

# **Freetown-Lakeville Soccer Club**

## **Summary of the Program**

### **ARTICLE I**

#### **Organization Name and Objective**

- 1.01** This organization shall be known as Freetown-Lakeville Soccer Club, hereafter referred to as FLSC. The FLSC is a 501(c)(3) non-profit corporation and is affiliated with the Massachusetts Youth Soccer Association (MYSA) and United States Youth Soccer Association (USYSA).
- 1.02** The objective of the FLSC is to develop and promote a vital and exciting soccer program within the towns of Freetown and Lakeville. This will be accomplished through programs designed to teach the fundamentals of the sport of soccer and to develop public awareness. These programs will provide the opportunity for training and play for all interested parties and shall strive to foster self-confidence, individual skills, fitness, teamwork and sportsmanship.

### **ARTICLE II**

#### **Description and Governing Body**

- 2.01** The FLSC will provide organization and support for the development of soccer programs available to residents of the towns of Freetown and Lakeville, and other nearby towns as outlined by specific leagues in which play is to take place. This organization and support will include but not be limited to: registration of players, recruitment and education of coaches, acquisition and maintenance of fields and equipment, development of team rosters, assistance with registration in appropriate competitive leagues, fundraising, sponsorship, liaison with parents, and public awareness.

**2.02** The governing body of FLSC will be the Board of Directors and Assistant Directors (collectively hereafter referred to as the Board), which shall consist of some or all of the following, in the discretion of the Board:

<i>Elected</i>	<i>Appointed as Needed</i>
President	Immediate Past President
Vice-President	Assistant Treasurer
Secretary	Assistant Registrars
Treasurer	Assistant Directors
Registrar	
SCSL Director	
Coach Director	
Fall Director	
Equipment Manager	
Field Director	
Referee Director	
Fundraising Manager Developmental Director	

**2.03** Elected Board members shall be elected at the Annual Board Meeting. Candidates for Board positions shall be self-nominated, or may be placed into nomination by a motion from the floor, if agreeable to the nominee. In contested Board positions, election shall be conducted by secret ballot. The FLSC will strive to create a Board that is reflective of the diversity of the Club as a whole.

### **ARTICLE III**

#### **Directors – Term of Office**

**3.01** Directors shall hold office for one two (2) -year term and are eligible for re-election. Each member of the Board shall serve for a period of his/her term of office, or for consecutive or additional terms if so duly re-elected, or until his/her successor is duly elected, unless the Director resigns or is removed as specified in the FLSC By-laws.

- 3.02** In those instances where a Director cannot complete his/her term of office, the President may appoint an interim replacement to fulfill the term of the Board member, subject to approval by the majority of the Board.

## **ARTICLE IV**

### **Board Decisions**

- 4.01** All matters of policy shall be decided by a simple majority vote except as otherwise provided by law, the Articles of Organization or the By-Laws. A majority of the current active Board members shall constitute a quorum. Each member of the Board shall have one (1) vote and must be present at the meeting to cast said vote (proxies are not allowed). Meetings may be conducted and votes may be tallied by telephone conference call or electronic mail.

## **ARTICLE V**

### **Notice of Meetings**

- 5.01** Public notice of the Annual General Meeting shall be submitted to the local newspapers at least twenty-one (21) days prior to the meeting. Special Meetings may be called by the Board as necessary, with due notice to the FLSC in a fashion determined by the Board.
- 5.02** Board meetings shall be held each month or as otherwise determined by the Board. The President as necessary may call special Board meetings.

## **ARTICLE VI**

### **Duties and Responsibilities of Directors**

**6.01 President**

The President shall officially preside at all meetings, be Chairman of the Board; be the official representative of the FLSC; be authorized to sign checks; appoint all subcommittee chairpersons and in consultation with each chairperson appoint all members of said subcommittee; and be an ex officio member of all subcommittees.

**6.02 Vice-President**

The Vice-President shall succeed to the office and powers of the President in his/her absence, or for the remainder of his/her term if vacated for any reason. In the event of such a vacancy, the Board shall elect a successor to the post of Vice-President. The Vice-President shall be responsible for the administration of the CORI or other equivalent programs, as may be required for MYSA and other league affiliations, and shall act as the liaison to MYSA.

**6.03 Secretary**

The Secretary shall attend to all correspondence for the FLSC, keep detailed minutes of all Board and General meetings, keep such records as necessary, be responsible for public relations (or appoint an assistant to be so responsible), and correspond on behalf of the FLSC only with the knowledge and permission of the President. The Secretary shall be responsible for publication of the notice of the Annual General Meeting.

**6.04 Treasurer**

The Treasurer shall be in charge of the financials of the FLSC. He/She shall report on the finances at the Board and General meetings, and shall submit and distribute a full, monthly written report of the financial transactions, a budget and the status of the finances at the Annual General Meeting. He/she shall regularly reconcile all bank accounts, be authorized to sign checks and complete a year-end analysis of all income and expenses as related to the FLSC. In addition, the Treasurer shall be responsible for preparing and submitting the year-end tax return on Form 990 prior to May 15 for the previous year.

**6.05 SCSL Director**

The SCSL Director shall participate in the establishment of rosters and assist coaches in scheduling fields and teams for practices and games. He/she shall be responsible for acquiring information regarding registration requirements and deadlines from various leagues and facilities in which play is to take place and so inform the Registrar.

**6.06 Registrar**

The Registrar shall be responsible for directing all registration and validating all team rosters and working with the on-line registration provider. The Registrar will maintain a file of all registration documents, birth certificates, ID Cards and other related forms.

**6.07 Coach Director**

The Coach Director shall be responsible for recruiting, developing and training quality coaches for FLSC. The Coach Director will direct the evaluation of players, subject to conditions as set forth in the By-Laws, and assist the Program Director in the establishment of team rosters.

**6.08 Equipment Manager**

The Equipment Manager shall be responsible for ordering and maintaining inventory of all equipment acquired by the FLSC.

**6.09 Assistant Director Positions**

Assistants to any position of the Board of Directors may be appointed to the Board as deemed necessary by the President, subject to approval by a majority of the Board.

**6.10 Fall Director**

The Fall Director shall coordinate and oversee the Fall in-town program. Specific responsibilities include coordinating schedules, field use (with the Field Manager), coaches (with the Coaching Director), referees (with the Referee Director), sponsors (with the Fund Raising Director), and any other duties that may be deemed necessary.

**6.11 Field Manager**

Work with the Fall Director and SCSL Director to manage field usage, maintenance, and construction.

**6.12 Referee Director**

Work with prospective adults and youths who would like to serve as licensed referees for both Spring and Fall programs, schedule and pay referees, act as liaison with the Mass Youth Referee Association and oversee and facilitate the licensing and training of new and existing referees.

**6.13 Fund Raising Director**

Recruit sponsors for the FLSC, teams and events, organize, maintain and cover snack bars and coffee stands, sell tickets, set up activities and fund raising dances and other functions.

**6.14 Spring Development Director**

The Spring Development Director shall coordinate and oversee the Spring in-town program. Specific responsibilities include coordinating schedules, field use (with the Field Manager), coaches (with the Coaching Director), referees (with the Referee Director), sponsors (with the Fund Raising Director), and any other duties that may be deemed necessary.

**ARTICLE VII**

**Team Placement**

**7.01** All children who live in the towns of Freetown and Lakeville and other nearby towns as required by specific leagues in which play is to take place are eligible, pending age requirements of a given league, to participate in FLSC sponsored activities. Placement on a team is subject to a number of factors, including but not limited to payment of all applicable fees and costs, participating in applicable tryouts, meeting registration requirements as outlined in the By-Laws and availability of coaches. All decisions are subject to the discretion of the Board.

**7.02** All residents of the towns of Freetown and Lakeville and other towns as specified above shall be eligible to be Board members, coaches, and assistant coaches, subject to conditions as set forth in the By-Laws and approval by the Board of Directors in their sole discretion.

**ARTICLE VIII**

**Conduct**

**8.01** The FLSC expects that all coaches, assistant coaches, parents, players and others participating with the organization will demonstrate a high

level of sportsmanship and character in all activities associated with the FLSC.

- 8.02 Players and coaches are expected to compete in a spirit of good sportsmanship and fair play and support the referees. Players are expected to participate in practices and games, and to notify the coach in advance if unable to be present for a scheduled game or practice.
- 8.03 Parents are expected to participate by ensuring that their children are on time for and picked up following games and practices, and that the players have their equipment with them. Parents should help support the coaches, referees and other players, help maintain discipline and promote good sportsmanship.
- 8.04 Player, coach or parent behavior that is referred to any representative of the FLSC as potentially inappropriate or detrimental to the FLSC may be considered by the Board for review and / or action, potentially including a hearing before the Board. In the sole discretion of the Board, coaches, players and parents may be subject to disciplinary action, including but not limited to reprimand, suspension or dismissal from the FLSC.