

# CONSTITUTION



As of

6/26/08

# CONSTITUTION

## **West Warwick Soccer Association Constitution**

### **1. Name**

This organization shall be known as the West Warwick Soccer Association, hereinafter to be referred to as the Association and that it shall be a non-profit corporation.

### **2. Purpose**

The Association shall dedicate itself to the best interests of youth soccer, with particular emphasis on the organization, promotion, regulation and development of youth soccer in West Warwick and the surrounding communities.

### **3. Affiliation**

The Association will be associated with the United States Youth Soccer Association (U.S.Y.S.A.) and the Rhode Island Affiliate of U.S.Y.S.A.

### **4. Mission Statement**

- a. The West Warwick Soccer Association was formed to introduce the youth of West Warwick to the sport of soccer, giving them the opportunity to learn and play the game in a recreational environment that stresses fun and fundamentals.
- b. To provide for the players an environment that fosters fun and learning over winning. Players must not be stymied by a fear of failure. Repetition is an important part of learning and success will come if the player is encouraged to use their new skills without reprimand. "Error" is a great teacher in the trial and error equation. Every "Failure" provides the coach a "moment" that enable the player to better understand how to succeed in the future.
- c. Good Coaches who will teach and develop technical skills and tactical awareness, teamwork and a sense of fair play. All of which are building blocks for long-term player development and success.  
To provide coaches the opportunity to acquire and develop new coaching skills through the West Warwick Soccer Association via coaching clinics and in house training.
- d. To provide for Officials a Soccer Association with players, coaches and parents who learn and appreciate the Rules of the game. A playing environment where mutual respect and good sportsmanship is promoted as the proper way to play and view each game.

## CONSTITUTION

- e. To provide for the Parents/Legal Guardians an opportunity for their children to participate in a sport that promotes physical fitness and fair play within the origination that is dedicated to making the soccer experience fun, exciting, and safe for everyone.

### 5. **Membership**

The members of the Association shall consist of coaches, assistant coaches, parents, sponsors, volunteers and the Board of Directors.

Voting members of the Association shall consist of the Board of Directors, coaches, and assistant coaches on the current official roster, which runs (August 1<sup>st</sup> through July 31<sup>st</sup>).

Each member on the Board of Directors shall have only one (1) vote on voting matters brought before the body.

#### Members of the Board of Directors

- 1 Sponsorship Coordinator
- 2 Field & Equipment Coordinator
- 3 Soccer Coaching Director
- 4 Divisional Commissioners (1 from each age group boys and girls)
- 5 Player Agent
- 6 Referee Coordinator
- 7 Website Coordinator
- 8 Competitive Coordinator (will have one vote on the Board of Directors)

### 6. **Duties of the Board of Directors**

- a. The Board of Directors shall be the governing body of the Association. It shall have full power to transact all business for the Association that fall within the scope of the Association.
- b. The President of the Association shall call the Annual Meeting of the Association to be held at the General Monthly Meeting in June.
- c. If for any cause, there shall be a vacancy on the Board of Directors, the President shall nominate a person for the un-expired term.
- d. The Board of Directors shall have the power to set the annual budget, fees, and collection of money and spending of any funds for payment of bills incurred by the Association.

## CONSTITUTION

The Board of Directors shall be consisted of members of the Association. The Board of Directors shall elect the Executive Committee, which shall consist of the President, Vice President, Secretary, Treasurer and Registrar. The Board of Directors shall maintain a maximum of twenty (20) and a minimum of twelve (12) other members of the Association.

At least eight (8) weeks prior to the Annual Election Meeting, the President shall appoint a nominating committee. This Committee shall consist of at least one member of the Executive Committee, and at least one member of the Board of Directors. This committee shall nominate at least one candidate for the position required for election. The Annual Election Meeting will be set in January, with powers being effective immediately.

f. **Terms of Office for the Executive Committee:**

**President**

The President shall serve a term of office of two (2) years. The President shall preside at all meetings of the membership and the Board of Directors. The President shall appoint all committees subject to the confirmation by the Board of Directors. The President shall make the daily decisions for the Association and the Board of Directors. The President has discretionary authority by means of his position to utilize association funds without board approval to support the needs of the association. The President is the EX OFFICIO of all committees. The President shall prepare an agenda for all Board of Director as well as general Association meetings.

**Vice President**

The Vice President shall be elected by the Board of Directors for a term of two (2) years. The Vice President shall be elected in the off year of the President. In the absence of the President, the Vice President shall assume the duties of the President. The Vice President will be a member of the book award committee. The Vice President shall oversee the concession stand.

**Secretary**

The Secretary shall be elected for a two (2) year term, the same year as the President.

The duties of the office shall be:

- 1 Record and keep the minutes of all meetings of the Association and the Board of Directors.
- 2 Inform the members of the Board of Directors and members of the Annual Meeting and any special meetings.
- 3 Handle all correspondence with and from the Association.

## CONSTITUTION

- 4 Record all correspondence with and from the Association.
- 5 All communications sent to the Association shall be presented in writing to the Secretary who, in turn, presents them to the Board of Directors.
- 6 Maintain a calendar for the purpose of scheduling all events and league activities.

### **Treasurer**

The Treasurer is elected for a two (2) year term, the same years as the Vice President.

The duties of this office shall be:

- 1 Collect all monies and dues of the Association, and to deposit such funds in the name of the Association's in such banks as shall be directed by the Board of Directors.
- 2 Pay any bills incurred by the Association, upon approval of and in a manner designated by the Board of Directors.
- 3 Shall prepare a monthly statement at the end of each month.

### **Registrar**

The Registrar shall serve a term in office of two (2) years and shall be elected in the same year as the President and Secretary.

The duties of this office shall be:

- 1 To register all players in the Association.
- 2 To keep the official roster of all teams in each division.
- 3 To maintain all rosters, Recreational and Competitive, as well as travel and tournament, with the State Association.

### **g. Members of the Board of Directors:**

#### **Competitive Coordinator**

The Competitive Coordinator is elected for a one (1) year term to run from July 1<sup>st</sup> through June 30<sup>th</sup>.

The duties for this office shall be:

- 1 Coordinate competitive evaluations.
- 2 Propose competitive teams to the Board of Directors.

## CONSTITUTION

- 3 Propose competitive coaches to the Board of Directors.
- 4 Attend State competitive meetings on behalf of the Association.
- 5 Coordinate competitive registration.
- 6 Coordinate the ordering of uniforms used for competitive soccer.
- 7 Collect all monies due to the Association from competitive soccer.
- 8 Coordinate and prepare the fields for competitive soccer.

### **Divisional Commissioners**

The duly elected Divisional Commissioner shall coordinate soccer activities in their respective divisions. They shall preside at all Divisional Coaches meetings.

The Commissioners will be elected to a one (1) year term by the Board of Directors.

Duties of the Divisional Commissioner:

As Commissioner, duties may include any and all of the following, dependent on the divisional player ages:

- 1 Preside at Divisional Meetings.
- 2 Obtain a league registration list pertinent to the respective division, for the purpose of determining the number of teams to be fielded and coaches needed to field them.
- 3 Coordinate format of player rating committee as applicable.
- 4 Work with other divisional commissioners and committee members to establish practice schedules.

Directly or indirectly (by formation of committee and or delegation) provide for:

- 1 The establishment of game schedules
- 2 Coordination of play-offs and inter divisional exhibition games as determined by division
- 3 Set up and removal of nets
- 4 Write ups submitted to the newspaper
- 5 Equipment and uniforms (divisional liaison with league designated equipment manager)

# CONSTITUTION

## **Player Agent**

The Player Agent will be elected for a one (1) year term.

The Player Agent must be a certified coach.

The duties of the Player Agent are:

To assess the capabilities of the player who wants to move “up” or “down”

- 1 Will the player be physically matched with the receiving team?
- 2 Does the player have the skills to fit the team they will be on?
- 3 How will this effect the team?
- 4 What is the best for the player?
- 5 All request for playing UP or Down will be done by the end of the formal registration date. **Late Registrations Will Not Be Eligible for Play Up.**

## **Coaching Director**

The Coaching Director will be elected for a one (1) year term.

The Coaching Director must be a certified coach.

The duties of the Coaching Director are:

- 1 To oversee background checks (BCI) required on all coaches and assistant coaches.
- 2 To provide information to coaches on coaching clinics and classes provided by SRI and other programs as they become available.
- 3 Responsible for the dissemination of the Coaches Responsibility handbook to ensure that all coaches are fully informed of their responsibilities and league expectations.

## **7. Committees**

Each year the President of the Association shall, as soon as possible after their term commences, appoint at least one (1) member of the Board of Directors to organize and serve on each of the following standing committees. The Board of Directors shall confirm these appointments:

- 1 Equipment Maintenance
- 2 Field Maintenance
- 3 Rules and Referees
- 4 Pictures and Publicity
- 5 Finance and Insurance

## CONSTITUTION

- 6 Social Activities
- 7 Sponsors
- 8 Competitive Soccer
- 9 Soccer Development
- 10 Uniforms and Equipment
- 11 Awards
- 12 Scholarship

All standing committees shall work with the Board of Directors and report back as required. The President shall appoint additional committees as is deemed necessary.

### 8. **Executive Committee Meetings**

The Executive Committee shall have periodic meetings throughout the year as needed for the carrying out of its responsibilities.

### 9. **Amendments**

Any modifications affecting the Constitution or Rules of this Association must be carried by a two thirds affirmative vote of the voting members of the Annual Meeting.

### 10. **Robert's Rule**

All meetings of this Association shall be conducted in accordance with the Robert's Rule of Order, latest addition.



## CONSTITUTION

### 11. **Dissolving of Association**

- a. The organization is organized exclusively for charitable, religious, educational, and/or scientific purposes under section 501(c) (3) of the Internal Revenue Code.
- b. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under 501(c)(3) of the Internal Code or corresponding section of any future tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- c. Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose.

12. Voting members for the association at State affiliate meetings should at minimum be the President but when possible include the other members of the executive committee which are Vice President, Secretary and Treasurer.

### 13. **Ratification**

This constitution is, upon its passage by a two thirds majority of the membership into full force and effect on August 1, 1991.

As amended at the Annual Meeting **6/26/08**.