

CONSTITUTION & BYLAWS

Article I NAME

Section 1.1 – Name

This California Non-Profit Corporation shall be known as Benicia Youth Soccer, also referred to as Benicia Youth Soccer League or "BYSL" and hereinafter referred to as the League.

Section 1.2 – Seal/Logo

The Board of Directors shall provide a corporate seal or logo which shall include the words "Benicia Youth Soccer" and contain any logo as the Board of Directors shall designate.

Section 1.3 – Boundaries and Territories

The primary territory of this organization shall be the community of Benicia and its sphere of influence in Solano County. This area is also defined by the U.S. Postal Service ZIP Code 94510 and any other ZIP codes that may be added by the U.S.P.S. to define Benicia's geographical limits. Participants from communities outside the defined territory will also be welcome to register and participate in the organization.

Article II PURPOSE

Section 2.1 – Objective

The objective of this organization shall be to provide a wholesome atmosphere wherein adults and youths can work together through soccer activities to:

- A. Instill the fundamentals of good sportsmanship and fair play
- B. Teach the fundamentals of soccer
- C. Provide learning and fun through participation
- D. Help our youth become good citizens

Section 2.2 – Inclusion

It shall be the purpose of the League to develop, promote and administer a youth soccer program offering opportunities for participation regardless of race, creed, gender and/or ability.

Section 2.3 – Mission Statement

The guiding purpose of this organization shall be to provide the opportunity for all youth to learn, develop skills, play and enjoy soccer. To that end, we will organize and support soccer played by youth who register and participate in this League.

Article III COLORS

The representative colors of the League for select teams competing at the Division I and Division III levels shall be gold, black, and white or any combination thereof. Uniform colors for house league teams traveling and competing at the Division IV level shall be selected by the Vice President.

Article IV AFFILIATION

This League shall be an affiliated branch of and comply with the authority of the California Youth Soccer Association (CYSA), the United States Youth Soccer Association (USYSA), the United States Soccer Federation (USSF), and US Club Soccer. Any affiliations with other leagues, associations or similar groups must be approved by a vote of the Board.

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Article V AUTHORITY

Section 5.1 – Government

The League shall be governed by its Constitution and Bylaws and Policies, rules, regulations, policies and procedures except when these are superseded by CYSA District IV, CYSA, US Club, USYSA, and/or USSF.

Section 5.2 – Governing Body

The governing body of the organization, whose powers shall be delineated by these Bylaws, shall be vested in the Board of Directors, hereinafter referred to as the Board.

Section 5.3 – Seasonal Year

The seasonal year shall be defined by CYSA and/or US Club.

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Section 5.4 – Fiscal Year

The fiscal year shall be the calendar year.

Section 5.5 – Policies, Procedures, Rules and Regulations

The Board shall publish the official policies, procedures, rules and regulations for the league on the league website or via e-mail. Notification regarding the availability of this information will take place on or before the first day of registration. These policies, procedures, rules and regulations shall include operational, registration, disciplinary and player transfer policies, procedures, rules and regulations for the League, as well as rules of play, conduct of matches and other game procedures. Notice of any changes to the League Policies and Procedures, Rules and Regulations shall be published and distributed to the membership within sixty (60) days of such changes occurring.

Article VI MEMBERSHIP AND VOTING RIGHTS

Section 6.1 – Membership Definition

Membership in this league shall be defined by registration with the League and CYSA and/or US Club and consist of: registered players, parents and/or legal guardians of registered players, CYSA and US Club registered coaches, assistant coaches and managers, active adult referees and members of the Board.

Section 6.2 – Voting Age

All voting members must be at least 18 years of age.

Section 6.3 – Board of Directors

The Board of Directors shall be comprised of eight (8) directors elected by the Voting Membership, those persons installed pursuant to Section 7.5, and any advisory Members appointed by the Board.

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Section 6.4 – Players

All players sponsored, financed, coached or administered by any team of this League must be registered with CYSA or US Club. Nothing within these Bylaws shall prevent the Board from limiting the number of players who can reasonably be accommodated considering available playing fields, facilities, supervision and finances.

Section 6.5 – Coaches

All coaches supervising, developing and educating players on any team participating in this League must be registered with the league in accordance with all CYSA [and/or US Club](#) and BYSL policies and procedures. This includes CYSA [and/ or US Club](#) registered assistant coaches, team assistants and team managers who interact in any way with players on teams.

Section 6.6 – Active Adult Referees

To be declared an active adult referee, the individual must be at least 18 years of age as of the date of the annual League election for Board members, currently certified by the League or the United States Soccer Federation (USSF) as a referee, and have participated in officiating 4 or more games for BYSL during the previous twelve (12) month period. To qualify, games must be governed under the guidelines of FIFA, USSF, [CYSA, or US Club](#).

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Section 6.7 – Voting Rights

No Person shall have more than one vote in an election or vote of the membership.

- Parents and/or legal guardians of registered players shall be non-voting members of BYSL except those selected by each team as representatives eligible to vote.
- Each registered coach and one assistant coach per CYSA goldenrod forms [or US Club official Roster](#) representing each team shall have voting rights at any meeting of the membership.
- Two (2) additional representatives from each registered team who are parents/guardians of registered players shall have voting rights at any meeting of the membership. Each team shall choose their representatives.
- Active adult referees shall have voting rights at any meeting of the membership.
- Members of the Board of Directors shall have sole voting rights on financial and personnel issues and any other matters not categorized as policies, procedures and revisions of the constitution or bylaws. Members of the Board of Directors shall all be entitled to vote at any meeting of the membership.

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Section 6.8 – Adherence to Constitution, Bylaws, Rules, Regulations, Policies and Procedures

All members of the Board of Directors, coaches, referees, players and parents/guardians of players shall abide by the Constitution and Bylaws as well as the policies, rules and regulations of the League, the Laws of the Game and all policies, procedures, rules and regulations of those associations with which the League is affiliated.

Section 6.8.1 – Agents of BYSL

Members and contracted agents of BYSL may not state or imply that they have permission to act as agents of BYSL without prior approval of the Board of Directors.

Article VII OFFICERS AND BOARD OF DIRECTORS

Section 7.1 – Composition

The Board of Directors shall be comprised of ~~eight~~ (8) officers listed herein. Members of the same household cannot serve concurrently as President, Vice President, Secretary, Treasurer or Registrar.

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President

Vice President

Secretary

Treasurer

Registrar

Recreational House Division Coordinator

Select Division Coordinator (voted by Select Division)
Referee Coordinator

7.1.1 – Select Division

The Select Division shall be made up of Select Coaches, Select Assistant Coaches, and two parents from each Select Team. The Select Division Coordinator shall chair the Select Division and shall be empowered to appoint people to the necessary positions to run the Select Division.

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Events and Volunteer Coordinator ¶
Communications Coordinator ¶
Recreational Coach and Training Coordinator ¶

Section 7.2 – Election

In even years, the President, Secretary, Registrar, Select Division Coordinator, shall be elected at the annual meeting of the membership. In odd years, the Vice President, Treasurer, House Division Coordinator, Referee Coordinator, shall be elected at the annual meeting of the membership.

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Section 7.3 – Term of Office

Term of office shall be for two (2) calendar years following the annual meeting of the membership.

Section 7.4 – Resignation and Removal of Directors

Resignations shall be effective upon receipt in writing by the President or the Secretary of this corporation, unless a later effective date is specified in the resignation. The members may remove any officer/director at any time, with or without cause. If there are fewer than fifty members, the vote of a majority of all members entitled to vote shall be required to remove an officer/director. The directors may remove any director at any time for cause. Cause is defined as follows: Any officer may be removed by the Board upon approval of two-thirds (2/3) vote of the entire Board at a board meeting or by two-thirds (2/3) of the membership present and voting at a meeting of the membership. Prior to any vote to remove an officer, the officer shall receive a written notice of hearing before the Board, which hearing shall take place at least ten (10) days after the written notice has been mailed (return receipt requested) for delivered in person.

1. a Director who has been declared of unsound mind by a final order of court; or
2. a Director who has been convicted of a felony; or
3. a Director who has been found by a final order or judgment of any court to have breached any duty under the California nonprofit corporation law in Sections 5230-5239; or
4. a Director who is absent from four (4) board meetings in a calendar year or is absent for more than three (3) consecutive board meetings.

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Section 7.3.1 – Term Limits ¶
No officer of the board, be them elected or appointed may serve more than two, two year terms at the same position, and no more than three consecutive two year terms, ¶
(or six years overall), on any combination of positions. A termed out officer may take a two-year break and return to the board, if elected, and start again new. ¶
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**Note: If adopted, 7.3.1 will be effective for the upcoming season. There will be no grandfather clause on term limits. Thereafter the nomination committee shall not accept a nomination for any individual who is in violation of term limits. ¶
Amendment to the resolution/petition: ¶
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Just in case further clarification is needed to avoid arguments, let it be known that if 7.3.1 - Term limits is adopted that it will be retroactive and that a termed out officer will not be allowed to serve on the BYSL board as of 1/1/07, or after the election, which ever occurs first without a two year break and being elected again. If a termed out officer was to run for this election and won AND the term limits bill wins, then the position would go to the person with the second most votes in that position. ¶

Section 7.5 – Vacancies

A vacancy in any office may be filled by action of the Board of Directors. The Board will seek qualified individuals, and the President will nominate an appropriate candidate for approval by the Board. Any approved officer will serve until the next election at the annual meeting of the membership where he/she shall be confirmed by election for the balance of the term of office. In the absence of a president, any member of the Board may seek and nominate an appropriate candidate for approval by the Board.

Section 7.6 – Additions to the Board

Additional advisory members may be nominated by Board members and approved by a two thirds (2/3) vote of the Board members present and voting at any Board meeting. New board positions may be created by a two-thirds (2/3) vote of the Board members present and voting at any Board meeting. Any volunteer filling such a new position prior to the annual meeting of the membership will serve in an advisory capacity with no voting authority until elected at the next annual meeting of the

membership. At such meeting of the membership, the Bylaws will be appropriately modified to include the new position according to the process defined in Article IX.

Section 7.7 – Duties of Officers

Section 7.7.1 – President

The President shall follow all the rules, regulations, policies and procedures set forth by the Board and have general supervision over all the affairs of the League. The President shall serve as the executive officer of the League and call and preside at all meetings of the League and the Board. He/she shall share the duties of parliamentarian with the Vice President. The President shall be an ex officio member of all committees and shall appoint chairpersons of committees consistent with the Bylaws. The President shall serve as the primary League liaison with CYSA District IV, CYSA, US Club, the City of Benicia and the Benicia Unified School District. The President shall not vote on any question brought before the Board or any committee except to break a tie vote.

Section 7.7.2 – Vice President

The Vice President shall assume such duties as may be assigned by the President, including acting for the President in his/her absence or in such cases as the President's death, resignation or inability to act. He/she shall chair the disciplinary committee.

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Section 7.7.3 – Secretary

The Secretary shall keep or cause to be kept, a book of minutes of all meetings, proceedings, and actions of the Board, or committees of the Board. The Secretary shall keep or cause to be kept, copies of the Constitution & Bylaws and Policies, Procedures, Rues & Regulations as amended to date. The Secretary shall maintain or cause to be maintained a list of member of all standing and ad hoc committees of the Board required by these Bylaws. The Secretary shall, in conjunction with the Communications Coordinator and in a timely fashion, publish or cause to be published, all aforementioned documents on the league website and/or via e-mail.

The Secretary shall keep the corporate seal in safe custody. The Secretary shall be accountable for League stationery supplies, mail pick-up, and issuing of such correspondence as directed by the Board. The Secretary shall chair the Nominating Committee and shall have such other powers and perform such other duties as the board or Bylaws may prescribe.

Section 7.7.4 – Treasurer

The Treasurer shall maintain a complete financial record for the League, including a record of all money received for the League from fees and fundraising events. He/she shall collect all BYSL monies, receive and hold the securities of the League and deposit and disburse same as directed by the Board.

The Treasurer shall maintain adequate and correct accounts of the League that shall be open for inspection as directed by these Bylaws or the Board. The Treasurer shall submit for review and explanation, full written financial statements of accounts to the Board at each monthly meeting. He/she shall also be responsible for filing all legally required financial reports and tax filings for the League and for submitting a summary financial report at the annual meeting of the membership.

Section 7.7.5 – Registrar

The Registrar will maintain complete registration records for BYSL members in keeping with CYSA and/or US Club rules, regulations, policies and procedures. He/she shall certify on team rosters that

all players are properly registered and administratively qualified. The registrar will provide player passes in a timely manner for teams competing outside the League. The Registrar will be responsible for player administration and Recreational teaming procedures in conjunction with the Vice President and the House Coordinators. He/she will coordinate registration activities and comply with specific rules, regulations, policies and procedures established by District IV registrars, CYSA, and/or US Club setting appropriate deadlines for the League to maintain compliance. He/she shall also assign volunteer coordinators to specific tasks to assist with the duties of the position.

Section 7.7.6 – Recreational House Division Coordinator

The Recreational House Division Coordinator shall be responsible for the recreational house segment of the League including the formation of the Division IV teams that travel and play in District IV league competition. His/her direct responsibilities are to assign volunteer coordinators to specific tasks to assist with the duties of the position. The Recreational House Division Coordinator will help ensure that the recreational house programs and activities are consistent with the objectives, purpose and policies of the League. He/she shall receive complaints/compliments communicated via the coach evaluation forms mailed to League participants. He/she will be responsible for recruiting coaches and age group coordinators, the assignment of practice fields for house league teams, game schedule coordination, the coordination of the special team/player events for house league players and meetings for house coaches. The Recreational House Division Coordinator shall review all coaching applications in conjunction with the Recreational Coaches Selection Committee and make recommendations regarding assignments to the Board. He/she shall also coordinate with the Registrar in all teaming activities.

Section 7.7.7 – Select Division Coordinator (Voted in by the Select Division)

The Select Division Coordinator shall administer the select team division and be the chair of the Select Committee. His/her direct duties are to assign volunteer coordinators to specific tasks within the select division, including a District IV competitive representative, to assist with the duties of the position. He/she shall receive complaints/compliments communicated via the coach evaluation forms mailed to League participants. The Select Division Coordinator will help ensure that the select division programs and activities are consistent with the objectives, purpose and policies of the League. The Select Division Coordinator shall recruit coaches and assistant coaches for the select division teams, review all coaching applications and requests in conjunction with the Select Coaches Selection Committee and make recommendations regarding assignments to the Board. He/she shall also conduct all coaches' meeting for the select division. He/she shall coordinate with the Select Registrar on all team credential issues.

Section 7.7.8 – Referee Coordinator

The Referee Coordinator shall oversee the officiating for all games played within the League, with the exception of tournaments, CYSA and US Club cup competitions. He/she is responsible for the training, assessment, qualification records and scheduling of referees in the League; this includes coordination with the District IV referee coordinator for licensing clinics, in-service training and assessment. He/she shall maintain qualification records on all referees, both league-certified and USSF-certified. The Referee Coordinator is also responsible for assigning volunteer coordinators to specific tasks to assist with the duties of the position. The League Referee Coordinator shall coordinate with both the Recreational House and Select Division Referee Coordinators and shall be an advisory member of the Disciplinary Committee.

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The Field and Equipment Coordinator shall oversee the facilities and equipment of the League, including the lining and maintenance of the playing fields and the maintenance and security of the equipment. The Field and Equipment Coordinator shall have the authority to assign the set-up and take-down activities for field equipment. He/she shall relay issues pertaining to field maintenance to the President who will address same with the City of Benicia and the Benicia Unified School District. He/she shall conduct an annual inventory and make recommendations to the Board regarding purchase of new or replacement equipment, including such items as goals, nets, balls and ice packs for both select and recreational house divisions. ¶

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Section 7.7.10 – Events and Volunteer Coordinator ¶

The Events and Volunteer Coordinator shall work to secure volunteer participation for the specific activities and events for which he/she is responsible. ¶

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Section 7.7.11 -- Communications Coordinator ¶

The Communications Coordinator shall oversee all communications with members of the league and the community. He/she shall be accountable for the League newsletter, website, yearbook, news articles, and notices to the public, publicity, sponsorship, and voice mail messaging. ¶

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Section 7.7.12 – Recreational Coach and Training Coordinator ¶

The Recreational Coach and Training Coordinator shall be responsible for coordinating the recruitment, training and education of Recreational coaches and teams in BYSL. His/her direct responsibilities are to assign volunteer coordinators to specific tasks to assist with the duties of the position. ¶

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The Recreational Coach and Training Coordinator shall review all coaching applications in conjunction with the Recreational Coaches Selection Committee and make recommendations regarding assignments to the Board. The Recreational Coach and Training ... [1]

Section 7.8 – Establishment of Standing Committees

The Board shall establish and maintain the following standing committees:

Executive

Protests and Appeals

Disciplinary

Nominating

Finance

Recreational ~~House~~ Committee

~~Select Committee~~

Rules and Regulations

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Section 7.8.1 – Executive Committee

The Executive Committee is comprised of the President, Vice President, Secretary, Treasurer and Registrar. The Executive Committee may meet to resolve emergency situations between board meetings or when so directed by the Board. All actions of the Executive Committee are subject to ratification by the Board at the next board meeting.

Section 7.8.2 – Protest and Appeals Committee

The Protest and Appeals Committee is comprised of the entire Board of Directors. The Protest and Appeals Committee will review and render a decision on all protests and appeals requested of this League.

Section 7.8.3 – Disciplinary Committee

The Disciplinary Committee shall be chaired by the Vice President. The purpose of this committee shall be to handle disciplinary issues for the League. Incidents involving ejections during matches will be decided by the committee using the disciplinary guidelines offered by CYSA, District IV, and ~~US Club~~. In all other issues, including conduct of players, coaches, parents and spectators, the committee will make a recommendation to the Board. All decisions rendered by the Disciplinary Committee shall be communicated to the affected party(ies) within forty-eight (48) hours. Such decisions can be appealed to the protest and appeals committee within forty-eight (48) hours of notification. The Disciplinary Committee shall include the Vice President as chairperson, the Referee Coordinator and at least one other member appointed by chair. If any member has a conflict with any issue, the chair will appoint another member in his/her place.

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Section 7.8.4 – Nominating Committee

The Nominating Committee shall be chaired by the Secretary of the League. The committee shall consist of at least three (3) and no more than five (5) members. It shall be the duty of this committee to present a list of candidates for the appropriate Board positions for each election as described in Article VII, Section 7.2. The committee shall meet not less than forty-five (45) days prior to the annual meeting of the membership to secure and compile the list of candidates. The Nominating Committee shall accept nominations submitted in writing, in a prescribed format, by any member of the League. All nominations shall be received and accepted by the Nominating Committee not less than thirty (30) days prior to each election. The Nominating Committee will conduct the election at the annual meeting of the membership by secret ballot, having prepared the ballots in advance.

Section 7.8.5 – Finance Committee

(a) Composition. This committee shall be chaired by the Treasurer. A majority of this committee shall be comprised of individuals who are (i) experienced in financial matters and (ii) not members of the board of directors.

(b) Monthly and Annual Oversight. The purpose of this committee is to conduct monthly reviews of League finances, including the profit and loss statement, the general ledger, and the check registers, bank statements and all cancelled checks. The committee also conducts an annual review of the league's books and records. The League's Treasurer shall research and answer any questions raised by the committee on these and any other financial matters. (c) Other Duties. The committee shall also assist in the preparation of an annual budget and submit the budget proposal not later than December 1 of each year for the following year.

Section 7.8.6 – Recreational House Committee

This committee will be comprised of the Recreational House Coordinator. The standing members will be the Recreational Coach and Training coordinator, the Events and Volunteer Coordinator, the Fields and Equipment Coordinator, the DOC (if applicable) and the Age Group Coordinators as described in Article VIII below. The Registrar will also be an active member of this committee. This committee will be responsible for all aspects of running the house program including coach selection, events planning, game scheduling, etc. Additional members may be recruited and approved by the board as required.

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7.8.7- AFC Select Committee

The AFC select committee will consist at a minimum, of the AFC treasurer, AFC registrar, DOC (if applicable) and AFC Tournament director. The committee will be chaired by the Select Coordinator. The committee will be responsible for all aspects of running the Select side of the league including coach selection, tournaments, registration, etc.

Deleted: This committee shall consist of at least five (5) members of the League. The Recreational House Coordinators shall sit on this committee and the Recreational Coach and Training Coordinator shall act as the chair. This committee shall review all Recreational coaching applications and make recommendations to the Board regarding those coaching assignments.

Section 7.8.7 – Rules and Regulations Committee

The Rules and Regulations Committee shall, annually, review all rules and regulations, policies and procedures, and bylaws for conflicts with the rules and regulations, policies and procedures, and bylaws of those associations with whom we are associated. The committee shall report at least annually to the Board of Directors.

This committee shall also review all proposed bylaw, policy and procedure, and rule and regulation changes for conflict with other BYSL bylaws, rules and regulations, policies and procedures and the bylaws, rules and regulations, policies and procedures of those associations with whom we are associated. This committee shall also review such proposed changes for proper formatting, provide feedback to the author, if necessary and only if time would allow for any needed change, and shall issue an advisory vote that shall be visible to the membership on any and all proposed changes to the Bylaws, policies and procedures or rules and regulations.

Section 7.8.8 – Other Committees

The Board may establish committees as may be necessary from time to time, consisting of such number of its members and League members and with powers as it may designate consistent with these Bylaws.

Section 7.8.9 – Committee Membership

Each committee shall consist of a minimum of three (3) members. The chairperson of these committees shall be prescribed by these Bylaws for standing committees, or appointed by the President, pursuant to section 7.7.1. Committee members may be from the membership of the League. All members of a committee must be approved annually by a majority of the Board present and voting. The President of the League is an ex officio member of all committees. Members of the same household cannot serve on the same committee.

Section 7.9 – Committee Actions

All actions of League committees shall be subject to approval or ratification by the Board of Directors unless otherwise specified by the Bylaws.

Articl VIII NON-Board League Officials

Section 8.1 – Coordinators

Several positions that are vital to the Leagues continued operation and will be standing members of comitees as outlined ins Article VII above.

Section 8.1.2 – Field and Equipment Coordinator

The Field and Equipment Coordinator shall oversee the facilities and equipment of the League, including the lining and maintenance of the playing fields and the maintenance and security of the equipment. The Field and Equipment Coordinator shall have the authority to assign the set-up and take-down activities for field equipment. He/she shall relay issues pertaining to field maintenance to the President who will address same with the City of Benicia and the Benicia Unified School District. He/she shall conduct an annual inventory and make recommendations to the Board regarding purchase of new or replacement equipment, including such items as goals, nets, balls and ice packs for both select and recreational house divisions. He/she will be a standing member of the Recreational House Committee.

Section 8.1.3 –Events and Volunteer Coordinator

The Events and Volunteer Coordinator shall work to secure volunteer participation for the specific activities and events for which he/she is responsible. He/she will be responsible for opening day activities, picture day and tracking volunteers. He/she will be a standing member of the Recreational House Committee.

Section 8.1.4 -- Communications Coordinator

The Communications Coordinator shall oversee all communications with members of the league and the community. He/she shall be accountable for the League newsletter, website, yearbook, news articles, and notices to the public, publicity, sponsorship, and voice mail messaging. The Communications Coordinator will report directly to the Secretary of the League.

Section 8.1.5– Recreational Coach and Training Coordinator

The Recreational Coach and Training Coordinator shall be responsible for coordinating the recruitment, training and education of Recreational coaches and teams in BYSL. His/her direct responsibilities are to assign volunteer coordinators to specific tasks to assist with the duties of the position.

The Recreational Coach and Training Coordinator shall review all coaching applications in conjunction with the Recreational House Committee and make recommendations regarding assignments to the Board. The Recreational Coach and Training Coordinator shall be responsible for coordinating the training and education of Recreational coaches through clinics, workshops and classes. The Recreational Coach and Training Coordinator shall also be responsible for the coordination of any training program where the League employs one or more trainers to work with Recreational teams and/or coaches for the purpose of a league-wide Recreational training program.

8.1.6 – Age Group Coordinators

There will be Age Group Coordinators (AGCs) assigned to the following age groups to assist the Recreational House Coordinator in administering the recreational league.

U6 Age Group Coordinator

U7 Age Group Coordinator

U8 Age Group Coordinator

U10 Age Group Coordinator

U12 Age Group Coordinator

U14 and above Age Group Coordinator

The AGCs will be responsible for assisting with teaming, complaint resolutions, registration assistance and game scheduling.

Article IX MEETINGS

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Section 9.1 – Membership

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Section 9.1.1 – Annual Meeting of the Membership

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The annual meeting of the membership shall be held the second Tuesday in the month of ~~December~~ each year. With the approval of two-thirds (2/3) of the Board present and voting, this meeting may be delayed only for a period not to exceed sixty (60) days.

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Section 9.1.2 – Purpose of Annual Meeting of the Membership

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The primary purpose of the annual meeting of the membership is to elect new officers of the League and the Select Division Coordinator, to act on any proposed amendments to these Bylaws, to act on proposed changes in League policies and procedures and such other business as may properly come before the meeting. Agenda items not specifically addressed in these Bylaws must be submitted in writing to the Board not less than forty-five (45) days before a scheduled membership meeting and must be included in the notice of a membership meeting.

Section 9.1.3 - Notice of Membership Meetings

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Written notice of all membership meetings stating 1) the place, 2) day and hour, and 3) purpose (to include the agenda and copies of material to be considered) shall be mailed to each voting member at the last registered address not less than fifteen (15) nor more than thirty (30) days prior to the scheduled date. Electronic or USPS mailing of one such notice to a household shall be considered as notification to each member who resides at that address.

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Section 9.1.4 – Special Membership Meeting

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A special membership meeting may be called by two-thirds (2/3) of the Board of Directors who have voted for a special meeting or forty (40) members entitled to vote by written petition to the Board.

Section 9.1.5 – Quorum

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At any membership meeting, the presence of twenty (20) members with voting privileges shall be necessary to constitute a quorum for the purpose of conducting business at a meeting. The members with voting privileges present at a duly called or held meeting at which a quorum is present may

continue to transact business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum.

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Section 9.1.6 – Proxies

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Voting by proxy is not permitted.

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Section 9.1.7 – Conducting Business

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The act of a majority of the members present and voting (abstentions do not count in the voting process) at a membership meeting shall be the act of the membership, unless the act of a greater number is required by these Bylaws.

Section 9.2 – Board of Directors

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Section 9.2.1 – Monthly Meeting

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The Board of Directors shall meet monthly on the fourth Tuesday of the month. A change to this date on a month-to-month basis may be approved by two-thirds (2/3) of the Board present and voting. Notice of change must be communicated in writing to each director not in attendance at the meeting at least twenty (20) days prior to the new date. Notice of change must also be communicated to the League via a newspaper item in the local newspaper or posting of such notice on the League's website or both.

Section 9.2.2 – Special Meeting

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A special meeting of the Board of Directors may be called by two-thirds (2/3) of the Board who have voted for a special meeting or by twenty (20) members by written petition to the Board of Directors.

Section 9.2.3 – Quorum

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At any Board meeting, the presence of the majority of voting members shall be necessary to constitute a quorum for the purpose of conducting business.

Section 9.2.4 – Conducting Business

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The act of a majority of the directors voting at a meeting shall be the act of the Board of Directors, unless the act of a greater number is required by these Bylaws. Directors abstaining will be considered not to have voted.

Section 9.2.5 – Closed Sessions

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Approval must be obtained from two-thirds (2/3) of the Board members present and voting to move the Board meeting into closed session.

Article X DISCIPLINARY ACTION/PROTESTS & CONFLICTS

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Section 10.1 – Subjects

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Violations of CYSA, US Club, and/or BYSL Bylaws, rules and regulations, or policies and procedures, or misapplication of the "Laws of the Game" shall be proper subjects to be considered for action by the Disciplinary Committee and/or the Protest and Appeals Committee.

Section 10.2 – Procedure

All disciplinary reports, protests and/or appeals shall be documented in writing and shall follow the League policies, procedures, rules and regulations. The process shall be documented for parents and coaches at the beginning of each season.

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Section 10.3 – Review of Disciplinary Rules, Regulations, Policies and Procedures

Disciplinary rules, regulations, policies and procedures shall be reviewed annually by the Board of Directors using District IV, CYSA, and/or US Club rules, regulations, policies and procedures as guidelines.

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Section 10.4 – Conflicts of Interest

It shall be deemed a conflict of interest for any Board member to vote on any motion before the Board which involves the officer himself/herself, any child or relative of the officer or any age group in which the officer has an interest. The officer shall recuse himself/herself and the Board may exercise the option of asking that officer to leave the room during the proceedings.

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Article XI PARLIAMENTARY AUTHORITY

Robert's Rules of Order shall be deemed as adopted at all meetings of the League, unless otherwise agreed to by the participants, insofar as such rules are not inconsistent with or in conflict with the Constitution and Bylaws and rules, regulations, policies and procedures of the League or any organization with which the League is affiliated.

Article XII AMENDMENTS TO CONSTITUTION AND BYLAWS

Section 12.1 – Authority

The League Constitution and Bylaws may be altered, amended or repealed and a new Constitution and/or Bylaws may be adopted by a vote of two-thirds (2/3) of the members present and voting at the annual meeting of the membership or a special membership meeting called for that purpose.

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Section 12.2 – Notice

The text of changed or any new Bylaws shall be submitted to the membership by: majority vote of the Board of Directors; or any member who has obtained by petition that clearly shows the text of the changed or new bylaw signed by no less than thirty (30) active members. Notice of intention to alter, amend, repeal or adopt new Bylaws must be given to the voting membership in writing by United States Postal Service (USPS) or electronic mail not less than forty-five (45) nor more than sixty (60) days prior to the scheduled meeting date. Notice will include the modified sections.

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Section 12.3 – Record of Amendments

Whenever an amendment to this Constitution and/or these Bylaws is adopted, it shall be included in the Book of Bylaws with the original Bylaws in the appropriate place and distributed per Article V, Section 5.6.

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Article XIII RECORDS AND REPORTS

Section 13.1 – Records

The League shall maintain adequate and correct accounts, books and records of its business and properties. All such books, records and accounts shall be kept at its principal place of business in the State of California, as fixed by the Board of Directors.

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Section 13.2 – Inspection of Books and Records

All books and records shall be maintained as required by the Corporations Code of California and shall be open to inspection to the members of this League.

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Section 13.3 – Checks, Drafts, Notes and Indebtedness

All checks, drafts or other orders for payment of money, notes, or other evidence of indebtedness issued in the name of or payable to the corporation shall be signed by the authorized persons in the case of checks or other negotiable instruments, or endorsed by such person or persons and in such manner as described in the League's policies and procedures or determined by resolution of the Board of Directors.

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Section 13.4 – Contracts and How Executed

The Board of Directors, except as otherwise provided in the Bylaws, may authorize any officer or officers to enter into any contract or execute any instrument in the name of and on behalf of the League. Such authority may be general or specific. Unless so authorized by the Board of Directors, no officer shall have any power or authority to bind the League by any contract or engagement or to pledge its credit or to render it liable for any purpose or any amount.

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Article XIV PAID INDEPENDENT CONTRACTORS

The Board may contract for services as deemed necessary. These may include, but are not limited to the services of a Certified Public Accountant to conduct an audit or financial review, a Director of Coaching, League Administrator and team trainers. The amount of time devoted to these positions as well as the amount paid for the services shall be determined by the Board.

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Article XV DISSOLUTION

Section 12.1 – Authority

Should this League be dissolved, all assets remaining after the payment of all debts shall be distributed to a non-profit fund, foundation or corporation which is organized and operated exclusively for the purpose of the development of youth soccer.

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BYSL Bylaws / Amended 26 October 2011

Section 7.7.9 – Field and Equipment Coordinator

The Field and Equipment Coordinator shall oversee the facilities and equipment of the League, including the lining and maintenance of the playing fields and the maintenance and security of the equipment. The Field and Equipment Coordinator shall have the authority to assign the set-up and take-down activities for field equipment. He/she shall relay issues pertaining to field maintenance to the President who will address same with the City of Benicia and the Benicia Unified School District. He/she shall conduct an annual inventory and make recommendations to the Board regarding purchase of new or replacement equipment, including such items as goals, nets, balls and ice packs for both select and recreational house divisions.

Section 7.7.10 –Events and Volunteer Coordinator

The Events and Volunteer Coordinator shall work to secure volunteer participation for the specific activities and events for which he/she is responsible.

Section 7.7.11 -- Communications Coordinator

The Communications Coordinator shall oversee all communications with members of the league and the community. He/she shall be accountable for the League newsletter, website, yearbook, news articles, and notices to the public, publicity, sponsorship, and voice mail messaging.

Section 7.7.12 – Recreational Coach and Training Coordinator

The Recreational Coach and Training Coordinator shall be responsible for coordinating the recruitment, training and education of Recreational coaches and teams in BYSL. His/her direct responsibilities are to assign volunteer coordinators to specific tasks to assist with the duties of the position.

The Recreational Coach and Training Coordinator shall review all coaching applications in conjunction with the Recreational Coaches Selection Committee and make recommendations regarding assignments to the Board. The Recreational Coach and Training Coordinator shall be responsible for coordinating the training and education of Recreational coaches through clinics, workshops and classes. The Recreational Coach and Training Coordinator shall also be responsible for the coordination of any training program where the League employs one or more trainers to work with Recreational teams and/or coaches for the purpose of a league-wide Recreational training program.