

LONGMEADOW SOCCER ASSOCIATION BY-LAWS

ARTICLE I NAME: The name of this association shall be the Longmeadow Soccer Association (LSA). The term "ASSOCIATION" as used in these by-laws shall refer to LSA.

ARTICLE II PURPOSE: The purpose of this Association shall be to develop, promote and administer the game of soccer among players within the town of Longmeadow. It shall do so by providing a positive athletic experience, teaching cooperation and team work, and improving the individual skills of the players.

ARTICLE III AFFILIATION: The Longmeadow Soccer Association shall be affiliated with the Pioneer Valley Junior Soccer League (PVJSL) and the Massachusetts Youth Soccer Association (MYSA) and shall operate in accordance with their respective rules and regulations.

ARTICLE IV ADMINISTRATION: This Association shall be governed by its by-laws and Rules and Regulations. They shall be administered by the Association's Board of Directors. All meetings shall be conducted in accordance with the State of MA Open Meeting Law Guideline.

- a. The fiscal year of this Association shall begin on the first day of January and shall end on the last day of December of the calendar year.
- b. The fiscal year shall apply to all components of LSA.

Article V BOARD OF DIRECTORS: The authority of this Association shall be vested in its Board of Directors.

- a. The Board of Directors shall consist of the following officers who shall be elected: President, Vice President of In-town, Vice President of Travel, Secretary, Treasurer and Registrar. They shall take office immediately following their election and shall serve for two (2) years. Elections of the positions will occur in the month of December. Any vacancies occurring during the course of the year will be filled for the remainder of the term by the Board of Directors by majority vote of the Board Members.
- b. The following positions shall be appointed by the President with the approval of the other members of the Board of Directors: Fields Coordinator, IT Coordinator, Procurement and Award Coordinator.
- c. Each member shall have one (1) vote.

d. A quorum for a Board of Directors meeting shall consist of 2/3 of the board that is present at the meeting with 8 members minimum.

e. Any Board member missing two (2) unexcused (un-notified) consecutive regularly scheduled Board meetings will be notified of the "intent to suspend his/her voting privileges and/or notice of removal." After notice, if a member is absent from a third consecutive scheduled Board meeting, the Board may vote to remove and replace the member. If the Board fails to remove the member, the Board member will not be allowed to vote, and voting privileges will only be reinstated after the Board member has attended two consecutive regularly scheduled Board meetings.

f. A Board officer or member may resign at any time by giving written notice to the President. Unless otherwise specified, a resignation shall take effect on receipt of written notice.

g. Upon any resignation or removal from office, the President shall appoint a successor to serve the remainder of the unexpired term.

ARTICLE VI OFFICERS:

a) The President shall preside at all meetings. He/she shall appoint all committees and shall be an ex-officio member of each, The President shall also perform the duties of the Treasurer when the Treasurer is not available.

b) The Vice President of Travel shall perform the duties of the President in his/her absence. The Vice President of Travel shall be responsible for the operation of the Travel Program. He/she shall report on the operation of the Travel Program to the L.S.A. Board of Directors. The Vice President of Travel shall be responsible for coordinating fields, equipment and supplies in the divisions and other activities as directed by the President. He/she will also be responsible for coordinating player tryouts for the Travel Program.

c) The Vice President of In-Town shall be responsible for the operation of the recreation division of the association. He/she shall report on the operation of the recreation division to the L.S.A. Board of Directors. The Vice President of In-Town shall be responsible for equipment and supplies in the divisions and other activities as directed by the President.

d) The Secretary shall be responsible for all general correspondence of this Association and shall keep the minutes of all Board meetings, general meetings and special meetings. He/she shall be responsible for recording information involving Travel and In-Town Soccer meetings, He/she shall also maintain a listing of all members attending the regularly scheduled Board meetings and general meetings of this Association.

e) The Treasurer shall keep and account for all funds and properties of the Association in a manner required by law and by the Association, The records of account for such funds and properties shall be the property of the Association. The Treasurer shall prepare a financial report for the Board on a monthly basis for Board meetings.

f) The Registrar shall be responsible, in conjunction with the IT Coordinator, for the registration of all players and the distribution and maintenance of all team rosters. He/she shall be responsible for the verification that all players are properly registered with L.S.A. and maintain all team rosters.

ARTICLE: VII MEETINGS: The Board of Directors shall meet at least eleven (11) times a year. The Annual Meeting, which shall include the election of officers, will be held in December. The order of business of the Annual Meeting shall be as follows: Minutes of the previous meeting, Committee Reports, Old Business, New Business; Election of Officers, Announcements, and Adjournment. Proposed By-law changes will be available to the general public at least thirty days (30) prior to the Annual Meeting and voted on at the Annual Meeting. Thirty (30) days notice of the Annual Meeting shall be posted at the Town Hall.

ARTICLE VIII PROTESTS: Any complaint lodged against the Association must be made to the Board in writing. The letter must be postmarked within 48 hours of the incident. In response to the protest the Board will send a letter to the person who is making the protest and to the persons the protest is against explaining the Board's decision and what actions will be taken, if any.

ARTICLE IX ZERO TOLERANCE POLICY: Any participant including but not limited to parents, children, coaches, board members, volunteers, and fans in the LSA program who are abusive (verbally or physically) toward any person including but not limited to opposing teams, parents, coaches, referees, players from the same team, spectators, etc. will be suspended. Suspended means that said person may not attend any LSA soccer games or sponsored functions including practices. Suspended parents will still be required to drop off and pick up children for practices and on game day. Offenses will be determined by the Longmeadow Soccer Association Board of Directors in a very timely fashion.

❖ **First Offense** - Two (2) week suspension. This step may be skipped in the case of physical abuse or severe verbal abuse.

❖ **Second Offense** - Suspension for the remainder of the season, This is dependent upon the number of games remaining in season. Sanctions could be enforced into following season.

❖ **Third Offense** - Suspended for life (if you are suspended for life you may be ineligible to participate in any LSA activities).

ARTICLE X AMENDMENTS: Any Amendment affecting the By-laws of this Association must be carried by a 2/3 vote of the Board at the Annual Meeting,

ARTICLE XI TRAVEL SOCCER DIVISION: This Association shall run a competitive soccer division, known as the Travel Program, which shall function under the rules and regulations of the L.S.A. Board of Directors. The purpose of this division shall be to develop, promote, and administer the competitive game of soccer among players, primarily residents within the Town of Longmeadow. This division shall be governed by the L.S.A. Board of Directors.

ARTICLE XII DELEGATES: Delegates to the Pioneer Valley Junior Soccer League will be the President and Vice President of Travel.

ARTICLE XIII RATIFICATION: The ratification and signature of six (6) members of the current Board of Directors of the Longmeadow Soccer Association shall be sufficient for the establishment of these By-laws. IN WITNESS HEREOF, we have hereunto subscribed our names this 2nd day of April, 2008.

President

Treasurer

Vice President of Travel

Vice President of In-Town

Registrar

Secretary

2/27/08