

# Taos Youth Soccer League

## By-Laws & General Operating Policies

### TAOS YOUTH SOCCER LEAGUE BY-LAWS

#### ARTICLE I

**Section 1.** Name. The name of the Corporation is Taos Youth Soccer League, hereinafter called "The League".

**Section 2.** Office. The address of the Corporation in the State of New Mexico is P.O. Box 2692, Taos, New Mexico 87571.

#### ARTICLE II – PURPOSE

**Section 1.** The object and purpose of the League is to encourage and support the playing of soccer by the youth of Taos County; to provide playing fields where soccer may be played; to enact rules and regulations pertaining to the playing of soccer; to provide or pay for, where necessary and/or appropriate, scholarships and materials to various youth participants in the League; and to seek to bring together, through the playing of soccer, youth and adults of both sexes and of all ethnic, racial and cultural backgrounds.

#### ARTICLE III – MEMBERSHIP

Membership in the League shall be open to parents and guardians of registered players and to any person making a contribution to the League by performing the role of coach, referee, or other substantive service to the League. Membership shall vest no voting rights or other rights except those which may be conferred upon them by the Board of Directors.

#### ARTICLE IV – BOARD OF DIRECTORS

**Section 1.** General Powers. The property and affairs of the League shall be managed and directed by a Board of Directors, hereinafter called the "Board", which shall consist of no fewer than four(4) and no more than nine (9) members.

**Section 2.** Election. Directors shall be elected by majority vote of current Board Members at the annual meeting to which members are invited to attend. If fifty or more members are in attendance, election of Directors will be based on membership vote (including current Directors and Officers).

**Section 3.** Terms. Directors may serve indefinitely or until they are voted out of office.

**Section 4.** Quorum. A majority of the Directors shall constitute a quorum for a transaction of business. The President or an appointed Board Member may take a vote on impending issues by telephone to reach a decision through a majority vote. The issue, decision, and outcome of the vote must be presented at the next Board Meeting.

**Section 5.** Vacancies. Any vacancy or vacancies on the Board shall be filled by majority vote of the remaining Directors.

**Section 6.** Removal. A Director may be removed from the Board for cause by the vote of a majority of the Directors.

**Section 7.** Compensation. The Directors shall receive no compensation for their services. Directors are eligible to be employees of the League and to receive fair and adequate compensation for their services as employees.

## **ARTICLE V – OFFICERS**

**Section 1.** Officers. There shall be a President, Vice-President, Secretary and Treasurer of the Board elected by the Directors.

The President shall preside at meetings of the Board. The other officers of the Board shall perform the duties normally performed by such officers.

## **ARTICLE VI – MEETINGS**

**Section 1.** Annual Meeting. The annual meeting shall be held each year at a time that is convenient to the Board Members for the transaction of business as may properly come before the Directors at that time. Members of the League are invited to attend.

**Section 2.** Other Meetings. The Board shall call any meetings as required to conduct the business of the League as deemed necessary by the President or a majority of the Board. Members of the League are invited to attend.

## **ARTICLE – VII FISCAL YEAR AND BOOKS**

**Section 1.** Fiscal Year. The fiscal year of the League shall begin on the first day of October of each year and end on the last day of September of each year.

**Section 2.** Books and Records. The League shall keep correct and complete books and records of accounts and shall also keep minutes of the proceedings of the board. All books and records of the League shall be open for inspection by any member of the Board at such reasonable time or times as may be requested by such member.

## **ARTICLE VIII – COMMITTEES**

**Section 1.** The President shall establish committees and appoint such committee members and chairmen as is deemed appropriate and convenient by a majority vote of the Board. Chairmen and members of committees need not be members of the Board. Committees may include, but are not limited to, concession, equipment, fields, coaches, referees, registration and rules.

## **ARTICLE IX – DISSOLUTION**

**Section 1.** In the event of dissolution of this corporation, the proceeds thereof shall be given to a non-profit organization whose primary purpose is to benefit the youth of Taos County. In no event shall any members or directors receive anything as a result of dissolution of this corporation.

## **ARTICLE X**

**Section 1.** These by-laws may be amended by a majority vote of the Board at any regular meeting.

Original by-laws adopted March, 1982

These by-laws adopted July, 1984 and amended March, 1998

# Taos Youth Soccer League

## General Operating Policies

### Authority

- These procedures shall govern members of the League, including players, coaches, referees, and other people associated with the League except in the case of a conflict with the league By-Laws and Articles of Incorporation.
- These procedures may be amended by a majority vote of the Board of Directors at any regular meeting.
- All board members are to have copies of the Policies, Rules, Formats, and By-Laws.

### Officers

- ◆ President
- ◆ Vice President
- ◆ Secretary
- ◆ Treasurer
- ◆ Board Members no less than (4) no more than (9)

\*Each member league is required to have a Board member who is formally designated as its “risk manager”. In the absence of a specific Board position so identified in its title, the League Vice President is responsible for execution of the risk management program for that league.

### Players, Divisions, Seasons

The Taos Youth Soccer League is open to any boy or girl, ages (4-18) who resides in Taos County & Colfax County.

The League is divided into seven divisions:

Under 6 (ages 4-5), Under 8 (ages 6-7), Under 10 (ages 9-10), Under 12 (ages 10-11), Under 14 (ages 12-13), Under 16 (ages 14-15), & Under 19 (ages 16-18).

The age of a player is determined by his/her age on August 1<sup>st</sup> of any given seasonal year. A seasonal year consists of both the fall and spring season.

- Under 6 – player must be (4) years of age before August 1<sup>st</sup> of the seasonal year.
- Under 6 – player has not reached his/her 6<sup>th</sup> birthday before August 1<sup>st</sup> of the seasonal year.
- Under 8 – player has not reached his/her 8<sup>th</sup> birthday before August 1<sup>st</sup> of the seasonal year.
- Under 10 – player has not reached his/her 10<sup>th</sup> birthday before August 1<sup>st</sup> of the seasonal year.
- Under 12 – player has not reached his/her 12<sup>th</sup> birthday before August 1<sup>st</sup> of the seasonal year.
- Under 14 – player has not reached his/her 14<sup>th</sup> birthday before August 1<sup>st</sup> of the seasonal year.
- Under 16 – player has not reached his/her 16<sup>th</sup> birthday before August 1<sup>st</sup> of the seasonal year.
- Under 19 – player has not reached his/her 19<sup>th</sup> birthday before August 1<sup>st</sup> of the seasonal year.

At the discretion of a player’s parent and the President of the League, a child may play up one division. Playing up one division is highly discouraged the exception being the case of a singular talent.

A seasonal year consists of a fall season (September – November) of approximately (7) weeks and a spring season (April-May) of approximately (6) weeks.

## Registration

All players will submit a registration form, show proof of birth dates, and pay a registration fee before each season. The fees shall be set by the Board of Directors.

Players are to stay on the same team for both the fall & spring season. The teams are to keep the same coach and team name.

All players are to be selected and placed on developmental teams by the way of an unbiased random draw. All coaches are to be notified in advance as to the day and time of the draw. Each coach should be encouraged to attend in the interest of fairness. Players are to be divided equally by age, gender, and experience.

Under no circumstance will a player who is not registered on a team be allowed to play in a game for that team. Additionally, children who are not registered with the League must not be allowed to practice with any team until they are officially registered.

## Rules

- The League will follow the "Laws of the Game" as published by FIFA with modifications for youth approved by a majority vote of the Board of Directors.
- All Taos Youth Soccer League Rules and Taos Youth Soccer League Team Formats must be strictly adhered to.
- The League rules and formats are to be given to all coaches in their coaching books along with their roster, player pass cards, registration forms, and season schedule.

## Coaches

- **Make sure goals are safe!! Note:** *Make sure all goals have sand bags on both the front and back side of each goal. Goals that are blown over or fall on a player is the leading cause of death on the soccer field. If the goals are not sand bagged lay the goal down and **do not allow** the teams to play under any circumstances. Immediately contact a league official.*
- Coaches are asked to discuss the Rules of the League with their players and parents prior to the first game.
- **A coach shall not allow any player to play without shin-guards! All shin-guards must be covered with socks at all times.**
- An attitude of encouragement should be fostered by coaches.
- Coaches and teams should be present one half hour prior to game time.
- Coaches should not leave until all players are picked up.
- Coaches are responsible to make sure all trash is picked up and nothing is left behind.
- Coaches must make sure no players are wearing jewelry, watches etc.
- On cold weather days team shirts must be worn outside of jackets.
- Team members should be aware of the importance of each position.
- In the event a team does not show, the coach may play a scrimmage game amongst team players or may use the field at this time to have a practice session.

## Referee

- Check and approve the fields (playing conditions), goals, balls, coaches & players.
- **Make sure goals are safe!!** Note: *Make sure all goals have sand bags on both the front and back side of each goal. Goals that are blown over or fall on a player is the leading cause of death on the soccer field. If the goals are not sand bagged lay the goals down and **do not allow** the teams to play under any circumstances. Immediately contact a league official.*
- Prior to the game you should always check the players and teams for the following: (shin-guards, proper footwear, matching uniforms, player pass cards and or roster, remove all jewelry, watches etc.).
- Make sure all players are wearing shin-guards with socks **over** their shin-guards. It is recommended that you have each player tap their shin-guards upon team inspection prior to the game.
- Do not allow anyone to stand behind the goals or goal line at anytime.
- Wear an official soccer referee jersey. If you do not have one, ask the referee coordinator or League if they can provide one for you.
- Bring a whistle, watch, penalty cards, pencil, and coin.

## Taos Youth Soccer League League Policy on Developmental & Advanced Teams

The Purpose of the Taos Youth Soccer League is to provide an opportunity for children between the ages of (4) and (18) to develop by playing soccer. This opportunity is extended to all youth in the Taos area regardless of gender, economic status or physical ability. The basic emphasis of the philosophy of the league is on development. We wish to afford to any child who desires an opportunity to develop his or her soccer talents and interests to their maximum potential. To this end we have established two levels of play sponsored by the Taos Youth Soccer League: developmental play, in which children are taught the basics of soccer as well as concepts of team sport; and advanced play, in which children with singular talents or the interest and ambition to seek a more competitive environment may go on to higher level of competition and play at a statewide level.

To further these goals, the board of directors of the Taos Youth Soccer League has set forth the following policies.

### Developmental Teams

- Development, team work, and fair play shall be the emphasis of our character and purpose.
- All players are to be selected and placed on developmental teams by the way of an unbiased random draw. Players are to be divided equally by age, gender, and experience.
- Coaches shall treat all players assigned to their teams equally without regard to gender or physical disabilities.
- Coaches are to make certain that all players assigned to their teams are allowed a minimum of 50% playing time during games.
- Under no circumstance will a player who is not registered on a team be allowed to play in a game for that team. Additionally, children who are not registered with the League must not be allowed to practice with any team until they are officially registered.

## Taos Youth Soccer League Competitive Guidelines Advanced Teams/Advanced Players (i.e. Select, Competitive, Travel)

- The creation of competitive team/teams must be approved by the board.
- At no time shall League monies be given to or used for advanced team/teams. Additionally, TYSL monies shall not be given to individual/individuals who aspire to play on an advanced team.
- The expenses of the advanced teams i.e. equipment, uniforms, travel, tournaments, paperwork fees, etc. (all fees associated with a select team) are the said team or said individuals responsibility.
- The expenses will be met out of a separate League account to be funded by sponsorships, donation, fund raisers, or extra registration fees as determined by the advanced team coordinator and **approved** by the Board.
- Competitive teams are required to have their own League checking account. The account is to be opened under the name TYSL-(team name) for example TYSL-Tigers. The submission of all accounting & financial statements is to be submitted to the TYSL Board on a bi-annual basis (at the conclusion of the autumn & spring season). Following TYSL policy all collected fees or donations to the competitive team must be documented, photocopied, and submitted to TYSL with the bi-annual financial statement. **Absolutely no Cash is to be received!!**
- All tryouts must be open public tryouts. Tryouts are to be publicly announced three weeks prior to the tryout date. The time and place is to be set by the advanced team coordinator/coach with the approval of the Board of Directors.
- Players must not be “poached” or illegally recruited from any other teams in the League. This is not only unethical but is a violation of State rules and could result in sanctions from the New Mexico Youth Soccer Association. Any player to be transferred from a developmental team to an advanced team must earn his/her position in open tryouts. All players who so desire shall be allowed an equal opportunity to try out and all decisions shall be based solely on playing ability with no other factors considered.
- Under no circumstances will a player who is not registered on a team through NMYSA/TYSL be allowed to practice, travel or play with that team.
- Players who earn a spot on an advanced team in the Fall will be assessed a registration fee that covers both autumn and spring and will be informed that this involves a commitment on their part to play with that team in the spring. This minimizes the need for spring tryouts and transfers.
- In the event that spring tryouts are held and it becomes necessary to transfer players from developmental to advanced teams, such transfers must be approved by the President and the Registrar as well as both coaches involved. A team can have no more than (3) transfers per seasonal year.
- Players may dual roster (i.e. Developmental/Competitive) but only if they have permission from both coaches, the President, and the Registrar. A player may not register on more than one competitive/tournament team. In the interest of safety players are not to play up more than one age group in a competitive division.
- Registration fees for newly forming competitive/tournament teams are to be submitted to the TYSL. The fees for competitive players are currently (\$40) per player. It is the team coordinator/coaches responsibility to complete all forms required for registration of a competitive team. A check in the appropriate amount for each registering team should be made payable to the Taos Youth Soccer League.

- In the event a player is already registered with the TYSL for the seasonal year they will not have to pay an additional \$40 registration fee, but they will have to pay any additional fees to transfer, dual roster, or meet any other requirements as so determined by the NMYSA or any other association/league.
- The TYSL requires a \$35 (seasonal year i.e. autumn/spring) competitive team fee to be made payable to the TYSL. This fee will in turn be made payable to the TYSL Registrar as compensation for additional services rendered. The TYSL Registrar is to sign the appropriate paperwork (tournament forms, medical release forms, notarized witness of birth certificate, travel papers, etc.) and provide the proper documents for a competitive team (i.e. team roster, player pass cards, etc.).
- Newly forming competitive team/teams are responsible for the completion of all registration related forms & the collecting of player fees. Additionally, newly forming competitive team/teams are not to submit any registration related forms or payment until the newly formed team/teams completes their roster in its entirety. When all forms are complete & all monies are collected the registration of the newly formed team/teams may be submitted to the TYSL Registrar. The TYSL Registrar will then complete and send the team registration to NMYSA. If the registration has been completed and submitted to the NMYSA and a competitive team requires the Registrar to make a change, the team requiring the change will pay the registrar an additional fee of \$35.
- **Important!** All volunteers (coaches, managers, etc.) that will be working with the newly formed team/teams are **required** to fill out the safety (risk management) forms before they can participate with these teams in any capacity. The safety forms must be submitted with the team registration forms.