

By-Laws

SECTION 1. NAME AND OBJECT

- A. The name of the organization shall be COAST SOCCER LEAGUE, INC., hereinafter known as CSL.
- B. It shall be the objective of CSL to foster, promote and advance the cause of junior soccer within the jurisdiction of the league and guard the interests of its clubs/teams. CSL will provide the best competition in CYSA-South within the environment that:
 - 1. Provides an equal opportunity for boys and girls.
 - 2. Develops good character and sportsmanship.
 - 3. Provides a means of development for players and coaches.
 - 4. Provides qualified coaching.
 - 5. Emphasizes the Spirit of the Laws as well as the Letter of the Laws.
- C. CSL shall be a non-profit, educational, recreational organization and shall have no salaries paid to its' Officers or Board of Directors for the performance of their elected duties.
- D. The assets of CSL in case of dissolution shall be turned over to the Children's Hospital of Orange County.

SECTION 2. ADMINISTRATION

- A. The Board of Directors and the elected officers, hereinafter known as the BOD, shall administer the affairs of the CSL.
- B. The members of the BOD shall resolve all league matters.
- C. The BOD shall be responsible to the members for its actions.

SECTION 3. ELECTION OF OFFICERS

- A. The officers and the BOD shall be elected by ballot at the Annual General Meeting and hold office for one year. To be nominated for the position of President or Premier Chairman, the candidate must have at least two (2) years prior experience as a CSL Board Member.

SECTION 4. BOD OFFICERS

- A. The officers and the BOD shall consist of: a president, vice president, treasurer, secretary, boys' competition chairpersons (2 = one for U-9 through U-13 and one for U-16 through U-19) and girls' competition chairpersons (2 = one for U-9 through U-13 and one for U-14 through U-19) and a competition chairperson for the Premier Division.
- B. These officers, a total of nine, shall constitute the BOD. No person shall be elected to more than one office concurrently and no more than two officers shall be associated with the same club.
- C. The prior year CSL President, if replaced, shall function as ex-officio Board Member (non-voting) to provide administrative continuity.

SECTION 5. DUTIES OF THE PRESIDENT

- A. The president shall act as chairperson of all BOD, membership, special meetings, and Annual General Meetings (AGM).
- B. The president shall be responsible for coordinating activities of CSL, promoting youth soccer as a whole, and performing general administrative duties concerning CSL.
- C. The president shall cast a deciding vote at BOD, membership, special, and annual general meetings in case of tie voting and shall have one vote at the election of officers.
- D. The president shall recommend programs for BOD or membership initiation and consideration and shall effect their successful completion.

- E. The president shall not initiate motions before the BOD or membership.
- F. The president shall represent CSL in all extra-league activities pertaining to CSL and relate such activities to the BOD and membership. The president may appoint delegates to represent his office.
- G. The president and/or the appointed delegate shall attend all CYSA-South meetings.

SECTION 6. DUTIES OF THE VICE-PRESIDENT

- A. The vice-president shall assist the President in league matters and assume the duties of the office in the absence of the President. In case of resignation or inability of the president to conduct the duties of the office, the vice-president shall assume chairmanship, subject to the approval of the membership at the earliest possible general or special membership meeting.
- B. The vice-president shall act as director of the Rules and Regulations Committee and shall conduct all CSL Trial Boards, with authorization to draft committee members from the general membership as required. These will be non-standing members.
- C. The vice-president shall be responsible for recommending promotional methods and effecting their successful completion.

SECTION 7. DUTIES OF SECRETARY

- A. The secretary shall record and prepare minutes of all BOD, general, special and annual meetings, for the review and approval by the membership.
- B. The secretary shall distribute minutes of the previous BOD and/or membership meetings prior to each subsequent meeting.
- C. The secretary shall keep the records of the league.

SECTION 8. DUTIES OF THE TREASURER

- A. The treasurer shall collect all fees and have charge of all monies of CSL, and shall compile an annual budget for BOD approval and shall keep a detailed account of receipts and disbursements.
- B. The treasurer shall submit a monthly report of finances and shall pay all bills properly passed and approved by the BOD.
- C. The treasurer shall sign all checks which must be countersigned by other approved board members.
- D. The treasurer shall be responsible for filing all government-required forms.

SECTION 9. DUTIES OF THE REFEREE COMMITTEE

- A. The referee committee shall be responsible for obtaining referees for all CSL competitions, and where such services are not adequate or available from independent referee associations, the committee shall be responsible for referee recruitment and/or orientation, and/or assignment, and/or training relating to CSL referee needs.
- B. The referee committee shall act as liaison between CSL and independent referee associations.
- C. The referee committee shall maintain a current mailing of all CSL approved referees who are not members of a referee association.
- D. The referee committee shall obtain referee evaluation reports from coaches for the purpose of improving referee standards in CSL.
- E. The referee committee shall consist of at least one member up to a maximum of three members; the majority of whom shall be currently licensed USSF referees who are higher than Associate Grade Referee.
- F. The referee committee shall have no vote in BOD affairs, and shall have no authority to bind CSL by contract except as expressly delegated in writing by the BOD. A motion in the BOD minutes shall meet the writing requirements.

SECTION 10. STANDING COMMITTEES

- A. The BOD may form standing committees by appointment, to facilitate the operation of league activities.
- B. Committee members may be selected from the general membership but shall have no vote on BOD affairs.
- C. The following standing committees shall be formed each year:
 - 1. Boy's Competitions Committee
 - 2. Girl's Competitions Committee
 - 3. Rules and Regulations Committee
- D. All Standing Committees shall keep regular minutes of their proceedings and submit them, in writing, to the BOD prior to the next BOD meeting.

SECTION 11. DUTIES OF THE COMPETITIONS COMMITTEES

- A. The BOD may appoint one of the competitions chairpersons to be chairperson of the competitions committee. The boy's and girl's competitions committee will meet under the direction of the chairperson.
- B. Each competitions committee shall be responsible for determining that games have been played as scheduled or have been properly postponed, rescheduled or canceled according to league rules and regulations.
- C. Each competitions committee shall prepare a weekly report of league standings. These standings shall be submitted to CSL office for dissemination to the coaches and the BOD.
- D. Each Competitions Committee shall consist of the chairperson and age bracket representative for each independently scheduled age bracket in the league.
- E. The Competitions Chairpersons and/or the BOD shall appoint the age bracket representatives. They shall be responsible for collection of game scores in their division within forty-eight (48) hours of the end of the games. They shall be responsible to the Competitions Chairpersons for the maintenance of the standings of the teams in their division until the standings are confirmed or corrected by the official match and referee reports and sent to the CSL office.
- F. The competitions committees shall be responsible for screening the match and referee reports for proper player identification and participation, player/coach conduct, and game scores.

SECTION 12. COMPETITION CHAIR APPOINTMENTS

- A. The BOD shall appoint the following Competition Chairpersons each year in order to facilitate the operation of league activities:
 - 1. Boy's Competitions 14 thru 15
 - 2. Girl's Competitions 14 thru 15

SECTION 13. DUTIES OF THE TRIAL BOARD

- A. The Trial Board shall consist of a minimum of three (3) members and a maximum of five (5) members, including the vice-president or delegate and a BOD member. Additional Trial Board members shall be drawn from the general membership at the discretion of the vice-president.
- B. The Trial Board shall have the charge of reviewing cases, passing judgment, levying fines and cautions or suspensions of players, member clubs/teams, coaches, managers and individuals associated with CSL who have violated the rules and regulations or have been deemed to act inconsistently with principles of good sportsmanship in general.
- C. The Trial Board shall be responsible to the BOD for its actions.
- D. The Trial Board shall prepare a Trial Board procedure to be used in the conduct of trials and shall submit it to the BOD for approval. The Trial Board will follow this procedure throughout the season and amendments may only be made with BOD approval.

SECTION 14. NON-STANDING COMMITTEES

- A. The BOD shall form non-standing committees by appointment, to facilitate the operation of the league activities.
- B. Committee members may be selected from the general membership but shall have no vote on BOD affairs.
- C. The following non-standing committees shall be formed by the BOD:
 - 1. Auditing Committee
 - 2. Miscellaneous committees, as required.

SECTION 15. DUTIES OF RULES AND REGULATIONS COMMITTEES

- A. The Rules and Regulations Committee shall be responsible for initiating and compiling proposed amendments to the Bylaws, Rules and Regulations and preparing them for consideration by the membership.
- B. The Rules and Regulations Committee shall submit to the secretary a report of proposals for distribution prior to the Annual General Meeting or special meetings for such purposes.

SECTION 16. DUTIES OF THE AUDITING COMMITTEE

- A. The auditing committee shall review all financial books and statements of the season's operations and prepare a report on the financial state of CSL for presentation at the Annual General Meeting.

SECTION 17. POWERS OF DIRECTION

- A. The BOD shall transact all business of CSL and shall have the power to enforce the Bylaws and Competition Rules and Regulations subject to the approval of the general membership.
- B. Specific powers of the BOD shall be as follows:
 - 1. Subject to the right of the League Members to amend these Bylaws at the AGM, as provided in Section 19: MEMBERSHIP MEETINGS, the Board of Directors may amend these Bylaws: (1) at any regular or special meeting of the Board of Directors, or (2) whenever three quarters (3/4) of said Board of Directors shall deem it necessary as set forth in a written resolution.

Any Director of the corporation, or any committee duly organized by the Board of Directors, may make a proposal to amend the Bylaws. Any such proposed amendment shall be submitted in writing to the President or Secretary of the corporation not less than thirty (30) days prior to the Board of Director's Meeting, or any regular or special meeting of the Board of Directors, where the amendment is to be voted upon. Any proposed amendment to the Bylaws submitted pursuant to the provisions of this section must be approved by a three-quarters (3/4) vote of the Board of Directors.

- 2. To coordinate inter-league, State and National competitions within CSL boundaries.
 - 3. To appoint, suspend, or remove any officer of the league by prescribed methods.
 - 4. To select league representative teams, coaches and managers for all league representative games.
 - 5. To designate the time and location of BOD meetings within the league boundaries.
 - 6. To appoint committees and define the scope of their activities within the league Bylaws.
 - 7. To act on instances which may occur during the competitions and which are not covered by specific competition rules and regulations.
- C. Meetings of the BOD shall be held on a specific day of each month which shall be known to the membership beforehand.
- D. Official business of the BOD shall be conducted when a quorum (by a simple majority) of the board members is present.
- E. BOD members absenting themselves from three (3) successive meetings without just cause and prior notification shall have their office declared vacant at the discretion of the BOD. The vacant office may be filled by appointment by the BOD in the interim until the next regular membership meeting when an election for the vacant office shall be held.

- F. BOD members shall have no vote in matters directly concerning their own clubs/teams, (i.e., bracketing, hearings.)
- G. Guests may be granted the privilege of being present at meetings.
- H. The order of business at BOD meetings shall be as follows:
 - 1. Meeting opens.
 - 2. Roll call.
 - 3. Recognition of guests and visitors.
 - 4. Approval of minutes of the previous meeting.
 - 5. Reading of the correspondence.
 - 6. Committee reports.
 - 7. Delegate reports.
 - 8. Treasurer's report.
 - 9. Director of Registration's report.
 - 10. Referee Committee's report.
 - 11. Approval of bills.
 - 12. Unfinished business.
 - 13. New business.
 - 14. Miscellaneous announcements and the good of soccer.
 - 15. Adjournment.

SECTION 19. MEMBERSHIP MEETINGS

- A. The members of CSL shall be defined as the total of the representatives of CSL registered teams in "good standing".
- B. A team member must be present with proper credentials at time of voting to represent their team. Neither absentee nor proxy voting shall be allowed.
- C. Each team in good standing shall be entitled to one vote in the election of officers or in such matters of business which may be conducted.
- D. The total number of eligible votes shall be determined at the time of voting by the treasurer.
- E. Official membership meetings may be held when the CSL BOD determines that a representative number of members in good standing are present. When a simple majority of members in good standing are present, the meeting will be held without the need of the CSL BOD approval.
- F. A simple majority of votes cast by team representatives attending at the time of voting shall decide elections and motions, except for amendments to the Bylaws and the Rules and Regulations, and the removal of officers which shall require a two-thirds majority vote.
- G. Members of the BOD shall have one vote in matters of the league in general, but shall not represent a team or vote on matters concerning their own clubs/teams or on matters of the BOD in which they are involved.
- H. All CSL meetings shall be for CSL registered team members only. Courtesy of participation by guests shall be granted at the discretion of the BOD.
 - I. Each club/team shall be responsible for the conduct of its members at any CSL meetings.
 - J. In case of doubt or conflict as to procedure at any CSL meeting, Robert's Rules of Order shall govern.
 - K. The Membership meeting shall be held and designated as the Annual General Meeting. Each team shall receive fourteen (14) days prior written notice of said meeting.
 - L. The BOD may call special meetings requested by signature, written letter by no less than five (5) officially registered clubs. The correspondence described above must be received by the corresponding secretary with copies to BOD only, a minimum of forty-eight (48) hours prior to a BOD meeting or no less than seven (7) days prior to any regularly scheduled membership meeting. The meeting must be held within seven (7) calendar days of the first BOD meeting following receipt of correspondence or must be added to the agenda of the first regularly scheduled membership meeting.