

# **Villa Hills Soccer Club Constitution**

## **Article I - Name**

The name of the organization shall be Villa Hills Soccer Club. (VHSC)

## **Article II - Purpose**

- A. The purpose of the Club shall be:
1. To teach and develop skills in the playing of soccer among youth players.
  2. To promote, foster and perpetuate the growth of soccer.
  3. To encourage good sportsmanship and fair playing among the participants therein.
- B. To achieve the purposes, the Club shall:
1. Organize teams for boys and girls to compete with similar Clubs in league and tournament play.
  2. By its rules and regulations of play, promote the practice of good sportsmanship and fair play.
  3. Provide the opportunity for all youth in the Club's designated area to play soccer for the Club.
  4. Participate in Local, Regional and State Championships.
  5. Provide the opportunity for members to qualify and participate in officiating soccer matches.
  6. Sponsor player, coach, parent and referee clinics to increase the skill level and knowledge of each.
  7. Maintain playing fields and purchase equipment to improve the soccer program.
  8. Participate in such other educational activities as may be deemed appropriate and consistent with the goal of the Club.

## **Article III - Affiliation**

The Club shall be affiliated with the Kentucky Youth Soccer Association (KYSA), the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF). The Club may affiliate with other sanctioned organizations as it deems appropriate. The Club will recognize and comply with their authority and pay the appropriate annual affiliation and registration fees.

## Article IV - Membership

- A. The Club Board of Directors grants teams to coaches who are approved by the Club Board of Directors.
- B. Players, coaches, and assistant coaches are members of the Club when they are a member of an approved team.
- C. All parents or legal guardians of players on membership are members of the Club.

## Article V - Dues

Teams, players and coaches shall pay membership fees to the Club as prescribed. The fees will be set by the president (treasurer) with approval of the Board.

## Article VI - Club Government

- A. The Club shall be governed by its constitution and by-laws, those of the KYSA, and carried out by the Board of Directors.
- C. In all matters which are properly presented to the Board, each Board member shall have the right to cast one vote. A majority of voting power present shall be necessary to decide any issue which is presented to the Board, except in the case of amendments to the constitution and by-laws as hereinafter provided. The president will cast a vote only in the event of a tie vote.
- D. Functional Committees may be formed as deemed necessary by the board of Directors.
- B. The Board of Directors shall consist of the president, president-elect, registrar, field scheduler, equipment coordinator, referee administrator, field maintenance coordinator and coaching administrator.
  - 1. All members of the Board will be elected at the annual meeting by majority vote of those individual members present who are 16 years or older. In the event that no person receives a majority, the candidate with the least number of votes will be dropped from the ballot and a re-vote will be taken. If no one runs for a particular office the Board may appoint a person with a simple majority of the Board.
  - 2. Members shall serve a term of one year or until their successors have taken office.
  - 3. Any person of sound character who is willing to run for office shall be considered.
  - 4. The job of the Board will be to conduct the day-to-day operations of the Club and set direction and policy for the Club.
- F) The duties of the club officers are as follows:
  - 1. **President:**
    - will preside at all meetings and appoint members of all committees
    - call all meetings herein provided to be called; cast a deciding vote on all issues
    - supervise the affairs of the club
    - sign all contracts and documents

- act as chairperson of the Board
- serve as liaison to other affiliated clubs
- perform all other such duties the Board from time to time may direct.
- deposit all moneys in the name of the Club with a depository which shall be designated by the Board
- execute receipts for such moneys paid to him
- keep the financial accounts
- liquidate all bills against the Club after the same have been approved by the Board
- report the state of the finances at every meeting
- be the liaison to city and county governments for soccer club interests

2. **President-Elect:**

- shall perform all duties and exercise the powers of the President during his absence or incapacity. The President-Elect shall assume the office of the President following his term as President-Elect; shall keep minutes of the Board of Directors meetings
- see that all notices are duly given
- is custodian of Club records and seal
- keep register of mailing addresses of all Club members.

3. **Registrar:**

- shall properly register all eligible players with the KYSA
- shall be responsible for the coordination of the registration of all Club players
- keep records of all Club players
- keep records of all player registrations, memberships and birth certificates.

4. **Field Scheduler:**

- shall be the VHSC representative to any scheduling committee for coordinating games between affiliated clubs
- shall be responsible for the coordination of the fields and practice times.
- shall be the VHSC representative to any tournament committees.
- shall be the liaison to Kenton County Parks for scheduling games and practices.
- shall be responsible for developing schedules for all intramural activities.

5. **Equipment Coordinator:**

- shall be responsible for the procuring, maintaining and distributing equipment used by the Club
- reporting equipment needs to the Board.

6. **Head Referee:**

- shall be the VHSC liaison to District 1 referee coordinator.
- shall be responsible for procuring referees for games.
- shall be responsible for recruitment and education of members interested in becoming referees and lines persons.

- responsible for deciding if the field is playable for games and making the proper communications for cancellations.

7. **Coaching Administrator:**

- responsible for the recruitment and education of members interested in becoming coaches.
- responsible for scheduling and announcing education opportunities for coaches
- shall be responsible for communication of information to the coaches.

8. **Field Administrator(s):**

- responsible for maintenance of fields, including lining fields, placing nets on/off goals, maintenance, moving and storage of goals and addressing any safety concerns.

- G. An officer may be removed from office by a two-thirds vote of the Board. Vacancies are to be filled at once; by a two-thirds vote at any Board meeting.

### **Article VII - Meetings**

- A. The Club Board of Directors shall hold an annual meeting for all club members in the fourth quarter of the year and may call additional meetings whenever the Board deems necessary.
- B. The Board will schedule Board meetings as it deems necessary.

### **Article VIII - Quorum**

The presence of a majority of voting power shall constitute a quorum to transact business at any Club Board meeting.

### **Article IX - Amendments**

The constitution may be altered, amended or repealed at any monthly or special meeting of the Board by a two-thirds majority of the Board, provided the Board has been notified in writing 30 days in advance of said change.

### **Article X - Boundaries**

Players living in Villa Hills, Crescent Springs, and Crescent Park as well as students of River Ridge, St. Joe's and Villa Madonna are eligible to play for the Club.

### **Article XI -**

A. The purposes for which this organization is organized are exclusively religious, charitable, scientific, literary and educational within the meaning of section 510(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law.

B. Notwithstanding any other provisions of these articles, this organization shall not carry on any activities not permitted to be carried on by an organization exempt from Federal Income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law.

C. Upon 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 of 1986, or corresponding section of any future Federal tax code, or shall be distributed to the Federal, State, or local government for public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes.

# **VHSC BY-LAWS**

## **Article I - Team Size and Makeup**

- A. The Club will organize teams to play intraclub and interleague in youth soccer..
- B. Team size will be kept as low as possible to maximize playing time for the players. Final team size is up to the discretion of the Registrar. Following are the maximum and recommended roster sizes for each age group.

Age Group	No. of Field Players	Recommended No. of Players	Avg. Quarters Played	Maximum No. of Players
U-8	4	6	2.8	7
U-10	8	10-12	2.7 - 3.2	13
U-12, U14, U16	11	14-16	2.8 - 3.1	18

## **Article II - Team Selection**

- A. The VHSC will follow the KYSA procedures for teams playing against other KYSA teams.
- B. The VHSC will close registration to all players one week prior to the start of the regular season for KYSA recreational teams. New players to the area may be added up to the third week of the season. The VHSC registrar may waive the late fee.
- C. Registration forms will be sent to all players from at least the previous two seasons. Players will be assigned to teams in the following manner.
  - a) Last team assigned to within age group.
  - b) random draw - note - Players may not be assigned to a team ahead of a player who played in the previous season. The final decision on rosters shall be that of the registrar.
- D. U8, U7 and U6 are deemed instructional and will play intramural. The registrar will form teams by sex, same birth year and vicinity of players to each other. Teams will be kept together as much as possible up through U8.
- E. Players may request to be taken off of a team and placed in the random draw.
- F. Rosters of select teams are selected by the team's coach. Select coaches must complete their rosters by the club's registration cutoff date for returning recreational fees.

## **Article III - Coach Selection**

- A. The Club expects it's coaches to teach and encourage good sportsmanship and fair play.
- B. All coaches will be selected by the VHSC Board from a list of candidates that meets qualifications set by the Board;
  - 1. The qualifications of coaches will be considered in this order;

- a. Willingness to meet the purpose of the Club and follow its bylaws and constitution.
  - b. Coaching license and Referee license
  - c. Coaches who will coach both Spring and Fall seasons.
  - d. Years coaching teams
  - e. Years assistant coaching experience
  - f. Playing experience
  - g. Personal recommendations
  - h. Coaching record based on level of competition
  - i. Years around soccer
  - j. Willingness to coach
- C. Head coaches must be at least 18 years of age to coach.
- D. Select Coaches must have at least an E level USSF coaching license and USSF referee license.

### **Article IV - Player Selection**

- A. When the need to limit the number of players in the Club due to the lack of fields, referees, lines persons, coaches or for some unforeseen reason after all means have been explored, the following formula for determining priority to play on recreational teams is implemented by the Club;
- 1. Player that is an active referee or lines person.
  - 2. Player with a family member that is on the Club's Board or other KYSA board, or is an active referee or lines person.
  - 3. Player with a family member that is a coach or assistant coach.
  - 4. Residents of Villa Hills; Crescent Springs or Crescent Park and students of Villa Madonna and River Ridge
    - a. Player with family member that is on a committee.
    - b. Player with family member that is helpful to the Club.
    - c. Player who did not play the previous season.
    - d. Player new to the Club.
  - 5. Players that register late are the first to be cut regardless of above criteria.
  - 6. Final decisions will rest with the Club Registrar.

### **Article V - Team Fees**

- A. Team fees and all other monetary matters will be handled by the club.

## **Article VI - Player Fees**

- A. Player fees and all other monetary matters will be handled by the player's parents or legal guardians through the club.
- B. Players participating in recreational KYSA competition who sign up after the announced registration penalty date will be charged double the normal registration fee. Exceptions to the late fee are participants who recently moved into the Villa Hills Soccer Club area during the registration period. Final determination is at the discretion of the Club registrar.
- C. The registration fees for children of duly elected directors and appointed club board officers will be reduced \$20 per player per season.
- D. The full registration fee will be charged for the first two children of any family registered to the VHSC. Additional children will be charged one half the registration fee only. (Non VHSC competitive players are excluded from the count.)
- E. Select teams sponsored by Villa Hills will pay the same fees as recreational players to support field development, coaching and referee development, administrative cost etc.

## **Article VII - Rule Variations**

- A. All players in the recreational program shall play at least half the game.
- B. Intramural programs will follow a set of rules that are approved by the board.
- C. All rule variations shall be included in the VHSC coaches handbook.

## **Article VIII - Committees**

- A. The president may and should appoint coaches and/or other members to act as chairperson and coordinate such matters as:
  - 1. Field development
  - 2. Finance
  - 3. Instructional Coordinator
  - 4. Player Development Camp Coordinator
  - 5. Others as required and approved.

## **Article IX - By-Law Changes**

The by-laws may be changed by 75% vote of all board members.