

***LENAPE VALLEY SOCCER CLUB***

***BY-LAWS***

***ADOPTED APRIL 1, 2007***

# LENAPE VALLEY SOCCER CLUB

## BY-LAWS

### ARTICLE I - GENERAL

**Section 1.01 – Name** - This organization shall be known as the “Lenape Valley Soccer Club,” hereinafter referred to as “LVSC.”

**Section 1.02 – Affiliations** - The LVSC shall be affiliated with the United States Soccer Federation (USSF), the United States Youth Soccer Association (USYSA), and the New Jersey Youth Soccer Association (NJYSA). The LVSC may also be affiliated with any league, including but not limited to the Morris County Youth Soccer Association (MCYSA) and the Sussex County Recreation League (SCRL), whose purpose is to provide soccer competition.

**Section 1.03 – Purpose** - The LVSC has been established for the purpose of:

1. Providing the youth of the Byram, Stanhope and Netcong (the sending district to Lenape Valley Regional HS) area an opportunity to promote the appreciation of soccer by the teaching and developing of players’ skills necessary for team play and good sportsmanship as well as providing an equal opportunity for the development of individual players. These opportunities are to be made available to any youth who wants to play, regardless of their ability. Prime consideration shall always be for the development and ongoing advancement of the youth.
2. Providing qualified coaching, and at the discretion of the Board of Directors, professional training to develop and enhance every youth’s soccer skills to his or her maximum potential, not only individually but as part of a team. Coaches are expected to foster an atmosphere, which contributes to the positive self-esteem of each player; respect for teammates, opponents and coaches; good sportsmanship; self-discipline and pursuit of team goals.
3. Providing qualified training and any other necessary support to further develop and enhance skills and abilities of the LVSC coaches.
4. Providing a unified community environment to further the education, participation and enjoyment of soccer for the youth of the Byram, Stanhope and Netcong area.

**Section 1.04 – Fiscal Year** – The fiscal year of the LVSC shall begin on the first day of July and end of the last day of June in the following calendar year.

**Section 1.05 – Seasonal Year** – The seasonal year will be the same as the fiscal year. During the seasonal year, LVSC will have three (3) different playing seasons. The three (3) playing seasons will be the Fall, Winter & Spring seasons.

**Section 1.06 – Robert’s Rules of Order** – Except as otherwise specifically provided in this bylaws, all meetings shall be conducted in accordance with the latest authorized edition of Robert’s Rules of Order. The Board of Directors shall be responsible for adhering to said rules.

**Section 1.07 – Definitions** – Except as otherwise specifically provided, the following definitions shall apply to these bylaw and all policies of the LVSC.

1. USYSA – means the United States Youth Soccer Association.
2. NJSYSA – means the New Jersey State Youth Soccer Association.
3. MCYSA – means the Morris County Youth Soccer Association
4. SCRL – means the Sussex County Recreational Soccer League

**Section 1.08 – Bill of Rights** – in order to further ensure that the primary consideration of the LVSC will always be the development and ongoing advancement of the LVSC youth, each parent, volunteer and coach shall adhere to the following Bill of Rights for our recreational program:

1. **Right** to the opportunity to participate in soccer regardless of ability level;
2. **Right** to participate at a level that is commensurate with each player’s developmental level;
3. **Right** to have qualified coaches;
4. **Right** to participate in a safe and healthy environment;
5. **Right** of each child to share in the leadership and decision-making of their soccer participation;
6. **Right** to play as a child and not as an adult;
7. **Right** to proper preparation for participation in soccer
8. **Right** to an equal opportunity to strive for success;
9. **Right** to be treated with dignity by all involved; and
10. **Right** to have FUN through soccer!

## **ARTICLE II – MEMBERSHIP**

**Section 2.01 - Eligibility** – Membership consists of one class of members: Active. Only active members shall have the right to vote and to hold elective office in the Club.

**Section 2.01.1 – Active Members** – Active members of this Club shall be:

1. Parents or guardians whose youth are duly registered as players with the Club during the current fiscal year.
2. Coaches, managers and active volunteers who do not have children duly registered with the Club shall also be considered active members.

**Section 2.02 – Terms of Membership** – All members shall abide by these by-laws, all rules and regulations as adopted by the Board of Directors and all applicable rules and regulations of the County, State and National Association with which the Lenape Valley Soccer Club is affiliated. The Board of Directors may elect to modify the County, State and National Association rules for the intramural program.

Membership in this Club may be subject to termination for participating in actions, in organizations, or in such activities as is deemed reprehensible and in violation of the purposes of this Club. The Executive Committee of the Club, as defined in these bylaws, shall afford a member a hearing and shall make a recommendation to the Board of Directors based upon said hearing. A majority vote of the Board of Directors present at said meeting shall be necessary for termination of membership.

Members whose membership has been terminated for any of the reasons previously stated in this Article shall not have any dues returned to them for the unexpired portion of their membership.

**Section 2.03 – SAGE Program** – All members agree to abide by the Set A Good Example (SAGE) Program as defined by Morris County Youth Soccer Association. The purpose of the SAGE program is to instill good sporting behavior in all who participate in LVSC soccer activities. SAGE requires all players, coaches and parents to pledge to agree to display proper conduct at all times before, during and after a soccer game. Failure to abide by these rules will result in suspension and or termination of membership.

**Section 2.04 – Suspension of Membership**

Any player who during a playing season has failed to pay that seasonal registration fee will result in automatic loss of membership in LVSC and all privileges and rights that come with that membership

**Section 2.04.1 – Travel Players:** – Any player who receives a yellow or red card during the participation of a game shall be subject to the following suspension:

- a) **Yellow Card** – All suspensions are at the direction of the disciplinary chair for any and all leagues that LVSC places teams during a playing season.
- b) **Red Card** – A player or coach who receives a red card during a game shall receive and serve the a suspension based upon the severity of the foul as determined by the league disciplinary committee in which the infraction was committed:

**Section 2.04.2 – Recreational Players:**

Any player who receives a yellow or red card during the participation of a recreational game shall be subject to the following suspension:

- a) **One (1) Game Suspension** – argues with a referee or receives a second caution.
- b) **Two (2) Game Suspension** – spits at a player, coach, referee or is guilty of a serious foul or uses offensive, insulting or abusive language or gestures toward a player, coach, referee or spectator.

- c) **Three (3) Game Suspension** – is guilty of a serious foul with an intent to injure another player.
- d) **Doubling of Suspension** – any subsequent red card in the same season shall subject the player to suspension of play for the remainder of the season and shall not be allowed to reregister to play recreational within the club until the player and parent have appeared before the board of Directors of LVSC.
- e) **No Appeal** – the above suspensions are MANDATORY and are not subject to appeal or reduction. In the event of a player committing a subsequent offense in the same season, which subjects the player to the increased penalty, the matter may be referred to the Discipline Committee. The Discipline Committee may impose additional sanctions or suspension – said additional Discipline Committee imposed sanctions are subject to appeal.

### **Section 2.04.3 – Coach/Volunteer**

- a) **Yellow Card** – A coach shall receive a one (1) game suspension after receiving a second caution within the same season. After receiving a one (1) game suspension for a second caution within the same season, a coach shall receive an additional one (1) game suspension for each additional caution received.
- b) **Red Card** – A coach who receives a red card during a game shall receive a mandatory two (2) game suspension. The Discipline Committee shall receive a report on the incident and make a determination based upon the information provided. Any subsequent red card within the same season shall subject the coach to a doubling of the above suspension.
- c) **No Appeal** – the above suspensions are MANDATORY and are not subject to appeal or reduction. In the event of a coach committing a subsequent offense in the same season, which subjects the coach to the increased penalty, the matter may be referred to the Discipline Committee and the coach may be removed from participation in coaching within the LVSC system. The Discipline Committee may impose additional sanctions or suspension – said additional Discipline Committee imposed sanctions are subject to appeal.
- d) **Activities Detrimental to Welfare of Youth** – any coach or volunteer in the LVSC program who becomes a defendant in litigation or enters into a pretrial intervention program based upon activities which are deemed detrimental to the welfare of a minor child(ren), shall be immediately suspended from all soccer related activities. Matters detrimental to the welfare of a minor child(ren) shall include crimes of moral turpitude and felonies.

This suspension is MANDATORY and is not subject to appeal. However, the coach or volunteer has the right to appeal the suspension only over whether the matter, which is the substance of the accusation, if true, is detrimental to the welfare of a minor child(ren).

Upon completion of the litigation, the suspended coach/volunteer may notify the LVSC Board of Directors that the litigation has been completed and request that the suspension be terminated and the individual reinstated. The LVSC may grant the request of the coach or volunteer or, if the decision of the litigation was adverse to the person, may continue the suspension for a period specified by the Discipline

Committee, fine the person, terminate all membership of the coach or volunteer, or any combination of those authorized penalties.

In the event that any member learns of a coach or volunteer who has been involved in any activity deemed detrimental to the welfare of a minor child(ren), said member shall immediately notify the Chairman of the Discipline Committee. The Discipline Committee shall then make a thorough investigation into the validity of the charges against said coach or volunteer and shall prepare a report and present it to the Executive Board. The Executive Board shall then make a decision on whether or not to suspend the coach or individual.

- e) **Background Checks** – The LVSC and the Byram Township Ordinance(s) requiring all volunteers over the age of 18 years of age must submit to a criminal back ground check and fingerprinting.

**Section 2.04.4 – Parent** - A parent who is asked to leave or is removed from the sidelines during a game shall receive a one (1) game suspension. Any repeat action shall result it a complete banning of participation at any level in the LVSC sports for current season of play. .

- a) **No Appeal** – the above suspensions are MANDATORY and are not subject to appeal or reduction. In the event of a parent commits a subsequent offense in the same season, which subjects the parent to the increased penalty, the matter may be referred to the Discipline Committee. The Discipline Committee may impose additional sanctions or suspension – said additional Discipline Committee imposed sanctions are subject to appeal.

**Section 2.05 – Termination of Membership** – Any member must be terminated for the following reasons:

- 1) Failure to abide by the terms and provisions of these bylaws;
- 2) Failure to pay any fees set forth in Section 3.01.

**Section 2.06 – Appeals** – All adverse decisions by the LVSC Board of Directors against a member are subject to appeal, unless otherwise set forth in these by-laws, to a higher authority. However, the LVSC Board of Directors decision will stand unless a higher authority reverses the LVSC Board of Directors action. If you wish to appeal a LVSC Board of Directors decision, you should contact your District Commissioner. All appeals must be in writing and you must send a copy of your appeal, by certified mail, to the LVSC Board of Directors.

No LVSC member, referee or their representative may invoke the aid of the Courts of any State or of the United States without first exhausting all available remedies, as set forth in the bylaws of the USYSA. For violation of this rule, the offending party shall be subject to the sanctions of suspension and fines, and shall be liable to LVSC and other appropriate soccer organizations for all expenses incurred by the LVSC and its Officers, or any state and national association and their officers, as appropriate, in defending any court action, brought by said member, referee or their representative, including but not limited to the following:

1. Any and all court costs;

2. Any and all attorneys fees;
3. Any and all expenses imposed by the NJYSA or USYSA;
4. Reasonable compensation for time spent by LVSC, NJYSA and USYSA officer and employee in responding to and defending against any allegations set forth in the action, including responses to discovery and court appearances.
5. Any and all reasonable travel expenses.

## **ARTICLE III – FEES & REGISTRATION**

**Section 3.01 – Amount of Fees** – The Board of Directors have the sole authority to set the amount of fees to be charged for any player's participation in the LVSC program. Said fees shall be reviewed on a seasonal basis.

**Section 3.02 – Maximum Fees for Family of Three (3) or more** – any family who has three (3) or more players registered in any one (1) season in the recreational soccer leagues shall pay a maximum fee as set by the Board of Directors. Said fee shall be determined by adding the lowest and the highest fee charged during a season and then multiplying it by 1.5 times. For example, if the lowest fee is \$50 and the highest fee is \$100, then the maximum fee paid by the family shall be \$225. Said maximum fee shall be adjusted every time the Board of Directors increases the amount of fees set forth in Section 3.01 above. Excluded from this provision, are players registered in the MCYSA travel program.

**Section 3.03 – Registration** – Registration will be held three (3) times a year, once for the Fall Season; once for the Winter Season; and once for the Spring Season. Any member may opt to play in only one (1) season during the year and still retain all privileges of membership. Said privileges include the ability to vote at the Annual Meeting in June, provided that said member has registered during one (1) of the previous three (3) seasons immediately prior to the Annual Meeting.

## **ARTICLE IV – BOARD OF DIRECTORS**

**Section 4.01 – Board Responsibilities** – The Board of Directors shall be vested with all the authority and perform all the duties involved in the management of the LVSC as may be provided in these bylaws or as may be determined by resolution of the Board of Directors not inconsistent with the bylaws.

**Section 4.02 – Number on Board** – The Board of Directors shall consist of at least nine (9) but no more than seventeen (17) and shall always be an odd number. Only members in good standing can be nominated for a Board position.

**Section 4.03 – Executive Board** – The Executive Board shall consist of the President, Vice-President, Secretary, Treasurer, the KidSafe Coordinator, the Registrar and the three (3) Members at Large.

**Section 4.04 – Officers** – The Officers of the LVSC shall be elected by the Board of Directors and shall consist of a President, a Vice-President, a Secretary, a Treasurer, and if deemed advisable, additional Vice-Presidents and such other Officers as may be prescribed by these bylaws. Any Officer may also hold one or more Board positions,

except that no Officer shall execute, acknowledge or verify any instrument in more than one capacity, if the instrument is required by law or these bylaws.

Any Officer elected, as herein provided, shall hold the office until expiration of his or her term which he or she is elected to until he or she resigns, is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever comes first.

**Section 4.04.1 – President** – The President shall be the Chairperson at all meetings of the Board of Directors. The President shall have all of the general powers and duties, which are vested in the office of the President, under the laws of New Jersey. Subject to the control of the Board of Directors, the President shall have such other powers and duties, as may be prescribed by the Executive Board or these bylaws.

**Section 4.04.2 – Vice-President** – The Vice-President shall assume the duties of the President whenever the President shall be absent or unable to act. If the Vice-President is unable to act, the Board of Directors shall appoint some other member of the Board of Directors to do so on a temporary basis. The Vice-President shall also be Chairman of the Discipline Committee. The Vice-President shall also perform such other duties as shall be placed upon the Vice-President from time to time by the Board of Directors or these bylaws.

**Section 4.04.3 – Secretary** – The Secretary shall keep the minutes of all meetings of the Board of Directors. The Secretary shall have charge of the books and records of the LVSC and shall perform all other duties incident to the office of Secretary, including, but not limited to, the giving of notices of meetings of the Board of Directors, may prescribed by law or these bylaws.

**Section 4.04.4 – Treasurer** – The Treasurer shall be the Chief Financial Officer of the LVSC. The Treasurer shall have charge of all bank accounts and shall have the responsibility for keeping or causing to be kept, full and accurate accounts of all transactions of the LVSC. The Treasurer shall disburse all funds of the LVSC as may be ordered by the Executive Board or as voted by a majority of the Board of Directors and shall also perform such other duties as shall be placed upon the Treasurer from time to time by the Board of Directors or these bylaws.

**Section 4.04.5 – Term of Officers** – The President, Vice-President, Secretary and Treasurer shall serve terms of two years. The President and Treasurer shall be elected on even years and the Vice-President and Secretary shall be elected on odd years.

**Section 4.04.6 – Restriction on Officers** – No individual shall be able to serve as President or Vice-President until he or she has served at least one (1) full year on the Board of Directors.

**Section 4.04.7 – Resignation of Officer** – the Board of Directors shall at the next duly called meeting shall by a vote of the majority present replace any Officer who resigns during his term. Said replacement Officer shall complete the resigning Officer's term.

**Section 4.05 – Other Board Positions** – All other Board positions shall be elected by a majority the members of LVSC at its annual meeting in June. The term for said positions shall be one (1) year.

**Section 4.05.1 – Kidsafe Coordinator** – The Kidsafe Coordinator shall be responsible for collecting and maintaining all KidSafe disclosure statements of each coach and volunteer actively participating in the LVSC. The KidSafe Coordinator shall also be responsible for communicating the KIDSafe guidelines for the purpose of fostering a safe environment for the youth of the LVSC, as well as any other duties and responsibilities as assigned by the Board of Directors.

**Section 4.05.2 – Registrar** – The Registrar will be responsible for player registration sessions as well as recording and storage of all permanent records as required by the Board of Directors, together with any other duties and responsibilities as assigned by the Board of Directors.

**Section 4.05.3 – Member at Large** – Each town, namely Byram, Stanhope and Netcong shall have a Member at Large. Each member of large shall be elected by the members and shall serve on the Executive Board.

**Section 4.06 – Removal of Board Member(s)** – Failure to attend two (2) consecutive meetings of the Board without explanation is grounds for removal from the Board. Failure of any Board Member to carry out the duties and responsibilities of their position is grounds for removal. A majority vote of the full Board is necessary for removal of any Board member.

**Section 4.07 – Leave of Absence** – any Board member may request and be automatically granted a six (6) month leave of absence, upon written notice. At the end of six (6) months, the Board shall inquire into and may grant at its discretion an additional six (6) month leave of absence. At the end of one (1) year, the Board shall ask that the Board member resign. During the leave of absence, the Board of Director, by a majority vote, may replace the member on a temporary basis.

**Section 4.08 – Compensation** – no member of the Board of Directors shall receive any salary or stipend for their services to the LVSC. Upon Board approval, Board Members may be reimbursed for out-of-pocket expenses incurred in carrying out his or her duties as a Board Member. Directors may also be given nominal gifts or tokens of appreciation by LVSC for recognition of services performed.

**Section 4.09 – Vacancies** – a vacancy in any office may be filled by the Executive Board, by a majority vote, for a time set forth by the Executive Board, but cannot exceed the unexpired portion of the term.

**Section 4.10 – Director Conflict of Interest** – Nothing herein shall prohibit a Board Member from entering into a contract and being compensated for services or supplies furnished to the LVSC, in a capacity other than as a Board Member, provided that the Board Member's interest is disclosed to the Board of Directors at which a quorum is present, excluding the Board Member with whom the contract is made. The interested Board Member shall be entitled to be present at the meeting, but must leave the room during the discussion of said contract.

## **ARTICLE V – MEETINGS**

**Section 5.01 – Meetings** – Meetings of the Board of Directors shall be held at such place as may be determined by the Board of Directors.

**Section 5.02 – Annual Meeting** – The Annual meeting of the Members of the LVSC for the election of the Directors and such other business as may be brought before the meeting, shall be held on the first Friday in June at 7:00PM in each year.

**Section 5.03 – Monthly Meetings** – Monthly meetings of the Board of Directors shall be held without notice on the first Friday of the month. The meeting shall start at 7:00PM at such place as may be designated by the Chairman of the Board of Directors.

**Section 5.04 – Special Meetings** – Special meetings may be called by the President, or any member of the Executive Board at the request of or on behalf of any member of the LVSC upon written request to the president outlining the items to be discussed at said meeting. Notice of any Special Meeting must be in writing to board members stating the place, day and time of the meeting and notification emailed to all board members 5 day prior to meeting date.

**Section 5.05 – Directors Voting, Quorum** – A Quorum shall consist of at least five (5) but no less than sixty percent (60%) of the current number of Directors, or any Committee thereof, for the purpose of transacting business. Except as provided by law, no business shall be considered by the Board of Directors at any meeting for which a quorum is not present. Furthermore, the only motion, which the Chair shall entertain, where a quorum is not present, is a motion to adjourn. When a meeting is adjourned for a lack of quorum, it shall not be necessary to give any notice of the time and place of the adjourned meeting or the business to be transacted at such meeting.

The Directors present at a duly called and held meeting, at which a quorum is initially present, may continue to do business notwithstanding the loss of a quorum at the meeting due to a withdrawal of one or more Directors from the meeting, provided that any action thereafter taken must be approved by a majority of the required quorum for the meeting or such greater percentage as may be required by law.

Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present of the Board of Directors, or of any committee thereof, shall be the act of the Board of Directors or any Committee. Any action, required to be authorized by a vote of the Board of Directors, shall be rescinded or modified only by a like vote.

**Section 5.06 – Voting** - Only Board members in good standing may vote on motions raised during the monthly meeting of the LVSC Board of Directors. A member in good standing is defined as a member who has attended the previous two meeting prior to a meeting in which that board member would like to vote.

**Section 5.07 – No Proxies** – No member is allowed to attend any meeting or participate in any vote by proxy.

## **ARTICLE VI – ELECTIONS**

**Section 6.01 – Members** – Members of the Board will be elected in two categories: by members and the Board itself. Officers of the Board of Directors shall be held at such place as may be determined by the Board of Directors.

**Section 6.02 – Limit of Votes** – Each family unit shall be entitled to only one (1) vote at the Annual Meeting. Therefore, if a person qualifies as a parent of a player or coach, then no other person in his/her immediate family is able to vote.

**Section 6.03 – Majority of Votes** – Any board member elected by a majority of the votes casts at the Annual Meeting will be considered elected by a majority of the members of LVSC.

**Section 6.04 – Secret Ballot** – Elections shall be held by secret ballot at the Annual Meeting. The Chairman of the Nominating Committee together with one (1) other Board Member shall be responsible for counting the votes and declaring the winners.

**Section 6.05 – Manner of Vote** – A vote in the election of the Board of Directors shall be conducted in such manner as the Executive Board shall determine.

## **ARTICLE VII – COMMITTEES**

The Board of Directors is authorized to create any Committee they see as needed to help the LVSC in overseeing the running of the Lenape Valley Soccer Program. All committees shall have at least one (1) currently active Board member, as well as at least four (4) but no more than six (6) individuals that are members in good standing. The Board member of the Committee shall act as the Chairperson of the Committee. Furthermore, the Board of Directors shall set forth guidelines for which the Committees are to adhere and follow.

## **ARTICLE VIII – NOMINATING COMMITTEE**

**Section 8.01 – Committee Members** – The Nominating Committee shall consist of the Vice-President together with two (2) other active Board Members and two (2) members in good standing.

**Section 8.02 – Time Frame** – The Nominating Committee shall be organized during the February Board Meeting and shall present a slate of candidates at the April Board Meeting.

**Section 8.03 – Nominations** – The Nominating Committee shall solicit nominations from every member in good standing. Said solicitation shall be made in a manner determined by the Committee. All nominees for elected office must be approved by the Nominating Committee. Any other policies and procedures necessary for the approval of the nominations shall be established by the Board of Directors.

## **ARTICLE IX – CONTRACTS, GIFTS, BOOKS & RECORDS**

**Section 9.01 – Contracts** – The Executive Board may authorize any Officer, Agent of the LVSC, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the LVSC.

**Section 9.02 – Gifts** – The Executive Board or any Member of the Board of Directors may accept, on behalf of the LVSC, any contribution, gift, bequest or devise to the LVSC for any general or specific purpose of the LVSC.

**Section 9.03 – Lobbying and Political Campaign Activities** – No part of the activities of the LVSC shall consist of carrying on propaganda or otherwise attempting to influence legislation, and the LVSC shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

**Section 9.04 – Books & Records** – The LVSC shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Members, Executive Board, Board of Directors and any Committees. Said records shall be kept at its registered or principal office. All books and records of the LVSC may be inspected by any Member, his agent or attorney, for any proper purpose, provided reasonable notice is given.

**Section 9.05 – No Private Inurement** – No part of the net income or net assets of the LVSC shall inure to the benefit of, or be distributable to, its Directors, Officers, Members or other private persons.

## **ARTICLE X – AMENDMENTS**

Any amendments or alterations of the By-Laws shall be presented to the Board at a regular meeting of the Board and will be voted on at the next regular Board meeting. Ratification of any amendment or alteration shall be by two-thirds (2/3) of the Board members present.

## **ARTICLE XI – LOCAL RULES**

The Executive Board is authorized to create any Local Rule which they determine is needed to help the LVSC in overseeing the running of the Lenape Valley Soccer Program.

## **ARTICLE XII – DISSOLUTION**

Upon dissolution of the LVSC, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the LVSC, dispose of all the assets of the LVSC to such organization or organizations which are organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1986, or any successor thereto, as the Board of Directors shall determine in their sole discretion.