

Big Spring Youth Soccer Association

(BSYSA)

By-Laws

Approved 6/6/25

ARTICLE 1: Name

This organization shall be known as the **Big Spring Youth Soccer Association (BSYSA)**.

ARTICLE 2: Mission

BSYSA is committed to providing an opportunity for youth to participate and develop to their potential in a high quality and competitive soccer program that allows individual goals to be achieved. All players shall be treated with respect and equality regardless of their personal characteristics, race, ethnicity, creed, religion, or gender.

The purpose is as follows: BSYSA strives to provide a fun, safe, and educational environment to youth through soccer opportunities while instilling a love for the game and developing its players for the future.

ARTICLE 3: Affiliation

The BSYSA is an affiliated member of any league sanctioned by Central Pennsylvania Youth Soccer League as governed by Eastern Pennsylvania Youth Soccer Association, Inc. and US Club Soccer. The BSYSA will maintain membership in good standing within these organizations and comply with their constitution, by-laws and the rules and regulations.

ARTICLE 4: Governing Authority

The governing authority of the BSYSA shall be the Board of Directors. The powers of the Board of Directors are delegated by the club by-laws as approved or amended by the club's general membership. The members of the Board of Directors are the club's board members and shall be elected by the club's general membership. The Board of Directors will also provide the opportunity to have one representative from the Big Spring School District boys' and girls' soccer program with individuals appointed by the Big Spring School District athletic director. The association's Executive Board are the President, Vice President, Treasurer, Secretary, and Rec Director.

ARTICLE 5: Board of Directors

SECTION 1: Executive Board

The Executive Board consists of the President, Vice President, Treasurer, Secretary, Rec Director. A quorum (60%) of the board of directors is required for an official meeting.

SECTION 2: Responsibilities of Executive Board

The Executive Board may meet to decide on emergency and special club situations up to and including any health or safety items, any matters related to discipline of a player, volunteer, coach, or parent, and any item that has a decision point that could affect club/team participation between board meetings.

SECTION 3: Other Board Members:

Other non-executive board members include Assistant Rec Director, Registrar, Ways and Means 1, Ways and Means 2, Equipment Coordinator, Field Coordinator, Rec Parent at Large, Past President (where applicable), Travel Parent at Large, BSSD Boys Soccer, BSSD Girls Soccer.

SECTION 4: Board Meetings

The Board of Directors shall conduct an official business meeting on a monthly basis that is led by the Board President or their designee. The Board of Directors has the ability to call to order additional meetings and cancel said meetings due to weather or any unforeseeable situation. This meeting is open to the general membership. 60% of the Board of Directors shall constitute a quorum; a quorum is required for an official business meeting. Where possible, virtual or hybrid meeting can be utilized to accommodate board members. Meetings shall be conducted according to the form prescribed in Robert's Rules of Order in so far as they may apply. Official business meetings may also be called by the President or a simple majority of the Board of Directors for the sole purpose of discussing official Big Spring Youth Soccer Association business.

SECTION 5: Term of Office

The term of office for each Executive Board Member (President, Vice President, Treasurer, Rec Director and Secretary) shall be for two fiscal years, beginning July 1st after election. All other Board positions will be of one-year term with the ability to automatically serve one additional consecutive one-year term should the individual choose to do so. The President may serve for no more than two, two-year terms consecutively. After at least one (1) fiscal year out of office, a former President may again serve as President of BSYSA.

SECTION 6: Elections

The Board of Directors shall be elected by the general club membership at the annual membership meeting. Approximately half of the Executive Board positions shall be open for election in one year, with the remaining positions open for election in the succeeding year. To maintain continuity the President and Secretary will be elected on even numbered years with the Vice President, Treasurer, and Rec Director on odd numbered years. The Past President position is not an elected position.

1. Candidates for election must be members in good standing.

2. Candidates for the position of president must have been a club member for at least one year.
3. Voting may be by voice vote, roll call vote or written ballot as determined by the Board of Directors.
4. A person may not hold more than one Board of Directors position simultaneously.
5. No more than one member of the same household may participate as part of the Board of Directors.

SECTION 7: Temporary Board Positions

From time to time a Board position may be vacated or open. The President has the authority to appoint a temporary board member to fill the position until the next election date with the approval from board members by way of voting. At the next general election, the vacated/open position shall be filled by election for either the remaining year of the current term, or for a new two year as appropriated.

SECTION 8: Responsibility and Authority

All actions of the Board of Directors require the affirmative vote of a simple majority at an official business meeting. The Board of Directors shall have the following responsibilities and authority:

1. Implement and enforce all provisions of the club's by-laws, policies, and procedures. In addition, the Board of Directors shall recommend changes and/or amendments to the by-laws to the general membership.
2. Conduct the ongoing day-to-day operations of the club. To this end personnel actions, operating rules, policies, and procedures may be implemented upon approval of a simple majority of the board members present at an official Board of Directors meeting. All actions, rules, policies, and procedures must be consistent with all provisions of the club's by-laws.
3. Represent the club at meetings of any affiliated organizations.
4. The Board of Directors is responsible for developing coaching licensing levels, training criteria, performance requirements and evaluation criteria. The Board of Directors approves the appointment of head coaches and assistant coaches of the member teams. This authority includes the authority to remove and/or replace a coach or assistant coach at any time. These actions must be voted on at an official Board of Directors meeting.
5. The Board of Directors through the Executive Board has the right and authority to suspend, bar completely, or otherwise discipline any player, coach, assistant coach, manager or adult member for due cause. Due cause includes but is not limited to; failure to comply with rules and regulations, failure to fulfill membership requirements, any violent or abusive action / language or any action that is disruptive to club operations or hinders the fulfillment of club objectives. These actions must be voted on by the Executive Board.

6. Once elected, a board member may only be removed from office via a two-thirds vote of the Board of Directors. This could include but is not limited to the failure to attend board meetings, fulfill duties of the position or violation of the BSYSA Code of Conduct.
7. Any executive member absent from two consecutive meetings of the Board, without satisfactory reason could be replaced by way of number 6 in this section.
8. Through recommendations from Travel Coaches and the Rec Director, approve the formation of member teams. This includes determining the number of makeup (age groups and specific members) of member teams.
9. Approve the applications of all youths desiring participation in the club programs.
10. Develop the club's budget, approve budgeted operating expenditures and determine registration fees and special assessments. All of these actions must be approved at an official board meeting. With regard to expenditures, the President may authorize non-budgeted expenditures up to \$300 without a vote by the Board of Directors. The President is responsible for reporting such an action to the Board of Directors at the next regularly scheduled meeting of the Board of Directors.
11. Maintain the Problem Resolution Procedure handling any adverse decision/

ARTICLE 6: Membership

SECTION 1: Extending Membership

Membership in the Big Spring Youth Soccer Association shall be by invitation of the Board of Directors. Membership shall be extended to youth players and their parents or guardians, via the invitation to play on one of the teams sponsored by the club. The Board of Directors may extend membership to other individuals at its discretion. Coaches and Referees may be asked to join the organization as well. The final authority for membership rests with the Board of Directors.

SECTION 2: Voting

Voting privileges are extended to members who are at least 18 years of age. One vote per member of a family.

SECTION 3: Eligibility

Extension of membership shall in no way be influenced by an individual's race, sex, creed, or national origin. The ability of a youth player to safely play the game must be taken into consideration.

SECTION 4: Affiliate Leagues

Youth players must fulfill the registration requirements of the affiliate league(s): Central Pennsylvania Youth Soccer League, Eastern Pennsylvania Youth Soccer Association, United States Youth Soccer Association and the Big Spring Youth Soccer Association. This includes the timely payment of all registration fees and assessments associated with these organizations.

SECTION 5: Registration Fee

The registration fee is determined by calculation from the annual budget. The fee is intended to cover the cost of running the program and meet the club's financial obligations to the affiliate organizations. For one child of Board members, Travel Coaches (Head and Assistant), and Recreational Coaches (Head and Assistant) will not have to pay the player registration fee (or be reimbursed at the conclusion of the season. This is a nonprofit organization.

SECTION 6: Conduct

Membership is contingent upon compliance with the by-laws/constitutions, policies and procedures of the BSYSA and its affiliates. Members accept the responsibility to review and understand such by-laws/constitutions, policies and procedures. In addition, members are expected to conduct themselves in a sporting like manner as outlined in the Code of Conduct and a Zero Tolerance Policy at all times; exhibiting respect for the game, officials, players and spectators. Any abusive or violent behavior by a player or adult member may constitute grounds for the cancellation of membership.

ARTICLE 7: Fiscal and Seasonal Year

SECTION 1: Fiscal Year

The fiscal year begins on July 1st and ends on June 30th.

SECTION 2: Seasonal Year

There shall be two seasons offered to all players. One in the spring and one in the fall. For travel teams, the term of the season is defined with the Central Pennsylvania Youth Soccer League.

SECTION 3: Fees

All fees must be paid in full. The Board of Directors will, annually, recommend to the membership, the policies and fees required for affiliated teams at the Annual General Meeting.

For travel teams: Once the registration fee has been paid, players will then be placed on teams according to age. The organization is responsible for informing the affiliated league of the number of players playing for the said season. The fee that is acquired from said league affiliation is a non-refundable fee; therefore a nominal fee could be returned if a player is pulled from playing for any medical reason, and ONLY a medical reason could warrant such an occasion.

For Recreational teams: Once the registration fee has been paid, players will then be divided into teams.

ONLY a medical reason would warrant a return in registration fees.

SECTION 4: Weather Related

Any practice, game, or meeting may be called canceled, delayed, or postponed due to weather conditions. Any Board member, Coach, or facility caretaker(s) has the right to make that decision for recreational programs. As for our club's travel teams, we will follow the weather guidelines set forth and established with the Central Pennsylvania Youth Soccer League.

SECTION 5: Players and Teams

- A. Divisions of players may comprise of any or all of the following age groups: U-5, U-6, U-7, U-8, U-9, U-10, U-11, U-12, U-13, U-14, U-15, U-17, U-19 Duration of game and ball size will be determined by CPYSL and USYSA.
- B. The above league groups depend upon registration and may be altered upon an executive decision.
- C. Our policy states that all players who practice regularly and who are not a disciplinary problem are entitled to significant playing time.
- D. All players must be registered with Big Spring Youth Soccer prior to any participation. As for any travel team, all players and coaches must be registered with CPYSL as well. The Executive Board must approve all assigned teams.
- F. Teams will be gender specific if there are enough players to do so. Co-ed teams will be primarily reserved for the creation of a new team to our association. When a gender specific team is available, the players shall try out/be placed on such a team.
- G. All players will have equal opportunity for placement on a traveling team through the tryout process. Preference will be given to players who reside within Big Spring School District.
- H. All players must abide by the Code of Conduct and Zero Tolerance Policy rules and regulations of the league.
- I. No team may play any tournament outside the area without notifying the Board of Directors. Funding for tournaments must be approved by the majority vote of the Board of Directors.
- J. Any individual serving as a secondary rostered player must play their primary game on each given game day to be eligible to play on their secondary team.
- K. The Board of Directors will strive not to place any player on a team more than 2 age brackets higher than the true age based on CPYSL. EX. – The Board will not place a “true U10” player on a U13 team.
- L. BSYSA Board will comply with all other requirements of CPYSL.

ARTICLE 8: Annual and Other Official Membership Meetings

There shall be an annual membership meeting, usually held during June of each year. The Board of Directors must provide the membership with 60 days prior notice of this meeting. Other special official membership meetings may be called at any time during the year by the Board of Directors with at least two weeks prior notice to the membership. The order of business will be agreed upon by the Board of

Directors. Election of new officers will commence at the end of the annual meeting. One vote is equivalent to one family during voting opportunities. Each family is eligible for one vote during voting opportunities.

ARTICLE 9: Amending the By-Laws

Amendments to the by-laws require the approval of a simple majority of all the voting members present at the annual membership meeting. Any member can submit a proposed amendment to the by-laws requesting a vote by the general membership at the annual membership meeting. Any such proposal must be submitted to the club Secretary, in writing, at least 60 days before the annual membership meeting. All proposed amendments to the by-laws must be circulated to the general membership at least 30 days prior to the annual meeting.

ARTICLE 10: Disbandment

In the event that the BSYSA were to disband or become defunct, all assets, equipment and funds shall be turned over to the Big Spring School District specifically first and foremost for the development of a Middle School Youth Soccer Program for both boys and girls. Should there be a Middle School Program already in place, the assets will be designated to all school soccer programs to be allocated to both Middle School and High School, boys and girls equally.