

LORAIN COUNTY SOCCER LEAGUE
CONSTITUTION
REVISED JULY 2007

ARTICLE I
NAME

- A. The Name of the Association shall be “LORAIN COUNTY SOCCER LEAGUE”, hereinafter referred to as L.C.S.L.
- B. Status: This Association shall be a NOT FOR PROFIT league. This League is classified as RECREATIONAL.
- C. PRINCIPAL OFFICE: The principal office of the League shall be located in the Ohio County of Lorain at the address specified by the Board.

ARTICLE II
MISSION STATEMENT

The League shall govern organized Soccer for member organizations for the purpose of encouraging and promoting the sport of soccer for all children, between the ages of 6 through 18, regardless of ability.

ARTICLE III
MEMBERSHIP

Membership in L.C.S.L. shall consist of all-dues paying Associations affiliated as of January 01, 2005, SPECIFICALLY: AMHERST, AVON, ELYRIA, LA GRANGE, LORAIN, MIDVIEW, OBERLIN, SOUTH AMHERST-FIRELANDS, SHEFFIELD LAKE, VERMILION AND WELLINGTON.

Application for membership in the L.C.S.L. must be made as follows with the understanding that there is no guarantee of acceptance offered or implied herein;

- A. If your community has a team listed as an affiliation as of Jan. 1, 2005, you are accepted in the League.
- B. As long as each community has one team that is committed each season, your application is renewed.
- C. If you are a community not affiliated with the league as a member as of January 1, 2005, you must comply with the following to be considered for affiliation;
- 1) To play the spring season, application must be made in person by an Officer of the applicant Association, not later than in the regular scheduled October Meeting PRECEDING the season to be played. Discussion of the application will be held at the NOVEMBER Meetings and acceptance/rejection vote will be taken at the JANUARY meeting following.

2) To play in the fall season, application, again in person, must be made no later than the preceding regularly scheduled APRIL Meeting. Discussion of the application will be held at the May Meetings and acceptance/rejection vote will be taken at the JUNE meeting following.

3) At the time of application the petitioning Association must meet and/or provide the following criteria/resources:

- i. At least one age appropriate size soccer field that which will be available for use on L.C.S.L. normal days of play.
- ii. Name at least one team with a minimum roster size, plus 2 players, which will participate in the L.C.S.L.
- iii. Name at least one person who has agreed to serve on an L.C.S.L. Rep. For your community.
- iv. Provide copies of the Applicant's Associations Constitution and By Laws.

D. Copies of applicant's Association's Constitution and By-Laws, League President and League Representative contact information will be provided to L.C.S.L.

E. No Community Association shall represent more than One (1) school system and only one (1) Community Association shall be granted membership from one school system.

F. If a member Association is not represented at a Lorain County Soccer League three consecutive meetings, that community will be sent a letter of reprimand.

G. Re-affiliation shall be contingent upon re-application and acceptance to L.C.S.L. (Item A, above.) Any team missing a full season (Fall to Spring) shall be required to re-apply.

ARTICLE IV
BOARD OF REPRESENTATIVES

The Board of Representatives shall consist of an adult representative from each member Association.

A. Each member Association shall provide the L.C.S.L. contact information of their respective League President and Community Representative. (Updated promptly when changes occur)

B. The voting right of each member Association, based on current L.C.S.L. Membership, shall be:

1-5 Teams = 1 Vote
6-10 Teams = 2 Votes
10 + Teams = 3 Votes

(Votes per association may vary from season to season depending upon the Associations participation)

C. A Simple majority vote cast shall decide all issues except dissolution and Constitutional Amendment.

D. The regular meeting of the Board of Representatives shall be monthly, except the month of December when there shall be no meeting.

a. Special meetings of the Representatives must be called by the President if so requested by a Fifty One (51) percent or more of the member Associations

b. Notice of special meetings shall be no less than seven (7) days prior to the date of such meetings.

E. Any officer not representing a community shall be entitled to one (1) vote.

F. No member of the Board of Representatives may vote upon a matter coming before the Board in which he or she has an interest either financial or of unfair advantage. Immediately upon becoming aware that such a conflict may exist, the Representative must disclose the existence of the potential conflict to the remaining Representatives and refrain from discussion or voting on the matter. Any such disclosure and withdrawal shall be fully documented in the minutes of the L.C.S.L. All Board members and officers must vote in the best interest of the L.C.S.L.

ARTICLE V
OFFICERS – EXECUTIVE BOARD

A. OFFICERS: The Leagues shall have the following adults as officers which shall be voted into office by the Board of Representatives at the June Membership Meeting, alternating as defined below: PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER, LEAGUE SCHEDULER, LEAGUE REGISTRAR, REFEREE ASSIGNOR, AND SPORTSMANSHIP MANAGER. The duties of the officers shall be those assigned by the Board of Representatives, as defined below, for the purpose of operating the League and promoting the sport of soccer within the purpose of the Organization.

1. President (voted for in even number years):
 - a. Responsible for overall management of L.C.S.L.
 - b. Preside over meetings of the board and general membership.
 - c. Serve as ex-officio member of all committees
 - d. Appoint special committees as needed
 - e. Provide policy direction for L.C.S.L.
 - f. Represent or designate a representative meetings with which L.C.S.L. is affiliated or has a business concern
 - g. Presents trophies to teams at L.C.S.L. Playoffs
 - h. Represents the L.C.S.L. at OYSAN, USYSA functions
 - i. Signs checks
 - j. Prepares meeting agendas
2. Vice President (voted for in odd number years)
 - a. Assist President and fulfill responsibilities in the absence of the President
 - b. Assume duties of any board member who resigns or is removed from position on the L.C.S.L. board
 - c. Field/ Compliance: goal safety/ enforcement
 - d. Pre-season coach meetings
 - e. Ref. Assignor Issues
3. Treasurer (voted for in even number years)
 - a. Serve as chief financial officer of L.C.S.L., with responsibility for all funds
 - b. Maintain records for all income & expenses authorized by the Board
 - c. Prepare financial records using generally accepted accounting principles to be presented at Board and General Membership Meetings
 - d. Present an annual financial statement to be general membership
 - e. Recommend fees for League play based on projected costs.
 - f. Responsible for insuring that all federal and state forms are filed in the specific time frames.
4. Secretary (voted for in odd number years)
 - a. Record minutes and attendance of meetings of L.C.S.L. Board and General Membership Meetings
 - b. Present minutes at the beginning of each L.C.S.L. meeting

- c. Communicate with any person or organization as directed by the Board
5. League Registrar (voted for in even number years)
 - a. Determine eligibility for all L.C.S.L. players and coaches and assure compliance
 - b. Maintain registration records for all players and coaches
 - c. Coordinate all aspects of registration process
 - d. Maintain current mailing lists for all L.C.S.L. players and coaches
 6. League Scheduler (voted for in odd number years)
 - a. Prepare all schedules and venues for L.C.S.L. league play
 - b. Maintain accurate records of team records for team rankings to maintain division parity, using scores reported to LCSL Website
 - c. Monitor scores and standings for playoff seeding on LCSL Website
 - d. Verify field availability with local L.C.S.L. league representatives.
 - e. Coordinate all game play with Referee Assigner
 - f. When necessary, coordinate rescheduled games with community representatives and/or coaches
 7. Referee Assigner (voted for in even number years)
 - a. Maintain master list of referees available for L.C.S.L. games
 - b. USSF certified assigner and must be current or former USSF referee
 - c. Coordinate with League Scheduler logistics of each season schedule and provide necessary referee coverage
 - d. Field all complaints dealing with coaches from referees and present to Sportsmanship Manager for investigation, who will in turn present findings to board of final judgment
 8. Sportsmanship Manager (voted for in odd number years)
 - a. Field all complaints dealing with the actions of players, coaches, and spectators participating in L.C.S.L. games and events
 - b. Investigate any claims of misconduct pertaining to any player, coach, or spectator involved in L.C.S.L. play within 4 days of complaint
 - c. Presents all findings to the L.C.S.L. board with any pertinent documentation for judgment and with in 6 days of end of initial complaints decision by board on handling issue
 - d. Inform all involved dispute parties of L.C.S.L. findings in any disciplinary actions
 - e. Prepare and notify any individual in writing via USPS certified mail in the event of disciplinary action or suspension within 7 days of initial complaint
 - f. Maintain accurate records of any actions taken by the board involving L.C.S.L. members for reference in the event of future complaints.
- B. No elected officer may hold office for more than 24 months unless re-elected by a majority vote of the Representatives present at the annual membership meeting.

C. REMOVAL OF MEMBERS: Any member of L.C.S.L. may be removed for not following the L.C.S.L, OYSAN, US Youth Soccer or USSF constitutions, bylaws, and rules and regulations.

1. Removal of players, coaches and managers listed on the roster will be by disciplinary hearing. Removal of other members can be by a majority vote of the board at any time, with or without the presences of the person(s) present. Parents of players are not considered members and may be asked not to attend games/practices/activities by a vote of the majority board.

2. Board of Representative members and Officers, committee chairs and committee members may be removed from office for just cause and/or failure to attend or perform the duties of the office. The member has a right to a hearing and has rights to appeal. The hearing will be by the board of representatives with the member who is the subject of the hearing not having a right to vote. Te vote to remove must be by $\frac{3}{4}$ majority of the remaining and attending members.

ARTICLE VI NON-BOARD MEMBER POSITIONS

Non-Board Member Positions, by vote or appointment on a yearly basis.

A. Web Page Coordinator (No Voting Rights)

1. Maintain webpage for L.C.S.L. and post all necessary documents as provided by any board of Representatives member.
2. Schedules and score reporting are now completely web-based. It is best for the League Scheduler to perform the Web Page Coordinator duties.

B. Playoff Director

1. Coordinate fields for fall and spring playoffs by August (for October) and April (for June).
2. Lead and organize committee to operate L.C.S.L. playoffs
3. Present board with anticipated expense totals to prepare a budget for playoff (at least 2 meetings prior to playoffs...i.e. August meetings for October and April meeting for June)
4. Maintain expense records and present to treasurer at end of playoff for review executive board
5. Coordinate with Referee Assigner to insure adequate coverage for playoffs
6. Schedule and seed all playoff games

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ARTICLE VII ANNUAL MEMBERSHIP MEETING

A. On the first Wednesday of each July, there shall be a meeting of the Board of Representatives for the purpose of electing officers for the periods as previously defined.

- a. Should the first Wednesday in July be the 4th of the month, the annual membership meeting shall be held on July 11th. (Second Wednesday).
- b. Nominations will be accepted at the June meeting.
- c. At the regular special meetings of the Board of Representatives, a quorum shall consist of $\frac{2}{3}$ of the Community Representatives.

- B. The order of business at any meeting of the League shall be as follows:
- a. CALL TO ORDER
 - b. APPROVAL OF THE MINUTES FROM THE LAST MEETING
 - c. REPORTS OF THE OFFICERS AND COMMITTEE CHAIR PERSONS
 - d. UNFINISHED BUSINESS
 - e. NEW BUSINESS
 - f. ANNOUNCEMENT OF NEXT REGULAR MEETING DATE & PLACE
 - g. ADJOURNMENT

LORAIN COUNTY SOCCER LEAGUE BY-LAWS REVISED MARCH 2005

ARTICLE I POSITIONS

- A. COMMITTEES: Appointed by the Board of Representatives for specific functions of the League such as Playoff, Rules, Grounds, Fund Raisers, Etc.
- B. COACHES: Are responsible for the health, safety and decorum of the members of the Team assigned to them as well as scheduling of practice games; must field a properly

registered team as described on a team roster approved by the League Registrar for all League matches and any other paperwork deemed necessary by OYSAN.

1. Each coach may have no more than Two (2) Assistant Coaches who are also responsible as stated above.
2. Each coach and Assistant shall be properly registered with the League and possess a current coach's pass.
3. Child Safe Forms (Kids Safe) are required for every coach and assistant coach. Each Community is responsible for their respective coaches complying with this rule.

C. PLAYERS:

1. Shall be youth between the ages of Five and Eighteen years who have been properly registered with the League and paid dues for the current season.
2. May play in a competitive League and/or premier League and the L.C.S.L. if the player is dual registered. L.C.S.L. must know if player is dual registered.
3. Once a player has been registered with a member of Association they must remain with that Association unless:
 - i. The player has requested, in writing, and received, in writing, release from their present association to join another member association.
 1. Such a release shall be subject to the transfer and registrations rules of the L.C.S.L. and may not be honored while the League playing season is in operation.
 - ii. Any player that is denied such release by a member association may petition, in writing, to any regularly scheduled meeting of the L.C.S.L. to appeal the decision of the member association.
 1. The Board shall have discussion and vote on the petition at the regularly scheduled meeting following the meeting at which the petition is presented. The decision of the Board shall be final and binding on all parties.
 4. Registration shall be without discrimination on account of Race, Creed, Color, Sex or National Origin.

ARTICLE II
MISCELLANEOUS

- A. INCOME: The income derived from the operation of the L.C.S.L. shall be used for the expenses of the L.C.S.L. only and no part thereof shall be put to personal use to the benefit of the Officers or Members.
- B. POLITICAL ACTIVITIES: The L.C.S.L. will not be involved in or participate in any political campaigns or attempt to influence legislation.
- C. MEETING CANCELLATION: Cancellation of monthly board meetings shall be made no later than 24 hours for non-weather related issues and 3 hours for weather related issues. Cancellation shall be made by email, with return answers sent to verify notification, or by phone call, whichever is deemed appropriate.

ARTICLE III
AMENDMENTS

A. This constitution may be amended at the annual membership meeting in June by a majority vote of the Board of Representatives provided amendments have been presented in writing, not later than the regularly scheduled MAY meeting of the L.C.S.L.

B. Should the need arise for a constitutional amendment to be adopted at a meeting other than the June annual meeting, such amendment must be presented at least two (2) regular meetings prior to any vote on it.

C. Adoption of constitutional amendments shall require a 2/3 majority vote of the Board of Representatives

ARTICLE IV
DISSOLUTION

A. In the event of Dissolution of the L.C.S.L. the assets of the League will be equally distributed to all the member organizations on record at the date of Dissolution.

B. Dissolution of the League shall be a 2/3-majority vote of the Board of Representatives.