consent or opposition to a proposal to be acted on at a Board of Directors meeting. If the director is not present at the meeting, consent or opposition to a proposal shall not constitute presence for purposes of determining the existence of a quorum, but consent or opposition shall be counted as a vote in favor of or against the proposal and shall be entered in the minutes or other record of action at the meeting, if the proposal acted on at the meeting is substantially the same or has substantially the same effect as the proposal to which the director has consented or objected.

## *Section 2: Composition of Board of Directors*

### 3.201 Board of Directors and Voting

The Directors who shall comprise the Board of Directors of the **Big Lake Soccer Association** shall be: the officers, including the President, Vice President(s), Secretary and Treasurer; together with all other directors whose positions may be determined by the Board (such as Recreation Director, Tournament Director, etc.) or who may simply hold the position of Director. All members of the Board of Directors are entitled to vote in all matters coming before the Board of Directors. Directors shall not hold elected office in the MYSA.

### 3.202 Election

Directors shall be elected by the Members at the Annual Membership Meeting. The election or appointment of a person as a director shall not, of itself, create contract rights.

**3.203 Term of Office**

Each Director is elected to a two (2) year term or until his/her earlier death, resignation, removal or disqualification.

**3.204 Resignation**

A director may resign at any time by giving 30-days written notice to the **Big Lake Soccer Association**.

**3.205 Removal of a Sitting Director**

Any one or all of the sitting directors may be removed at any time, with or without cause, by the affirmative vote of two-thirds majority of the Members at a Membership meeting, a quorum being present.

**3.206 Vacancies**

Any vacancy occurring on the board of Directors may be filled by the affirmative vote of a majority of the remaining directors, even though less than a quorum. Vacancies on the Board of Directors resulting from a newly created directorships may be filled by the affirmative vote of a majority of the directors serving at the time of the increase. A director appointed to fill a vacancy shall hold office until a qualified success is elected by the Members at the next regular or special meeting of the Members or until his or her earlier death, resignation, removal or disqualification.

**3.207 Reimbursement of Expenses**

By resolution of the Board of Directors, the directors may be paid their expenses, if any, of attendance at each meeting of the Board of Directors and other such expenses determined by the Board of Directors to be reasonable and necessary.

***Section 3: Officers and Directors***

**3.301 Duties of Officers and Directors**

In addition to the specific duties prescribed in these Bylaws, the officers and directors shall perform any other duties delegated to them by the Board of Directors.

### 3.302 **President**

The President shall be the chief officer of the corporation and shall:

- a) When present, preside at all meetings of the Board of Directors, and of the Membership;
- b) With the Secretary, sign and deliver in the name of the corporation any deeds, mortgages, bonds, contracts, or other instruments pertaining to the business of the **Big Lake Soccer Association** except in cases in which the authority to sign and deliver is required by law to be exercised by another person or is expressly delegated by the Articles of Incorporation or these Bylaws or by the Board of Directors that some other officer or agent of the **Big Lake Soccer Association**; and
- c) The President is an ex-officio member of all communities

### 3.303 **Vice Presidents**

In the absence of the President or in the event of his or her death, inability or refusal to act, the Vice President(s) in the order listed below shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all restrictions upon the President.

- a) 3.3031 Vice President of Finance; shall oversee financial operations of the association;
- b) 3.3032 Vice President of Administration; shall oversee administrative operations of the association;

### 3.304 **Secretary**

The Secretary shall:

- a) Maintain records or and, whenever necessary, certify all proceedings of the Board of Directors and the **Big Lake Soccer Association**;
- b) See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;
- c) Be custodian of the corporate records;

- d) Oversee the credentials process at the Annual Membership Meeting;
- e) With the President, sign and deliver in the name of the corporation any deeds, mortgages, bonds, contracts, or other instruments pertaining to the business of the **Big Lake Soccer Association**, except in cases in which the authority to sign and deliver is required by law to be exercised by another person or is expressly delegated by the Articles of Incorporation or these Bylaws or by the Board of Directors to some other officer or agent of the **Big Lake Soccer Association**.

### 3.305 Treasurer

The Treasurer shall:

- a) Make a report at each board meeting
- b) Ensure that accurate financial records for the Big Lake Soccer Association are kept;
- c) Deposit all monies, drafts and checks in the name of and to the credit of the Big Lake Soccer Association in the banks and depositories;
- d) Endorse for deposit all notes, checks and drafts received by the MYSA as ordered by the Youth Council, making proper vouchers thereof;
- e) Disburse the BLSA funds and issue checks and drafts in the name of the Big Lake Soccer Association;
- f) Render to the Board of Directors and officers, and the President, whenever requested, an account of all transactions by the Treasurer and of the financial condition of the BLSA;
- g) Oversee the work of the Budget Committee and/or fundraising committee;
- h) Prepare for yearly audits, after year end.

- i) Make financial information available to board members and the public.

**3.307 Tournament Director**

The Tournament Director shall oversee any and all sanctioned and sponsored **Big Lake Soccer Association (BLSA)** tournaments.

**3.308 Recreation/Development League Director**

The Recreation/Development League Director shall be the liaison with all recreation programs and shall assist with program development.

**ARTICLE 4 – COMMITTEES**

**4.101 Establishment and Appointment**

The name of the corporation is the **Big Lake Soccer Association (“BLSA”)**.

**4.102 Removal of Committee Members**

The purpose of the **Big Lake Soccer Association** is to foster, promote and perpetuate the game of soccer for youth in the community of Big Lake.

**4.103 Vacancies on Committees**

The **Big Lake Soccer Association** is an affiliate member of the Minnesota Youth Soccer Association (MYSA). The MYSA is the national state youth association for the State of Minnesota in the United States Youth Soccer (USYS). As an MYSA and USYS affiliate, the Big Lake Soccer Association and its Members, as defined in these Bylaws, are subject to the Constitution, Bylaws and rules of USYS and of the MYSA as the same may be amended from time to time.

**ARTICLE 5 – VOTING**

***Section 1: Membership Meetings***

**5.101 Who May Vote**

Members attending the meetings shall have the right to vote at Membership meetings.



**5.102 Number of Votes**

Members attending the meeting shall each have one vote.

***Section 2: Committee Meetings***

**5.201 Voting**

In all meetings of any committee of the **Big Lake Soccer Association**, each committee member present at a meeting shall have one vote.

***Section 3: General Provisions***

**5.301 Proxy Voting Prohibited**

Proxy voting is prohibited.

**ARTICLE 6 - MEETINGS**

***Section 1: Membership Meetings***

**6.101 Annual Membership Meeting**

The Members of the **Big Lake Soccer Association** shall meet once per year at a date and time determined by the Board of Directors no less than sixty (60) days in advance of the meeting. This meeting shall be known as the Annual Membership Meeting.

**6.102 Special Membership Meetings**

Special Membership Meetings may be called as follows:

- a. by a majority of the Board of Directors
- b. by the signature of a Majority of the Members on a request for a special meeting delivered to the Board of Directors

In the event a Special Meeting is called, Members shall receive at least thirty (30) days notice of such Special Meeting.

***Section 2: Committee Meetings***

**6.201 Board of Directors**

The Board of Directors shall hold regularly scheduled meetings during the year. Special meetings may be called by any Board of Directors members by giving seven (7) days advance notice of the meeting date to the other Board of Directors' members.

**6.202 Committees**

The Committees established by the Board of Directors shall meet as necessary to fulfill their responsibilities on seven (7) days prior notice to the committee's members by the chairperson. Special meetings may be called by a committee member or a director having oversight responsibility for such committee upon fourteen (14) days prior notice to the committee's members.

**6.203 Emergency Meetings**

In the event of an emergency, meetings of the Board of Directors or any committee may be called upon 48 hours notice by any technological means available.

***Section 3: General Rules***

**6.301 Notices**

Except where otherwise required, notice of a meeting may be made by telephone, e-mail, fax or any other technological means available.

**6.302 Quorum**

In all meetings of the Board or any committees of the **Big Lake Soccer Association**, a quorum shall consist of a majority of the total number of the Board or committee's members. In all meetings of the Membership, a quorum shall consist of one-third of the total number of Members in that year.

**6.303 Minutes**

Minutes shall be kept at every Membership, Board of Directors and committee meeting. Copies of the minutes shall be kept President's residence and be made available upon request.

**6.304 Robert's Rules of Order**

Except as otherwise provided in these Bylaws or the MYSA rules, policies or procedures, meetings shall be conducted in accordance with Robert's Rules of Order, as most recently revised.

### **6.305 Order of Business**

The recommended order of business for Membership and Board Meetings is:

- a) Roll Call
- b) Minutes of Previous Meeting
- c) Correspondence
- d) Committee Reports
- e) Treasurer's Report
- f) Unfinished Business
- g) New Business
- h) Elections
- i) Bylaw and Rule Changes
- j) Adjournment

## **ARTICLE 7 – PLAY AND PLAYERS**

### ***Section 1: Rules of Play***

#### **7.101 Playing Rules**

FIFA "Laws of the Game: shall apply to all games played within the jurisdiction of the Minnesota Youth Soccer Association (MYSA) except as specifically modified by United States Youth Soccer (USYS) and the MYSA Rules.

### ***Section 2: Classification***

#### **7.201 Player Classification**

Players are classified as amateur and youth.

#### **7.202 Amateur Defined**

An amateur does not receive a wage or salary for playing soccer.

**7.203 Youth Defined**

A youth has not reached the age of 19 years before August 1 immediately preceding the start of the Soccer Year. A youth who reached age 19 on or after August 1 shall be allowed to complete that Soccer Year.

***Section 3: Player Registration***

**7.301 Registration Required**

A player must register with the **Big Lake Soccer Association**. A player must not register with any other association or club during an MYSA sanctioned soccer season.

**7.302 When Registered**

A player is registered from the moment the player and the player's parent or guardian signs the registration form and pays the fees required by the **Big Lake Soccer Association**.

**7.303 Registration Binds Player**

Once registered, a player is bound to the **Big Lake Soccer Association** for that soccer season except as provided in 7.304 and 7.305.

**7.304 Player Transfers**

A registered player may request a transfer from the **Big Lake Soccer Association** in accordance with the MYSA rules.

**7.305 Player Releases**

A registered player not placed on a team by the **Big Lake Soccer Association** must be released by the **Big Lake Soccer Association**.

**ARTICLE 8 – FINANCES**

***Section 1: General Rules***

**8.101 Fiscal Year**

The **Big Lake Soccer Association's** fiscal year shall be from September 1 to August 31 of each year.

**8.102 Prohibited Transactions**

The **Big Lake Soccer Association's**, its officers, directors, Members and any persons acting in or on its behalf, shall take no actions which may adversely affect the **Big Lake Soccer Association's** non-profit and/or tax exempt status or which may otherwise violate any state or federal law.

**8.103 Contracts and Banking**

The Board of Directors, except as may otherwise be required by law, the Articles of Incorporation or these Bylaws, may authorize any officer(s) or agent(s) to enter into any contract or to execute and deliver any instrument or document in the name of and on behalf of the **Big Lake Soccer Association's** and such authority may be general or confined to specific instances.

**8.104 Acceptance of Gifts**

The Board of Directors may accept on behalf of the **Big Lake Soccer Association** any contribution, gift, bequest or devise for the general purpose of any special purpose of the **Big Lake Soccer Association**.

**8.105 Annual Audits**

An annual audit shall be conducted of the financial records of the **Big Lake Soccer Association**. An appropriate auditor or audit committee shall be appointed by the President and approved by the Board of Directors. This audit shall be completed and a report prepared and submitted to the Board of Directors. The audit shall be completed and a report prepared and submitted to the Board of Directors for its review within sixty (60) days of the close of the fiscal year. Such audit shall be available for review by a Member upon its request.

**8.106 Distribution of Funds Upon Dissolution**

In the event of the dissolution or final liquidation of the **Big Lake Soccer Association** none of the funds held by the **Big Lake Soccer Association** shall be distributed to any director or Member of individual. The rules of USYS shall determine the disbursement of

such funds, except that all disbursements must be to an organization which qualifies as a tax exempt entity under Section 501 © of the Internal Revenue Code as it may be amended from time to time.

**ARTICLE 9 – AMENDMENT OF BYLAWS**

**9.101 Proposal to Amend**

Any Member, director or committee of the **Big Lake Soccer Association** may propose to amend these Bylaws by delivering the proposal in writing to the Board of Directors not less than 90 prior to the Annual Membership Meeting or a Special Membership Meeting.

**9.102 Review of the Proposed Amendment**


The Board shall review the proposed amendment for form and for any conflict with the other existing Articles of Incorporation, Bylaws and the rules of the **Big Lake Soccer Association**, MYSA, USYS or USSF, and report its recommendation to the Membership.

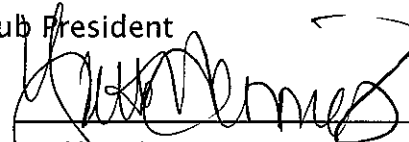
**9.103 Notification of Members**

Members shall be given notice of the proposed amendment and the recommendation of the Board of Directors in writing no less than sixty (60) days prior to the annual Membership Meeting or Special Membership Meeting. The author of the Bylaw amendment shall provide the **Big Lake Soccer Association** sufficient copies to mail to all Members no less than seventy-five (75) days prior to such meeting.

**9.104 Voting**

Amendments to the Bylaws may be made by the affirmative vote of two-thirds of the votes present at a Membership Meeting, a quorum being present.

  
\_\_\_\_\_  
By: Dana Whitlow

Its: Club President  
  
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Attest:  
By: Yvette Hennies  
Its: Treasurer – Big Lake Soccer Association