

LAKELAND SOCCER CLUB BY-LAWS

ARTICLE 1 – ORGANIZATION

1. **NAME:** The name of this organization shall be the “Lakeland Soccer Club” of Rathdrum, Idaho. This organization shall be a not-for-profit organization. The Lakeland Soccer Club shall be referred to as the “Club” herein.
2. **MEMBERSHIP:** The members of the Club shall be players who are of the age of 18, or any adult participating in the Club as a parent or legal guardian of a player or as a volunteer.
3. **MEMBER IN GOOD STANDING:** A Member in Good Standing shall be any member, as defined above, who does not have any unresolved disciplinary actions within the Club. In addition, if the member has a player or players within the Club there must be no delinquent club dues. To be considered not delinquent means that club dues are either paid-in-full or there is an accepted payment plan in place wherein the payments are not overdue or the player is a recipient of a scholarship within the Club and does not owe any outstanding fees or dues.
4. **VOTING MEMBERS:** Voting Members shall be all “Members in Good Standing” as defined above who are 18 years of age or over at the time of the vote.
5. **PURPOSE:** The purpose of the Club shall be to promote soccer as a sport through the development of the children of this community toward good sportsmanship and athletic skill and knowledge in the game of soccer. Toward that goal the Club shall organize soccer teams, provide training in the sport of soccer, and receive gifts or donations to promote the health, welfare and recreation of the general public through the sport of soccer.
6. **REGULAR MEETINGS:** Meetings will be held on a regular basis at such time and place as determined by the Board. Notice of the meeting shall appear in the local newspaper and on the Club’s website at least five (5) days prior to the meeting.
7. **QUORUM:** Twenty-five percent (25%) of the Board Members including two (2) officers must be present to constitute a quorum for the transaction of business.
8. **VOTING PROCEDURES:** Each Board Member present in person shall be entitled to one vote, with the President only voting to break a tie.



ARTICLE 2 – BOARD OF DIRECTORS

1. **BOARD AND NUMBER:** The management of the property and affairs of the Club shall be vested in the Board of Directors. The number of Directors shall not be less than four (4) nor more than ten (10) and comprised of both the elected and appointed Board Members.
2. **MEETINGS:** The Board of Directors shall meet on a monthly basis at a predetermined date, time and location. The meeting shall be an open meeting and the date, time and location shall be made known to the members of the Club and the general public so that any interested party can attend.
3. **OFFICERS:** The following Officers on the Board of Directors shall be elected at the Club’s annual general meeting: President and Vice President. **Elections for President shall be held in odd numbered years and Vice President shall be held in even numbered years.** Until such time as the population of the Club is such that it will support a larger general election, the offices of Secretary and Treasurer shall be appointed by the Board of Directors.
4. **TERMS:** Elected officers shall serve for a term of 2 years, and shall serve no more than 2 terms. Appointed officers shall serve for a term of 2 years, and shall serve no more than 2 terms. **In the event that at the end of the term limit of either the elected or appointed officers, there are no persons willing or able to run for the office or be appointed into the office, then in that event the reigning officer may serve longer than specified above.**
5. **DUTIES:** the duties of the officers shall be as follows:
 - PRESIDENT:** Shall be the principal officer of the Club and shall preside at all meetings of the Club, shall be the liaison between the Club and the general public and any outside organizations the Club deals with. Shall be ex officio a member of all committees established by the membership, shall have such other duties as may be assigned by the Club. Only votes in the case of a tie.
 - VICE PRESIDENT:** Presides in the absence of the President. Works with other officers and committee members, shall be ex officio a member of all committees established by the membership, shall have such other duties as may be assigned by the Club.
 - SECRETARY:** Shall be responsible for seeing that minutes of all meetings are kept and that all required notices of meetings are issued. Shall keep records and files, shall perform the duties usually incident of the Secretary and shall perform such other duties as may be assigned by the Club.
 - TREASURER:** Shall be responsible for the receipt and custody of all monies of the organization and for the disbursement thereof as authorized, for keeping accurate accounts of monies received and paid out, for the preparation and issuance of financial statements and reports and shall



perform the duties usually incident of the Treasurer and shall perform such other duties as may be assigned by the Club.

6. **ELECTION:** The offices of President and Vice President shall be filled by general election by the Members in Good Standing of the Club. Elections shall be held at the regular meeting, as defined in Article 1, section 6.
7. **NOMINATIONS:** Nominations shall be submitted, in writing, to the Nomination Committee by a member or on behalf of a member, but shall not be submitted without the knowledge and consent of the member being nominated.
8. **NOMINATION COMMITTEE:** Nominations shall be reviewed and approved by a committee consisting of no less than three (3) people, appointed by the Board. All nominees approved by the committee shall go on the ballot for a vote at the next regular meeting. Nominations shall be approved by the committee as follows:

- ▶If the person nominated is a Member in Good Standing with the Club, as defined in Article 1, Section 3.
- ▶If the person has been a member of the Club for a period of at least 2 years.
- ▶If the person has attended at least the following number of Board meetings: six (6) for President, three (3) for Vice President.
- ▶If the person has no pending disciplinary issues within the Club.

9. **APPOINTED BOARD POSITIONS:** The following positions will be appointed by majority vote of the Officers and any current appointed Board Members and are entitled to vote in all matters that come before the Board. Appointed Board positions and their duties are as follows:

▶**REGISTRAR:** Shall maintain a register of members, coaches and volunteers. Shall coordinate registration dates and times, register eligible applicants in their proper age divisions, shall keep on file a copy of the birth certificate of each player for verification purposes, shall place new players on teams, shall coordinate with the IYSA on all matters regarding the Club and shall supply the team managers with the documents required for their teams to compete.

▶**HEAD COACH:** Shall assist the Registrar in placement of players and verification of eligibility of players, shall assist the Equipment Manager in determining future needs of the Club regarding equipment and uniforms. Shall oversee the coordination of practice schedules and field assignments and shall oversee the clinical coaching staff and make determinations as to scheduling of clinical coaching for the teams. Schedule and hold periodic coaches' meetings before and during the regular seasons to update coaches on training opportunities and address coaching issues.

▶**EQUIPMENT MANAGER:** Shall be responsible for maintaining the use, care, distribution, collection and storage of all Club equipment. Shall keep



inventory records for all Club equipment and shall report to the Board on the status of Club equipment.

►**REFEREE COORDINATOR:** Shall recruit, supervise, see to the payment of and schedule all volunteer referees' home game assignments with the Club. Shall periodically observe games and shall schedule or make known the scheduling of certifications and/or clinics for referees. Schedule and hold period referee meetings. Shall report to the Board on status of Club referees and the referee budget.

10. **ADDITIONAL BOARD APPOINTMENTS:** The Board shall have the authority to create additional positions within the Board and shall be able to fill those positions in accordance with these By Laws.

ARTICLE 3 – MISCELLANEOUS

1. **FISCAL YEAR:** The fiscal year for the Club shall be August 1st to July 31st.
2. **CONTRIBUTIONS:** Any contributions, bequests and/or gifts for the purposes of the Club shall be accepted or collected as authorized by the Board.
3. **DEPOSITORIES:** All funds of the Club shall be deposited to the credit of the Club under such conditions and in such banks as shall be designated by the Board.
4. **APPROVED SIGNATURES:** All contracts, checks, and money orders for the payment, receipt or deposit of money and access to securities of the Club shall be handled as provided by resolution of the Board.
5. **FINANCIAL REPORT:** A summary report of the financial operation of the Club shall be made at least annually to the membership and shall be available for public inspection upon written request made to the Treasurer.
6. **DISSOLUTION:** In the event of dissolution of the Club, assets of the Club remaining after discharge of all liabilities shall be placed in trust, with the reigning Club Treasurer as trustee, for the benefit of a new, substantially similar, soccer club. The funds shall remain in trust until the organization of said club or the expiration of five (5) years, whatever occurs first. If a new soccer club is formed with the same or similar purpose, the assets will be transferred to it by the trustee. If no new soccer club is formed, the assets will be distributed by the trustee directly to the Rathdrum Parks and Recreation Department, with the stipulation that they be used for soccer programs.
7. **AMENDMENTS:** These by-laws may be amended by a majority vote of those present and voting at any meeting of the Board at which a quorum is present, provided that the proposal shall have been included in the notice of the meeting. If that is not possible, the amendment must be presented at a meeting at which a quorum is present and voted on at least seven (7) days later.



8. **RULES AND REGULATIONS:** Unless otherwise specified in this document or documents amended to or attached to this document, the Club will hereby be governed by the rules and regulations set forth in the Idaho Youth Soccer Association Rules & Regulations, Division II – Participant Rules, along with all other regulations and procedures set forth by the Idaho Youth Soccer Association. Attached hereto as Addendum A are the policies and procedures set forth by the Club regarding discipline and dismissal of coaches and managers. Attached hereto as Addendum B are the policies and procedures set forth by the Club regarding tryouts.
9. **PARLIAMENTARY PROCEDURE:** The rules contained in the current edition of Roberts Rules of Order shall govern the Club in all cases in which they are applicable and do not conflict with these by-laws.

APPROVED AND ADOPTED this ____ day of _____, 2011.

Name:

Title:

