

# **Pearland United Soccer Club**

## **Constitution**



Last Revision: February 2012

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## **Article 1: Name**

This association shall be known as the Pearland United Soccer Club (PU), referred to herein as "PU."

## **Article 2: Purpose**

The purpose of the club shall be to develop, promote, and administer the game of soccer among players less than 19 years of age, within its boundaries. This purpose shall include registration of players, collecting of fees and sponsorships, and any other legitimate activity appropriate to conducting a soccer program. These purposes shall be achieved through the game of soccer to teach youth players, good sportsmanship, loyalty, courage, honesty and teamwork. This will enable them to become strong, healthy, and happier citizens. To achieve this purpose, PU will provide a supervised program under the rules of the Federation Internationale de Football Association in compliance with The United States Soccer Federation, The United States Olympic Committee, South Texas Youth Soccer Association, and Bay Area Youth Soccer Association. All Directors, Officers, and Members shall bear in mind that the attainment of exceptional athletic skills and the winning of games are secondary, and the molding of future citizens is of prime importance. Pearland United Soccer Club shall operate exclusively as a non-profit organization providing a supervised program of competitive soccer games in accordance with Section 501 (C-3) of the Federal Internal Revenue Code.

## **Article 3: Affiliation**

Pearland United shall be affiliated with Bay Area Youth Soccer Association (BAYSA), South Texas Youth Soccer Association (STYSA) and United States Youth Soccer Association (USYSA). PU may also be affiliated with other National Soccer Organizations such as United States Club Soccer (USCS). Any change or additional affiliation would require a majority of the coaches involved to approve such change or affiliation in the majority, also subject to ratification by the majority of membership at the next membership meeting to continue said change or affiliation. It shall also support players and teams who compete in the Division One level of play who may be associated with the Eastern District Division One Association (EDDOA). In the event of a conflict between this constitution and bylaws and the constitution and bylaws of any higher affiliate association, the higher association's document shall take precedence.

## **Article 4: Club Boundaries**

The boundaries of the club shall generally be defined as all of that territory within the Pearland Independent School District or Pearland City Limits. Players from other areas will be encouraged to play in their own club area, but are allowed to play in the Pearland United Soccer Club. Fees or dues for youth soccer players shall be established by the club and shall be sufficient to defray the cost of the program, and shall be adjusted from time to time by the club.

## **Article 5: Meetings of Members**

The affairs of the club shall be handled at regular meetings of the members. Meetings shall be held quarterly at a time and place to be designated by the President. Written or verbal notice stating the place, day and hour of the meeting shall be given not less than 24 hours prior to the meeting. All regular club meetings shall be open to the public. There will be an annual meeting held in February. The purpose of the annual meeting each year is the election of Club officers. A quorum at the annual meeting shall be the voting members present. No motion shall be carried without a simple majority vote of the quorum. Constitutional amendments changes must be approved in a special meeting of the Club. Special club meetings may be called by the President or by 50% of the Board of Directors. Meetings of the Board of Directors may be called by the President or 25% of the Board of Directors. Board meetings will be held monthly or as necessary to carry out the functions and duties of the officers of the Club acting as the board of directors. Duly elected officers will attend board meetings. Board meetings will have a minimum notice of 48 hours. A minimum of 40% of the current Board of Directors shall constitute a quorum for a Board of Directors meeting and any action or motion approved with a simple majority at any Board of Directors meeting with a quorum present shall be the official action of the Board of Directors.

## **Article 6: Membership and Voting Rights**

Membership is open to all youth players in good standing with PU and its affiliated associations who register pursuant to the rules and regulations of this corporation. Parents and guardians of youth who become a registered player pursuant to the rules and regulations of this corporation are non-voting members. Coaches and assistant coaches of all PU sponsored/registered teams are members. The elected Board of Directors are members and shall have one vote each on all matters regarding the conduct and operation of the corporation. Each team shall have one vote at any regular or special meeting where such voting is required by this constitution, by-laws of the corporation, or by its Board of Directors. The official team representative (voting member) shall be the coach of record for the team. All votes must be cast in person by the coach or his designee. The coach may delegate voting rights in writing to the Secretary before the vote to another team representative in the event he/she cannot attend the regular or special meeting where such voting may be required. To be a team representative, a member must be either a parent/guardian of a currently registered player, a coach, or an assistant coach of that team. In cases of multiple representatives, the hierarchy will be coach, assistant coach, and parent/guardian. One person may represent more than one team with a maximum of two votes. Players shall be non-voting members.

## **Article 7: Officers**

**7.01** The officers of the club shall consist of a President, two (2) Vice Presidents, a Secretary, a Treasurer, one (1) Registrar, a Field/Equipment Manager, three (3) Directors (Competitive, Academy, and U5/U6), a Discipline & Protest (D&P) Representative, one (1) scheduler, a score keeper, a Director of Training and a Past President, both who are a non-voting members. All together shall constitute the Board of Directors, herein referred to as the "Board". The management of the property and affairs of the Club shall be under the President and the Board of Directors. The Board of Directors shall consist of all elected officers (except the Director of Training, who is a employed and non voting). All Board members are expected to promote the general interest of the club and utilize club email to timely field, redirect, and/or resolve any issues brought forth by the membership. The Board shall enforce all Club rules, by-laws and policies exceptions are contained in Article 7.0 and the Bylaws.

**7.01.1** The Executive Board of Directors shall be composed of the President, the two (2) Vice Presidents, the Secretary and the Treasurer.

**7.01.2** The officers of the Board, consisting at the following, shall serve two-year terms and be elected on a staggered basis to assure continuity in the operations of the Club. It is preferred that an officer have a child playing in the club. They shall be elected on an odd/even year system. The President reserves the right to assign the duties of any unfilled position to other active Board members as necessary. All officers are eligible for re-election to the same office, unless removed under Article VI section 8 of this Constitution.

To be elected in EVEN years:

- President
- Second Vice President
- Treasurer
- Field Manager
- Competitive
- D&P Representative

To be elected in ODD years:

- First Vice President
- Secretary
- U5/ U6 Director
- Academy Director
- Registrar
- Scorekeeper
- Scheduler

**7.01.3** No elected Pearland United Soccer Club Board member shall share or hold a Board or Officer position with another area soccer club without the approval of the PU Board. Any change in a Board member's eligibility must be immediately brought to the Board's attention.

**7.03** Any officer may be removed by a majority vote of the voting members of the organization at special meetings or by a two-thirds vote of the Board for failure to perform the duties specified for the position so elected. Failure to perform duties includes, but is not limited to, failure to attend three (3) consecutive regularly scheduled monthly meetings of the Board.

**7.04** A vacancy in an office may be filled by a majority vote of the remainder of the Board for the remainder of the un-expired term. If the interim officer is already a Board Member, they may vote only one time and the vacant position is null due the vacancy of an officer.

**7.05** President - The President shall be the principle executive officer of the club and shall, in general, supervise and control all the business and affairs of the club. He/she shall preside at all meetings of the club or the Board. He/she has the power to set up ad hoc committees at his/her discretion. He/she may sign, with the Secretary or any other proper officer of the club authorized by the club or Board, any deeds, mortgages, bonds, contracts, or other instruments that the club or Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the club, the Board, the bylaws, or by statute to another officer or agent of the club; and, in general, he/she shall perform all duties incident to the office of president and such other duties as may be prescribed by the club or Board from time to time.

**7.06** Vice-Presidents - The Vice-Presidents shall perform the duties of the president in his/her absence. In addition, the Vice-Presidents shall be responsible for seeing that the club is properly represented at all league (BAYSA, EDDOA, SHAL) meetings. Each Vice President shall be responsible for the coordination of activities of Divisions to which they are assigned. The First Vice President shall coordinate the activities of the Divisions U-11 and over. The Second Vice President shall coordinate the activities of those Divisions U-10 and younger. In addition the First Vice President will assign practice fields for Divisions U-11 and older. The Second Vice President will assign practice fields for Divisions U10 and younger.

**7.07** Secretary - The Secretary shall keep the minutes of the meetings of the members and of the Board, see that all notices are duly given in accordance with the provisions of these constitution or as required by law, be custodian of the club records, and, in general, perform all duties incident of the office of secretary and such other duties as from time to time may be assigned to him/her by the President of the club or the Board. It is his/her duty to annually update the constitution in February of each year and to provide an

updated copy of the constitution to all Board members at the March meeting, and to provide coaches and parents of players a copy of the constitution when requested throughout the year at regular meetings of the club.

**7.08** Treasurer - The Treasurer shall have charge and custody of, and be responsible for, all funds and securities of the club, receive and give receipts for all moneys due and payable to the club from any source whatsoever, and deposit all such moneys in the name of the club in such banks, trust companies, or other depositories as shall be selected by the Board and, in general, perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him/her by the President or by the club or the Board. It is his/her duty to provide a current financial report at each regular meeting of the club. It is also the responsibility of the Treasurer to maintain the club's non-profit and tax exempt status.

**7.09** Past President - The Past President of the club shall have no stated duties. He/she shall provide guidance, knowledge, and advice based on the experience gained as the previous principle executive officer of the club. He/she may be assigned duties in the club and will have serve as an advisory position.

**7.10** Division Directors - Each Division Director shall form teams in his/her respective division in accordance with Team Formation Guidelines and shall acquire coaches for such teams. The Division Directors shall assist in the distribution of equipment to the coaches, and the collection of equipment from the coaches and shall act as a liaison for dissemination of information to and from coaches. Provision is made to appoint a nonvoting assistant Division Director by each Division Director if desired.

**7.11** Field Manager - The Field Manager shall be responsible for the acquisition, development and maintenance of fields as well purchasing and keeping inventory on any field/club supplies and equipment. He/She shall provide all interested entities, such as Pearland Parks and Recreation and all gaming leagues, with updated maps, field availability, and any required reports, like goal inspection reports. He/She shall also work with Divisional Directors to distribute, track, and collect any club equipment and ensure a schedule for parent volunteers to line, net, and flag fields for competition. The Field Manager will also work with other Board members to limit or prohibit access to fields inappropriate for training or play due to weather conditions or safety issues.

**7.12** Registrar - The Registrar shall see that all players are properly and timely registered, and shall perform all functions in connection therewith to see that players acquire and maintain eligibility for play. The Registrar shall also keep and maintain a current list of players and coaches with current telephone numbers and addresses.

**7.13** Discipline & Protest (D&P) Representative - The D&P Representative or designate shall represent the club at all D&P Committee meetings of affiliated organizations and shall report to the club the proceedings of said meetings. The D&P Representative shall be the only contact between the club and the other league D&P committees for matters of player and/or coach discipline and/or protest. He/She shall keep the Board updated on all discipline matters and work with Division Directors and coaches to ensure all suspensions are served appropriately..

**7.14** Scheduler – The scheduler shall be responsible for scheduling association games, and rescheduling games in conjunction with the other area schedulers. The scheduler work with the field manager to determine which fields are available for regular association games as well as rescheduled games. The scheduler is required to attend regular schedulers meetings with their counterparts.

**7.15** Scorekeeper - The scorekeeper is the club’s line of communication to the scorekeepers of affiliated entities. The scorekeeper is responsible for timely collection and delivery of game cards to gaming leagues, for verifying the accuracy of the information on those cards and for aiding coaches in any electronic entry of game scores.

**7.16** Committee chairmen will be appointed to address other aspects of the club operation as determine necessary by the President and Executive Board.

## **Article 8: Conduct of Club Members**

The Board may convene as a Board of Conduct to rule on matters of, or pertaining to, the conduct of any officer, coach, player or other club member on matters of, or pertaining to, discipline or disputed decisions. The ruling of the Board of Conduct on such matters is final. The Board of Conduct meetings shall be closed to the public.

## **Article 9: Other Duties**

The President shall appoint one or more persons to perform the following duties for the club: (Such appointees may delegate portions of their responsibilities to other persons.)

- Sponsors
- Coaching and Player Development
- Fundraising
- Equipment management
- Publicity
- Team Photographs
- Rules and Officiating
- Skills Tournament
- Any other committees necessary to the operations of the club

## **Article 10: Budget**

The Treasurer shall prepare an annual budget proposal with input from the Board for the annual meeting each year. The budget shall be voted and adopted by the Board in time to allow the Club to set registration fees for the coming fall and spring seasons.

## **Article 11: Elections**

Elections shall be held at the February meeting of the club. Voting for any contested positions shall be by secret ballot. Nominations may be submitted in writing prior to the February meeting, or nominations from the floor may be made during the February meeting prior to balloting. With the provision that the person nominated shall affirm a willingness to serve, if elected, or, such person shall have stated such intention in writing and this intent is presented to the meeting at the time nomination is made. It is the responsibility of the President to assure that those nominated are willing and able to serve.

## **Article 12: Rules of Procedure**

Unless specifically called out in this Constitution and Bylaws or state or national association rules, Robert's Rules of Order (current edition) shall apply to conduct business at regular or special meetings.

## **Article 13 Amending the Constitution**

This Constitution and its Bylaws may be amended, altered, or repealed by a majority vote of the Board of Directors. Any proposals or motions to amend or change the constitution must be presented at one meeting with voting on such being deferred until the next or a future meeting. Ratification of all constitutional amendments requires a simple majority vote of at least one-seventh of the currently registered fall teams.

## **Article 14 Miscellaneous**

**14.01** Operating Practices may be adopted by a majority vote of the PU Board. Operating Practices cannot be adopted which conflict with PU, and other affiliated Associations Constitutions and By-Laws.

**14.02** The club shall obtain and maintain a non-profit status with the Internal Revenue Service and shall be in accordance with STYSA.

**14.03** The Club shall obtain and maintain exempt status from the Texas State Sales Tax.

**14.04** Officers of the Club who are authorized to collect and dispense Club funds may be bonded. Such bonding may be at the request of the individual or the club.

**14.05** The Directors may accept on behalf of the Club any contribution, gift, bequest, or device for general or special purpose.

**14.06** Should the Pearland United Soccer Club cease to exist, residual funds will be donated to area non-profit youth organizations.

### **Article 15 Conflict with Constitution**

This Constitution and any Bylaws that the club deems necessary to add, change, or delete shall not be in conflict with the Constitution, Rules, and Bylaws of STYSA where applicable. The STYSA Constitution, rules, and Bylaws override any conflicting aspect of the Pearland United Soccer Club Constitution and Bylaws.