

## BYLAWS OF

### Lake View Athletic Association Soccer Division

The undersigned incorporator(s) is an (are) individual(s) 18 years of age or older and adopt the following articles of incorporation to form a nonprofit corporation.

#### ARTICLE I — NAME AND PURPOSE

*Section 1: Name:* The name of the organization shall be **Lake View Athletic Association Soccer Division (LVAAS)**. It shall be a nonprofit organization incorporated under the laws of the State of New York.

*Section 2: Purpose:* **Lake View Athletic Association Soccer Division** is formed to teach amateur soccer to the youth of the community; to conduct local, regional, national or international amateur sports competitions, and to support and develop amateur athletics for that competition; to foster a healthy interest in the amateur sports; to cultivate, promote, sponsor, and develop an understanding of amateur athletics and competition.

*Section 3: Affiliation:* The **Lake View Athletic Association Soccer Division** shall affiliate with the NYSWYSA in conjunction with US Youth Soccer and the USSF. In consequence of that affiliation, **Lake View Athletic Association Soccer Division** members, players, coaches, and personnel shall adhere to rules, regulations, and bylaws of those associations to the extent applicable to their activities connected with the **Lake View Athletic Association Soccer Division** as follows:

1. **Membership:** The membership of the **Lake View Athletic Association Soccer Division** shall be open to any soccer players, coaches, managers, administrators, and officials not subject to suspension under Section 4 of Bylaw 241 of the USSF Bylaws. A voting member is defined as a parent or guardian of a player currently playing for a **Lake View Athletic Association Soccer Division** team. A coach or manager is a member also, if not already by nature of being a parent or guardian of a player. All members of the **Lake View Athletic Association Soccer Division** must be at least 18 years of age as of the date of registration.

a. **Termination of Membership** The membership of any member shall be terminated upon death, or the member's written request for termination delivered to the president or secretary of the association, or upon the member's expulsion by the Board. On termination of membership, any right, title, or interest of the member in or to the property and assets of the association shall cease.

b. Suspension and Expulsion of Members:

i. **Grounds for Suspension or Expulsion:** Any member may be suspended or expelled from the **Lake View Athletic Association Soccer Division** for willful infractions of the **Lake View Athletic Association Soccer Division** rules or of any bylaw, or for acts of conduct that the Board may deem disorderly, injurious, or hostile to the interests or objectives of the **Lake View Athletic Association Soccer Division**. The Board must give notice to such offending member of the proceedings against him or her and he or she is

**provided an opportunity to be heard in their own defense. No person who has been expelled from the Club may have a new membership considered for a period of less than two (2) years. Reinstatement must go before the Executive Board.**

ii. Initiation of Suspension or Expulsion: Proceedings under this section shall be initiated by resolution of the Board or on complaint against any member signed by ten (10) other members and filed with the Secretary. On adoption of the resolution or receipt of the complaint, as the case may be, the Board shall schedule the matter to be heard at the first regular, or a special, meeting of the Board. The secretary shall deliver to the accused member, at least five (5) days prior to the date of the hearing, a copy of the time and place of hearing.

iii. Hearing: The President shall preside at such hearing and shall read the charges against the accused member. Such member shall be allowed to make a statement in his or her own behalf, question opposing witnesses, and call witnesses on his or her own behalf.

iv. Determination of Hearing: The Board may, by the affirmative vote of a majority of its members, request the offending member to resign or may suspend or expel the member. Should he or she decline to resign following such request, the Board shall strike the member's name from the rolls.

v. Proceedings: All such proceedings shall be in compliance with the requirements of US Youth Soccer, the USSF and the NYSWYSA.

2. Governing Documents: The USSF articles of incorporation, bylaws, policies and requirements take precedence over and supersede the governing documents and decisions of the **Lake View Athletic Association Soccer Division** to the extent applicable under state law, and the **Lake View Athletic Association Soccer Division** will abide by those articles, bylaws, policies and requirements.

3. Interplay: The **Lake View Athletic Association Soccer Division** will abide by the USSF's articles, bylaws, policies and requirements on interplay.

4. Hearing and Appeal Procedures: The **Lake View Athletic Association Soccer Division** will provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to participate and compete. These procedures shall include that all grievances involving the right to participate and compete in activities sponsored by the USSF, and NYSWYSA, and the **Lake View Athletic Association Soccer Division** may be appealed to the USSF's Appeals Committee in accordance with NYSWYSA bylaws and policies. The Federation's Appeals Committee shall have Jurisdiction to approve, modify or reverse a decision. A decision rendered by the **Lake View Athletic Association Soccer Division** or the NYSWYSA from which an appeal is taken is not suspended pending the final decision of the Federation's Appeals Committee unless the Committee otherwise ordered. The decision made by the **Lake View Athletic**

**Association Soccer Division** or the NYSWYSA may be upheld, revised, or reversed and remanded.

a. **Nondiscrimination Policy** This Club shall not discriminate against any individual or group of individuals on the basis of race, color, age, sex, religion, national origin or sexual orientation.

## ARTICLE II — MISSION

To support and develop amateur soccer for local, regional, national and international competitions.

## ARTICLE III — MEETINGS OF DIRECTORS

*Section 1 - Regular meetings:* Regular meetings of the directors shall be held monthly, at a time and place designated by the President.

*Section 2 - Annual meetings:* An annual meeting of the directors shall take place in the month of **November**, the specific date, time and location of which will be designated by the President. At the annual meeting all current board members shall elect directors and officers, receive reports on the activities of the association, and determine the direction of the association for the coming year.

*Section 3 - Special meetings:* Special meetings may be called by the president, the Executive Committee, or a simple majority of the board of directors.

*Section 4 - Notice of meetings:* Printed notice of each meeting shall be given to each voting member, by email, not less than two weeks prior to the meeting.

*Section 5 - Quorum:* The members present at any properly announced meeting shall constitute a quorum.

*Section 6 - Voting:* All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

## ARTICLE IV — BOARD OF DIRECTORS

*Section 1 - Board role, size, and compensation:* The board is responsible for overall policy and direction of the association, and delegates' responsibility of day-to-day operations. **The board shall have up to 20, but not fewer than 10 members.** The board receives no compensation other than reimbursable expenses.

At meetings between the months of July and October we will require a status reports from at least the director of coaching, officials, and division directors at meetings or submitted to the board via email 48 hours before meeting.

Section 2 - *Terms*: All board members shall serve two-year terms, but are eligible for re-election for up to five consecutive terms.

Section 3 - *Meetings and notice*: The board shall meet monthly, at an agreed upon time and place. An official board meeting requires that each board member have written notice at least two weeks in advance.

Section 4 - *Board elections*: New directors and current directors shall be elected or re-elected by the voting representatives of members at any meeting. Directors will be elected by a simple majority of members present at the meeting.

Section 5 - *Election procedures*: Officers shall be elected annually by the Board of Directors. Officers shall serve terms beginning January 1 and ending December 31. Each officer shall hold office for the term for which he is elected or appointed and until a successor has been elected or appointed or qualified.

Section 6 - *Quorum*: A quorum must be attended by at least fifty percent of board members for business transactions to take place and motions to pass.

Section 7 - *Officers and Duties*: There shall be three officers of the board, consisting of a president, vice-president, secretary and treasurer. Their duties are as follows:

*The president* shall convene regularly scheduled board meetings, shall preside or arrange for other members of the Executive Committee to preside at each meeting in the following order: vice-president, secretary then treasurer.

*The vice-president* shall assist the president and chair committees on special subjects as designated by the board.

*The secretary* shall be responsible for keeping records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements and distributing copies of minutes. Agenda items will be requested from the board in advance of a meeting and the agenda will be emailed to each board member.

*The treasurer* shall make a report at each board meeting. The treasurer shall prepare the budget, help develop fundraising plans, and make financial information available to board members and the public.

Section 8 - *Vacancies*: When a vacancy of an officer exists mid-term, the secretary must receive nominations from present board members two weeks in advance of a board meeting. These nominations shall be sent out to board members with the regular board meeting announcement, to be voted upon at the next board meeting. These vacancies will be filled only to the end of the particular board member's term.

Section 9 - *Resignation, termination, and absences*: Resignation from the board must be in writing and received by the Secretary. A board member shall be terminated from the board due to excess absences, more than two unexcused absences from board meetings in a year. Written notice will be given. A board member may be removed for other reasons by a majority vote of the remaining directors.

Section 10 – *Removal of Officers*: a director or executive committee member may be removed, with or without cause, by a majority vote of the directors entitled to vote in an election of directors, provided that proper notice of such proposed action is given to all members with voting rights.

At the discursion of the board, members can be excused if missed three (3) consecutive meetings in a row or four (4) over the year.

Section 11 - *Special meetings*: Special meetings may be called by the president, the Executive Committee, or a simple majority of the board of directors. Notices of special meetings shall be sent out by the secretary to each board member at least two weeks in advance.

#### ARTICLE V — COMMITTEES

Section 1 - *Committee formation*: The board may create committees as needed, such as fundraising, rules & regulations, public relations, data collection, etc. The board appoints all committee chairs.

Section 2 - *Executive Committee*: The three officers serve as the members of the Executive Committee. Except for the power to amend the Articles of Incorporation and bylaws, the Executive Committee shall have all the powers and authority of the board of directors in the intervals between meetings of the board of directors, and is subject to the direction and control of the full board.

#### ARTICLE VI — BUDGET

Treasurer is responsible for developing and reviewing fiscal procedures and the annual budget. The board must approve the budget and all expenditures must be within budget. Any change in the budget must be approved by the board or the Executive Committee. If the expenditure is under \$500 the purchase can be at the discursion of the President. The fiscal year shall be the calendar year. Annual reports are required to be submitted to the board showing income, expenditures, and pending income. The financial records of the organization are public information and shall be made available to the membership, board members, and the public.

#### ARTICLE VII – AMENDMENTS

Section 1 - *Amendments*: These bylaws may be amended when necessary by two-thirds majority of the board of directors. Proposed amendments must be submitted to the Secretary to be sent out with regular board announcements.

#### Certification

These bylaws were approved at a meeting of the board of directors by a two-thirds majority vote on **February 8, 2017**.

**Secretary** \_\_\_\_\_ **Date** \_\_\_\_\_