

# Los Alamos Youth Soccer League

P.O. Box 649, Los Alamos, NM 87544

<http://www.laysl.org>



## Bylaws of the Los Alamos Youth Soccer League

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## **ARTICLE I. PURPOSE**

The specific purposes for which the League is organized are as follows:

- a) To cultivate and promote the game of soccer among our youth;
- b) To develop and sustain the spirit and character of the players;
- c) To promote the highest standards of performance and sportsmanship in soccer by training and coaching;
- d) To develop youth physically;
- e) To collectively represent and safeguard the common interest of the members of the League.

## **ARTICLE II. OFFICES**

The principal office of the League in the State of New Mexico shall be located in the County of Los Alamos. The League may have such other offices, either within or without the State of New Mexico, as the Board of Directors may determine or as the affairs of the League may require from time to time.

The League shall have and continuously maintain in the State of New Mexico a registered office and registered agent whose office is identical with such registered office. The registered office may be, but need not be, identical with the principal office in the State of New Mexico, and the Board of Directors may change the address of the registered office from time to time.

## **ARTICLE III. AFFILIATION**

The League has voluntarily affiliated with the New Mexico Youth Soccer Association (NMYSA) (the National State Association of US Youth Soccer for New Mexico) and the United States Soccer Federation (USSF). By that affiliation, the League has agreed to conform to the US Youth Soccer national program, as implemented in New Mexico through NMYSA. The League agrees to be governed by the provisions of the Constitution and Bylaws of NMYSA, US Youth Soccer, and USSF. Where a conflict exists between these League Bylaws and the Constitution and Bylaws of the state or national youth soccer organizations listed, the provisions contained in the Constitution or Bylaws of those organizations will prevail.

## **ARTICLE IV. MEMBERS**

### **Section 1. Classes of Members**

The League shall have two classes of members: voting and nonvoting.

### **Section 2. Qualification of Members**

- a) A voting member shall be a parent or legal guardian of any player registered during the current seasonal year, a head coach or assistant coach of any team registered with the League, a

coordinator, a Board member, or any person over the age of sixteen who shall have been delegated duties or powers by the Board sometime during the current seasonal year (September 1 through August 31).

- b) Registered offenders are not permitted to be coaches, assistant coaches or any other volunteer position in the league.

The default is children of registered offenders are not permitted to play, UNLESS:

- the offender presents themselves in person before a greater than 2/3rds LAYSL board membership and pleads their case with the agreement (in writing) that they will adhere to all rules explicit and implied the Board decides pertinent for that individual;
- the Board will take due diligence to investigate public record, past performance in other social activities, clubs, etc. to include interviews, documents, records, etc. to establish the basis for making an informed and fact-based decision;
- the Board will decide actions to be implemented to ensure that children are safe; this includes the possibility that the offender has to pay for the hiring and paying of an off-duty law enforcement to escort them on and around the field of play;
- Decision of applicant acceptance will be based upon a vote of the Board after all the above has been performed and only with a greater than 2/3rds vote.

Violation of the established rules for participation is grounds for immediate expulsion and banning from future participation.

- c) A nonvoting member shall be any player registered during the current seasonal year and any paid contractor affiliated with the League.

### **Section 3. Rights, Obligations and Privileges**

The rights, obligations and privileges of all members of the League shall be equal - except for the privilege of voting as defined in Article IV, Section 2 and that only a member under the age of nineteen may participate as a player - and shall include, but not be limited to, the right to be represented at meetings, hold office, attend all meetings of the League and the Board and receive all publications furnished to members by or through this League.

### **Section 4. Requirements of Members**

All members shall abide by the Articles and Bylaws, the rules and regulations as set forth by the Board of Directors, and all rules and regulations of NMYSA, US Youth Soccer, and USSF, Youth Division.

### **Section 5. Transfer of Membership**

Membership shall not be transferable.

### **Section 6. Voting Rights**

The number of votes which members who are eligible to cast by virtue of being parents or legal guardians of registered players shall be equal to the number of registered players in the family. The number of votes which members who are eligible to vote by virtue of their responsibilities as defined in Section 2 (a) of this Article may cast shall be equal to the number of registered players in the member's family, if any, plus one vote for each qualifying position held. In the event that both parents or legal guardians shall vote simultaneously, each shall be entitled to cast a number of votes

equal to one-half of the registered players in the family plus any vote(s) to which they are individually entitled by virtue of their responsibilities as defined in Section 2 (a) of this Article.

#### **Section 7. Voting by Mail or Proxy**

Voting by mail or proxy shall not be permitted.

#### **Section 8. Membership Fee**

The Board shall set the annual membership fee of this League each year.

### **ARTICLE V. MEETINGS OF MEMBERS**

#### **Section 1. Annual Meeting**

The annual meeting of the members shall be held during the months of March or April in each year at a time and date as shall be fixed by the Board of Directors, for the purposes of electing officers and for the transaction of such other business as may come before the meeting. If the day fixed for the annual meeting shall be a legal holiday in the State of New Mexico, such meeting shall be held on the next succeeding business day unless otherwise fixed by the Board. If the election of directors shall not be held on the day designated herein for any annual meeting of the members, or at any adjournment thereof, the Board of Directors shall cause the election to be held at a special meeting of the members as near thereto as conveniently may be.

#### **Section 2. Special Meetings**

Special meetings of the members for any purpose or purposes, unless otherwise prescribed by statute, may be called by the President or shall be called by the President at the request of not less than one-tenth of all existing members of the League entitled to vote at the meeting or of at least five (5) Directors.

#### **Section 3. Place of Meetings**

The Board of Directors may designate any place within the County of Los Alamos as the place of meeting for any annual meeting or for any special meeting called by the Board of Directors.

#### **Section 4. Notice of Meeting**

Written notice stating the place, day and hour of the meeting and, in the case of a special meeting, the purpose or purposes for which the meeting is called, shall, unless otherwise prescribed by statute, be delivered not less than seven (7) nor more than thirty (30) days before the date of the meeting, either personally, in a newspaper published within the County of Los Alamos, or by mail, by or at the direction of the President, or the Secretary, or the officer or other persons calling the meeting, to each member of record entitled to vote at such meeting. If mailed, such notice shall be addressed to the parent/guardian of each registered player at his/her address as it appears on books of the League and shall be deemed to be delivered when deposited in the United States mail with postage thereon paid.

#### **Section 5. Closing of Books or Fixing of Record Date**

For the purpose of determining members entitled to notice of or to vote at any meeting of members or any adjournment thereof, or in order to make a determination of members for any other proper purpose, the Board of Directors of the League may provide that the membership book shall be closed for a stated period but not to exceed, in any case, thirty (30) days. If the membership book

shall be closed for the purpose of determining members entitled to notice of or to vote at a meeting of members, such books shall be closed for at least ten (10) days immediately preceding such meeting. In lieu of closing the membership book, the Board of Directors may fix in advance a date as the record date for any such determination of members such date in any case to be not more than thirty (30) days and, in the case of a meeting of members, not less than ten (10) days prior to the date on which the particular action, requiring such determination of members, is to be taken. If the membership books are not closed and no record date is fixed for the determination of members entitled to notice of or to vote at a meeting of members, the date on which notice of the meeting is mailed shall be the record date for such determination of members. A determination of members entitled to vote at any meeting shall apply to any adjournment thereof.

### **Section 6. Voting Record**

The officer or agent having charge of the membership book of the League shall make a complete record of the members entitled to vote at each meeting of members or any adjournment thereof, with the address of each. Such record shall be produced and kept open at the time and place of the meeting and shall be subject to the inspection of any members during the whole time of the meeting for the purposes thereof.

## **ARTICLE VI. CLUBS**

### **Section 1. Club Construction**

Clubs in the League shall consist of but not be restricted to Los Alamos and White Rock Clubs, may include clubs or teams from surrounding communities, and may have community-wide and surrounding communities' clubs or teams. It may also include competitive-level clubs that may include teams with players from the Los Alamos town site area, the White Rock area and surrounding communities.

### **Section 2. Requirements of Clubs**

Clubs shall submit to the League Registrar:

- A. Full payment of all League, NMYSA, US Youth Soccer, and USSF dues and fees for each team in the club. These fees shall be deemed to be paid in the normal League registration process.
- B. A completed NMYSA and LAYSL player registration form for each player in the club.
- C. Proof of age as specified by the USSF, Youth Division rules when required. Such proof of age need not be retained by the League, but shall be available in the event a player's age is challenged by another club and for tournament play requirements when applicable.

### **Section 3. Participation.**

No player may participate in any game or other League activity until the player has complied with all of the requirements of Section 2 above. Possession of a current USSF card bearing the NMYSA validation stamp shall constitute proof of player registration for games with other Leagues. For games within the League, team rosters, as held by the League Registrar, are sufficient.

## **ARTICLE VII. BOARD OF DIRECTORS**

### **Section 1. General Powers**

The business and affairs of the League shall be managed by its Board of Directors, hereinafter called the Board. It shall have, among others, the following powers:

- a) To manage the League with full power to conduct all business of this League subject only to the Articles and Bylaws;
- b) To establish rules and regulations of this League, not inconsistent with these Bylaws, to govern its organization, procedures and conduct;
- c) To create special committees of this League;
- d) To submit to the membership a report of the activities of the Board at least once a year;
- e) To adopt rules, regulations, and standing rules to govern the members and to provide for its financial support;
- f) To enforce the Laws of the Game as prescribed by the NMYSA and USSF; enforcement of NMYSA and USSF registration requirements; negotiation with the County of Los Alamos, Los Alamos County Schools and other organizations and individuals to acquire fields for practice and games; establishment of League practice and playing seasons; scheduling of League games and playing fields; establishment and enforcement of rules for League tournaments, competitions, and championships; establishment and enforcement of disciplinary procedures; resolution of protests and conflicts; approval or disapproval of membership application;
- g) To discipline any member for violating rules and regulations or violating these Bylaws or standing rules;
- h) To hire a contract Registrar(s) who shall provide for player registration and such other duties as directed by the Board;
- i) To hire a Director of Coaching and Player Development (DoCPD) to provide leadership and direction to both the recreational and competitive soccer programs of LAYSL that will foster an environment of fun, enjoyment, and accomplishment for all levels of soccer players while molding these programs into one coherent soccer program or club;
- j) No paid contractor may be related to any voting member of the Board; and
- k) To perform any other duties as are prescribed by these Bylaws.

### **Section 2. Number, Qualifications and Tenure**

The number of Directors of the League shall be eight(8). The Board shall consist of the eight elected Directors of the League as described in Article VIII. A Director must have been a voting member prior to his/her election. His/her tenure shall be from his/her election or appointment until his/her removal, resignation, death or until his/her successor is elected at the end of his/her term.



### **Section 3. Regular Meeting**

A regular annual meeting of the Board of Directors shall be held without other notice than this Bylaw immediately following the annual meeting of the members.

### **Section 4. Special Meetings**

Special meetings of the Board of Directors may be called by or at the request of the President or any five (5) Directors. The person or persons authorized to call special meetings of the Board of Directors may fix any place within the County of Los Alamos as the place for holding any special meeting of the Board of Directors.

### **Section 5. Notice**

Unless waived as stated below, notice of any special meeting shall be given at least seven (7) days previous thereto by written notice delivered personally or mailed to each Director at his/her home address or e-mailed to each Director at his/her e-mail address of record. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, so addressed, with postage thereon prepaid. Any director may waive notice of any meeting either verbally or in writing. The attendance of a Director at a meeting shall also constitute a waiver of notice of such a meeting, except where a director attends a meeting for the express purpose of objecting to the transactions of any business because the meeting is not lawfully called or convened. Neither the business to be transacted, nor the purpose of any regular or special meeting of the Board of Directors need be specified in the notice or waiver of notice of such meeting.

### **Section 6. Voting**

Each of the eight elected Directors shall have one vote. Proxy votes shall be permitted only if written and for specific agenda items; no blanket proxies shall be permitted.

### **Section 7. Manner of Acting**

The act of the majority of the Directors present shall be the act of the Board of Directors. A minimum of five affirmative votes shall be required at all times.

### **Section 8. Action Without a Meeting**

Any action required or permitted to be taken by the Board of Directors may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall be signed by two-thirds of the presently constituted Board. Actions requiring immediate decisions may be authorized by the result of a telephone or e-mail poll of the Board by the President, Vice-president, or duly designated Board member. The results of each telephone or e-mail poll shall be reported and confirmed at the next regular meeting of the Board of Directors.

### **Section 9. Vacancies**

Any vacancy of an elected office occurring on the Board of Directors may be filled by election or appointment. A new Director may be elected at the next meeting of the Board of Directors after a search for suitable candidates and their presentation to the Board. A Director elected to fill a vacancy in this manner shall be elected for the unexpired term of his/her predecessor in office. Alternatively, the Board may choose to appoint "acting" Board members to the vacant positions until an election can be held. The term for appointed members of the Board shall not extend past the annual meeting following their appointment. Any directorship to be filled by reason of an increase in the number of Directors shall be filled by the members of the League at the same meeting at which the number of positions on the Board was increased, for a term of office as

established by the action creating the new position.

### **Section 10. Removal**

Any Director may be removed for cause by the unanimous vote of the balance of the presently constituted Board of Directors. Specific charges and supporting data shall be provided in writing as a part of any request for removal. Such request shall be signed by at least 3 current Board members. Any Director who misses 3 consecutive meetings without being excused by the President or presiding officer may be removed by a majority vote of the Board. Any vacancy created by removal of a Director shall be filled in accordance with Article VII, Sections 2 and 9.

## **ARTICLE VIII. OFFICERS**

### **Section 1. Number**

The elected officers of the League shall be President, Vice President, Secretary/Treasurer, Recreational Program Coordinator, Competitive Program and Event Coordinator, Referee Coordinator, Fields Coordinator, and Equipment Coordinator. The same person may hold no two or more elected offices.

### **Section 2. Election and Term of Office**

The officers of the League shall be elected at the annual meeting. The term of office shall be two (2) years. The President, Recreational Program Coordinator, Referee Coordinator, and Fields Coordinator, shall be elected in even-numbered years; the Vice President, Secretary/Treasurer, Competitive Program and Event Coordinator, and Equipment Coordinator, shall be elected in odd-numbered years. Each officer shall hold office until his/her successor shall have been duly installed or until his/her death or he/she shall have resigned or shall have been removed in the manner provided in Article VIII. The officers shall be installed immediately following their election. In consideration of program continuity, outgoing Board members shall overlap two months with newly elected Board members. All officers may be re-elected to any office without restriction.

### **Section 3. President**

The President shall be the principal executive officer of the League and, subject to the control of the Board of Directors, shall, in general, supervise and control all the business and affairs of the League. He/she shall, when present, preside at all meetings of the members and the Board of Directors. He/she may sign, with any other officer of the League, bonds, contracts, or other instruments which the Board of Directors and execution thereof shall be expressly delegated by the Board of Directors or these Bylaws to some other officer or agent of the League or shall be required by law to be otherwise signed or executed. In general, shall perform all duties incident to the office of the president and other duties as may be prescribed by the Board of Directors from time to time including, but not limited to, the following:

- a) Serve as an official representative of the League for the purpose of advancing the objectives and policies of the League;
- b) Call special meetings of the League and of the Board of Directors;
- c) Serve as one of the authorized signatures for bank checks in payment of League activities;

- d) Attend meetings of our National State Association (NMYSA) as required; provide League reports to them as required; assure League participation in and execution of our voting rights at the NMYSA Annual General Meeting;
- e) Publicize training opportunities and camps; and Schedule and coordinate soccer camps.
- f) Serve as the League's "hiring official" for its contractor positions; and
- g) Perform such other duties as may be provided by these Bylaws.

#### **Section 4. Vice President**

In the absence of the President or in the event of the President's death, inability or refusal to act, the Vice-president shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to perform such other duties as may be assigned by the Board of Directors or the President. By NMYSA regulations, the Vice-president also serves as the League's Risk Management Officer, in accordance with the formal NMYSA Risk Management Program. The Vice President shall also perform the following public relations and training duties:

- a) Be the liaison between the League and the media;
- b) Publicize registration, tournaments, training, camps, and other soccer-related events which may occur;
- c) Be responsible for a newsletter for League members;
- d) Serve as the Board's liaison to the webmaster for the League web site to disseminate pertinent League information;
- e) Be responsible for programs or other informational materials, as requested, for League-hosted tournaments (such as US Youth Soccer New Mexico Open State Cup preliminary rounds if LAYSL is selected to host, Chevy Recreational Festival, etc.);
- f) Provide programs and materials necessary for the development of coaches and players within the League;
- g) Work with the NMYSA Director of Coaching and his/her regional staff to schedule appropriate coach training opportunities;
- h) Support the NMYSA risk management programs toward appropriate levels of licensing and certification for all League coaches;
- i) Publicize training opportunities and camps; and Schedule and coordinate soccer camps; and
- j) Perform other duties that may from time to time be assigned to him or her.

#### **Section 5. Secretary/Treasurer**

The Secretary/Treasurer shall:

- a) Keep the minutes of the meetings of the members and of the Board of Directors;
- b) Work with the Publicity Coordinator to ensure that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;
- c) Be custodian of the records of the League;
- d) Have charge and custody and be responsible for all funds, securities and deeds of the League;
- e) Receive monies due and payable to the League from any source whatsoever, and deposit all monies in the name of the League in such banks, trust companies or other depositories as shall be selected in accordance with the provision of Article XIV of these Bylaws;
- f) Oversee the collection of fees from the members by the Registrar;
- g) Report to the League on its financial status when requested by the Board;
- h) Prepare an itemized financial statement for each Annual Meeting;
- i) Propose membership fees, a schedule of commissions and other sources of income to cover expenses in the next fiscal year, and to report on foreseeable expenses;
- j) Reimburse persons such fees as they are entitled under the rules and regulations of the League in a timely fashion; and
- k) In general, perform all the duties incident to the offices of Secretary or Treasurer and any other such duties which may from time to time be assigned to him/her by the President or the Board of Directors.

## **Section 6. Recreational Program Coordinator**

The Recreational Program Coordinators shall:

- a) Organize teams and allocate registered players in the appropriate age groups among the recreational teams so as to establish balanced teams within Los Alamos and White Rock;
- b) Appoint coaches for each team in the recreational program;
- c) Act as ombudsman for recreational players and coaches;
- d) Notify coaches of possible high school conflicts;
- e) Appoint coordinators for each division within the League or otherwise delegate their responsibilities; and
- f) Work together to provide game schedules for all recreational teams in the League.

## **Section 7. Competitive Program and Event Coordinator**

The Competitive Program and Event Coordinator shall:

- a) Interface with the Competitive Program Registrar;
- b) Interface with coaches to be sure all paperwork is in place for teams and players, uniforms are ordered, etc.;
- c) Serve as ombudsman for Competitive Program and YTS players and coaches;
- d) Coordinate Competitive Program support (paperwork, uniforms, extra fees, administrative information for parents, practice field scheduling); and
- e) Coordinate all tournaments (both recreational and competitive) hosted by the League.
- f) Provide programs and materials necessary for the development of coaches and players within the League;
- g) Work with the NMYSA Director of Coaching and his/her regional staff to schedule appropriate coach training opportunities;
- h) Support the NMYSA risk management programs toward appropriate levels of licensing and certification for all League coaches;

## **Section 8. Referee Coordinator**

The Referee coordinator shall:

- a) Work with the District Referee Administrator to assure proper training and registration of LAYSL referees (before both fall and spring seasons);
- b) Maintain list of all certified League referees;
- c) Survey active referees as to schedule preferences before each season;
- d) Assign referees to LAYSL scheduled recreational and competitive matches held in Los Alamos (assignments in accordance with State guidelines);
- e) Review and approve game reports;
- f) At the conclusion of each season, transmit to the Secretary/Treasurer a list of referee fees to be paid; assist Secretary/Treasurer in disbursing these payments;
- g) Chair the disciplinary committee appointed by the League President to hear disciplinary and protest issues in accordance with State guidelines; and
- h) Be a USSF Certified Assignor or be willing and able to become an Assignor in accordance with the time requirements specified by USSF for new Assignors.

## **Section 9. Fields Coordinator**

The Fields Coordinator shall:

- a) Provide for practice and playing fields for all recreational and competitive teams through liaison with the Los Alamos County Parks and Recreation Department and Los Alamos Public Schools;
- b) Provide a schedule of practice times and games for all teams in the League (recreational and competitive);
- c) Ensure the fields are prepared for enjoyable and safe play and practice for the game of soccer;
- d) Support field requirements for League-hosted external matches held in Los Alamos;

## **Section 10. Equipment Coordinator**

The Equipment Coordinator shall:

- a) Be responsible for providing equipment necessary for the game of soccer in accordance with the policies of the Board of Directors (soccer balls, uniforms, cones, ball bags, etc.);
- b) Make recommendations to the Board for equipment accountability and life-cycle management; and
- c) Prepare for the Board a semi-annual inventory of the equipment owned by the League.

## **Section 11. Salaries**

No salaries shall be paid to the officers, but members may be reimbursed for out-of-pocket expenses or other justifiable expenses incurred on behalf of the League. However, members of the League may be paid an amount fixed by the Board for duties performed on behalf of the League. The Referee Coordinator will be reimbursed for expenses required for training and certification as a USSF Certified Assignor.

# **ARTICLE IX. CONTRACT PERSONNEL**

## **Section 1. General**

The Board of Directors may hire contract personnel to perform specific functions for the League. Such contract personnel are not members of the Board and shall have no vote in organizational matters. Contract personnel shall be required to report periodically on their accomplishments to the Board.

## **Section 2. Contract Registrar(s)**

The Board of Directors shall hire a paid part-time contractor(s) to serve as its Registrar(s). The Registrar function supports both the Recreational and Competitive Programs of the League, as described in the responsibilities of Sections 3 and 4 immediately below. At the Board's discretion, either one individual may be hired as Registrar to the entire League, or separate Registrars may be hired to support the Recreational and Competitive Programs, so long as the functions listed in Sections 3 and 4 are accomplished.

### **Section 3. Contract Recreational Program Registrar**

The League's Recreational Program Registrar, a paid part-time contractor, shall:

- a) Serve as the initial point of contact for the League, answering inquiries and directing people with non-registration concerns to the appropriate person;
- b) Work with the Competitive Program Registrar to prepare registration letters and packets; distribute forms to previous Recreational Program registrants and the general public;
- c) Maintain the computer databases for the League's Recreational Program, including teams, coaches, coach assignments; process all Recreational Program registration forms and enter team assignments for players;
- d) Organize and run walk-in registration nights; collect and deposit Recreational Program registration fees; maintain "registration" bank account records;
- e) Assist with tournament credential checks;
- f) Attend appropriate meetings (NMYSA Registrar and AGM meetings; LAYSL Board and Annual meetings; draft, registration and coordinator meetings); prepare reports as required;
- g) Work with Publicity Coordinator on press releases, flyers and other publicity needs, including hanging the registration banner;
- h) Prepare bulk mailings and work with Post Office;
- i) Prepare player pass cards, if needed.

### **Section 4. Contract Competitive Program Registrar**

The League's Competitive Program Registrar, a paid part-time contractor, shall:

- a) Answer all inquiries concerning the League's Competitive Program, and redirect other inquiries to the appropriate person;
- b) Work with the Recreational Program Registrar to prepare registration letters and packets; distribute forms to previous Competitive Program registrants;
- c) Maintain the computer databases for the League's Competitive Program, including teams, coaches, coach assignments; process all Competitive Program registration forms and enter team assignments for players;
- d) Assist with the walk-in registration nights; collect and deposit Competitive Program registration fees; maintain "registration" bank account records;
- e) Organize and run tournament credential checks;
- f) Attend appropriate meetings (NMYSA Registrar and AGM meetings; LAYSL Board and Annual

meetings; assist at player draft if needed); prepare reports as required;

- g) Prepare Competitive Program player and tournament credentials.

### **Section 5. Contract Director of Coaching and Player Development**

The Board of Directors may hire a paid contractor to serve as the League's Director of Coaching and Player Development, who shall:

- a) Define and implement a format for the LAYSL recreational program that is fun, enjoyable, and promotes participation;
- b) Provide coach training and informal parent education sessions; train all volunteers to provide a safe, productive, and fun soccer experience for LAYSL players;
- c) Recruit, choose, and supervise all LAYSL competitive coaches; set the criteria for selecting coaches and provide feedback and support for their growth; conduct or provide training and licensure sessions for LAYSL coaches that are local and in concert with NMYSA youth coach training objectives; organize and implement tryouts for the competitive teams following the spring season;
- d) Develop a player development curriculum and coaching resource (a graduated progression of focus) which is age-appropriate and in concert with USSF and NMYSA for both recreational and competitive programs;
- e) Conduct functional training sessions for individual competitive teams on a rotating basis; create opportunities for skill development to all players in the program throughout the year;
- f) Interface with NMYSA and secure a position on the NM Olympic Development Program coaching staff;
- g) Report on activities and accomplishments at all LAYSL Board meetings; submit proposals and updates regarding LAYSL activities; recommend club uniforms, equipment needs, future field needs, and extracurricular programs (*e.g.* camps, tournaments, mini-leagues, etc.);
- h) Interact with Los Alamos County with regard to soccer facilities and soccer activities within the county;
- i) Conduct seasonal coach and team evaluations for the competitive program; and
- j) Maintain membership in the NSCAA and attend the annual meeting.

### **Section 6. Referees**

The Referee Coordinator, on behalf of the Board of Directors, will contract with referees to officiate League matches. Referees are independent contractors and not employees of the League. The form of the contract between the League and a referee shall be approved by the Board of Directors and shall be made available from the LAYSL web site. The Referee Coordinator will regularly report referee accomplishments and issues to the Board.



## **ARTICLE X. COMMITTEES**

### **Section 1. Organization**

Committees of the League may be created by the Board to serve until the next Annual Meeting for the purpose of performing any duty not otherwise assigned by the Bylaws. The authority for appointing members of a committee shall be set forth in the action creating the committee.

### **Section 2. Composition of Committees**

Each committee shall be composed of an odd number of members.

### **Section 3. Eligibility**

All members of committees shall be members in good standing of the League prior to their appointments.

### **Section 4. Expenses**

The League may pay the expenses of each committee, provided these expenses are incurred in conformity with rules and regulations provided by the Board and provided further that the committee budget is approved by the Board of Directors.

### **Section 5. Common Duties of all Committees**

Each committee shall limit its expenses to the amount allocated for the purpose. Should an emergency arise, the authority for expending additional funds must have the approval of the Board of Directors. The chairman of each committee shall submit a report to the League.

### **Section 6. Nominating Committee**

The President shall appoint a nominating committee with approval of the Board no less than thirty days before the annual meeting. The committee shall be composed of three (3) members, no more than two of whom shall at the time of appointment be members of the Board. The committee shall nominate individuals for each of the specific Board positions as set forth in Article VIII. The committee shall make its report at least one week before the annual meeting.

## **ARTICLE XI. DISCIPLINE AND CONFLICT RESOLUTION**

The Board shall have the right and authority to suspend, bar or otherwise discipline any player or official, including coach, assistant coach, manager, official, or Board member for just cause.

### **Section 1. Disciplinary Committee**

If necessary, the President shall appoint a disciplinary committee of the Referee Coordinator, and two other persons and two alternates, with its membership divided as evenly as possible among the clubs. The Referee Coordinator shall chair the committee unless the dispute involves that Coordinator's actions. No person shall hear a case involving his or her child's team. The disciplinary committee shall hear all cases involving alleged violations of League, NMYSA or USSF rules of play or behavior and shall recommend appropriate action to the Board.

### **Section 2. Guidelines**

The disciplinary committee shall recommend guidelines for offenses and punishments consistent with NMYSA and USSF rules of play to the Board. The guidelines shall be a part of the rules and

regulations.

### **Section 3. Appeal**

Adverse rulings may be appealed to the Board who may at their discretion act on the appeal. Further appeals shall be in accordance with the detailed procedures set forth in the NMYSA General Procedures.

### **Section 4. Conflict Resolution**

If conflicts should arise, the initial attempts at resolution shall be among the interested parties and appropriate Board members. Any unresolved conflict among the DoCPD, members, players, and coaches may be proposed for resolution at any regularly scheduled meeting of the LAYSL Board. Such a proposal must be made in writing and received by the President two weeks prior to the scheduled meeting. The President shall notify both parties and the Board in writing at least one week prior to the scheduled meeting that the issue is to be placed on the agenda.

## **ARTICLE XII. RULES OF PLAY**

### **Section 1. Eligibility**

Only those players currently registered may participate in a scheduled League game or practice.

Registered offenders are not permitted to be coaches, assistant coaches or any other volunteer position in the league.

The default is: children of registered offenders are not permitted to play, UNLESS:

- the offender presents themselves in person before a greater than 2/3rds LAYSL board membership and pleads their case with the agreement (in writing) that they will adhere to all rules explicit and implied the Board decides pertinent for that individual;
- the Board will take due diligence to investigate public record, past performance in other social activities, clubs, etc. to include interviews, documents, records, etc. to establish the basis for making an informed and fact-based decision;
- the Board will decide actions to be implemented to ensure that children are safe; this includes the possibility that the offender has to pay for the hiring and paying of an off-duty law enforcement to escort them on and around the field of play;
- Decision of applicant acceptance will be based upon a vote of the Board after all the above has been performed and only with a greater than 2/3rds vote.

Violation of the established rules for participation is grounds for immediate expulsion and banning from future participation.

### **Section 2. Forfeits**

Any competitive program team forfeiting three or more games in a seasonal year may be removed from the League by vote of the Board. Any team so removed shall forfeit any claim in the assets of the League, including dues and fees paid.

### **Section 3. Rules of Play**

The rules of play shall be set forth in the rules and regulations.

#### **Section 4. Games**

Regularly scheduled League games shall take precedence over all other games and events of member clubs. The Board shall resolve special cases.

#### **Section 5. Post Season Play**

The Board, except for participation by established teams in appropriately sanctioned tournaments, must approve all post-season play.

#### **Section 6. Uniforms**

No commercial adornment shall be permitted on the players' uniforms.

#### **Section 7. Sponsorships and Fundraising**

Solicitation of sponsorships shall be the sole responsibility of the DoCPD and the Board. Individual players or teams may not solicit sponsorship arrangements or agreements. Players and teams may undertake fundraising to support tournament travel or other soccer expenses. Sponsorship is defined as accepting money or equipment from a business without performing any tasks or jobs in return. Fundraising includes activities where the team/players receive money in return for a service or job—*e.g.* car washes, dinners, and yard work.

#### **Section 8. League Representatives**

League representatives to Regional and State Tournaments shall be selected from among the teams in a manner to be set forth by the Board.

### **ARTICLE XIII. RULES OF ORDER AND AGENDA FOR CERTAIN MEETINGS**

#### **Section 1. Parliamentary Authority**

Robert's Rules of Order Revised shall govern the proceedings of the League in all cases not provided for in the Articles, Bylaws and standing rules of the League.

#### **Section 2. Election of Officers at Annual Meeting**

The election shall be made by ballot and the nominee receiving the majority of the votes cast at such meeting shall be declared elected. In case no candidate receives a majority of the votes cast, a runoff between the top two candidates shall be held at the same meeting until one candidate receives a majority. Nominations shall be by a nominating committee and shall also be accepted from the floor. Any person nominated for office must be physically present at the meeting or shall provide a letter of intent (available for the meeting) in order to confirm his or her willingness to serve in the position for which they have been nominated and to state their views on League issues for the membership.

#### **Section 3. Agenda and Standing Rules**

The agenda and standing rules of the Annual Meeting shall be as follows:

##### **a) Standing Rules**

i) Reports of the President, Secretary/Treasurer and Registrar(s). Reports shall be submitted in writing and presented to the Secretary/Treasurer for recording;

ii) Consideration of the League Finances. An annual statement shall be submitted to the membership at the annual meeting. In the event the statement submitted is not approved by the membership, all recommendations concerning changes shall be referred to the Secretary/Treasurer or a Budget Committee for the preparation of a revised statement. This revised statement shall be submitted to the membership as soon as possible. This procedure shall be repeated until the statement for the ensuing year shall be adopted.

iii) The Board shall set the schedule of commissions and other sources of income.

iv) Recommendations of Resolutions on Appropriations of Funds. Any recommendation or resolution presented at any meeting proposing an appropriation of funds of this League, including the annual statement, shall be referred to the Board for consideration and report, at the same time or at a later meeting, relative to the availability of funds.

b) Additional Rules:

Standing rules other than those stated in these Bylaws are any rules of procedure which this League desires and which cover points of lesser importance than those contained in these Bylaws. They may be created by a majority vote of the presently constituted Board without notice and abolished in the same manner.

#### **Section 4. Admission to Meetings**

Any League member who is not a member of the Board may attend Board meetings. Such member shall be admitted only as an observer and shall not actively participate in any meeting unless invited by the presiding officer. Any nonmember may be allowed to attend or participate at the invitation of the President or a majority of the presently constituted Board.

### **ARTICLE XIV. INDEMNITY**

The League shall indemnify any present or former director or officer of the League or their designated agents against all expenses actually and reasonable incurred by him or her in connection with the settlement or defense of any action, suit or proceeding, civil or criminal, in which he or she is involved or made a party by reason of being or having been such director or officer, except in relation to matters as to which he or she shall be adjudged in such action, suit or proceeding to be liable for negligence or misconduct in performance of duty to the League. The foregoing right of indemnification shall not be exclusive of other rights to which any director or officer may be entitled as a matter of law.

### **ARTICLE XV. CONTRACTS, LOANS, CHECKS AND DEPOSITS**

#### **Section 1. Contracts**

The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the League and such authority may be general or confined to specific instances.

## **Section 2. Loans**

No loans shall be contracted on behalf of the League and no evidences of indebtedness shall be issued in its name unless authorized by a resolution approved by a minimum of eight (8) members of the Board of Directors. Such authority may be general or confined to specific instances.

## **Section 3. Checks, Drafts, etc.**

All checks, drafts, or other such orders for the payment of money, notes or other evidences of indebtedness issued in the name of the League shall be signed by such officer or officers, agent or agents of the league and in such manner as shall be determined from time to time by resolution of the Board of Directors. Unless otherwise resolved, the Secretary/Treasurer and either the President, Vice President or Fields and Equipment Coordinator shall sign all League checks for over \$500. If any of the above officers is absent, incapacitated or unwilling to act, the Board may delegate signatory powers to another board member by a majority vote of the presently constituted Board. Checks for \$500 or less may be signed by either the President, Vice-president, or Secretary/Treasurer alone. Checks less than an amount to be set by a resolution of the Board, or checks for the sole purpose of payment of League registration fees to NMYSA, may be signed by one of the Registrars alone.

## **Section 4. Deposits**

All funds of the League not otherwise employed shall be deposited from time to time to the credit of the League in such banks, trust companies or other depositories as the Board of Directors may select.

# **ARTICLE XVI. FISCAL YEAR**

The fiscal year of the League shall begin on the first day of May and end on the last day of April each year.

# **ARTICLE XVII. WAIVER OF NOTICE**

Whenever an notice is required to be given to any member or Director of this League under the provisions of these Bylaws or under the provisions of the Articles of Incorporation or under the provisions of the New Mexico Business Corporation Act, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

# **ARTICLE XVIII. AMENDMENTS**

The foregoing Bylaws or Articles may be amended by a two-thirds affirmative vote of the members present and voting at a meeting of the members. Any proposed amendment shall be submitted to the membership at least fifteen (15) days prior to the date of the meeting.