



## Chapter 2

### BYLAWS OF THE NORTH TEXAS CO-ED SOCCER ASSOCIATION

#### **ARTICLE I**

The President of this Association shall preside at all Association meetings. He/She shall appoint all Service committees. He/she will serve as an ex-officio member of any committee of the Association. He/She shall cast the deciding vote in the event of a tie at any meeting, or he/she may waive the right to do so. He/she may appoint delegates to any meeting of the Member Leagues. He/she shall submit an annual report in writing at the Annual Meeting and said report shall become a part of the minutes of such meeting. He/she shall be responsible for insuring that all members with check-signing authority be bonded. He/she shall be the liaison between the Executive Committee and Staff. He/she shall be responsible for seeing that an adequate staff is maintained and that the administrative policies and operations of the Association are carried out.

#### **ARTICLE II**

The Vice President shall be Chairman of the Appeals and Disciplinary Committee and shall report all functions of this committee, in writing, at the Annual Meeting of this Association. He/She shall succeed to the powers of President in his/her absence. The Vice President shall also serve as an advisor to all standing committees. He/She shall also serve as the Co-Chairperson of the Rules and Regulations Committee. He/She shall keep a list of disciplinary actions taken against players, coaches, managers, referees and member teams.

#### **ARTICLE III**

The League Commissioner shall be responsible for registration of all players. He/She shall be a Co-Chairperson of the Rules and Regulations Committee. He/She shall appoint and supervise all Division Commissioners. He/She shall report the activities of this office, in writing, at the Annual Meeting of this Association. Eligibility of players with regard to registration shall also be the responsibility of this officer. This officer shall be responsible for conducting regular season play.

#### **ARTICLE IV**

The Referee Commissioner shall act as Chairman of the Referee Committee and shall be responsible for coordinating all referee affairs for this Association subject to the approval of the Executive Board. He/She shall submit a report, in writing at the Annual Meeting of this Association.

#### **ARTICLE V**

The Secretary shall record the minutes of all meetings, attend to all correspondence, and keep the records of the Association. He/She shall maintain a list of member teams in good standing and their official delegates to the meetings of this Association. He/She shall send written notice of meetings to all member teams.

**ARTICLE VI**

The Treasurer shall keep a detailed account of all receipts and expenditures of this Association. He/She shall submit a written financial statement at the Annual and Semi-Annual Meetings of this Association. He/She shall pay all bills properly passed upon and approved by the Executive Board. He/She shall have a list of all property of this Association. He/She shall be bonded. He/She shall also serve as Chairman of the Budget and Finance Committee.

**ARTICLE VII**

The Field Commissioner shall represent the association by serving as liaison to procure fields for the Association, and shall serve as the official designee for re-scheduling games when requested by other board members. This person shall also represent the Association at all field-related meetings. He/She shall have the final responsibility for all non-regular season games. He/She shall submit a written report of all non-seasonal activities at the Annual Meeting of this Association.

**ARTICLE VIII**

The North Texas Co-Ed Soccer Association may appoint a representative who shall serve as an advisor to any of the above committees.

**ARTICLE IX**

The Executive Board shall transact all business of the Association and shall have the power to enforce the Laws of the Game, Rules of the United States Soccer Federation and the North Texas State Soccer Association, and the Constitution, By-Laws, and Rules and Regulation of this Association. Meetings may be called at the discretion of the President at a time and place appointed by him/her, concerning any charge of a violation of rules, of this association.

**ARTICLE X**

Any member of the Executive Board shall be requested to resign following a vote of no confidence in his/her ability to remain in office. Forty percent (40%) of the Association members, simultaneously, may petition for such a vote. The petition must be submitted, in writing, to the Executive Board, which will in turn review the petition and forward copies to all members within ten (10) days of receipt of such petition. The vote of no confidence must be passed by three-fourths (3/4) majority of all Association members present and voting, after all Association members have been given ten (10) days written notice of such pending petition. A quorum must be present.

**ARTICLE XI**

A member of the Executive Board can be a member or official of a team, club, league or association. No more than two officers shall play on the same team together. In the event of any grievance involving said organization, he/she may not act on its behalf nor be entitled to act on the grievance.

**ARTICLE XII**

Vacancies on the Executive board shall be filled by appointment of the President with the Board's approval and the person so appointed shall serve in such capacity until the next General Meeting following the announcement, at which time an election shall be held. Nominations shall be from the floor and election shall be by ballot.

### **ARTICLE XIII**

A majority of the voting power shall constitute a quorum at the Association meeting and a majority of votes represented shall decide all questions except those involving amendments to the Constitution or removal of officers (no confidence votes.)

The following Standing Committee shall be appointed or elected, as the case may be, at the regular monthly meeting following the annual meeting each year. Vacancies on such committee shall be filled by appointment or elected by such vacancy. In the case of an emergency, the President shall have the power to fill any vacancies on any committee by appointment until such vacancy can be filled in accordance with normal procedures.

#### **A. *Executive Committee (All Standing Committees)***

##### **1. Appeals and Disciplinary Committee**

It shall be composed of the Executive Vice President as Chairperson, an Association Division Commissioner and two (2) Association Members, appointed by the Chairperson. The League Commissioner and the Association's Referee Commissioner shall be advisors. The Chairperson shall call all meetings of this committee and shall always cast his/her vote last. The advisors shall not have a vote. Any member voting at this level shall not vote at the next higher level of appeal. The Chairperson shall notify the Secretary of the League in writing, of the rulings of this committee.

##### **2. Budget and Finance Committee**

It shall be composed of the Treasurer as Chairperson and two (2) members of the Executive Board. It shall submit a proposed budget for the upcoming year at the Annual Meeting each year. It shall report, at the regular monthly meetings, the status of the budget. The Executive Board must approve all plans for expenditure in excess of \$250.00. There should be a \$250.00 limit on spending commitment without prior approval of the Treasurer and President of this Association.

##### **3. Player Placement Committee**

It shall review the division placement of any questionable team due to the number of upper division players. It shall consist of the League Commissioner and the A&D Chairman as co-Chairpersons, the appropriate division commissioner and up to two members-at-large.

##### **4. Rules and Regulations Committee**

It shall be composed of the Vice President and League Commissioner as Co-Chairpersons. The remainder of this committee shall be made up of players, board members or appointees. It shall provide guidelines concerning rules and regulations of League play.

##### **5. Referee Committee**

It shall consist of three (3) members, at least one of whom must be a licensed referee. The Chairperson of the committee shall be the Referee Commissioner. It shall adopt and present to the Executive Board, for approval, the regulations for referees providing service for this Association.

#### **B. *Service Committees***

##### **1. Auditing Committee**

It shall review the accounts and accounting of this Association and submit a written report at the Annual Meeting and at other times as directed by the President, who shall appoint said committee.

2. **Nominating Committee**

It shall present a slate of officers one-month prior to the Annual Meeting. It shall be appointed by the President.

Procedures for filing appeals with the Appeals and Disciplinary Committee shall be as follows:

- A. All appeals to the Appeals and Disciplinary Committee must be submitted in writing within five (5) days of the incident being appealed. The appropriate fee (cash or cashier's check) shall accompany all appeals: Regular Season Games and positioning rounds..... \$25.00  
All other matters, including play-offs and tournament games..... \$50.00  
If the Committee upholds the appeal, the fees will be returned. If it is denied, the fee will be forfeited to the treasury of this Association. In case of appeals regarding individual suspensions, the Appeals & Disciplinary Committee may waive or request the appropriate fee.
- B. This Committee, at its discretion, may, when requested in writing to do so, waive the time limit for filing appeals but in no case shall an extension of more than ten (10) days be granted.
- C. All appeals to this committee must be made in writing to the Chairperson of the Committee who will then notify the Secretary and all members of this Committee. In cases of controversy, as to timely appeals, the postmark date (postage meter not acceptable) shall govern.
- D. Upon receipt of appeal, properly submitted, the Chairman of this Committee shall set a time and a place for hearing and will advise all appropriate parties. Such hearing settings are solely the responsibility of the Committee, however, must be sent to the appropriate party(s) in writing.
- E. Decisions of the A&D Committee may be appealed to the North Texas State Soccer Association in accordance with procedures set forth by said Association. In no event shall any person, persons or organizations under the jurisdiction of this Association resort to the courts until **ALL appeal procedures have been exhausted.**
- F. All decisions at all levels of the appeals shall stand and be in full force and effect until changed by a higher authority. Therefore, **players may NOT play while a decision is under appeal at any level.**

**ARTICLE XVII**

Amendment to the By-Laws and Rules and Regulations may be made at any meeting of this Association by a vote of majority of its members present and voting, provided all members have been given ten (10) days written notice, including a written copy of the proposed changes.