

## **Evansville Soccer Club By-Laws**

**I. Playing Year** The season year will be from August 16 on one year to August 15 of the following year. The Evansville Soccer Club shall establish the main playing season including play-offs and tournament games.

**II. Player Eligibility** No child shall be prohibited from play on the basis of sex, race, national origin, religious preference, sexual preference or physical handicap unless such would present an unusual risk of injury to any player. Since age limits are the basis of team competition and league alignment, children who are too young or too old may be prohibited from play.

### **III. League Alignment**

A. Teams shall be organized into leagues under the general spirit of attempting to equalize competition. Teams shall be first put into age divisions according to guidelines established by the Madison Area Youth Soccer Association (MAYSA). These divisions shall be:

- U-19: Under 19 years of age as of August 1<sup>st</sup> of the coming season
- U-16: Under 16 years of age as of August 1<sup>st</sup> of the coming season
- U-15: Under 15 years of age as of August 1<sup>st</sup> of the coming season
- U-14: Under 14 years of age as of August 1<sup>st</sup> of the coming season
- U-13: Under 13 years of age as of August 1<sup>st</sup> of the coming season
- U-12: Under 12 years of age as of August 1<sup>st</sup> of the coming season
- U-11: Under 11 years of age as of August 1<sup>st</sup> of the coming season
- U-10: Under 10 years of age as of August 1<sup>st</sup> of the coming season
- U-8: Under 8 years of age as of August 1<sup>st</sup> of the coming season
- U-6: Under 6 years of age as of August 1<sup>st</sup> of the coming season in a non-competitive/instructional division.

Age requirements shall be prescribed by the regulations of the Wisconsin Youth Soccer Association (WYSA). Players may play “up” in an older age division but may not play “down” in a younger age division except in individual instances where prior approval is given by the Council. Players playing “up” may only do so with the approval of the Age Commissioner(s) and his/her respective coaches. Players who are in the 8<sup>th</sup> grade but are already 14 may play on a U-14 team.

B. Teams enrolled in U-8 and U-10 division shall play all games in Evansville. Participation in tournament games is encouraged.

C. Teams in the U-8 and U-10 divisions shall be reformed in August of each year by draft or lottery selection as defined in the Policies and Procedures.

### **IV. Registrations, Fees, Etc.**

A. Registration of players and Teams: The Club shall establish standard registration fees and procedures for players and teams. Such procedures will be made known to interested parties prior to registration deadlines.

- B. Payment of Fees and Assessments: Team registration fees shall be due at the time the team is registered with the Club. Failure to pay registration fees at that time or to make other appropriate arrangements with the Treasurer of the Club may result in the team being dropped from scheduled play.
- C. Submission of Team and Player Roster: Player rosters and fees should be submitted to Age Division Commissioners prior to the beginning of the playing season with the team registration.
- D. Uniforms and Equipment: Each coach or his/her designee is responsible for ensuring that players, except the goal keeper, are attired in the mandatory identical jerseys or T-shirts and shin guards. Each coach or his/her designee is responsible for maintenance and security of Club equipment issued to the team.
- E. Conduct of Players and Spectators: Each member team coach is expected to maintain and promote good sportsmanship and conduct at its games. This applies to spectators as well as players.
- F. Sponsorship: No member may solicit sponsorship for uniforms, equipment and/or fees without Council review. However, donations without advertising shall be permitted.
- G. Proof of Age: Each member team coach shall make inquiry as he/she deems necessary to validate a player's birth date. Violation of age limits shall result in forfeiture of all games during the period that the ineligible player was listed on a roster.
- H. Transfer and Releases: Any player is bound to that team with which he/she is registered unless a transfer is requested in writing to the Age Commissioner and the respective coaches stating reason(s) for the request, and such request is approved. Only one transfer from one team to another will be allowed for any player within a given seasonal year. Transfer will not be approved if they will jeopardize the continuity of a team.
- I. Team PASS: Teams may accept up to four (4) substitute players in order to meet the minimum number necessary to field a team. Substitute players must be age appropriate and registered with the Evansville Soccer Club. This applies to ESC in-house teams.

## **V. Conduct of Games**

- A. Minimum Play: It is mandatory that each in-house team coach provide substantially equal time for each player, exceptions being injury or disciplinary action by the coach.
- B. Uniforms: Players are required to wear soccer or tennis shoes. Soccer cleats are round and flat on bottom. Shoes with a heel or dangerous cleats (such as baseball cleats) are not allowed. Players may wear warm clothing during cold weather provided they wear their jerseys on the outside. All goalkeepers must have a jersey that contrasts with their own and opposing team's jerseys. In the event the playing teams do not have contrasting colors, the home team will be required to change.
- C. Player Conduct: Immediate substitution is mandatory for any player receiving a yellow card. The coach will judge if and when the player receiving the yellow

card is ready to return to the game. Players receiving red cards will be reported to the age division commissioner and will sit out the next game. Failure of a red-carded player to sit out the following game will result in his/her team's forfeiture of the game.

- D. Sideline Coaching: Excessive sideline coaching should be discouraged and may be limited by the referee. If such abuse or interference continues after a warning by the referee, the game may be stopped at the referee's discretion and the outcome of the game referred to the Executive Council. Coaches may be given warnings, cautions or ejections for their actions or the actions of his/her team parents or spectators. (In the case of ejection, play shall not continue until the offender has left the playing area.)

Non-players may not enter the field of play during the game unless so requested by the referee or to assist a player due to injury. All spectators will remain at least two meters outside the touchline. This area is known as the Player-Transfer zone and belongs to the playing field. Any person coaching shall remain on the sidelines and between the boundaries of the two penalty areas. No coaches, players, or spectators will be allowed behind the goal lines.

- E. Game Scoring Forms: Regular forms should be provided by the home coach and given to the referee immediately following the game unless the rules of competition require it to be given to the referee prior to the start of the game. The referees are responsible for submitting the cards to the Club Treasurer for payment.
- F. Weather/Field Conditions: If the weather has been inclement or is expected to turn inclement for a game, coaches should try to contact each other well ahead of time to decide on postponement. Unless otherwise directed, players should report to the playing field. Games may proceed in light rain as long as the field is safe. If there is lightening, the **game must be stopped**. If a game is stopped prior to the end of the first half, the game should be rescheduled and replayed in its entirety. If a game is stopped after the first half is completed, the score stands final. Once at the game, the referee has the sole authority to stop a game because of weather or playing conditions.
- G. Forfeitures: Any of the following constitutes a game forfeiture and a score of 1 – 0:
1. Fielding an ineligible or suspended player.
  2. A suspended coach appearing at his/her team's game.
  3. Failure to field a team with a minimum number of players with fifteen (15) minutes after the scheduled starting time of a game according to the referee's watch.
  4. Failure of a coach or other responsible adult to be present with the team during competition, or failure of a coach or other responsible adult to show up within fifteen (15) minutes after scheduled game time.

- H. Rules of Competition: All games shall be played under present *FIFA Laws of the Game* except where amended in Policies and Procedures enacted by the Executive Council.

## **VI. Game Protest Procedures**

- A. A game cannot be protested on a referee's judgment call.
- B. A game can be protested on a violation of the laws of the game by the referee or a team playing an ineligible or suspended player(s) or a suspended coach at the field coaching the team. Other than protesting of eligibility of players which may be made before the game, the protesting manager or coach shall notify the referee immediately after the game that the game is being protested and note it in writing on the referee's game card. The referee shall, in turn, immediately notify the opposing team manager or coach. Failure of the protesting coach to notify the official under these circumstances may, at the discretion of the Executive Council defeat protest.
- C. The protesting coach must file a written protest with the Age Division Commissioner within (48) hours of the time the game was played. If that commissioner is a coach of the team being protested against, then the protest shall be filed with the President. The Age Division Commissioner will turn the protest over to the President within (48) hours of receiving it, Sundays excluded.
- D. The written protest should clearly state the incident involved and actions of the protesting coach, his/her players, the other team and coach, and the official.
- E. Upon receipt of the written protest, the President will rule on the issue within (7) days. The President shall consult any or all interested parties or ask for written statements.
- F. No protest will be considered after the end of the season, except where ineligible players were used. In the case where a team is found using ineligible players after play-offs are underway, the said team shall forfeit its right to play in the play-offs and those play-offs will resume as scheduled with the disqualified team's most recently defeated tournament opponent taking the place of the disqualified team.

## **VII. Discipline**

Discipline shall be administered by the Council. The Council shall have the authority to discipline coaches, players, or teams found in violation of the Evansville Soccer Club's rules and regulations. Actions taken by the Council are considered final unless appealed to the council within three days. No member of the Council shall vote in any decision involving his/her team. Action on a disciplinary matter must be taken within one week of notification of a violation. All parties involved shall be consulted.

## **VIII. Amending the By-Laws**

A motion to amend any by-law or to enact new by-laws may be made by any member, with action on the motion to be taken by the membership of any regular or special meeting of the Evansville Soccer Club. Such motion shall first be submitted to the Secretary in writing in sufficient time to allow the Secretary to publish the motion and distribute that published motion to the Executive Council

at least one week prior to the meeting at which the motion shall be decided. Approval of at least two-thirds of the members in attendance at a meeting shall be required for approval of the motion.

**IX. Date of Effect**

These By-Laws shall be considered effective on the day immediately following their approval by the membership of the Evansville Soccer Club. Approval will be determined by two-third's majority of the members in attendance.

**X. Duties of Officers, Coaches, Parents and Participants**

**A. President** The President shall:

- Schedule all meetings and preside at all meetings
- Appoint the members of subcommittees
- Discharge the ordinary duties of such office pursuant to Parliamentary Procedure
- Distribute the minutes of each meeting
- Appoint the nominating committee and any new officer upon resignation prior to completion of the term of office
- Act as spokesperson for the Evansville Soccer Club to MAYSA, the Evansville School District, the city of Evansville, and any other organization or individual
- Have the authority to resolve any dispute.
- Administrate scholarship request

**B. Vice President** The Vice President shall:

- Assist with the duties of the president
- Assume the role of the president in the absence of the president

**C. Treasurer** The Treasurer shall:

- Receive all Club revenues
- Record all revenues
- Sign and disperse all checks upon written or verbal authorization of the President
- Maintain expenditure records of the Club
- Provide at each meeting a financial report
- Organize and chair the budget committee to prepare a budget for approval of the Executive Council at least thirty days prior to the Annual Membership Meeting and prepare the final budget for the same Annual Membership meeting
- Prepare for audit at end of the spring season.

**D. Secretary** The Secretary shall:

- Record and distribute the minutes and keep records of the Club
- Assist the registrar in the registration of players
- Coordinate press releases

- E. Equipment Coordinator** The Equipment Coordinator shall:
- Maintain adequate supplies necessary to meet individual team and overall Club needs
  - Provide to the Club a written annual inventory of all supplies assigned to teams and held in reserve
  - Procure supplies subject to verbal approval of the Treasurer
  - Inventory and distribute all equipment to coaches prior to fall season
  - Have responsibility to secure all equipment at the end of the spring season for complete inventory.
- F. Registrar** The Registrar shall:
- Maintain the database of all players
  - Provide team rosters for each Age Level Commissioner and each coach
  - Assist Age-Level Commissioner(s) in registering players and team
- G. Age Level Commissioners** The Age Level Commissioners shall serve at the U-6, U-8, U-10, and MAYSA levels. The Commissioner shall:
- Have responsibility to coordinate the registration of players
  - Participate in the team formation process for their age division
  - Collect all fees and transit to the Treasurer by the deadline established by the Executive Council
  - Recommend to the Executive Council waiver of fees due to hardship cases
  - Receive and rule on transfer requests by players within the age division
  - Create the schedule for the in-house league play
  - Maintain up-to-date team rosters of players in their age division and communicate all changes to the Registrar
  - Transmit copies of rosters to the Executive Council members and Age Division Coaches
  - The MAYSA commissioner shall carry out all duties listed above in addition to alerting coaches that they will need to schedule their own referees.
- H. Field Coordinator** The Field Coordinator shall:
- Schedule all games of U-8 through U-10
  - Schedule use of fields based on game schedules and practice schedules provided by the Age Commissioners and MAYSA
  - Coordinate use, maintenance and markings of fields.
- I. Referee Coordinator** The Referee Coordinator shall:
- Schedule referees for all in-house league games
  - Schedule training sessions for referees
  - Receive evaluations and comments on referee performance
  - Establish processes for recording of games refereed
  - Strive to encourage further referee development by providing eligible referees equal opportunities to referee.
- J. Coaches** All coaches shall:

- Primarily be responsible to provide a positive learning experience, not necessarily a winning experience.
- Provide guidance to players in the game of soccer, teamwork, social skills, and development of individual self-esteem
- Distribute and collect PASS contracts
- Be responsible to counsel parents of players on the objectives and rules of the Evansville Soccer Club
- Be in complete control of players on and off the field during team related activities.
- MAYSA coaches will need to schedule their own referees for home games

**K. Parents of Players** Parents are active members of the Evansville Soccer Club and shall:

- Be responsible for assisting in carrying out its objective by positive reinforcement to their children and others
- Assist the coaches, who are all volunteers, in carrying out their duties
- Be responsible for reading, signing and carrying out the PASS contracts
- Participate in Club activities as needed.

**L. Players** Players shall:

- Attend practices and games as required by the coaches
- Listen attentively to instructions given by the coach
- View participation as a learning experience that is to be a fun experience
- Observe courtesy to fellow players, referees and coaches
- Read, sign and carry out the PASS contracts

**M. Past President** The Past President shall:

- Serve on the Executive Council for a term of one (1) year in an advisory capacity.