

**NELSON YOUTH SOCCER ASSOCIATION  
CONSTITUTION**

**ARTICLE 1 Name**

This Association shall be known as the Nelson Youth Soccer Association, also referred to as N.Y.S.A.

**ARTICLE 2 Purpose**

The purpose of this Association shall be to develop, promote, and administer the game of soccer among youth (boys and girls) within the Nelson District.

**BYLAW I Interpretation**

In these bylaws and regulations, words importing the singular shall include the plural and vice versa, and words importing the masculine shall include the feminine, and words importing persons shall include bodies corporate.

Whenever they appear in these laws:

- (a) the word "Association" shall mean Nelson Youth Soccer Association.
- (b) the word "Team" shall mean no more than 18 and no fewer than 12 players registered with the N.Y.S.A. and assigned to that team.
  - (i) Mini Soccer teams shall have no more than 12 and no fewer than 9 players registered with N.Y.S.A. and assigned to that team.
- (c) the word "Board" shall mean the Executive members and Directors of the Association.
- (d) the word "Executive" shall mean the Chair, Vice-Chair (or Co-Chair), Secretary and Treasurer who will head the Board.
- (e) the words "voting member" shall be defined in Bylaw 5.
- (f) "Ordinary Resolution of the Board" shall mean a resolution passed by a simple majority of the elected members of the Board, in attendance at a meeting.
- (g) Interpretation of the Association bylaws, regulations, or any other Association matter not provided for herein shall be refereed to the Board whose decision shall be binding on all parties.
- (h) the words "Team Officials" refer to Coaches, Assistant Coaches and Team Managers.
- (i) the word "Handbook" refers to the collection of operating policies developed and approved by the Board for the administration and operation of the Association.

**BYLAW 2 Membership**

Membership shall bind all members to abide by the Constitution of the N.Y.S.A. and its bylaws and regulations. Membership ill the Association shall comprise the following:

- (a) Registered players.

(b) Honorary Life

Members. (c) Members

of the Board. (d) Team

Officials

(e) Parents of registered

players (f) Club Referees

**BYLAW 3 Association Board**

- (a) The business of the Association shall be conducted by a Board of 4 Executive members and 8 Directors. The Directors shall report to the Executive. All members shall be elected to a term of two years. Should an elected member resign, the Board shall be empowered to appoint a new director to fulfill the vacant term of office until the next Annual General Meeting. Said appointee shall be considered as an elected member of the Board with full voting privileges.
- (b) The Board shall elect a Chair, Vice-Chair (or Co-Chair), Secretary, and Treasurer from its members to form its Executive. The Executive members shall meet on a regular basis.
- (c) The Board shall meet whenever the Chair deems it necessary, or if instructed to do so by a majority of the Board, but in any case shall meet at least once a month during the soccer season. An emergency meeting can be called by any three elected members, with 24 hours notice required to be given to each elected member. Any elected member unable to attend the meeting can give their proxy to the Chair prior to the meeting.
- (d) At all meetings of the Board, a simple majority of elected members shall constitute a quorum for the transaction of business. Seven elected members, one of whom must be the Chair or Vice-Chair (or Co-Chair) constitutes a quorum.
- (e) Any member of the Board absenting himself without cause from three consecutive meetings of the Board, or willfully neglecting his duties to the Board, shall be deemed to have forfeited his position on the Board.
- (f) No member of the Board shall vote on any matter directly affecting himself, any team with which he is associated; or any matter in which he has or appears to have conflict of interest. If necessary, a simple majority of the Board shall determine such issues.
- (g) Only one family member can be elected to the Executive.

**BYLAW 4 Association Management**

(a) Board of Directors

The immediate past Chair shall hold the position until the new President is elected.

(i) Chair - The Chair (or Co-Chair) shall conduct all meetings of the Board of Directors and shall cast a vote only in the case of a tie. The Chair shall appoint at the beginning of each season, subject to the approval of the Board, the Standing Committees and/or the Committee Chairs and other Members-at-Large as needed.

(ii) Vice-Chair (or Co-Chair) - In the absence of the Chair, the Vice-Chair shall preside at meetings of the Board. In the case of Co-Chairs, the two shall take turns at presiding at meetings.

(iii) Secretary - The Secretary shall keep an accurate record of all meetings, handle all correspondence, give notice of meetings and maintain the files of this Association. The secretary shall be responsible for the preparation of the Annual Report.

(iv) Treasurer - The Treasurer will have receipts issued for moneys received by the Association. Such moneys shall be deposited in a chartered bank or credit union in an account in the name of the Association. All accounts should be paid by cheque and bear two (2) signatures: - the Treasurer's, Chair's, Vice-Chair's or Secretary's, or other Director appointed by the Board. The receipt book and vouchers shall be produced when required by the Board, properly reconciled to the bank. The Treasurer will produce financial reports as required by the Board, and financial statements for the past year within 60 days of its December 31 st year end date.

- (b) The Board may engage employees as it shall deem necessary from time to time and such persons shall have authority and responsibility as the Board shall determine. The remuneration of any employee of the Association shall be fixed by the Board.
- (c) The Board shall assess the need for and fix the bond requirements of its officers and employees having control of the Association's funds.

#### **BYLAW 5 Annual General Meeting and Special General Meetings**

- (a) The voting members (ie. accredited delegates) at the General Meetings shall be the Board members, the Team Officials from house and rep teams, and parents of registered players. The Board shall advertise the date and location of general meetings for at least two weeks prior to the meeting being held.
- i) In the case of a general meeting held during any part of the year when house or rep teams are not operating, the Team Officials and parents of registered players from the most recent soccer season will be deemed to be accredited delegates.
- (b) Proxy votes shall not be permitted.
- (c) The Chair shall call a special meeting in due course upon written request of a majority of the members of the Board, or upon written request signed by a majority of the Affiliated Teams. Any such request shall specify the purpose of such meeting and each member of the Board and each Affiliate Team shall receive 14 days notice thereof.
- (d) The order of business at all General Meetings shall be as follows:  
Call To Order, Minutes, Communications, Officer's Reports, Unfinished Business, Elections, New Business, General, Adjourn.
- (e) A quorum for a General Meeting shall consist of at least 12 voting members (accredited delegates).

#### **BYLAW 6 Constitutional Amendments**

- (a) Changes and amendments to N.Y.S.A. Constitution may be effected at the Annual General Meeting upon affirmative vote of 75% of the accredited delegates present. Notice of Motion of proposed change or amendments to the Constitution must be made in writing to the Secretary of the Board not

later than twenty-one days prior to the General Meeting, and promptly thereafter the Secretary of the Association shall give Association members notice of the proposed changes of amendments.

- (b) Changes and /or amendments to the Constitution may also be made at any time at a special meeting of the Association, upon an affirmative vote of 75% of the accredited delegates present. Twenty one (21) days Notice of Motion of any proposed changes and/or amendments must be given in writing to the Secretary of the Association who shall give fourteen days notice to Association members of such Special General Meeting, together with a copy of the proposed changes or amendments.

**BYLAW 7 Playing Season**

- (a) The playing season shall be determined by the Board.

**BYLAW 8 Risk Management**

- (a) All Team Officials and parents traveling with a team from the Association will participate in the Association's Risk Management Program.

**BYLAW 9 Team Selection**

- (a) All team selections shall be based on a process determined by the Board.

**BYLAW 10 Player Registration**

- (a) Players shall be registered on a form to be provided by the Association. All registrations shall be handled by the Board or by a designated registration system.
- (b) Player registration forms are good only for the current season.
- (c) Players must be registered at least one day prior to taking part in any League game.
- (d) No player shall be allowed to register or play for more than one house team. No player shall be allowed to change teams without the express permission of the Board.
- (e) Birth certificates, baptismal certificates, citizenship papers, or other evidence acceptable to the Board, shall be accepted as proof of age and such evidence shall accompany all applications for re-istratiou
- (f) Any player not registered with the Association is an ineligible player and any team using such player will forfeit any League game.
- (g) The burden of proof of age rests with the
- player. (h) Proof of registration rests with the team
- officials.

**BYLAW 10 Discipline**

- (a) The Discipline Committee shall deal with all players and team officials reported by the referee for misconduct, and <sup>they</sup> shall report their decisions to the Board. The Discipline Committee shall consist of the Head Referee and two adults designated by the Board.
- (b) Team officials shall be responsible for controlling the actions of their players' parents and supporters, and failure to do so may result in disciplinary action.

- (c) Any registered player who receives three official yellow card cautions or one red card ejection shall be automatically suspended from participating in his next house, rep or playoff game.
- (d) The Discipline Committee shall have the power to deal with violations of the Laws of the Game. In the case of unsporting conduct, or of any action tending to jeopardize this Association or deemed not to be in the best interest of soccer in general, the offending player, team official, or team shall be dealt with by the Discipline Committee. The Discipline Committee shall have the power to order the offending party removed from the Association or suspended for a stated period, as the Committee may consider proper in the circumstances.
- (e) The Incident Report Committee(IRC) shall open and investigate all non-game related incidents reported to the board via the Incident Report Form. The committee will submit recommendations to the board for approval. Once approved, the incident report is closed.

#### **BYLAW 12 Protests**

- (a) The Protest Committee shall deal with all protests received in writing arising out of any league or competition scheduled by the N.Y.S.A. The Protest Committee shall consist of the Head Referee and two Board members appointed by the Executive.
- (b) Any protest relating to the ground, goal-posts, bars, or other appurtenances shall not be entertained by the Protest Committee unless notice with particulars has been given to the referee before commencement of the match. The referee shall require the responsible teams to remove the cause of objection, if this is possible, without delaying the commencement of the match. When an objection has been lodged with the referee, a protest must be made to the Protest Committee and no objection or protest can be withdrawn except by leave of the Board at a meeting of the Board.
- (c) No protest will be considered if, in the opinion of the Head Referee, the objection lodged did not seriously affect the outcome of the game.
- (d) Any team playing an ineligible player shall forfeit the game to its opponents.
- (e) In dealing with any protest, the Committee may take into consideration the possession by the protesting team of any knowledge which, if properly used, might have prevented the protest.

#### **BYLAW 13 Appeals**

- (a) Appeals of the decisions made by the Discipline Committee, Protest Committee, Head Referee or other representatives of N.Y.S.A. shall be heard by the Board. The appellant party or their representative, must make a written submission to the Board within fifteen (15) days of the Committee's, Head Referee's or representative's release of their decision. The Board shall review the submission, along with the Committee's, Head Referee's or representative's report, at their next meeting.
- (b) The decisions of N.Y.S.A. Board shall be binding

#### **BYLAW 14 Representative (Rep) Teams**

- (a) The Board shall advertise for Rep Team Officials.
- (b) Rep team officials will be selected by the Board from applications received.
- (c) Selected team officials will be responsible for player selection in their particular division.
- (d) Rep team tryouts will be open to all registered players and shall be advertised through newsletters or the media at least one week prior to scheduled try-outs.

## G

### **BYLAW 15 Zoning**

- (a) Only players registered with the N.Y.S.A. may play in the Association.
- (b) No registered player of the N.Y.S.A. may play outside the boundaries of the N.Y.S.A. without the approval of the Board.

### **BYLAW 16 Definitions - Age Limits**

- (a) The term "youth" as applied in the Constitution and the Handbook shall mean an amateur player who will attain at least his fifth (5) birthday and at most his eighteenth (18) birthday during the year in which he applies for registration. The Board shall have the discretion to adjust the age limits, if required, due to numbers of registrants, resources and the interests of the Association.
- (b) Age Categories: As per BCSA Guidelines
- (c) Players shall play within their own registered age group. Special exceptions may be made by the Board when requests are received in writing and approved by the Board.

### **BYLAW 17 Provisional Rules**

- (a) The Board may, from time to time, make temporary rules governing specific cases not provided for in this Constitution, or competition rules and regulations, but which may be necessary to carry out the objects of the N.Y.S.A.
- (b) The Board will include these governing rules in the Association's Handbook.

### **BYLAW 17 Winding Up or Dissolution of the Association**

- (a) Upon winding up or dissolution of the Association, the assets which remain after all costs, charges and expenses which are properly incurred in the winding up shall be distributed to:
  - (i) A registered charity or registered charities in British Columbia, as defined by the Income Tax Act (Canada), as may be determined by members of the Association at the time of winding up or dissolution, or
  - (ii) Such charitable organization or organizations in British Columbia having similar charitable purpose.
- (b) This provision shall be unalterable.

## **COMPETITION RULES AND REGULATIONS**

### **1. GAME REGULATIONS**

- (a) All games shall be played under the bylaws, rules, and regulations of the N.Y.S.A.
- (b) The venue of all games shall be decided by the Board.
- (c) All teams shall wear approved colours of their sponsor. If team colours are similar, the referee may have one team change their colours so that it is distinct from its opponents. Pinnies may be used for this purpose.

- (d) The duration of the game shall be determined by the Board.
- (e) The Executive, with the Head Referee, shall have the power to order any games replayed or played to a finish,
  - (i) Replayed game - The Scheduling Director shall set the time, place, and date for the replayed game, and shall notify the Executive and Head Referee of such time. (ii) No overtime shall be played in League competition.
- (f) Any team unable to fulfill a scheduled game and requesting postponement must give the Scheduling Director 48 hours notice in writing, stating the causes for same, and such causes are to be satisfactory to the Scheduling Director and the Executive. The team officials must ensure that all affected players are notified of the changes, and must assure the Scheduling Director and the Executive that they will contact each player of said changes.
- (g) Any team failing to fulfill a scheduled game without cause shall forfeit the game to its opponent. In the event both teams do not appear for a regularly scheduled game and the referee rules the ground playable, then both teams shall be assessed with a loss.
- (h) Any teams making unilateral postponements or arrangements shall forfeit the match in question and shall be assessed with a loss each.
- (i) In the event of an abandoned game, the Head Referee and Executive shall have discretionary powers to decide whether:
  - (i) the game shall be replayed.
  - (ii) the result at time of abandonment shall be declared official.
  - (iii) the teams shall be assessed with a loss each.
- (j) The Board shall try to schedule League games during the week when Rep Tournament away games occur such that League games are not affected by absent Rep players. The Board shall also endeavor to schedule local clinics or workshops for league players and team officials on these weekends for upgrading skills.
- (k) In the event of an incomplete league schedule, the Board shall determine the winner.
- (l) In the event of a tied league, the Board shall determine the winner.
- (in) A team with less than seven registered players fielded at game time shall forfeit the game.
  - (i) Mini soccer teams require a minimum of 5 registered players to field a team.

## **2. SIZE OF BALL**

- (a) A recognized size 5 ball shall be used for Under 18, 17, 16, 15, 14, and 13 divisions. A recognized size 4 ball shall be used for Under 12, 11, 10, and 9 divisions. The size of ball used for Under 8, 7, and 6 divisions shall be at the discretion of the Board.

## **3. SUBSTITUTES**

- (a) League Play - There shall be unlimited substitutions in League play. Substitution shall be made only during a stoppage in the game and with the referee's consent.
- (b) N.Y.S.A. Cup Play - There shall be unlimited substitutions in N.Y.S.A. Cup Play. Substitutions shall be made only during a stoppage in the game and with the referee's consent.