

# Great Lakes Coed Soccer League Bylaws

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ARTICLE I  
NAME

This body shall be known as the GREAT LAKES CO-ED SOCCER LEAGUE. The acronym "GLCSL" shall equally refer to this association.

The acronym "MSYSA" shall refer to the Michigan State Youth Soccer Association.

ARTICLE II  
PURPOSE

It is the mission of GLCSL to foster the physical, mental, and emotional growth and development of area youth through the sport of soccer at a recreational level. This association shall be established as a non-profit and educational organization. The association shall provide the governing structure to administer youth soccer in the West Michigan Area, and shall provide a vehicle to communicate information to players, parents, coaches, referees, and other interested parties.

ARTICLE III  
MEMBERSHIP

**Section 1. Eligibility Approval and Acceptance**

Membership in the association shall be restricted to affiliated clubs. No team may be a member of this association, but it shall be part of this association through a club. Any area recreational youth soccer club is eligible for membership if approval is granted by a majority of the clubs, which are currently affiliated with GLCSL. Motion to accept new clubs is subject to discussion and vote at a scheduled League meeting. New clubs joining the league shall have another established club as a mentor to help guide them through the process.

**Section 2. Member Responsibilities**

- A. All members of GLCSL are required to
  - a. Be compliant with all MSYSA risk management guidelines and SafeSport guidelines. MSYSA has adopted US Youth Soccer’s Code of Conduct
  - b. Provide a list of current board members, with each person’s contact information, due at the beginning of each season the same day as final roster submissions. Changes in a club’s board that occurs during the season shall be submitted at the next board meeting to the GLCSL board. Each club will incur a \$25 late fee for not turning in the current board member list. The list can be submitted to the secretary via email or in person at the board meeting.
  - c. Roster a team at least once in a two-season period.
    - i. If a club fails to roster at least one (1) team for two (2) consecutive seasons, the club shall be placed on inactive status. A club that remains

- inactive for two (2) consecutive seasons shall be removed as a member club of GLCSL.
- ii. The season starts on the initial roster submission deadline as set forth in the season overview.
- d. Attend the regularly scheduled board meetings in person set forth in the season overview.
- i. Each club is required to have at least one in-person representative in attendance at all required league meetings. All absences must be excused by the executive board.
  - ii. Any unexcused absences will result in a \$250 fine to the club for the first offence, and a \$500 fine for any repeated offenses within 3 seasons.
  - iii. Any club that fails to have a representative present for two (2) consecutive required meetings or fails to attend three (3) meetings within a rolling span of five (5) meetings, may be subject to review by the Board and may be suspended or removed from the league.

### **Section 3. Membership Voting**

Each member entitled to vote at a meeting of the League shall have the right to cast one vote. Each club will be entitled to only one vote regardless of the number of representatives at the meeting. The president shall serve as a tie-breaking vote.

### **Section 4. Action by Unanimous Written Consent.**

If and when all the members collectively consent in writing to any action to be taken by the association, the consent shall have the same effect as a unanimous vote of the members and shall be a valid corporate action as though it had been authorized at an annual or special meeting of the members. The written consents shall be filed with the minutes of the proceedings of the members.

## ARTICLE IV FEES AND FINANCE

### **Section 1. Registration Fees**

Registration fees for all newly registered players, in the amount determined from time to time by the members, shall be payable at a date determined by the Board of Directors and shall be delinquent if not paid by a date determined by the Board of Directors. Any club found to be delinquent shall not be allowed to roster teams in upcoming seasons.

### **Section 2. Seasonal Year**

The seasonal year of this association shall begin on August 1 and end on July 31 of the following calendar year.

### **Section 3. Fiscal Year**

The fiscal year of the association shall be August 1 through July 31.

#### **Section 4. Expenses**

The Officers of the association, as such, shall not be compensated for the performance of services for the association, but may be reimbursed for expenses incurred on behalf of the association, including, but not limited to, expenses for attendance at meetings of the Board of Directors.

#### **Section 5. Compensation**

The Officers of the Administrative Board, as such shall be compensated for the performance of services for the association. The compensation shall be set at a rate by the Executive Board that will be confirmed by a majority vote of the club representatives.

### ARTICLE V OFFICERS

#### **Section 1. Board of Directors**

The Board of Directors for GLCSL shall consist of an Executive Board and an Administrative Board.

#### **Section 2. Eligibility of the Board of Directors**

To be nominated for a position on the Board of Directors, you must be affiliated with an active member club for one year or come from another Board of Director position. Approval must be given from a majority vote from active member clubs if these requirements are not met.

#### **Section 3. Executive Board**

- A. The Executive Board shall be a President, Vice-President, Secretary, Treasurer, and Executive Member at Large.
- B. The Executive Board shall be elected by a majority vote of the club representatives.

#### **Section 3.1. President of the Board**

The President shall preside at all meetings of the members and of the Board of Directors. He/She shall be the chief executive officer of the association and shall have general and active management of the activities of the association, and shall see that all orders and resolutions of the Board of Directors are carried into effect. The President cannot be the president of any member clubs.

#### **Section 3.2. The Vice President**

- A. The Vice President shall:
  - a. Preside as the chairperson of any meeting in the absence of the President.
  - b. Have such other powers and duties as may from time to time be prescribed.
  - c. Serve as the tournament director in the event of a sanctioned GLCSL tournament

### **Section 3.3. The Secretary**

- A. The Secretary shall:
- a. Attend all meetings of the League and record all votes and the minutes of all proceedings.
  - b. Keep a complete record of all teams and players for the purpose of player registration and team affiliation and have such other duties as are delegated by the Board of Directors.
  - c. Issue published procedures for the proper registration of players consistent with USYSA and MSYSA policies regarding player registration.
    - i. This can also be done by a designated registrar
  - d. Keep record of all member club's board member's information.

### **Section 3.4 The Treasurer**

- A. The treasurer shall:
- a. Have custody of the funds and securities of the League.
  - b. Keep full and accurate accounts of receipts and disbursements in books belonging to the League.
  - c. Deposit all moneys and other valuable effects in the name and to the credit of the League in such depositories as may be designated by the Board.
  - d. Disburse the funds of the League as may be ordered by the Board, taking proper vouchers for such disbursements and shall render to the League at the regular meetings of the Board or whenever they may require it an account of all transactions as Treasurer and of the financial condition of the League.
  - e. Submit a fiscal report showing income and expenses by budget categories and the current balance of all association accounts at each delegates' meeting.
  - f. If required by the Board, the Treasurer shall give the association a bond in such sum and with such surety or sureties as shall be satisfactory to the Board for the faithful performance of the duties of office and for restoration to the association (in case of death, resignation or removal from office) of all books, papers, vouchers, moneys and other property in his/her possession or under his/her control and belonging to the association.
  - g. Be responsible for preparing any and all federal or state tax returns.
  - h. Be responsible for preparing any and all papers regarding the tax-exempt status of the association.
  - i. Develop a budget for each season and year and propose it to the member club's to be voted on

### **Section 3.4 The Executive Member at Large**

- A. The Executive Member at Large shall:
- a. Be assigned various duties from time to time to assist the other members of the Executive Board.
  - b. Attend games at various clubs during the season

#### **Section 4. Administrative Board**

- A. The Administrative Board shall be the League Registrar, the League Scheduler, and the League Referee Liaison.
- B. The Administrative Board shall be nominated by the President of the Executive Board, and approved by the rest of the Executive Board. The approved candidates shall then be elected by a majority vote of the club representatives.
- C. An Officer of the Administrative Board may be removed from office only by the affirmative vote of a majority of the members at a meeting called for that purpose, if, in the judgment of the members, the interests of the association will be served thereby. An officer may resign by written notice to the Executive Board or at a time specified in the resignation.
- D. The Administrative Board members shall have no term limits

#### **Section 5. Election of Officers**

GLCSL officers shall be elected by the members for two-year terms. The President and Secretary shall be elected in odd-numbered years; the Vice-President and Treasurer in even-numbered years. Officers elected by the members or appointed to fill vacancies shall hold office, unless sooner displaced, until the annual meeting at which their respective successors are to be elected and thereafter until their respective successors have been elected and qualified. The Executive Board shall have the power to fill any vacancy in any office occurring for any reason, subject to affirmation by the members at the following meeting with a roll call vote. Nominations and elections will be held at the August league meeting. The term of office will begin at the November meeting.

#### **Section 6. Term of Office**

The term of all officers shall commence at the November meeting following their election and shall continue as provided in ARTICLE V, Section 4. Any officer may be removed from office only by the affirmative vote of a majority of the members at a meeting called for that purpose, if, in the judgment of the members, the interests of the association will be served thereby. An officer may resign by written notice to the Board or at a time specified in the resignation.

#### **Section 7. Disciplinary Authority**

- A. The Board of Directors has the authority to bar completely, suspend, or otherwise discipline any player, coach, manager, team assistant, club representative, League officer, or member club for violations of League policy.
- B. Any sanction or discipline action may be appealed.
  - a. To appeal a club sanction, refer to the Rules and Regulation Appendix section 1.
  - b. To appeal a suspension of a coach, player, club rep, or any other individual that GLCSL has direct authority over, refer to the Rules and Regulation Appendix section 2.
- C. All decisions at all levels of the appeal process shall stand and be in full force and effect until changed by a higher authority.

ARTICLE VI  
RULES AND REGULATIONS

**Section 1. Amendments**

These bylaws may be altered, repealed or new bylaws may be written in lieu thereof by a two-thirds vote of the members present at any regularly scheduled or special meeting of the Board. One delegate from each club and the League officers will be eligible to cast one vote each.

**Section 2. Rules, Regulations, and Polices**

The rules, regulations and policies of this association as now established and as hereafter amended may be altered, repealed or new rules, regulations and policies may be adopted in lieu thereof by a majority vote of the Board of Directors then in office and present at the meeting of the Board of Directors