

CONSTITUTION AND BY -LAWS OF THE
VALLEY SOCCER CLUB, INC.

ADOPTED 1985
AMENDED 2000
AMENDED 2003
AMENDED 2007
AMENDED 2008

This "Constitution and By-Laws of the Valley Soccer Club, Inc.", adopted in 1985, has been designed to establish guidelines and policies to govern Valley Soccer Club, Inc. It has been prepared in an effort to provide smooth transition and continuity for future generation of players, coaches, referees, officials and parents. While recognizing that Valley Soccer Club, Inc. is in existence for the benefit of the children, it is the hope that this "Constitution and By-Laws" will continue to promote the involvement of the entire family unit-- involvement which is essential to the very existence and continued growth of Valley Soccer Club, Inc. Let us remember that this "Constitution and By-laws" has been written with a spirit of friendship and comradely which shall allow the Valley Soccer Club, Inc. to thrive and flourish ad infinitum.

The Executive Committee of the Valley Soccer Club, 1985

Amended and Approved by the Executive Board of Valley Soccer Club, 2000

Amended and Approved by the Executive Board of Valley Soccer Club, April 2003

Amended and Approved by the Executive Board of Valley Soccer Club, Inc. September 2007

Amended and Approved by the Executive Board of Valley Soccer Club, Inc. February 2008

"CONSTITUTION"

ARTICLE I...NAME

SECTION 1- The name of this organization shall be the Valley Soccer Club, Inc. hereinafter referred to as VSC.

ARTICLE II...PURPOSE AND OBJECTIVES

SECTION 1- The primary purpose of the VSC is to conduct the game of soccer and to exhibit the physical and moral benefits it offers to its players while fostering the philosophy that courteous play and respect for others is primary above winning.

SECTION 2 -The VSC shall not have any purpose nor engage in any activities inconsistent with the status of an educational and charitable organization as defined in Section 501 (c) (3) or status of a recreational club as defined in Section 501 (c) (7) of the Internal Revenue Code of 1954 or any successor provision thereto. Name of the VSC's goals shall at any time be deemed or construed to be other than the public benefit purposes and objectives consistent with such an educational, charitable and recreational club status.

ARTICLE III...BOUNDARIES

SECTION 1 -While the VSC in general shall operate within the confines of the Upper Perkiomen School District, the VSC shall have no policy that will limit membership to residence within such confines.

ARTICLE IV...COLORS

SECTION 1 -The VSC colors shall be blue and gold.

ARTICLE V ...DEFINITIONS

SECTION 1-GENERAL MEMBER: a member shall be any player, parent/legal guardian, coach, licensed referee, or administrator in the VSC who has paid, in full, registration fees for the current season or has met the criteria which so qualifies his/her position within the structure of VSC.

SECTION 2 -PLAYER: a player shall be a general member who falls within the age classifications set for by VSC to participate in VSCs soccer programs and in accordance with USYSA.

SECTION 3 -ELECTED OFFICERS: the elected officers are officers who are elected to positions by the general membership. They shall consist of the President, First Vice- President, Second Vice-President, Third Vice-President, Treasurer, Secretary, Auxiliary Chair, Fields and Facility and Web Master.

SECTION 4 -EXECUTIVE COMMITTEE: the executive committee shall consist of the elected officers for the current year.

SECTION 5 -APPOINTED OFFICERS: the appointed officers are officers who are appointed to their positions by the elected officers. They shall consist of any other positions deemed necessary by the Executive Committee.

SECTION 6 -COMMITTEES: committees are formed to provide a specific function or activity which is deemed necessary by the Executive Committee, and which shall dissolve once the function or activity has been performed. Committees will be reviewed by the Executive Committee to be reaffirmed annually.

SECTION 7 –FIFA: Federation Internationale de Football Association, the world governing national body of soccer.

SECTION 8 – USSF: United States Soccer Federation, the governing national body for soccer.

SECTION 9 - USYSA: the United States Youth Soccer Association, the governing national body of youth soccer.

SECTION 10 -EPYSA: the Eastern Pennsylvania Youth Soccer Association, the governing state body of soccer.

ARTICLE VI...OFFICERS

SECTION 1- The officers of this VSC shall be deemed as elected officers. All shall serve on the Executive Committee and each has one equal vote at Executive Committee meetings; excluding the President who only votes in an event of a tie.

SECTION 2 -The elections of the elected officers shall take place during the public meeting which is held in November. Newly elected officers will assume their position the January following the election. The officers will be elected to a term of two years each. The President, Second Vice-President, Third Vice-President, Fields and Facility and the Treasurer shall be elected in years ending in an even number, while the First Vice-President, Secretary, Web Master and Auxiliary Chair shall be elected in years ending in an odd number .

SECTION 3 -There shall be no limit to the number of consecutive terms that may be served by an individual to an elected office.

SECTION 4 – In the event of a vacancy of an elected position the Executive Committee shall have the power to appoint an interim officer whose term shall run to the end of the term.

SECTION 5 - The duties of the elected officers shall be as follows:

President: Call and or preside over all meetings and events of the VSC; appoint all committee chairman; enforce the VSC’s Constitution and By-laws; enforce any rules and regulations put forth by the General Members have secondary signing authority of checks to the Treasurer; take appropriate actions concerning items of VSC matters so delegated to him and/or her by the Executive Committee. A person must have previously held another Executive Committee, Travel Coach or Committee Member position for a minimum of one year to be eligible for the office of President.

First Vice-President: Assume all duties of the President in his or her absence; oversee the general function of the Outdoor Intramural Program. This shall include but not limited to; registration, team make up, coach selection, game scheduling and referee scheduling. Shall report directly to the President.

Second Vice-President: Is responsible for the administration of the Travel Team Program. This shall include but not limited to; tryout structure; selection of teams; relaying of all league information such as: schedules, standings rules. Shall report directly to the President.

Third Vice-President: Is responsible for the administration of the Indoor Programs. This shall include but not limited to; scheduling of indoor practices, running of indoor travel tournaments and running indoor intramural program. Shall report directly to the President.

Secretary: Shall keep complete and accurate record of all events and activities associated with the VSC; shall handle all necessary correspondence concerning the VSC; shall keep the official copy of the constitution and by-laws; shall handle duties of VSC publicity; shall have secondary signing authority of checks to the treasurer. Shall be the keeper of the Articles of Incorporation. Shall report directly to the President.

Treasurer: Shall keep a complete and accurate account of all matters related to the financial affairs of the VSC; deposit all receipts, make all disbursements of cash as needed, and purchase orders; have cash balances readily available for Executive Committee review; provide a yearly disclosure of activities via financial statements and yearly audit; orchestrate budgets among the various programs within the VSC; manage the VSC’s insurance for all related activities and handle all insurance claims. Shall report directly to the President.

Auxiliary Chair: Shall coordinate all fundraising activities for the VSC and is responsible for all refreshment stand activities and social activities. Duties shall include forming the Auxiliary Committee, presiding over its meetings, and reporting on its status to the Executive Committee. Shall report directly to the President

Field and Facility: Is responsible for but not limited to; all fields, facilities and maintenance of said fields under the direct authority of VSC. Coordinate practice schedules on VSC fields. Shall report directly to President.

Web Master: Shall be responsible for maintaining VSC website. Shall report directly to President.

SECTION 6 -The appointed officers shall be determined by the Executive Committee upon taking office in January. They shall be appointed for a term of one year, commencing in January and ending in December of the same year

SECTION 7 -There shall be no limit to the number of consecutive terms that may be served by an individual to an appointed office.

SECTION 8 -The duties of the appointed officers shall be as follows:

Intramural Assistant: Assist the First Vice-President in carrying out the duties and responsibilities of the Outdoor Intramural Program. Shall assume the overall responsibility of the Intramural Coordinator in the absence of the First Vice-President.

Travel Team Assistant: Assist the Second Vice-President in carrying out the duties and responsibilities of the Travel Team Program. Shall assume the overall responsibility of the Travel Team Coordinator in the absence of the Second Vice-President.

Auxiliary Assistant: Assist the Auxiliary Chair in carrying out the duties and responsibilities of Auxiliary. Shall assume the overall responsibility of an Auxiliary Chair in the absence of the Auxiliary Chair.

Past President: Responsibilities include but not limited to consulting and advising the Executive Committee when called upon.

Future Directions: Responsibilities include but not limited to funding raising for future fields and facilities, attending township meetings and community sponsored events.

Treasurer Assistant: Assist the Treasurer in carrying out the duties and responsibilities of Treasurer. Shall assume the overall responsibilities of the Treasurer in the absence of the Treasurer.

ARTICLE VII...MEETINGS

SECTION 1 – Meetings will be run in accordance with the current edition of Robert's Rules of Order Newly Revised shall govern VSC in all cases to which they are applicable and which they are consistent with these Constitution and Bylaws and any special rules of order that VSC may adopt.

SECTION 2 - There will be at least one general public meeting per year. This meeting will be held in November of every year. The general purpose of said meeting is for election of officers.

SECTION 3 - although, this one meeting is said to be a general public meeting, all meetings shall be open to the public.

SECTION 4 - Meetings of the Executive Committee shall occur three times a year or whenever deemed necessary by the President, or verbal request of two thirds of the Executive Committee.

SECTION 5 - Meetings are typically held monthly. Time and location shall be listed on VSC website.

SECTION 6 - In order for an official Board Meeting to take place, at least one half of the Executive Committee must be present. A quorum of the Executive Committee must be present for any voting business to occur.

ARTICLE VIII...AMENDMENTS TO THE CONSTITUTION AND BY-LAWS

SECTION 1 - An amendment to the VSC's constitution and by-laws must be passed by a two thirds (2/3) vote of the general members present.

SECTION 2 - A proposed amendment to the VSC's constitution and by-laws must be read and distributed to all Executive Committee Members and General Members present. At least two board meetings prior to the vote on amending the constitution and by-laws. The proposed amendment must be read a second time at the meeting where the vote is to take place.

ARTICLE IX...FINANCES

SECTION 1 -All fees for participation in the VSC shall be determined by the individual committee's and subsequently presented to the Executive Committee and must be approved by a majority vote. All fees shall be determined prior to registration. All fees shall take into account any necessary expenses required to see a program through to its successful conclusion.

SECTION 2 -Any purchases over a maximum dollar amount (which shall be set by the Executive Committee) must be approved by a majority vote of the Executive Committee. The Executive Committee shall set this amount at the January meeting.

SECTION 3 – Fund Raising – All fund-raisers must be approved by 2/3 Executive Committee present. All fund-raisers must have a clearly stated purpose.

ARTICLE X...VOTING

SECTION 1 - Eligibility to vote must meet the following criteria:

1. Member must be the age of 18 or over;
2. The member must attend three meetings within the past 12 month period.

SECTION 2 - In the event of a tie, the Executive Committee excuses themselves from voting and a second vote is taken. In the event that a second tie remains, the vote is postponed for one month.

SECTION 3 – Simple majority of votes will be used to determine the outcome of the items being voted on.

ARTICLE XI...ELECTIONS

SECTION 1 – Nominations will be open at the general meeting prior to the elections and will be held open until the elections are called. Nominees must be present at time of nomination to accept or decline.

SECTION 2 – A person can be nominated for more than one position in the VSC. If they are elected then their name will be automatically withdrawn from the rest of the nominated positions.

SECTION 3 – Elections take place from the highest officer down.

SECTION 4 – A nomination committee shall be formed to preside over the nomination proceedings. The committee's responsibilities shall include, but not be limited to, confirming the eligibility of nominees, confirming eligibility of general members to vote, distributing, gathering and counting of ballots. Members of the nomination committee must not be a nominee for any positions being voting on.

ARTICLE XII...DISMISSAL OF OFFICERS

SECTION 1 – Any Officer may be removed from Office as a result of failure to fulfill the duties of his/her Office or for conduct detrimental to the best interests of VSC.

SECTION 2 – Removal procedures are as follows:

- A. A petition stating the charge must be filed with the Secretary and signed by a majority of the Executive Committee, or 25 percent of the General Membership the age of 18 or over.
- B. Said Officer shall be notified of the charge via Certified Mail ten days prior to the Hearing that will take place during the General Meeting.
- C. The Petitioners shall present their case first, the Officer second. A two-thirds vote of the eligible members present is required for removal.
- D. Should the Officer be the Secretary, the Treasurer shall receive and distribute the petition. Should the Officer be the President, the 1st Vice President shall preside during the proceedings

"BY-LAWS"

ARTICLE I...JURISDICTION

SECTION 1 -The Executive Committee shall have full jurisdiction over all players, coaches, referees, and other officials over matters concerning participation in any of VSC's activities.

SECTION 2- Use of the VSC name or emblem for means of endorsement or personal gain will not be allowed without approval of the Executive Committee.

SECTION 3 -The VSC shall have the power to penalize, dismiss, expel, or take other appropriate actions against any player, coach, referee or official for flagrant violation of the constitution and by-laws or for conduct detrimental to the best interest of the VSC. The same shall apply to violators of the VSC policies and guidelines which are set forth by the Executive Committee

SECTION 4 -Any actions calling for disciplinary action shall be determined by the Executive Committee as to the extent or need for any such action.

ARTICLE II...COMPETITION

SECTION 1 -The VSC shall abide by all youth playing rules set forth by FIFA/USSF/USYSA/EPYSA, except in cases where changes are made to better serve the needs of our general members.

SECTION 2 -There will be no standings or statistics kept in Intramural competition.

SECTION 3 -Age divisions will fall in conformance with USYSA, unless a change is deemed necessary by the Executive Committee in an effort to provide a more favorable playing environment for our general members.

ARTICLE III...LAWS GOVERNING PLAYERS

SECTION 1 – All players are to adhere to all the rules, regulations, and philosophies set forth by FIFA, USSF, USYSA, EPYSA and our league affiliation.

SECTION 2 -All players at all times are required to be wearing shin guards when partaking in soccer practices, games and clinics under the VSC's jurisdiction.

SECTION 3 – When representing their VSC, all players are to conduct themselves in a manner that promotes pride, respect and sportsmanship. The use of tobacco products and alcoholic beverages is expressly prohibited at any practices or playing event. This standard will be held true even if the player is of legal age.

SECTION 4 - Apparel that is not part of the VSC's uniform may not be exposed unless specifically approved by the coach. Shirts must be tucked in whenever entering the field of play.

ARTICLE IV ...LAWS GOVERNING COACHES

SECTION 1 -All coaches are to be approved by the Executive Committee and are to adhere to all rules, regulations, and philosophies set forth by FIFA, USSF, USYSA, EPYSA, VSC and our league affiliation.

SECTION 2 - In Intramural play, every child must play a minimum of one half (1/2) of each half of the game that he or she attends. In Travel Team play, every child must play a minimum of one third (1/3) of each half of the game that he or she attends..

SECTION 3 - When involved in coaching players, coaches are prohibited from smoking cigarettes, cigars, pipes, etc. When involved with coaching players, coaches are prohibited from consuming alcoholic beverages.

SECTION 4 - Excessive scoring during the Intramural season is discouraged at all times. A five goal lead is considered the maximum in the best interest of the VSC. Once a five goal lead is achieved, players are to be repositioned to try and prevent more scoring. If scoring continues, leading team is to remove players from the field, playing shorthanded.

ARTICLE V ...LAWS GOVERNING REFEREES

SECTION 1 - Referees are to preserve and adhere to the laws of the game set forth by FIFA, USSF, USYSA, EPYSA, and VSC.

SECTION 2 - All intramural referees are under the jurisdiction of the First Vice-President.

ARTICLE VI...LAWS GOVERNING TRAVEL TEAMS

SECTION 1 - The VSC's Travel Team Program will follow the VSC's Travel Playing Rules and the rules and guidelines of the league that the team is participating in .

SECTION 2 - Anyone is eligible to tryout for the VSC's Travel Team Program within the specified age group.

SECTION 3 - Full Sided Teams, U11 and above; recommended team roster sizes shall be a minimum of 15 players and up to a maximum of 22 players.

SECTION 4 - Small Sided Teams, U10 and below; recommended team roster sizes shall be a minimum of 12 players and up to a maximum of 18 players.

SECTION 5 - All Travel Team Coaches are under the direct authority of the Second Vice-President.

SECTION 6 – All potential Travel Team coaches are required to submit a Coach's Application for review and selection by the Travel Team Committee, who is appointed by the Second Vice-President.

SECTION 7 – All selected Travel Team Coaches shall be nominated by the Travel Team Committee and brought to the General Membership for approval. The deadline for this procedure is the month prior to try-outs.

SECTION 8 - All expenditures by Travel Team Coaches must be presented to the Treasurer for approval prior to purchase or expense.

SECTION 9 – If Coach resigns before the end of season the Travel Committee will appoint a replacement coach for the remainder of the season.

ARTICLE VII... LAWS GOVERNING INTRAMURAL

SECTION 1 - The VSC's Intramural Program will follow the rules and guidelines set forth by the VSC as stated in the VSC's Intramural Playing Rules.

SECTION 2 - Anyone is eligible to participate in the VSC's Intramural Program within the specified age group.

SECTION 3 – Size of the team is determined by the Intramural Committee.

SECTION 4 - All Intramural Coaches are under the direct authority of the First Vice-President or designate in his or her absence.

SECTION 5 – All Intramural Coaches are selected by the Intramural Committee.

ARTICLE VIII... LAWS GOVERNING PARENTS

SECTION 1 - Parents are expected to refrain from conduct detrimental to the good of the game and of the VSC. Coaches, referees, players, officials, and fans of both teams are to be treated with respect.

SECTION 2 – The use of tobacco products or consumption of alcoholic beverages is strictly prohibited on VSC fields and facilities.

SECTION 3 – Volunteering is necessary for the enjoyment and successful experience that we all hope to provide through VSC. All parents are welcome!