

# CONNETQUOT UNITED SOCCER CLUB, INC

BY-LAWS  
ADOPTED JUNE 2021

## ARTICLE I

### NAME; FORMATION; PURPOSE; AFFILIATION

1. The name of this organization is Connetquot United Soccer Club Inc. (hereinafter "CUSC"). The CUSC name is a DBA (Doing Business As) functioning under the legal name Connetquot Youth Soccer League, Inc. (hereinafter "CYSL")
2. CYSL was originally incorporated pursuant to the Not-for-Profit Corporation Law of the State of New York under the name "Ronkonkoma Soccer Club, Inc." on April 2, 1992. By a filing with the New York Secretary of State dated February 8, 1994, the organization formally changed its name to CYSL.
3. CYSL is nonprofit corporation operating under the laws of the State of New York.
4. CYSL is an IRC 503(c) charitable organization.
5. CUSC's purpose and objective is to promote youth soccer in the communities along and near the Connetquot River and other nearby areas. CUSC shall at all times try to ensure that:
  - a. All players shall play at least one-half of every game in the Intramural program.
  - b. Soccer skills be taught for all levels.
  - c. Players shall engage in wholesome competition based on balanced teams.
  - d. Multiple levels of play inclusive of a competitive division for ages U9 and older shall be offered.
  - e. CUSC promote each and every player to perform at their optimal level with a goal being promotion of the sport of soccer as positive team experience for every player at every levels; competition and winning shall not be the primary objective.
  - f. The CUSC Intramural Division is a recreational division, and therefore no League or division standings will be kept and scores will not be documented. To the extent that standings are kept for the Interleague and Travel Divisions, such will be determined by LIJSL and SSI policy.
6. CUSC shall be an affiliate of and comply with the authority of the Long Island Junior Soccer League (LIJSL), Eastern New York Soccer Association (ENYSA), Suffolk Soccer Interleague (SSI), and the United States Youth Soccer Association (USYSA) where applicable.

## ARTICLE II

### MEMBERSHIP

The membership of CUSC shall be divided into three categories:

1. General
2. Coach
3. Associated

Membership terms shall run per CUSC's fiscal year from July 1 to June 30 of each year that the member qualifies.

The General membership of this organization shall consist of the parents and/or guardians of the children registered play with CUSC, subject to the following provisions:

General Members shall be subject to the following terms and conditions:

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- 1) General Members shall not be entitled to voting rights in the organization, except to the extent that a Board of Directors action directs such.
- 2) General Members shall be entitled to run for and be elected to any office of this organization without restriction.
- 3) A General Member's membership is contingent on the proper registration with CUSC of at least one Player and the continuance of said registration. Applications for registration may be made as follows:
  - a. All players interested in playing soccer under the jurisdiction of CUSC Intramural may make application by submitting a completed registration form as well as all paper or electronic consent documents with payment to the registrar
  - b. The completed application/electronic registration will be forwarded to the appropriate division coordinator for team assignment with monies being controlled by the league Treasurer.
  - c. Before a team or teams can compete in CUSC play, all players must meet eligibility requirements for age, gender, ability and experience. The division coordinator will assign teams and will furnish coaching staff based on a pre-determined criteria that ensures balance and safe participation.

Coach members of this organization shall consist of those adult persons serving as a coach of a team affiliated with CUSC. As with General Members, Coach members shall not be entitled to voting rights, except as directed by actions of the Board of Directors. A Coach may serve irrespective of whether said Coach has registered with CUSC any players. All persons serving as a Coach in any capacity as a Coach, shall be required to follow the rules for their age division and program level as well as complete the CUSC Directed Risk Management Program, upload or supply a clear photo, attend all mandatory meetings and training events and adhere to the CUSC Zero Tolerance Policy on and off the field, or be subjected to removal from team/league effective immediately. The coach, assistant coach, or other CUSC certified adult volunteer representing the team, must be present during any competition, practice, tournament or other team sanctioned event. In an effort to achieve balanced teams, CUSC reserves the right to assign all coaches and assistants to teams as needed. A coach shall make every reasonable effort to attend meetings, clinics, and other training sessions when requested by the Division Coordinators or Travel Registrar or Interleague Registrar or Intramural Director.

Associated members of this organization shall consist of those entities or persons who, not having any players registered with CUSC nor serving as a Coach, nonetheless submits an application for membership. An Associated member shall have no voting rights whatsoever, except as directed by actions of the Board of Directors. The procedure and fee for such membership shall be determined by the Board of Directors. The Board of Directors shall act as a on any such application properly made at the next Board of Directors meeting.

The Board of Directors shall reserve the right to refuse or cancel the membership of any member when the Board of Directors or Executive Committee thereof determines the behavior of the member is contrary to these bylaws or such rules, policies and procedures as the Board of Directors or the Executive Committee thereof may establish.

## ARTICLE III BOARD OF DIRECTORS

The Board of Directors shall consist of the officers of the organization duly elected, said officers consisting of:

- President
- Vice President 1
- Vice President 2
- Treasurer

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- Recording Secretary
- Travel Registrar
- Academy Registrar

The following officers shall sit on the Board of Directors and shall be elected in by simple majority of the acting board of directors:

- Intramural Director
- Director of Referees
- The Director of Fields and Equipment
- Director of Fundraising

In addition, the following officers elected in by simple majority of the acting board of directors shall be entitled to attend Board of Director meetings, but shall not have voting rights:

- Division Coordinators
- Camp Coordinator
- Yearbook Coordinator
- Assistant to the Travel Registrar

The Board of Directors may create additional Officers by a two-thirds vote of the existing Board of Directors, confirmed in writing as to the Board vote, the Officer title, powers and responsibilities, and term.

Any person seeking to serve as an Officer shall be a member in good standing of the organization, except that a majority of the Board of Directors at all times be composed of General Members having active players registered with CUSC.

Unless otherwise noted, each Officer serving on the Board of Directors shall be entitled to a single vote in all matters requiring a vote of the Board of Directors, except as to the President in the event of a deadlocked vote as detailed below in Article IV.

Except as otherwise noted herein or as required by the Laws of the State of New York, only simple majority votes shall be required to transact the business of the organization.

The President, Vice President 1, Vice President 2, Secretary, Treasurer, Travel Registrar, and Academy Registrar shall constitute the Executive Committee of the Board of Directors and shall have power to transact business as if the entire Board of Directors had taken such action. On matters of removing, replacing, or adding elected positions to the Board of Directors, the executive committee will not have the power to represent the entire Board of Directors.

In the event an elected official must be removed from the board of directors before their term has expired, the acting board of directors may take such action with a majority vote. Upon notice of intention for removal, the position in question will forfeit all rights and privileges granted by article IV until a deciding vote has been finalized. That member is not required to be at the vote, however must be invited to the meeting and given prior notice of the infraction stated against them.

Except as limited herein and by the Laws of the State of New York, the powers of the Board of Directors are plenary. The Board of Directors, or its designees, shall be fully empowered to take any and all actions related to the business, financial and legal affairs of the organization, including, but not limited to:

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- To enforce the rules of the game and any rules of any organization with which CUSC is associated;
- To settle any and all disputes of within the organization; To select teams and the coaches therefor;
- To determine eligibility guidelines for all players; To discontinue or alter any team's roster;
- To schedule all games within CUSC and to coordinate games with other organizations; To act on any membership application;
- To try any case of misconduct and recommend and execute punishment therefor; To expel or suspend any member;
- To declare vacant an Officer position after said Officer is absented from three consecutive Board meetings without cause;
- To enter any contract on behalf of, or otherwise bind, the organization;
- To delegate to any Officer, member or third party any powers the Board of Directors possesses, subject to any conditions imposed by the Board of Directors and subject to the Board's monitoring and review;
- To retain legal counsel and take legal actions;
- To make any and all rules and regulations for the conduct of the Members, Coaches and Associated person, of games, of teams and any other matter concerning the league's practices and procedures;
- To refuse, prohibit, or deny access to any event or organization function any person, firm, organization, partnership, foundation, association, parent, team member or other legal entity, and otherwise control access to the same;
- To negotiate and cooperate with other leagues and associations;
- To appoint delegates or representatives to County, State, Regional or National association or federation meetings;
- To provide for the acquisition, securing, distributing and disposal of equipment;
- To set dates for the beginning and ending of the registration period, photo and picture days, and any other date for any activity as specified by the Board of Directors;
- To direct the use of organization funds;
- To organize and direct all fundraising operations;
- To establish any and all fees that may be collected by the organization, including but not limited to, registration fees, membership fees, game fees, training fees, equipment fees, etc.

All fundraisers and other streams of income shall be approved by the Board of Directors. With respect to each income producing activity, the person appointed by the Board of Directors to oversee said activity is to submit a detailed report together with the funds so generated to the Treasurer. Such report shall detail with particularity total revenue, expenses, and net profits or losses. A report as to registration and concessions receipts shall be generated weekly by the officers appointed hereunder or by the Board of Directors to oversee or manage such functions. The timing of other activity reports shall be determined by the President.

Should there be a vacancy on the Board of Directors, the Board may, on its own motion, appoint an existing Officer to serve in two capacities at once, but said dual serving Officer shall still be entitled to only one vote on Board matters. Further, the Board of Directors may, on its own motion, appoint a third party to complete the term of the vacant officer position, provided said third party complies with the eligibility requirements herein for service on the Board of Directors.

## ARTICLE IV OFFICER POWERS AND DUTIES

The Officers of CUSC shall have the following duties, responsibilities and characteristics as follows:

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## **PRESIDENT:**

- The President shall be the principal Executive Officer of CUSC and shall in general supervise and control all of the business and legal affairs of CUSC subject, however, to the overall control of the Board of Directors and the requirements of the Bylaws.
- The President shall be the presiding Officer at all meetings of CUSC.
- The President may create temporary committees and shall appoint the membership thereof.
- In the event of a tied Board of Directors vote, the President may cast an additional vote to break the deadlock.
- The President shall appoint an Auditing Committee for the purpose of inspecting the Treasurer's books. The appointment of the Auditing Committee shall be made sufficiently prior to the annual meeting so that the committee report may be read at the meeting.
- The President is to represent CUSC on all matters pertaining to the municipal government and parks and recreation department of any municipal government, including but not limited to, the local school district, LIJSL, SSI, ENYSA, and USYSA.
- The President is to be elected to a two-year term each odd year election.
- The President shall have a maximum of 2 terms in office. In the event additional terms are required due to a lack of a replacement candidate, only a unanimous vote by the full board can grant an additional term. Every term thereafter where an active or previously active president is seeking reelection after having served the maximum 2 year term, a unanimous vote by the full board of directors is required to maintain the position. The executive board may not act in place of the full board on this matter.

## **VICE PRESIDENT 1:**

- The Vice President shall, in the event of the President's inability to act, perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions of the President.
- The Vice President shall be responsible for oversight of intramural and travel registration and coordinating all activities associated with each of these divisions. This includes league activities, fundraisers, and the overall wellbeing of the intramural and travel programs.
- The Vice President shall be elected to a two-year term each even year election.

## **VICE PRESIDENT 2:**

- The Vice President 2 shall, in the event of the President and Vice President 1's inability to act, perform the duties of the President and when so acting, shall have all the powers of and be subject to all the restrictions of the President.
- Vice President 2 shall be responsible for increasing enrollment through marketing and publicity efforts and enhancing all capabilities of the organization. This includes, but is not limited to, scouting new facilities and negotiating contracts, identifying and engaging with corporate sponsors, acting as a liaison for CUSC with local politicians, and growing the overall presence of CUSC in Oakdale, Bohemia, Ronkonkoma, and surrounding areas.
- The Vice President shall be elected to a two-year term each odd year election.

## **RECORDING SECRETARY:**

- The Secretary shall attend all meetings of the CUSC, and shall record all the votes and minutes of the meetings in a book or books and records and reports properly kept and filed by CUSC; and, in general, shall perform other duties as may from time to time be assigned by the Board or President and have such powers as may be prescribed by these Bylaws.
- In the event that the Secretary unable to attend a meeting of the Board of Directors, the presiding officer shall appoint a person to record all of the votes and minutes of the meeting.

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- Within a convenient time following the meeting, the records shall be given to the Secretary for retention and filing.
- The Secretary shall secure insurance coverage through LIJSL for the Intramural and travel program and US Club for Interleague unless these organizations appoint an alternate carrier.
- The Secretary shall be elected to a two-year term each odd year election.

## **TREASURER:**

- The Treasurer shall provide for the custody of the funds of the League and shall keep separate book accounts of the same to the Treasurer's credit.
- The Treasurer shall collect and receive or provide for the collection and receipt of moneys earned by or in any manner due to or received by CUSC.
- The Treasurer shall deposit all funds in the Treasurer's custody in such bank or other places of deposit as the Board of Directors may from time to time designate.
- The Treasurer shall direct the investment of foregoing funds in the Treasurer's account showing the transactions, and the financial condition of CUSC and shall be responsible for preparing and filing all financial records and reports for CUSC as required by law.
- The Treasurer shall be responsible for the proper investment of CUSC funds with direction of the overall board of directors.
- The Treasurer's books shall be audited within 60 days of the close of the fiscal year.
- The Treasurer shall develop and submit an annual budget for CUSC to the Board of Directors for its approval prior to the annual meeting, of each year; and in general, shall perform all duties incident to the office of the Treasurer and discharge such other duties as may from time to time be assigned to the Treasurer by the Board or President and have such other power as may be prescribed by these Bylaws.
- The Treasurer shall be elected to a two-year term each even year election.

## **TRAVEL REGISTRAR:**

- The Travel Registrar shall receive the travel player registrations and work with coaches to ensure players are trying out and assigned to age-appropriate teams.
- The Travel Registrar shall coordinate all team/ division tryouts each spring for the ensuing fall season.
- The Travel Registrar shall complete all necessary paperwork for LIJSL, attend all LIJSL meetings and, if is unable to attend, make sure that someone goes in his/her place.
- The Travel Registrar shall have the power to enforce the laws of the game and of CUSC within the travel division.
- The Travel Registrar shall be elected to a two-year term each even year election.

## **ACADEMY REGISTRAR:**

- The Academy Registrar shall receive the academy player registrations and work with coaches to ensure players are trying out and assigned to age-appropriate teams.
- The Academy Registrar shall coordinate all team/ division tryouts each spring for the ensuing fall season.
- The Academy Registrar shall complete all necessary paperwork for all applicable academy leagues (ie, EDP) and attend all meetings on behalf of CUSC.
- The Academy Registrar shall have the power to enforce the laws of the game and of CUSC within the Academy division(s).
- The Academy Registrar shall be elected to a two-year term each odd year election.

## **DIRECTOR OF REFEREES:**

- The Director of Referees shall coordinate clinics and instruction for referees and linesperson to meet League standards and state standards.

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- He/she shall from time to time review the performance for referees and linespersons, grading the same; may classify the referees and linespersons.
- He/she shall serve as communicator between referees/linespersons and the Board of Directors.
- He/she shall communicate with each Division Coordinator as to CUSC game schedule and appoint referees for all games.
- He/she shall secure prospective referees and linespersons and provide training.
- The Director of Referees shall propose any local rules for CUSC. Such proposals shall be submitted to the President in writing, explaining the benefit from such changes, for consideration at the next meeting of the Board of Directors.
- He/she shall bring up-to-date any change in the laws of the game and interpret the FIFA rules. The Board of Directors must approve all changes.
- The Director or Referees shall appoint assistants, as desired and shall have the power to enforce the laws of the game and provisions of the CUSC rules.
- The Director of Referees shall be elected to a two-year term each even year election.

## **INTRAMURAL DIRECTOR:**

- The Intramural Director shall oversee all intramural coordinators appointed by the President.
- The Intramural Director shall create all team/division schedules each fall and spring for the ensuing season.
- The Intramural Director shall have the power to enforce the laws of the game and of CUSC within the intramural division.
- The Intramural Director shall be shall be elected to a two-year term each even year election.

## **DIRECTOR OF FIELDS AND EQUIPMENT:**

- The Director of Fields and Equipment shall be responsible for securing contracts for the use of fields for practices and games and furnishing same information to the Secretary for securing insurance coverage through LIJSL.
- The Director of Fields and Equipment shall be responsible for seeing that all fields are lined and mowed.
- The Director of Fields and Equipment shall be responsible for securing equipment, including uniforms, goals, soccer balls and nets, and shall keep an inventory of same, a copy of which shall be furnished to the Board of the Directors at least annually.
- The Director of Fields and Equipment shall be responsible for any other general maintenance items, i.e. paint supplies, etc.
- The Director of Fields and Equipment shall be responsible for the provision, maintenance and custody of sanitary facilities (e.g. Port-a-Potties) at all games and practices, as warranted.
- The Director of Fields and Equipment shall be elected to a two-year term each odd year election.

## **DIVISION COORDINATORS:**

- The Division Coordinators shall recruit, assign coaches and players for each intramural team, and review the division schedules and confer with the Intramural Coordinator.
- The Division Coordinators shall handle any problems within their respective divisions and be proactive in conflict resolution.
- The Division Coordinators shall be appointed to a one-year term, unless otherwise terminated by action of the Board.

## **DIRECTOR OF FUNDRAISING:**

- The Director of Fundraising shall be responsible for overseeing and coordinating fundraising

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events throughout the year.

- The Director of Fundraising shall be elected to a two-year term each odd year election.

## **CAMP COORDINATOR:**

- The Camp Coordinator shall be responsible for overseeing and coordinating soccer camps throughout the year.
- The Camp Coordinator shall be appointed to a one-year term, unless otherwise terminated by action of the Board.

## **YEARBOOK COORDINATOR:**

- The Yearbook Coordinator shall be responsible for overseeing and coordinating the yearbook.
- The Yearbook Coordinator shall be appointed to a one-year term, unless otherwise terminated by action of the Board.

## **ASSISTANT TO THE TRAVEL REGISTRAR**

- The Assistant to the Travel Registrar shall assist the Travel Registrar with the duties necessary to support the Travel Program.
- The Assistant to the Travel Registrar shall, in the event of the Travel Registrar being unable to act, perform the duties of the Travel Registrar and, when so acting, shall have all the powers of and be subject to all the restrictions of the Travel Registrar under these By-Laws and Board of Directors actions.
- The Assistant to the Travel Registrar shall be appointed to a one-year term, unless otherwise terminated by action of the Board.

## **ARTICLE V MEETINGS**

- 1) The Annual Meeting shall be called by the President every June. The election of officers shall be held at the board meeting each June, and shall be elected by the full Board of Directors there assembled. The newly elected officers shall take office one day after the close of fiscal year on or about July 1<sup>st</sup> and only after the final games of the spring season. Additional meetings may be held upon call by the President or by the majority of the executive committee.
- 2) Regular meetings of the Executive Committee of the Board of Directors will be held monthly. . The full Board of Directors shall meet approximately quarterly, every March, June, August and December.
- 3) Two-thirds (2/3) of the Board of Directors present and voting shall constitute a quorum and shall be allowed to transact business. To constitute a quorum of the Executive Committee all members of such Committee must be present.
- 4) In the event a board member refuses to attend a meeting, that board member will forfeit their vote, and the meeting will continue in the absence of that member. In this instance a quorum would consist of 2/3 of the remaining board members.

## **ARTICLE VI AMENDMENT PROCESS**

- 1) These Bylaws may be amended at any full Board of Directors Meeting of the organization by a two-thirds (2/3) majority vote of all Officers in accordance with Article V.

## **ARTICLE VII**



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## AUDIT & INTERNAL CONTROL

- 1) The Audit Committee nominated by the President and approved by the full Board of Directors shall consist of members of CUSC or third parties having financial experience. The Members of the Audit Committee shall be independent with respect to the preparation of CUSC's prior fiscal year's financial statements and books and records, and no member of the Committee may have any pecuniary or financial interest in CUSC.
- 2) Absent law to the contrary, the Audit Committee shall be empowered to examine the financial statements and books and records of the organization itself and prepare a report for presentation to the Board of Directors. Such report generated is to be purely internal, and shall not constitute a report regulated by the AICPA, New York State or any other body. The report shall carry a prominent notice as to its limitations and a statement stating that the financial statements and books and records have not been reviewed or audited pursuant to accounting and auditing standards and that the reader shall not rely on any statements contained in the Committee report.
- 3) Alternatively, Audit Committee may the request the Board of Directors contract the services of an outside firm to conduct either a review or an audit of the books and records of CUSC, such service level chosen being within the discretion of the Board of Directors, or Committee, as required by law. Absent contrary law, the Audit Committee may choose between conducting an internal review as provided herein, or requesting the Board of Directors to contract with an outside firm to conduct such review or audit. Absent contrary law, the Board of Directors must authorize any expenditure for a third party auditor, and a denial of such authorization by reason of the expense of such third party audit or review shall not be construed as any confession of malfeasance.
- 4) The Audit Committee shall also conduct an investigation as to whether the By-Laws and all policies of CUSC are duly enacted and enforced, and that CUSC is in full compliance with the same.
- 5) For any and all checks or disbursements of CUSC funds in excess of \$250, such check or disbursement slip shall be signed by at least two of the following Officers duly elected: President, Vice President, Recording Secretary or Treasurer. All other checks and disbursements shall require only the signature of the Treasurer or the President (or Vice President, if the Vice President is acting as President).

## Article VIII Operation

1. The CUSC Intramural season shall consist of two halves, the first half being the fall and the second being the spring for purposes of registration and payment, registration can be dual or single season.
2. Intramural teams are considered inactive before, in-between and after each season unless an activity is approved by the President or Board of Directors majority vote.
3. The CUSC Interleague season shall consist of two halves, the first half being the fall and the second being the spring for purposes of registration and payment, registration will be annual.
4. The CUSC travel season shall consist of two halves, the first half being the fall and the second being the spring for purposes of registration and payment, registration will be annual.
5. Whenever possible, local suppliers should be used for purchase of CUSC supplies and other items. Whenever possible, charge accounts should be established or a CUSC check should be used to make payment for all purchases.

## Article IX Eligibility

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- a) A player must meet all membership requirements. The player must be in good standing and must have filled out registration forms and paid all necessary fees and meet all other physical requirements
- b) Players registering after the close of registration will be placed on a waiting list. Players will be taken from the list and added to teams based upon date registration was received to maintain balanced teams.
- c) Recreation League, Interleague (Super recreational) and Travel (competitive) players are not eligible to participate within the intramural program. Guest players can only be used by a team that is a minimum of two players short of the required number and guest players may only come from within the age and gender appropriate division. No team may play at full strength using a guest player. The opposing team is under no obligation to play at less than full strength. A guest player must be removed from the game for each roster player that may arrive at any time during the game. Guest players are not allowed playing time at the expense of a registered team player at any time. Guest players must be age appropriate and actively registered as a roster player with CUSC during that particular season. Coaches using a guest player must notify the referees and opposing coach of such prior to the start of the game.

## Article X

### REGISTRATION AND ASSIGNMENTS

- a) Players, parents/legal guardians must furnish copies of the player birth certificate or other legal proof of age upon request or with all interleague and travel registrations, All electronic or paper consents must be filed and accepted prior to payment of the established fee. (play consent, waiver of liabilities and zero tolerance).
- b) New players making application and meeting the membership requirements are assigned by the Board of Directors to teams based on individual team needs for intramural and interleague or on a team by team specific basis for the travel division.
- c) A coach, at the discretion of the Board of Directors, has the right to recruit his own child to play on the coach's team as long as the recruitment does not violate any other rules, i.e. LIJSL

## Article XI

### PROTESTS

The decision of the Referee is final. Protests must be submitted by the coach, in writing, within 24 hours directly to CUSC President. The President, together with the Board of Directors, will review all protests and render a decision with consideration to governing body rules for travel and academy level play. Protests will not be allowed in the Intramural Division.