



GOSHEN YOUTH SOCCER ASSOCIATION

CONSTITUTION AND BY-LAWS

Last Updated | 06/10/2024

CONSTITUTION

ARTICLE I. Name

The name of the association shall be Goshen Youth Soccer Association (GYSA)

ARTICLE II. Purpose

GYSA is an exclusively non-profit charitable organization dedicated to the betterment of our community through youth participation in sports. Our vision is to provide the children of Goshen with an instructional athletic program that promotes teamwork, builds self-esteem and respect for others, and increases skill knowledge in a safe, non-threatening competitive environment. GYSA operates as a Donor/Volunteer – based organization that includes Board Members, Coaches, Team helpers, Sponsors, and those that offer improvements to our facility. GYSA relies on registration fees and concession profits to provide enough income to supply the following: uniforms and insurance for each player, maintenance of the soccer fields, sports equipment, parking lot repairs, and Referee expenses. These funds also cover the cost of the property lease and utilities. GYSA is a member of SAY.

ARTICLE III. Membership

Membership is open to all men and women whose children participate or participated in the GYSA and to those adults as prescribed by the by-laws.

ARTICLE IV. Meetings

Regular meetings, special meetings and meetings of the Board shall be held as prescribed by the by-laws.

ARTICLE V. Board Members

The Board shall consist of the following officers and/or positions: President, Vice-President, Secretary, Treasurer, District Representative, Technology Coordinator, Field Coordinator, Referee Coordinator, Concessions Manager, Equipment Manager, Communication Coordinator and up to a maximum of 6 Member-at-Large. The term for all officers shall be two years. Officers shall perform the duties outlined in the by-laws and those assigned from time to time by the president.

ARTICLE VI. Elections

Election of officers shall be conducted biennially as prescribed by the by-laws. Elections may be held outside of normal biennially timing due to openings of positions (ie: resignations, removals).

ARTICLE VII. Removals

Members can be removed from the board with a 2/3 vote by the board. All active board members are required to vote for removal and disciplinary actions must have been followed.

ARTICLE VIII. Amendments

Amendments to the Constitution must be done in the following manner.

1. The proposed amendment must be submitted in writing to the board for approval
2. The proposed amendment must be read at two consecutive meetings.
 - a. Vote will be held after the second reading
 - b. 2/3 majority vote is required for passing of amendment

ARTICLE IX. Dissolution of Organization

If the organization were to dissolve or no longer be needed, all physical assets will be sold or donated to other organizations that can use them. All funds will be used to pay any outstanding debts, and any left over funds will be donated to other Goshen Youth Athletic organizations.

BY-LAWS

Section I. Membership

Members of this organization shall be:

1. Parents and/or guardians of any child registered with the organization willing to abide by the Constitution and By-Laws.
2. Officers, Committee Members, Approved Managers and Coaches of any team playing under the auspices of this organization
3. Any adult, 18 years of age or older, willing to abide by the Constitution and By-Laws of this organization.
4. A member in good standing shall attend nine meetings within a calendar year. These members shall have the following rights:
 - a. Voting Privileges at any regular meeting on any issue brought forward to the floor, except board selection
5. Board Membership will be capped at 15 members.

Section II. Meetings

GYSA will meet once a month, generally on the second Monday of each month, but changeable with 24 hours' notice on social media or public websites.

Special meetings may be called by the Executive Board as necessary. The Board shall have authority to conduct all regular business between regular meetings. Any action or business conducted in this manner shall be reported to the membership at the next regular meeting.

Section III. Duties and Responsibilities of the Board

The Board shall be responsible for:

1. Approval of all coaches, representatives, coordinators and board members
2. Investigating reported acts of misconduct by players, coaches, or spectators.
 - a. Investigations will be handled by the disciplinary committee
 - b. Penalties set forth are determined by this committee and brought to the board for approval
 - c. Meeting with the accused will be handled by the President, Vice President or Communications Coordinator
 - i. Approved penalties will be in writing either:
 1. By email sent to accused with disciplinary committed copied
 2. In Person
3. Monitoring activities of the treasurer to assure an accurate reporting of the organization
4. Day-to-Day operations of the organization

INDIVIDUAL POSITION RESPONSIBILITIES

BOARD EXECUTIVES

1. President
 - a. Preside at all regular meetings of this organization and at all special meetings, setting the agenda for each.
 - b. Be a member at all times of all committee meetings, except those of the nominating committee.
 - c. Coordinate the work of the officers and committees to promote the goals of the organization
 - d. Has no vote on issues on the floor while in the chair except to break ties.
 - e. May vacate the chair for a specific issue in order to vote, in which case the vice-president assumes the chair and the restrictions therein.
2. Vice President
 - a. Perform all duties of the President in their absence or inability to serve.
3. Secretary
 - a. Record the minutes of all regular meetings of the organization
 - b. Present a copy of these minutes at the next meeting. When approved, these will be kept in a separate book that shall be the permanent record of the proceedings.

- c. Take attendance at each regular meeting and keep a record of the same voting privileges.
 - d. Conduct all correspondence for the organization: receiving, read and filing all materials.
- 4. Treasurer
 - a. Pall all bills with the approval of the Board
 - b. Keep all receipts
 - c. Provide the Board with bank statements and current financial status
 - d. Provide approval to purchase items needed for day-to-day operations.
- 5. District Representative
 - a. Attend regularly scheduled **League** meetings.
 - i. Report pertinent information back to GYSA board
 - b. Provide updates on the current status of activity
 - c. Assume responsibility for GYSA within the **League**

BOARD MEMBERS

- 1. Referee Coordinator
 - a. Hiring and Firing of referees for the organization
 - b. Relaying class times and locations to those who need it
 - i. Ongoing education if needed
 - c. Scheduling of referees for games played at our fields
 - d. Communicate any grievances/praise to referees
- 2. Field Coordinator
 - a. Manage the mowing schedule
 - b. Manage field days
 - c. Manage lining schedule
 - d. Manage inventory of items needed for field (i.e. Goals, Nets, benches, field paint, etc.)
- 3. Equipment Coordinator
 - a. Manage team equipment (balls, pennies, cones, etc)
- 4. Concessions Coordinator
 - a. Manage inventory within the square app to ensure proper reporting
 - b. Purchase items for sale at concessions
 - c. Manage inventory of non-sale items (paper goods, spoons, condiments, etc.)
 - d. Create Concession schedule for coaches
 - e. Create Field coverage schedule for Board Members
- 5. Technology Coordinator
 - a. Manage website
 - b. Manage accesses for square account
 - c. Manage wifi at field
 - d. Manage social network accounts
 - e. Research technology items that could benefit the organization
- 6. Communications Coordinator
 - a. Disseminate information to coaches, parents and players
 - b. Manage the sign up for practice time on fields
 - c. Run coaches meeting
 - d. Be the contact point for coaches and parents within the organization
- 7. Member at Large
 - a. Assume the duties of any active member in the case of an absence
 - b. Perform duties assigned to them by the Executive Board
 - c. Assist with board duties at Field or during **League** events

Section IV. Year

The year will begin on July 1st and end on June 30th. Any activities taking place in the current year must be complete before the end of the year.

Section V. Elections

Every even year, the President shall call for a confirmation or election of board members. Between the months February and April, nominations from the board will be accepted. An individual vote on each position will be verbally administered during the month of May. Majority vote by the board wins. Term will be 2 years and will start the following year as defined by Section IV.

In the case of a tie*, the following procedure will be followed:

1. Round table discussion
2. Revote

**Tie goes to the current seatholder/boardmember*

Terms will expire on June 30th of the year based on the following schedule:

Even Years

- President
- District Representative
- Secretary
- Field Coordinator
- Concession Coordinator
- Technology Coordinator

Odd Years

- Vice President
- Treasurer
- Referee Coordinator
- Equipment Coordinator
- Communication Coordinator

Members at Large will remain unchanged until a position opens, or they run for a position during elections.

Section VI. Filling Vacancies on the Board

If a vacancy should occur due to resignation or removal the board can first reallocate positions on the board via the procedures outlined in section V. Then procedure outlined in section V will be followed for the open position only, the winner serving the remainder of the term.

Section VII. Uniforms

Teams will wear organization chosen Uniforms for all exhibition, regular season, and post season games or activities. No other uniforms shall be substituted without approval from the board. Board approved substitute uniforms:

1. Will be required to be available for any team within the organization to purchase.
2. Can only be worn in games against other Goshen teams.
3. Organization will not cover any costs associated with design or production

Any coach found not abiding by this by-law will be subject to disciplinary action from the disciplinary committee.

1. 1st Offense – 2 Game Suspension
2. 2nd Offense – 1 year Suspension
3. 3rd Offense – Removal from Organization and lifetime ban from coaching

Section VIII. Committees

Committees will be comprised ONLY of active members of the board. All Committees will keep records of any meetings, informal or formal, for review by the rest of the board. Committees will meet, as needed, to discuss issues and present their findings/suggestions to the board at the next regularly scheduled board meeting unless action is required sooner, in which case the Executive Board can call for a special meeting. Committees for the organization are as follows:

- Disciplinary Committee
- Fundraising & Event Committee

Ad Hoc Committees can be formed and dissolved by motion of the board as needed.

Section IX. Duties and Responsibilities of Coaches

A coach from the preceding year will be considered to have tenure with his/her team if he/she has remained in good standing. When more coaches are available than teams, coaches will be selected from seniority. Coaches with enough returning players from their team of the previous year to fulfill the minimum limit will be exempt from this rule. If a vacancy occurs, applicants for the open position must be members in good standing. Coaches from the previous year will be given first consideration.

A coach is responsible for:

1. The conduct and performance of their players, assistant coaches and parents.
2. Dissemination of rules and league changes to their players, assistant coaches and parents.
3. Field preparation and care of league equipment.
4. Attendance at work days
 - a. Field days*
 - b. Field lining*
 - c. Concession coverage*
 - d. Fund-raising events
 - e. Other projects approved by the GYSA Board
5. Returning of league equipment by date set by the Equipment Coordinator
 - a. Coach is responsible for all equipment given to them by GYSA.
 - b. Equipment not returned by date set by the Equipment Coordinator will result in a charge of \$150 to the head coach to replace the items.

Failure to abide by the rules shall be reason for penalty. Extra duties may be given to exonerate the guilty party. Failure to fulfill responsibilities, will be grounds for dismissal.

Section X. Registration

Registration Fees will be determined by GYSA Board. Payment is expected at the time of registration. A child with outstanding fees will not be permitted to participate in any GYSA activity

1. All participants must register during the specified registration period
2. Exceptions must be approved by the GYSA Board

Section XI. Participation

All participants are required to play half of a game.

1. Exceptions may be made for disciplinary reasons.
 - a. Disciplinary form must be filled out weekly
 - b. Must be approved by the board and delivered in writing
 - i. By email with the Disciplinary Committee copied
 - ii. In person by the President, Vice President or Communication Coordinator to player and parents

Section XII. Code of Ethics

The following are violations of GYSA Code of Ethics. These unsportsmanlike behaviors will result in specific penalties to be issued by the on-field official and/or GYSA Board.

- Entering the playing area without permission of the officials
 - 1st Offense - Warning
 - 2nd Offense - Ejection
 - Penalties
 - Board Review
 - Sanctions
- Threatening actions or words toward the officials, players or spectators
 - 1st Offense - Warning
 - 2nd Offense - Ejection
 - Penalties
 - Board Review
 - Sanctions
- Aggressive Physical contact with officials, players or spectators
 - Ejection
 - Possible contact of law enforcement
 - Penalties
 - Board Review
 - Sanctions
- Refusal to leave the playing area after ejection
 - Forfeit
 - Possible contact of law enforcement
 - Penalties
 - Board Review
 - Sanction
- Constant and or excessive verbal abuse towards officials, players, or spectators
 - 1st Offense - Warning
 - 2nd Offense - Ejection
 - Penalties
 - Board Review
 - Sanctions
- Instructing players to play in a dangerous or unsportsmanlike manner
 - Ejection
 - Penalties
 - Board Review
 - Sanctions
- Use of tobacco products, electronic cigarettes, or profanity in the playing area during practices or games
 - 1st Offense - Warning
 - 2nd Offense - Ejection
 - Penalties
 - Board Review
 - Sanctions
- Consumption of alcohol in the playing area during practices or games
 - Ejections
 - Penalties
 - Board Review
 - Sanctions

All ejections, home or way, will be reviewed by GYSA Board and could result in further sanctions

Full Coaches Expectations and penalties can be found in the Coaches Code of Conduct

Section XIII. Park Rules

Park Rules must be followed by everyone at all times.

- NO Alcoholic Beverages on park premises
- NO Tobacco Use in the park
- NO Vape Pens/Vape products
- NO Pets
- NO Foul or abusive language
- NO bicycles, or motorized vehicles on the playing field**

Violation of these rules will result in immediate ejection from the park and could result in further action depending on the severity.

***Motorized scooters for the mobility challenged is acceptable*

Section XIV. Grievances

Grievances Must be submitted in writing to the GYSA Board. This can be done in person, or by email to goshenyouthsoccerassociation@gmail.com

Section XV. Amendments

Amendments to the By-Laws must be made in the following manner.

1. The proposed amendment must be submitted in writing to the board for approval
2. The proposed amendment must be read at two consecutive meetings.
 - a. Vote will be held after the second reading
 - b. 2/3 majority vote is required for passing of amendment