

BULLARD F.C.

BYLAWS

I. Board of Directors

- A. The officers of the Board of Directors shall be elected at the Annual General Meeting by the new Board of Directors. The terms of office shall be for one (1) year.
- B. In the event that a Director becomes unable to serve, a new Director shall be elected in the manner in which they were originally selected. A Director may be removed by two-thirds (2/3) vote of the full board membership at a general meeting after written notice has been given of said removal.
 1. Any member of the Board of Directors shall be removed, without vote, upon missing 3 consecutive Board Meetings, or 4 of 6 meetings.
- C. The officers of the Board of Directors shall be the President, Vice President, Secretary, Treasurer and Registrar(s).
 1. President

The President shall conduct all meetings of the Board of Directors and shall cast a vote only in the event of a tie. The President shall appoint, at the beginning of each season, the standing committees and/or committee chairman. The President shall have such other powers and shall perform such other duties as may be assigned to him by the Board of Directors, as well as such powers and duties which may be incidental to the office of President, subject to the control of the Board of Directors. Candidates for the office of President at any election for that office shall have served as a member of the Board of Directors for a minimum of eight (8) consecutive months during the immediately preceding twenty four (24) months.
 2. Vice President

The Vice President, in the absence or inability of the President to act, shall exercise all the powers and perform all the duties of the President, and the Vice President will oversee all Division IV activities of the Club and/or other duties as assigned by the Board of Directors.
 3. Secretary

The Secretary shall keep an accurate record of all meetings, handle all correspondence, give notice of all meetings, and maintain the files of this club. The Secretary shall be responsible for the preparation of the annual report.

4. Treasurer

The Treasurer shall give a receipt for all moneys which shall be deposited in a recognized bank in the name of this club. All accounts shall be paid by check and shall bear two (2) signatures: the Treasurer's and/or the President's, Vice President's, Secretary's or Registrar's. The receipt book and vouchers shall be produced when required by the Board of Directors, properly balanced according to the bank book or statement, whichever is up to date. The Treasurer shall be responsible for insuring the preparation of any and all papers pursuant to the tax status of this club.

5. Registrar(s)

The Registrar(s) shall be responsible for insuring proper registration of the players, coaches and teams, proper accounting of fiscal transactions and accurate reporting to the Board of Directors and the District Registrar.

D. The Board of Directors shall be responsible for and have sole authority for the following:

1. Be familiar with, interpreting and enforcing the Constitution, Bylaws, and Rules, Regulations, and Policies and Procedures of this club.
2. Approving procedures for formation of registered teams.
3. Insuring proper registration of all players and teams.
4. Insuring proper accounting of fiscal transactions and accurate reporting to the District Commissioner and/or their appointed assistant.
5. Establishing a common set of administrative policies and procedures for all teams registered in this club.
6. Attempt to provide opportunities of play and proper levels of competition to compete in for all youth within the boundaries of this club.

E. The Board of Directors will have sole authority for approval of all coaches for all registered teams.

F. The Board of Directors shall have the right and authority to suspend, bar completely or otherwise discipline any team, player, parent/guardian, coach, manager, team assistant, club official or any other person associated with the operation of this club from any member team or organization.

G. The Board of Directors shall confirm any appointments (to the Board) of coordinators and any standing or special committees that may need to be formed. Permanent standing committees should include, but not be limited to, discipline, tournament, uniform, fundraising, and coaching.

II. Applicant for Team Membership

Any applicant for membership in this club shall submit yearly, with the appropriate fee(s):

Properly completed registration form for each team, player, and coach prepared in accordance with the current CYSA-N and/or US Club registration instructions and procedures.

Submit upon initial registration of each player, proof of date of birth.

III. Meetings

A. Regular meeting of the Board of Directors will be held at least bi-monthly. The agenda for regular meetings may be as follows:

1. Call to order
2. Roll call
3. Introduction of guests
4. Acceptance of minutes
5. Correspondence
6. Treasurer's report
7. Committee reports
8. Unfinished business
9. New business
10. Good of the game
11. Adjournment

IV. Quorum

At all meetings of the Board of Directors, five members of the board (including at least one officer) shall constitute a quorum for the transaction of business.

V. Seasonal Year

The seasonal year for membership/registration shall be from September 1 through August 31.

VI. Rules of Order

Robert's Rules of Order shall be deemed as adopted in all matters of this club.

VII. Dissolution

Should this club be dissolved, all assets remaining after the payment of all debts shall be distributed to a non-profit fund, foundation, or corporation which is organized and operated exclusively for the purpose of the development of youth soccer.

VIII. Communication Policy

The Bullard F.C. recognizes its website, policies, and e-mail as valid forms of communication and can serve in lieu of written notification of changes in policy and procedure. All changes to the website, reflecting policy changes, but not including informational updates, require the approval of the Board of Directors.

IX. Team Formation, Coaching, Practice and Team Management

A. Team Formation

1. Division 1 teams will be formed via tryouts in the following age groups: Under 10, 11, 12, 13, 14, 15, 16, 17, 18, & 19 for boys and girls respectively.
2. Division 3 teams will be formed via tryouts in the following age groups: Under 12, 14, 16, & 19 for boys and girls respectively.
3. Division 4 teams will be formed by any player who wishes to play soccer in the following age groups: Under 14, 16, & 19 for boys and girls respectively.
4. Tryouts for Division 1 & 3 will be conducted by an approved coach or set of coaches.
5. Players are not allowed to play up in age without approval of the Board of Directors and with the recommendation of the coach in the player's true age group and the coach of the player's requested age group, in consultation with the Coaching Committee; unless a team does not exist in the player's true age group.

B. Coaching

1. Coaches are encouraged to advance their license levels to a minimum "E/D" license. An unlicensed coach cannot be rostered to a team. A first year coach may be licensed with an "F" license then the following year must obtain an "E" and/or an "E/D" license Recommendation of head coaches will be by the Coaching Committee. The Coaching Committee will assign coaches to teams based on the best interests of the club and its mission, the best interests of the team, and player development. All coaching assignments will be approved by the Board of Directors. All coaches must submit an application to coach to the Coaching Committee. Assistant coaches are selected by the head coach and/or Board of Directors and must follow the same application and approval process as the head coach.
2. ALL Coaches, Team Managers/officials will be required to complete registration forms and sign a code of conduct.

C. Practice

Players and coaches will wear Bullard F.C. approved practice attire.

D. Team Management

All teams will use the name Bullard F.C. In the event of additional teams within the same age group, the following policy will be followed: First team Blue, Second team White, Third team Black (e.g., a 2nd D-1, U-13 Girls team would be named Bullard F.C. White).

Revised February 2010