

LONGVIEW SOCCER CLUB (LSC)
2019
CONSTITUTION
BY-LAWS
RULES
REGULATIONS

**2019-
LSC Executive Board**

President:	Jeff Coleman	
1st VP:	Jim Maggs	
Secretary:	Katie Rupley	
Treasurer:	Christi Maggs	
Head Registrar:	Trieste Madden	

THE COACH

The Coach is the most important person to the kids in the Youth Soccer Program. It is the un-selfish giving of your time, knowledge of the game, patience, and understanding that wins the allegiance of your team and their parents. You, like the volunteer referee, must prepare for the most important events each week, the mid-week and Saturday game. The kids are always eager to enter into the spirit of competition and enjoy the fun of participation. As a coach, you can have your finest moment in victory but to be a great coach you must be able to take defeat with poise, dignity and positive attitude that next week will be different. You are the leader that the kids look to for encouragement, guidance and to set an example, as your behavior is often reflected in the player's performance and duplicated by the parents on the sidelines. An angry word directed towards the referee, the opposing coach or a player could change the whole complexion of the game. In an instant, the spirit of good sportsmanship and friendly competition can turn into a fierce, aggressive battle. Even the parental cheering section can change into a disorganized mob of jeering hecklers. The excitement and suspense of the game then becomes an impatient wait for the final whistle to sound. Soccer, unlike other American sports, has no place for harassment. Nothing that you or spectators can say will influence the outcome of the game, as the referees' decisions on the field are final according to its laws. If as a coach you feel that the referee made an incorrect interpretation of the rules, which affected the outcome of your game, you have a right to protest his decision. It is suggested that you notify your Club Officers, prior to filing a protest.

LONGVIEW SOCCER CLUB CONSTITUTION

ARTICLE I – NAME AND DURATION

Section 1 – The Longview Soccer Club hereinafter referred to as LSC, is a non-profit corporation organized and existing under the laws of the State of Washington.

Section 2 – The duration of this corporation shall be perpetual.

ARTICLE II – OBJECTIVES AND PURPOSE

Section 1 – The objectives of LSC are to:

- a) Promote and further develop the game of soccer.
- b) Organize and govern the game of soccer for youth within the City of Longview, however, it shall not be limited to that area.
- c) Establish uniform Rules and Regulations applicable to youth soccer competition in this area consistent with the principles and laws of the Federation Internationale de Football Association (FIFA – the world governing body for soccer), and those of the Washington State Youth Soccer Association (WSYSA – a division of USSF), and those of the United States Soccer Federation (USSF – affiliated with FIFA).
 - 1. Where conditions and circumstances prevent full compliance, LSC shall effect deviation best suited to its own particular needs.
- d) Develop the game in non-affiliated areas within our territory.
- e) Provide programs for the membership, as required.
- f) Administer and conduct competitions, as required.
- g) Represent this area in all matters of organized Youth Soccer with regards to the WSYSA, the USYSA, USSF and interested parties.

Section 2 – The purposes of the LSC is educational and includes the following:

- a) Teach and train players, coaches and referees.
- b) Teach through the game of soccer, sportsmanship, physical health and mental alertness.

ARTICLE III – JURISDICTION

Section 1 – The LSC shall have jurisdiction over its entire member youth soccer teams, players and associated individuals within the area.

ARTICLE IV – AFFILIATION

Section 1 – The LSC shall be affiliated with the WSYSA, an affiliation of the United States Youth Soccer Association (USYSA), division of the United States Soccer Federation (USSF).

ARTICLE V – FINANCIAL POLICY

Section 1 – The LSC is and shall be a non-profit organization.

Section 2 – Dissolution – Should the LSC be dissolved, all monetary assets remaining after payment of all debts shall be turned over to any remaining member clubs in Cowlitz County which have qualified under Section 501 (c) (3) of the U.S. Internal Revenue Code, and shall be divided proportionally to the number of registered teams. Physical assets shall be held in trust by remaining member clubs.

ARTICLE VI – ADMINISTRATIVE AUTHORITY

Section 1 – The LSC Board of Directors shall be governed by its Constitution and by-laws except when those of the WSYSA and USYSA supersede these.

Section 2 – The LSC Board of Directors shall have the authority from time to time to issue policies or instructions necessary to interpret, clarify or further define its Constitution, by-laws and Rules and Regulations.

ARTICLE VII – MEMBERSHIP

Section 1 – The membership of the LSC shall consist of incorporated and unincorporated organizations engaged in youth soccer within the area assigned to it by the WSYSA which agree to be bound by the Constitution, by-laws and Rules and Regulations of the LSC and which shall be admitted to membership in accordance with the by-laws of the LSC.

ARTICLE VIII – ADMINISTRATION

Section 1 – The governing authority of the LSC shall be vested with the Board of Directors.

Section 2 – The Board of Directors shall be composed of the Executive Board and Committees.

Section 3 – The Executive Board consists of the officers of LSC.

Section 4 – The LSC shall be governed by its Constitution, by-laws and Rules and Regulations.

ARTICLE IX – MEETINGS

Section 1 – The Annual General Meeting (AGM) of all members of the LSC shall be held for the primary purpose of electing the Executive Board.

Section 2 – Meetings of the Board of Directors and the Executive Board are considered business meetings and shall be called as defined in the by-laws.

ARTICLE X – PARLIAMENTARY AUTHORITY

Section 1 – All meetings of the LSC shall be conducted using the current edition of “Roberts Rules of Order” as a guide.

ARTICLE XI – AMENDMENTS

Section 1 – Proposed changes or amendments to the Constitution can only be affected at the Annual General Meeting (AGM).

Section 2 – Such proposed changes or amendments must be made in writing to the LSC secretary at least 60 days prior to the AGM at which they are to be acted on.

Section 3 – All approved changes or amendments shall be included in the AGM minutes.

LONGVIEW SOCCER CLUB BY-LAWS

ARTICLE I – BOARD OF DIRECTORS

Section 1 – The Board of Directors is composed of the “Executive Board” and the “Committees”.

ARTICLE II – EXECUTIVE BOARD

Section 1 – The Executive Board (officers) of the LSC shall consist of the President, the First Vice-President, the Secretary, the Treasurer and the Head Registrar.

- a) The Executive Board shall be elected at the Annual General Meeting.

Section 2- Conflict of Interest Policy for LSC: We, the Board of Directors of Longview Soccer Club, resolve that no member of the Board of Directors shall participate in any discussion or vote on any matter in which he or she or a member of his or her immediate family has potential conflict of interest due to having material economic involvement or potential personal or professional profit or gain regarding the matter being discussed. When such a situation presents itself, the board member must announce his or her potential conflict, disqualify himself or herself, and be excused from the meeting until discussion is over on the matter involved. The President of the meeting is expected to make inquiry if such conflict appears to exist and the board member has not made it known. By being elected to the Board of Directors of Longview Soccer Club, a board member agrees to abide by this policy.

Section 3- The Executive Board shall be responsible for conducting the business and administering the affairs of the LSC to include, but not limited to, the following:

- a) Enforcing the Constitution, by-laws, Rules and Regulations of LSC.
- b) Approval of formation and operation of all tournaments.
- c) Approval of Intrastate play.
- d) Recommendations to the Board of Directors for suspension or removal of LSC Officers.

Section 4 – The Executive Board shall meet as set forth in ARTICLE VII herein.

Section 5 – The President and Secretary shall be elected in odd calendar years for a period of two (2) successive years. The First Vice-President, Treasurer and Head Registrar shall be elected in even calendar years for a period of two (2) successive years (with exception for the year of 2019 we will need to elect the Treasurer and Head Registrar for a term of one year, due to the resignation of the past Treasurer and not currently having a Head Registrar). The term of office for LSC office shall commence at the AGM at which they are elected. Any Officer being absent without cause from three (3) consecutive meetings of the Executive Board of Board of Directors meetings or being

negligent in duties to LSC shall be subject to suspension or removal by the Board of Directors.

Section 6- Duties of Officers

1. President: The President shall supervise all activities of the LSC. He/she is the general representative of LSC in all matters, including public relations. He/she shall also be the LSC Commissioner and representative to the WSYSA, which tasks he/she may delegate. He shall be the LSC representative to the WSYSA District 5 Board, a position he/she may delegate. He/she shall serve as Chairman at all meetings of the LSC.
2. First Vice-President: The First Vice-President shall succeed to the power of the President in his/her absence, during illness, or at his resignation, otherwise he/she shall assist the President as is necessary. He/she shall supervise the activities of the Vice-President of the LSC.
 - a) Changes/Amendments to LSC Constitution, by-laws and Rules and Regulations.
 - b) Nominations and AGM arrangements.
 - c) Act as the Disciplinary Committee Chairman.
 - d) Secure proof of insurance for all LSC playing fields through WSYSA as necessary for all member clubs.
3. Secretary: The Secretary shall attend to and be custodian of all LSC trophies, office assets and correspondence, shall record, publish and mail all meeting minutes and give proper notice of all typing, reproduction, mailing and filing support for the Executive Board and shall be reimbursed according to the approved budget. The Secretary shall compile and publish the LSC Directory and Annual Report and shall present a calendar for all regular meetings for the coming year at the AGM.
4. Treasurer: The Treasurer shall be bonded and shall deposit all monies received in a chartered bank, Savings and Loan or Credit Union in the name of the LSC. All amounts shall be paid by check, which shall be signed by any two of the following three (4) officers: Treasurer, President, Secretary, Head Registrar and First Vice-President, with the addition of allowing up to two (2) committee members as addition “back-up” signers. The Executive Board shall first authorize all disbursements of LSC items and the treasurer shall prepare financial reports on a monthly basis or as requested by the Executive Board. He/she shall prepare a proposed budget for each fiscal year. (See ARTICLE VI for details on finances for the LSC.)

ARTICLE III – VOTING AND QUORUM

Section 1 – Voting

- a) President may exercise his vote in case of tie.

- b) The following matters require a simple majority of those voting to carry a motion at the AGM, and 2/3 majority at any other scheduled meeting.
 - 1) Constitution and by-laws changes.
 - 2) Approval of/or changes to the budget (including assessments).
 - 3) Removal of officers.
- c) In all other matters, a simple majority of those voting is necessary to carry the motion.
- d) Voting may be carried out my email, the secretary shall keep records of each email vote and report the final decision to the Board

Section 2 – Quorum

- a) A quorum for all Board of Directors meetings shall consist a minimum of 50% of all listed Board of Directors and Committee Memembers, combined, afterproper notification of the meeting.

ARTICLE VI – FINANCES

Section 1 – Fiscal Year – The fiscal year of the LSC begins January 1st and ends the last day of December of each year. All financial rules and regulations are in effect during the twelve (12) months of the fiscal year.

Section 2 – Budget – The Treasurer shall oversee the budget and work with the Executive Board for preparing said budget. The provisional budget shall be presented to the Board of Directors within four (4) weeks following the Annual General Meeting.

Section 3 – Audit – The financial books and accounts of the LSC maintained by the Treasurer, can be audited once yearly prior to the Annual General Meeting. Once (1) week prior to the Annual General Meeting, a fiscal year statement of sources and uses of funds, certified by the auditor, shall be submitted by the Treasurer to the Secretary for inclusion into the Annual Report.

ARTICLE VII – MEETINGS

Section 1 – The Annual General Meeting shall be held in November at a time and place specified by the Board of Directors, for the purpose of election of the Executive Committee and to formulate any changes in the Constitution, by-laws or Rules and Regulations.

Section 2 – Board of Directors Meetings – The Board of Directors will meet the second Monday of each month excluding December. Additional meetings can be called when necessary.

Section 3 – The Executive Board shall be empowered to meet in order to conduct the running of business of LSC at the call of the President.

ARTICLE VIII – JURISDICTION

Section 1 – Association Jurisdiction

- a) Insurance – LSC shall maintain medical liability insurance for all players through the WSYSA. Shall also obtain liability insurance for Board of Directors.
- b) Certifying (and training) officials.
- c) Scheduling.
- d) Protests.
- e) Development.
- f) Team Standings.
- g) Dates of Final Team Registration.
- h) Establishing standards for equipment, uniforms and fields.
- i) Establishing a fixed registration fee for insurance and administration cost only.

ARTICLE IX – COMMITTEES

Section 1 – Committees shall be established by LSC during each fiscal year, as required, to satisfy the programs and needs for orderly and timely implementation will be based upon approved budget items or may require approval of additional expenditure. Appointment or removal of Committee Directors is subject to Executive Board Approval. Respective LSC Vice-President shall supervise committee activities. Committee Directors shall administer their respective activities and shall be responsible to the Executive Board through their respective Vice-President. Reporting and communications shall follow in the same order.

ARTICLE X – DISCIPLINARY

Section 1 – Disciplinary Rulings

- a) The Executive Board shall have the power to affect the penalties when the LSC Constitution, by-laws, or Rules and Regulations are violated. Penalties may consist of warnings, temporary or permanent exclusion from the activities of the LSC.
- b) The Executive Board shall have the power to penalize any player, coach whose actions are detrimental to the purpose of LSC or have willfully violated the Constitution, by-laws, or Rules and Regulations of LSC after an opportunity to be heard before the Executive Board is afforded. Penalties may consist of warnings, temporary or permanent suspension from participation in activities of the LSC or member clubs.
- c) Any bodily assault on an official prior to, during or after a game by a member of LSC shall be reported to LSC. The offending member shall receive a hearing by the Executive Board within ten (10) days, and if found guilty, shall be suspended from further activities of LSC.
- d) Falsification of records shall be grounds for disbarment from future participation and/or membership in at LSC.

Section 2 – Protests and Appeals

- a) Properly formed Judiciary Committee approved by the Executive Board shall have authority to deal with all protests and ejections arising out of all competitions.

- 1) All protests must be submitted to the Vice-President in writing within 72 hours following the game.
- 2) The Vice-President shall be chairman and vote only in the case of a tie. The Vice-President shall serve as the alternate chairman.
- 3) The Committee shall be formed from members of LSC at the request of the Vice-President.
- 4) No member should participate if he feels that he could not render an impartial decision.
- 5) The Committee shall consist of not less than a chairman and 4 members.
- 6) Judgment made by the referee shall not be grounds for protest.
- b) Any person, teams or club desiring to appeal decisions made under the aspect of Section 2, Paragraph a) above, must submit a written appeal Executive Board (LSC Secretary) not later than eight (8) days after the first decision was made.
- c) Decisions rendered by the LSC Executive Board shall be binding on all parties involved.
- d) Further appeals regarding a LSC decision or protest must be submitted to District 5. Fee to be determined by District 5. Further appeals regarding a District 5 decision or protest must be submitted to WSYSA. Fee to be determined by State.
- e) Appeals on decision by the WSYSA Committee must be forwarded with a fee to be determined by the USYSA Regional Protest and Appeals Committee Chairman.
- f) In all cases of protests and appeals, the respective fee must accompany two (2) copies of the protest or appeal, along with any supporting documents.
- g) In the matter of protests and appeals, no person, team or club may invoke the aid of any Attorney-at-Law or the Courts of any state or the United States without first exhausting all available remedies within the body of organized soccer.

ARTICLE XI – INSURANCE

Section 1 – Liability Insurance – All officers, Board of Directors, Committee Directors of LSC shall be covered against personal liability claims by LSC for performing acts and duties directly related to the work of LSC.

Section 2 – Accident Insurance – All players, coaches and officials registered with LSC shall be adequately insured against accidental bodily injuries sustained while participating in, directly going to or returning from a game, practice or exhibition sponsored and supervised by LSC and its member.

ARTICLE XIII – RULES AND REGULATIONS

Section 1 – The LSC Rules and Regulations shall establish league regulations, rules of competition, rules of play and special rules and shall govern all competition administered by LSC.

Section 2 – Standing rules defining LSC Committee functions and Committee Directors' responsibilities will be developed by the Executive Board.

Section 3 – Changes and amendments shall only be affected by the Board of Directors in accordance with Article VII herein.

ARTICLE XIII – AMENDMENTS

Section 1 – Proposed changes or amendments to these by-laws can only be affected at the Board of Directors Meetings.

Section 2 – Such proposed changes or amendments must be made in writing to the LSC Secretary.

LONGVIEW SOCCER CLUB (LSC)

RULES AND REGULATIONS

PHILOSOPHY

It is the intent of the LSC to provide young people a means for recreation and enjoyment, and an opportunity to achieve excellence through participation in the game of soccer. The principles of governing competition (among its members) shall include development of physical fitness, mental alertness, leadership and good sportsmanship. All members shall recognize and adhere to the principle that the manner of play outweighs the victory. It shall be the responsibility of the coaches to encourage courtesy, sportsmanlike conduct and respect for authority by players, parents and spectators.

Introduction

LSC plays and operates according the rules of the Federation Internationale de Football Association (FIFA), the United States Youth Soccer Association (USYSA), and the Washington State Youth Soccer Association (WSYSA). In short, FIFA administers and legislates on the international level, USYSA on the national level, and WSYSA on the state and local level. WSYSA'S general procedures and rules of competition appear in the WSYSA Operating Procedure Manual. CYSA rules of competition will conform to WSYSA rules of competition.

SECTION 1: GENERAL RULES

Rule 1 – Seasonal Year

The seasonal year of LSC shall be September 1 to August 31.

Rule 2 – Classification of Team Formation

Teams shall be formed according to equal age grouping as follows, for all competition unless otherwise approved by the Board of Directors.

Age groupings on teams for both boys and girls are followed from WSYSA & CYSA guidelines for the current year. :

Under 18 years of age	August 1, 1995	July 31, 1996
Under 17 years of age	August 1, 1996	July 31, 1997
Under 16 years of age	August 1, 1997	July 31, 1998
Under 15 years of age	August 1, 1998	July 31, 1999
Under 14 years of age	August 1, 1999	July 31, 2000
Under 13 years of age	August 1, 2000	July 31, 2001

Under 12 years of age	August 1, 2001	July 31, 2002
Under 11 years of age	August 1, 2002	July 31, 2003
Under 10 years of age	August 1, 2003	July 31, 2004
Under 9 years of age	August 1, 2004	July 31, 2005
Under 8 years of age	August 1, 2005	July 31, 2006
Under 7 years of age	August 1, 2006	July 31, 2007
Under 6 years of age	August 1, 2007	July 31, 2008

Only officially and properly registered players may participate in a game scheduled by LSC. Infringement of this rule is subject to disciplinary review and may result in forfeiture of a game by the team playing unregistered player or players.

Rule 3 – Player and Team Registration

- a) LSC shall have a registrar responsible for proper registration of players within the club, including team affiliation and obtaining proof of age of players. Each child who wants to play in LSC must supply a photocopy of valid birth certificate, passport, or a certificate issued by the INS.
- b) Any player dropping out or being added to a team must be brought to the attention of the registrar for insurance purposes.
- c) No team shall have more than eighteen (18) players. Teams are permitted to carry from eleven to eighteen players for local league play in order to play. (See Mod/Micro rule #1 for U6 to U11 recommendations).
- d) Washington State rules now require all soccer players from U6 to U19 to have completed player cards, which includes a photo, player's signature, and lamination. For U6 to U9, coaches are required to review the other team's player cards prior to the start of the game. For U10 and up, coaches are required to provide their team's completed cards, along with their Bonzi-generated roster, to the referee for their review prior to the start of the game.
- e) Divisions will be divided by sex whenever possible.

Rule 4 – Uniforms

- a) Each team must field players wearing a basic uniform to include:
 - 1) Shorts
 - 2) Top of Basic Team Color
 - 3) Shoes (Soccer shoes as deemed safe by the referee)
 - 4) Socks
 - 5) Shin Guards under socks (Mandatory)
- b) Home team shall be responsible for wearing contrasting color.
- c) When the weather is inclement, players may wear tight fitting tights or sweatpants tucking into socks, shirt underneath their uniform, gloves, and stocking caps at the discretion of the referee.

SECTION 2: RULES OF COMPETITION

Followed from WSYSA & CYSA guidelines for the current year.

