

# KENTUCKY YOUTH SOCCER ASSOCIATION



## STATE BYLAWS

### Table of Contents

<b>CHAPTER 10 STATE ORGANIZATION .....</b>	<b>4</b>
<b>BYLAW 1010 NAME/STRUCTURE.....</b>	<b>4</b>
<b>BYLAW 1020 PURPOSE.....</b>	<b>4</b>
Section 1 Statement of Purpose.....	4
Section 2 Achievement of Purpose .....	4
Section 3 Charitable and Education Purpose .....	4
<b>BYLAW 1030 AFFILIATION .....</b>	<b>4</b>
Section 1 United States Youth Soccer Association .....	4
Section 2 Sovereignty.....	4
<b>CHAPTER 11 MEMBERSHIP .....</b>	<b>5</b>
<b>BYLAW 1100 MEMBERSHIP .....</b>	<b>5</b>
Section 1 Affiliated Member Organizations.....	5
Section 2 Associated Member Organizations.....	6
Section 3 Allied Member Organizations.....	6
Section 4 Provisional Members.....	6
Section 5 Admission of Members .....	7
Section 6 Terms of Membership .....	7
<b>BYLAW 1102 GENERAL RESPONSIBILITIES AS AN ORGANIZATION MEMBER OF THE KENTUCKY YOUTH SOCCER ASSOCIATION .....</b>	<b>7</b>
<b>BYLAW 1103 ASSOCIATION RESPONSIBILITIES AS AN ORGANIZATION MEMBER OF THE KENTUCKY YOUTH SOCCER ASSOCIATION .....</b>	<b>7</b>
<b>CHAPTER 12 GOVERNANCE.....</b>	<b>8</b>
<b>BYLAW 1200 GOVERNMENT .....</b>	<b>8</b>
Section 1 State Board of Directors.....	8
Section 2 Officers .....	9
<b>BYLAW 1210 MEETINGS OF THE STATE COUNCIL.....</b>	<b>9</b>
Section 1 Annual General Meeting of the State Council.....	9
Section 2 State Board Recommendations.....	9
Section 3 Special Meetings .....	9
Section 4 Quorum.....	9
Section 5 Parliamentary Authority.....	9
<b>BYLAW 1220 VOTING.....</b>	<b>9</b>
Section 1 Member Voting.....	9
Section 2 Chair Voting.....	9
Section 3 Officer or Director Voting.....	10
<b>BYLAW 1230 DISSOLUTION.....</b>	<b>10</b>
Section 1 Disposition of Assets by State Board .....	10
Section 2 Disposition of Assets by Court.....	10
<b>CHAPTER 14 CHANGES TO STATE BYLAWS.....</b>	<b>10</b>
<b>BYLAW 1400 STATE BYLAWS.....</b>	<b>10</b>
Section 1 Purpose of State Bylaws .....	10
Section 2 Enactment and Amendments of Bylaws.....	10
<b>BYLAW 1410 STATE POLICIES AND REGULATIONS.....</b>	<b>11</b>
Section 1 Purpose of State Policies and Regulations.....	11
Section 2 Enactment and Amendments of State Policies and Regulations .....	11

# KENTUCKY YOUTH SOCCER ASSOCIATION



## STATE BYLAWS

<b>BYLAW 1420 STATE RULES</b> .....	<b>11</b>
Section 1 Purpose of State Rules .....	11
Section 2 Enactment and Amendments of State Rules and Rules of Competition .....	11
<b>CHAPTER 15 STATE BOARDS OF DIRECTORS</b> .....	<b>11</b>
<b>BYLAW 1500 EXECUTIVE POWERS</b> .....	<b>11</b>
Section 1 Approval/Ratification Powers .....	12
Section 2 Sanctioning/Hosting Powers .....	12
Section 3 Judicial Powers .....	12
Section 4 Financial Powers .....	13
<b>BYLAW 1501 STATE BOARD ORGANIZATION</b> .....	<b>13</b>
Section 1 Membership .....	13
Section 2 Restrictions on Service on State Board .....	13
Section 3 Meetings .....	13
Section 4 Quorum and Voting Requirements .....	13
<b>BYLAW 1502 GENERAL RESPONSIBILITIES AS AN ORGANIZATION MEMBER OF THE UNITED STATES SOCCER FEDERATION</b> .....	<b>13</b>
Section 1 .....	14
Section 2 .....	14
<b>BYLAW 1503 STATE ASSOCIATION RESPONSIBILITIES AS A MEMBER OF THE UNITED STATES SOCCER FEDERATION</b> .....	<b>14</b>
Section 1 .....	14
Section 2 .....	15
Section 3 .....	15
Section 4 .....	16
Section 5 .....	17
<b>CHAPTER 16 OFFICERS / ADMINISTRATORS / DIRECTORS / Representatives</b> .....	<b>17</b>
<b>BYLAW 1610 PRESIDENT</b> .....	<b>17</b>
Section 1 Responsibilities .....	17
Section 2 Duties .....	17
<b>BYLAW 1620 VICE PRESIDENT</b> .....	<b>17</b>
Section 1 Responsibilities .....	17
Section 2 Duties .....	17
<b>BYLAW 1630 SECRETARY</b> .....	<b>18</b>
Section 1 Responsibilities .....	18
Section 2 Duties .....	18
<b>BYLAW 1640 TREASURER</b> .....	<b>18</b>
Section 1 Responsibilities .....	18
Section 2 Duties .....	18
<b>BYLAW 1651 YOUTH REPRESENTATIVE</b> .....	<b>18</b>
Section 1 Responsibilities .....	18
Section 2 Duties .....	19
<b>BYLAW 1652 DISTRICT REPRESENTATIVES</b> .....	<b>19</b>
Section 1 Responsibilities .....	19
Section 2 Duties .....	19
<b>BYLAW 1670 EXECUTIVE DIRECTOR</b> .....	<b>19</b>
Section 1 Responsibilities .....	19
Section 2 Duties .....	19
<b>BYLAW 1680 PAST PRESIDENT</b> .....	<b>20</b>

# KENTUCKY YOUTH SOCCER ASSOCIATION



## STATE BYLAWS

Section 1 Responsibilities.....	20
Section 2 Duties.....	20
<b>CHAPTER 22 NOMINATIONS AND ELECTIONS .....</b>	<b>20</b>
<b>BYLAW 2201 NOMINATIONS.....</b>	<b>20</b>
<b>BYLAW 2202 ELECTIONS .....</b>	<b>20</b>
<b>BYLAW 2203 TERMS OF OFFICE.....</b>	<b>21</b>
Section 1 Terms of Office .....	21
Section 2 Vacancies .....	21
Section 3 Removal.....	21
<b>CHAPTER 24 COMMITTEES.....</b>	<b>21</b>
<b>BYLAW 2401 STANDING COMMITTEES.....</b>	<b>21</b>
<b>BYLAW 2402 AD HOC COMMITTEE .....</b>	<b>21</b>
<b>BYLAW 2403 SIZE OF COMMITTEES .....</b>	<b>22</b>
<b>BYLAW 2404 SUBCOMMITTEES .....</b>	<b>22</b>
<b>BYLAW 2411 NOMINATIONS COMMITTEE.....</b>	<b>22</b>



## STATE BYLAWS

### CHAPTER 10 STATE ORGANIZATION

#### BYLAW 1010 NAME/STRUCTURE

This organization shall be known as the Kentucky Youth Soccer Association, Incorporated. (Hereafter called the Association) and shall be a nonprofit corporation incorporated under the laws of the Commonwealth of Kentucky with its principal office in Lexington, Kentucky.

#### BYLAW 1020 PURPOSE

##### Section 1 Statement of Purpose

The purposes of this association are to:

- A. Promote the growth of and an appreciation for the game of soccer by providing opportunities for the youth of Kentucky to learn the Laws of the Game and participate in organized programs of soccer.
- B. Organize and promote youth soccer organizations, clubs, leagues, and associations for youth up to and including those nineteen years of age.
- C. Encourage good sportsmanship and fair play of all participants therein.

##### Section 2 Achievement of Purpose

The Association achieves its purpose by:

- A. Encouraging the development of leagues, clubs, associations, organizations and programs to make soccer available to youth in all levels of competition.
- B. Encouraging the development and practice of good sportsmanship.
- C. Developing the principles of fair play.
- D. Promoting the growth of soccer.
- E. Assisting in the instruction, training and education of players, coaches, and referees to develop and improve their capabilities.

##### Section 3 Charitable and Education Purpose

The Association is organized exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(C)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

#### BYLAW 1030 AFFILIATION

##### Section 1 United States Youth Soccer Association

The Association is affiliated with the United States Youth Soccer Association (hereinafter USYSA).

##### Section 2 Sovereignty

The Association is recognized as the National State Association and State Governing Body for youth soccer in the Commonwealth of Kentucky by the United States Soccer Federation, Incorporated (hereinafter USSF) as provided in the Amateur Sports Act of 1978 (36 USC 370 et seq.).



## STATE BYLAWS

### CHAPTER 11 MEMBERSHIP

#### BYLAW 1100 MEMBERSHIP

##### Section 1 Affiliated Member Organizations

###### A. General

The Kentucky Youth Soccer Association is comprised of Affiliated Member Organizations.

###### B. Affiliated Member Organization Qualifications and Duties

1. Each Affiliated Member Organization shall retain its autonomy but will adhere to the Constitution, Bylaws and Rules of this Association in all matters pertaining to inter-organization, intrastate, interstate, regional, national, and international competition or in other competitions sponsored by this Association.
2. All Affiliated Member Organizations must register every soccer player, coach, team manager or any other team assistant or administrator, and every soccer team that is sponsored, financed, coached or administered by the club, league, association or organization whether they be male or female, members of traveling teams, competitive teams, intramural programs, recreation programs, or house programs. Only Affiliated Member Organizations may register players with this Association.
3. Each affiliated member organization must consist of sufficient registered players to form a minimum of four teams. Prior to attaining full status of an affiliated member organization, the organization must adhere to paragraph (3) above and register players rostered to four teams as specified in team formations.
4. Each Affiliated Member Organization is responsible for ensuring that its affiliated member organizations and their administrators adhere to these Bylaws and rules.
5. Each Affiliated Member Organization has the responsibility to provide opportunities for every player in every part of its service area to play affiliated soccer.

###### C. Affiliated Member Organization Voting Rights

1. Affiliated Member Organizations shall have the right to vote in the State Council of the Kentucky Youth Soccer Association. Each Affiliated Member Organization shall have one (1) vote for every two hundred-fifty (250) duly registered Players or fraction thereof for the first one thousand (1,000) Registered Players and one (1) vote for every one thousand (1,000) registered Players or fraction thereof in excess of the first thousand. *(Example: An Affiliated Organization with 2907 Registered Players would have six (6) votes. An Affiliated Organization with 620 Registered Players would have three (3) votes.)*
2. Only affiliated member organizations who have met all their member organization qualifications and duties shall be accorded the privilege of voting (i.e., affiliated member organizations must have registered players and submitted player registration fees, paid its affiliation fee for the current year, and submitted a copy of its constitution, bylaws, procedures and rules to the Association.)
3. From the first day of a seasonal year until thirty (30) days after the established deadline for the spring portion of the same seasonal year, the number of votes of an Affiliate Member Organization shall be based on the greater of the following:
  - i. the number of players for which the Member has paid registration fees to the Association during the immediate prior seasonal year,



## STATE BYLAWS

- ii. the number of players for which the Member has paid to the Association, thirty (30) days prior to any vote during the current seasonal year.
- D. **Affiliated Member Organization Member Dues**  
The State Council shall establish the annual affiliation fee for Affiliated Member Organizations and player registration fee in this Association. All affiliation fees shall be due and payable on or before the first day of the current seasonal year. Affiliate Member player fees shall be due and payable on a monthly basis as players or teams register with the Associate Member for participation in their programs. No Affiliated Member Organization shall vote if its membership dues and player registration fees are not paid.

### Section 2 Associated Member Organizations

#### A. General

1. Associated Member Organizations are those organizations who are directly involved in the administration or operation of youth soccer programs as defined in the Bylaws, rules or regulation of this Association, but are not qualified as Affiliate Members because they do not directly register players with the Association.
2. All teams, players, coaches, and referees who are participating in programs administered or operated by an Associated Member Organization that are substantially the same programs as those administered or operated by this Association or its Affiliated Member Organizations must be a registered member of an Affiliated Organization of this Association or another National State Association affiliated with the United States Soccer Federation (USSF).
3. Each Associated Member Organization shall be a member of the Association State Council. Associated Member Organizations shall have no vote in the State Council regardless of the number of registered players.

#### B. Associate Member Dues

The Associate Member shall pay an annual Associate Member fee as established by the State Council. Associate Member fees shall be due and payable on or before the first day of the current seasonal year.

### Section 3 Allied Member Organizations

#### A. General

1. Allied Members are those sports organizations, which govern programs in or allied to soccer as a sport but are not qualified as Affiliate or Associate Member Organizations. Recognition by this Association as an Allied Member shall be extended to the governing body of the Allied Member and not to the general membership or programs of the Allied Member.
2. Each Allied Member Organization shall be a member of the Association State Council. Allied Member Organizations shall have no vote in the State Council.

#### B. Allied Member Dues

The Allied Member shall pay an annual Allied Member fee as established by the State Council. Allied Member fees shall be due and payable on or before the first day of the current Association seasonal year.

### Section 4 Provisional Members

All applications for Membership in this Association shall be submitted to the State Board of this Association who can grant or withdraw Provisional Membership until the next meeting of the State





## STATE BYLAWS

Council. Such Provisional Membership shall become the appropriate class of Membership when approved by a majority vote of the State Council. If not acted upon, said Membership shall cease.

### Section 5 Admission of Members

Associations may be admitted as members as described in the preceding subsections at any meeting of the State Council. Each Association in filing its application for membership in this Association shall submit one (1) copy of its rules, regulations, and Bylaws to his Association. The State Board of Directors shall have the power to reject them until properly written and any subsequent changes or additions to such duly approved rules, regulations and Bylaws must be submitted to and approved by the Rules committee before their effective date. The State Board pending approval of the rules, regulations and Bylaws of the applicant by the rules committee must grant provisional Membership.

### Section 6 Terms of Membership

The term of Membership for Member shall be one (1) seasonal year. Such Membership shall automatically renew each seasonal year provided the Member maintains its good standing in this Association. Membership may be terminated by the State Council for cause and by a two-thirds (2/3) majority vote of those present and voting at any properly called meeting of the State Council.

## BYLAW 1102 GENERAL RESPONSIBILITIES AS AN ORGANIZATION MEMBER OF THE KENTUCKY YOUTH SOCCER ASSOCIATION

As a member of the KYSA, the Association must:

- A. Comply with all bylaws, policies and requirements of the United States Youth Soccer Association and the Kentucky Youth Soccer Association, to the extent applicable to that classification of Organization Member.
- B. Upon request of the State Board of Directors or the Executive Director a Member Organization must submit a copy of its most current charter, articles of incorporation, bylaws or rules and regulations within 30 days of the request.
- C. Upon request of the State Board of Director or the Executive Director a Member Organization must submit its most current annual reports and financial statements within 30 days of the request.
- D. Register with the KYSA the names and addresses of all its players, coaches and teams and organization administrators using the software program provided by KYSA. The State Board may waive this software requirement based upon member request for due cause.
- E. Pay fees due the KYSA by the deadline the fees are required to be paid.
- F. Comply with the Amateur Sports Act, to the extent applicable.

## BYLAW 1103 ASSOCIATION RESPONSIBILITIES AS AN ORGANIZATION MEMBER OF THE KENTUCKY YOUTH SOCCER ASSOCIATION

As a Member Association of the Kentucky Youth Soccer Association, the Association:

- A. Will ensure that membership of the Association shall be open to any soccer players, coaches, trainers, managers, administrators, and officials not subject to suspension under USSF Bylaw 241, and to any amateur soccer organization in its territory.
- B. Will not discriminate against any individual on the basis of race, color, religion, age, sex, or national origin.



## STATE BYLAWS

- C. Will submit to the fact that the Associations articles of incorporation, bylaws, policies, and requirements take precedence over and supersede the governing documents and decisions of the Association and its members to the extent applicable under state law, and the Association and its members will abide by those articles, bylaws, policies, and requirements.
- D. Will not join any organization whose requirements conflict with KYSA's articles, bylaws, policies and requirements.
- E. Shall register all of its players, coaches, teams, referees, and administrators with the KYSA at least once each year and timely pay all dues and fees of the KYSA.
- F. Guarantee its members will abide by the KYSA's articles, bylaws, policies, and requirements on interplay.
- G. Shall have a Board of Directors (or similar body) selected through an open and democratic process.
- H. Shall report actions and policies adopted by the Board of Directors (or similar body), Executive Committee, or officers of the Association to its membership, or their authorized representatives, at least once each year at a meeting of the Associations membership, with notice and agenda of the meeting at least 15 days in advance of the meeting.
- I. Will
  - 1. Upon request of the State Board of Director or the Executive Director a Member Organization must provide to the KYSA copies of the Member Organizations constitution, bylaws, and other governing documents,
  - 2. Make copies of those documents available to its members.
- J. Will provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to participate and compete. Those procedures shall include that all grievances involving the right to participate and compete in activities sponsored by the KYSA and the Association and its members may be appealed to the KYSA Discipline Committee-that shall have jurisdiction to approve, modify, or reverse a decision.
- K. Shall maintain its tax-exempt status under the Internal Revenue Code, if applicable.
- L. Shall adopt policies prohibiting sexual and physical abuse that meet certain minimum criteria established by KYSA (subject to any contrary requirements contained in state or local law applicable to the Association).
- M. Will allow the KYSA to review the documents and procedures of the Association, on request of the KYSA State Board of Directors or the Executive Director, to determine compliance with these bylaws.

## CHAPTER 12 GOVERNANCE

### BYLAW 1200 GOVERNMENT

#### Section 1 State Board of Directors

The government, control and management of all properties of this Association is vested in the State Board of Directors (hereinafter sometimes called The State Board) as defined in the Bylaws of the Association, which provides for the election of directors of this Association, their terms of office, their powers and their duties. Each member of the State Board shall be a member of the State Council and shall be entitled to one (1) vote.





## STATE BYLAWS

### Section 2 Officers

The officers of this Association shall be the President, Vice President, Secretary and Treasurer and such other officers as may be required under the laws of the Commonwealth of Kentucky. All officers shall serve as directors of this Association as provided in the Bylaws of the Association.

## BYLAW 1210 MEETINGS OF THE STATE COUNCIL

### Section 1 Annual General Meeting of the State Council

Prior to conclusion of each fiscal year, the President or the Executive Director, with the concurrence of the State Board, shall call for an Annual General Meeting of the State Council. Written notification to all Member Organizations shall be made at least sixty (60) days prior to said Annual General Meeting.

### Section 2 State Board Recommendations

The State Board shall annually recommend to the State Council the fees required for Affiliated and Associated Member Organizations, Registered Teams and/or Registered Players for the next seasonal year as defined by the United States Soccer Federation, for ratification by the Member Organizations at the Annual General Meeting. Any changes in existing fees being recommended by the State Board shall be forwarded, in writing, to all Member Organizations, at least thirty (30) days prior to the Annual General Meeting.

### Section 3 Special Meetings

Special Meetings of the State Council may be called by the President or the State Board at such times as are deemed necessary. Written notice of such meetings must be given to all Member Organizations at least thirty (30) days in advance of said special meeting.

### Section 4 Quorum

The members of the State Council present at the meeting shall constitute a quorum.

### Section 5 Parliamentary Authority

The rules contained in the Modern Addition of Robert's Rules of Order shall govern the Association in all cases where they are not inconsistent with these Articles and Bylaws and any special rules of order the Association may adopt.

## BYLAW 1220 VOTING

### Section 1 Member Voting

- A. At all State Council meetings under Bylaw 1060, the duly designated representatives of Affiliated and Associate Member Organizations shall vote as authorized. Any designated representative of Affiliated and Associate Member Organizations may cast votes for no more than two organizations, that is their organization and one other organization, and provided only if an acceptable written proxy shall authorize their vote for the other Affiliated or Associate Member Organization.
- B. Each member of the State Board shall be entitled to one (1) vote each, where applicable.

### Section 2 Chair Voting

The respective Chairperson of a meeting may vote when the vote is by ballot or when his/her vote, as cast, would change the outcome.



## STATE BYLAWS

### Section 3 Officer or Director Voting

Except as a representative of an Affiliated or Associate Member Organization, no officer or director may cast more than one (1) vote.

## BYLAW 1230 DISSOLUTION

### Section 1 Disposition of Assets by State Board

Upon the dissolution of the corporation, the State Board shall, after paying or making provision for the payment of all liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, education, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(C)(#) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the State Board shall determine.

### Section 2 Disposition of Assets by Court

Any such assets not so disposed of shall be disposed of by the Circuit Court of the County in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## CHAPTER 14 CHANGES TO STATE BYLAWS

## BYLAW 1400 STATE BYLAWS

### Section 1 Purpose of State Bylaws

The purpose of the State Bylaws is to define and create the structure of the Association and to delineate and delegate powers and duties to its officers, directors, commissioners, committees and Board. The powers of the Associations officers, directors, commissioners, committees and Board shall be as defined in the State Bylaws.

### Section 2 Enactment and Amendments of Bylaws

The State Council shall enact new and amended Bylaws. Any proposed new or amended Bylaw of the Association shall be submitted, in writing, to the State Board, at least sixty (60) days prior to the State Council Meeting at which the new or amended Bylaw will be considered. Notice of said proposal of enactment of a new or amended Bylaw must be given to each State Council Member and each Member Organization at least thirty (30) days prior to the meeting. One-half (1/2) of the members of the State Council shall constitute a quorum for purposes of considering enactment of a new or amended Bylaw. A majority of the Members of the State Council present and voting shall be required to enact a new or amended Bylaw. Any new or amended Bylaws shall become effective sixty (60) days after the enactment and publication to the Member Organizations or at the start of the next fiscal year, whichever ever comes first unless otherwise approved by the State Council.



## STATE BYLAWS

### BYLAW 1410 STATE POLICIES AND REGULATIONS

#### Section 1 Purpose of State Policies and Regulations

The purpose of the State Policies and Regulations is to define and create the programs of the Association and to define and regulate the operation of the Associations programs and to define and regulate tournaments and leagues. The programs of the Association and the regulations regarding the operations thereof shall be as defined in the State Policies and Regulations.

#### Section 2 Enactment and Amendments of State Policies and Regulations

The State Board shall approve adoption of new State Policies or amendments to existing State Policies and Regulations. Any proposed addition to the State Policies and Regulations shall be submitted, in writing, to the State Board, at least thirty (30) days prior to the State Board meeting at which the proposed change will be considered. Notice of said new or amended State Regulations must be given to each State Board member and each Member Organization at least thirty (30) days prior to the meeting. The vote of two-thirds (2/3) of the members of the State Board present and voting shall be required to enact a new or amended State Regulation. Any new or amended State Policies and Regulations adopted by the State Board shall become effective 30 days after enactment and publication to the Member Organizations unless also approved by the State Council.

### BYLAW 1420 STATE RULES

#### Section 1 Purpose of State Rules

The purpose of the State Rules is to define and regulate the registration of players, the formation of teams, and the play of the game of soccer in the Commonwealth by Affiliated Member Organization Teams and Players.

#### Section 2 Enactment and Amendments of State Rules and Rules of Competition

The State Board shall approve new and amended State Rules or Rules of Competition. Any proposed new or amended State Rule or Rules of Competition shall be submitted, in writing, to the State Board, at least thirty (30) days prior to the State Board meeting at which the amendment will be considered. Notice of said proposed State Rule must be given to each State Board member and each Member Organization at least thirty (30) days prior to the meeting. The vote of two-thirds (2/3) of the members of the State Board present and voting shall be required to enact new or amended State Rules or the Rules of Competition; and any new or amended State Rules adopted by the State Board shall become effective at the beginning of the next seasonal year unless also approved by the State Council.

## CHAPTER 15 STATE BOARDS OF DIRECTORS

### BYLAW 1500 EXECUTIVE POWERS

The policy making and executive functions of the Kentucky Youth Soccer Association shall be vested in the State Board of Directors and Officers (hereinafter sometimes called The State Board) which shall have the following powers:



## STATE BYLAWS

### Section 1 Approval/Ratification Powers

- A. To ratify, alter, or reject decisions and policies of any officer, director, commissioner, committee or other official of the Association;
- B. To ratify appointments of the President to fill vacancies in Offices and Directorships;
- C. To ratify, alter or reject appointments to Association committees and such other officials as the Association may from time to time appoint;
- D. To remove from office any appointed or elected member of the State Board for reasonable cause via due process by a simple majority vote of the State Board or as provided in Bylaw 2203, section 3 or other applicable section of the Bylaws;
- E. To determine and approve membership of Affiliated or Associated Member Organizations in the Association.

### Section 2 Sanctioning/Hosting Powers

- A. To institute and operate cup competitions;
- B. To arrange and stage soccer games of any nature whatsoever in its own name, and to that end, it may marshal the support of any or every Association member and/or its or their subordinates, affiliated organizations and their personnel;
- C. To approve and regulate the hosting of tournaments or games involving more than one Member Organization or involving teams from another National State Association;
- D. To create and manage or to create and to delegate the management under direction to others of this Association or any organization whatsoever which it may deem expedient for the welfare of the game of soccer in the territory over which the Association has jurisdiction;

### Section 3 Judicial Powers

- A. To enforce the Constitution, Bylaws, Regulations and Rules of the Association and of the United States Youth Soccer Association;
- B. To settle disputes between two or more Member Organizations of the Association;
- C. To hear all cases of misconduct of players, officials and/or persons affiliated with the Association when two (2) or more Member Organizations are concerned, or when it has direct jurisdiction, or when the alleged offense in any case is an assault upon any official and after such hearing if such person or persons are found guilty, to impose such fine and/or penalty as it may deem proper;
- D. To render final decisions on all matters of controversy subject, nevertheless, to appeals and to decisions of the Association with which the Association is affiliated;
- E. To require the production of appropriate documentation from Affiliated, Associated or Business Associated Member Organizations, including, but not limited to:
  - 1. Papers
  - 2. Documents
  - 3. Referee reports
  - 4. Video
- F. To suspend, expel and/or impose fines or penalties upon any Member Organization, club, league, organization or association and/or person under Kentucky Youth Soccer Association jurisdiction which is found guilty of violation or breach of the Kentucky Youth Soccer Association Constitution, Bylaws, State Rules, or any rules or regulations of the Association with which the Association is affiliated;
- G. To enforce the purposes for which Association was organized.



## STATE BYLAWS

### Section 4 Financial Powers

- A. To contract for such personal services and facilities as shall be necessary for the operation of the Association business;
- B. To authorize the expenditure of funds for purposes in keeping with the needs of the Association;
- C. To ensure that all expenditures of funds in excess of \$1,000 are signed by more than one board member.

## BYLAW 1501 STATE BOARD ORGANIZATION

### Section 1 Membership

The State Board shall consist of the following regular members

- A. the Officers
- B. the Representatives
- C. the Immediate Past President

The State Board shall also consist of Advisory Members

- A. the State Referee Administrator (or designee)
- B. the Chairman of the Kentucky Soccer Association (or designee)
- C. the Executive Director

### Section 2 Restrictions on Service on State Board

- A. No person under indictment for any criminal act may serve as a member of the State Board while the indictment is in effect.
- B. No officer, administrator or representative elected by the members may be a paid full, part time or hourly employee of the Association

### Section 3 Meetings

- A. Regular meetings of the State Board shall be called upon reasonable notice by the President at least once each calendar quarter, and
- B. Meetings for a special purpose shall be called by the President or upon written application by one quarter of the Directors. Reasonable notice of meetings for a special purpose shall be given and shall state said purpose.

### Section 4 Quorum and Voting Requirements

- A. A quorum, consisting of the majority of regular members of the State Board, must be present at meetings in order to conduct business;
- B. Regular Members of the State Board shall have one (1) vote provided however that the presiding officer shall vote only in the event of a tie vote to break said tie; the Executive Director shall not vote; and
- C. The vote of the majority of those State Board Members present and voting shall be required for any action of the State Board, unless otherwise approved.

## BYLAW 1502 GENERAL RESPONSIBILITIES AS AN ORGANIZATION MEMBER OF THE UNITED STATES SOCCER FEDERATION





## STATE BYLAWS

### Section 1

As a member of the USSF, the Association must:

- A. Except as otherwise required by applicable law, comply with all Bylaws, policies and requirements of the Federation, and all statutes, regulations, directives and decisions of FIFA and CONCACAF, to the extent applicable to that classification of Organization Member
- B. Submit to the Federation any amendment to its organizational documents or its governing documents not later than ninety (90) days after adoption of any such amendment.
- C. Submit its most current annual financial statements within ninety (90) days after the start of the seasonal year.
- D. Except Associates and as provided by Section 1 of Bylaw 603 (A) require that every player, coach, trainer, manager, administrator and official that is sponsored, financed, coached, organized or administered by an Organization Member or a member organization of an Organization Member be registered with the appropriate Organization Member; and (B) register with the Federation at least once each seasonal year the names and addresses of those players, coaches, trainers, managers, administrators, and officials registered with such Organization Member, and such individuals shall have the membership rights accorded to them under these Bylaws.
- E. Pay fees due the Federation by the deadline the fees are required to be paid.
- F. Comply with the Amateur Sports Act, to the extent applicable.
- G. If the Organization Member is responsible for recruiting, training, fielding or funding soccer players, it must establish a risk management program that evaluates potential registrants to determine whether their participation poses a risk to the safety of other participants in the Organization Members' activities

### Section 2

Except as specifically provided otherwise in these Bylaws, each Organization Member has exclusive jurisdiction over its own programs and activities; provided, however, that any Organization Member or other person or entity subject to the jurisdiction of the Federation which desires to conduct an international competition to be held in the United States, or to sponsor an international competition to be held outside the United States, must first obtain a sanction from the Federation.

## BYLAW 1503 STATE ASSOCIATION RESPONSIBILITIES AS A MEMBER OF THE UNITED STATES SOCCER FEDERATION

### Section 1

- A. Except as otherwise specifically provided in this Section 1, the organizational documents and governing documents of each Organization Member shall include the following:
  1. Except with respect to a Professional League, the membership of the Organization Member and its member organizations shall be open to any individual who is an amateur athlete, coach, trainer, manager, administrator, or official active in the sport of soccer who is not subject to suspension under Section 4 of Bylaw 241 or pursuant to the disciplinary action of any amateur soccer organization in its territory; and except for a National Association, the membership of the Organization Member and its member organizations shall be open to any amateur soccer organization in its territory.
  2. The Organization Member shall not discriminate against any individual on the basis of race, color, religion, age, sex or national origin.





## STATE BYLAWS

3. The Articles of Incorporation of the Federation, its binding rules and policies, and these Bylaws, including Bylaw 603 governing interplay, shall take precedence over and supersede the organizational documents and governing documents of the Organization Member and its member organizations except to the extent applicable law otherwise requires, and the Organization Member and its member organizations shall abide by the Articles of Incorporation of the Federation, its duly approved binding rules and policies, and these Bylaws.
  4. The Organization Member shall not become a member of any organization that imposes requirements that conflict with the Articles of Incorporation of the Federation, its duly approved binding rules and policies, or these Bylaws.
  5. Except with respect to a Professional League and for-profit Organization Members, the Organization Member shall have a Board of Directors (or similar body) selected through an open and democratic election process.
  6. Except with respect to a Professional League, the actions and policies adopted by the board of directors (or similar body), executive committee of the board (or similar body), or officers of the Organization Member shall be reported to its membership, or their authorized representatives, at least once each year at a meeting of the Organization Member's membership, with notice of the meeting and its purposes given to such membership at least fifteen (15) days in advance of the meeting.
  7. The Organization Member shall provide prompt and equitable procedures for resolution of complaints of its members and procedures for fair notice and an opportunity for a hearing with respect to any complaint of any Athlete, coach, trainer, manager, administrator or official who is a member of the Organization Member, or a member organization thereof, concerning a proposed declaration that any such individual is ineligible to participate in the programs or other activities of such Organization Member or a member organization thereof and such procedures shall conform, as applicable, to the provisions of Part VII of these Bylaws.
  8. The Organization Member shall adopt policies prohibiting sexual and physical abuse that meet certain minimum criteria established by Federation (subject to any contrary requirements contained in any federal, state or local law applicable to the Organization Member).
- B. The Federation may review an Organization Member at least once every four (4) years to determine compliance with the provisions of Section 1. The Federation's review shall be performed by a committee consisting of one officer from one Organization Member in each of the categories of Organization Member established under Bylaw 202.

### Section 2

The organizational documents and/or governing documents of each applicant for admission as an Organization Member must satisfy all of the requirements of Bylaws 212 and 213 prior to its submission of its application.

### Section 3

If an Organization Member intends or is being compelled by law to dissolve for any reason, it shall immediately notify the Federation.



## STATE BYLAWS

### Section 4

- A. An organization may submit an application to the Secretary General to replace an existing State Association. Within 15 days of receiving the application, the Secretary General shall notify the Board of Directors and the existing State Association of the receipt of such an application. Within 45 days of receiving the notice from the Secretary General, the existing State Association may file with the Secretary General a written response to the application.
- B. The organization and the State Association (the “Parties”) shall mediate the issues related to the filing of the application. The Secretary General shall appoint a mediator to mediate the dispute. The Parties agree to have the principals participate in the mediation process, including being present throughout the mediation session(s). The Parties shall have 14 days to commence the first mediation session following the submission of the written response by the State Association. The Parties agree that the purpose of the mediation is to find a solution that serves their respective and mutual interests.
- C. If the mediation provided for in “b” above does not conclude with an agreement between the parties resolving the application within 90 days after receipt of the application, the Board of Directors shall appoint a Hearing Panel to conduct a hearing. The chairman of the Hearing Panel shall be a member of the Board of Directors. The hearing shall commence within 120 days after receipt of the 8 application. The Secretary General shall provide the applicant and the existing State Association at least 30 days prior written notice of the time and place of the hearing. Not later than 15 days prior to the hearing, the parties shall provide the Hearing Panel with copies of any documents they wish to introduce into evidence at the hearing and the names of witnesses, if any, and the substance of their testimony. The applicant and the existing State Association shall be given a reasonable opportunity to present evidence supporting each of their positions.
- D. The applicant must establish, by a preponderance of the evidence, that-- (1) the existing State Association is not adequately carrying out its responsibilities to the Federation as a State Association; or (2) the applicant is more capable, based upon the nature, scope, quality and strength of its programs, of carrying out the responsibilities to the Federation if it were designated as the replacement for the existing State Association.
- E. Within 30 days after the end of the hearing, the Hearing Panel shall submit a written recommendation to the Board of Directors. The recommendation shall be provided to all parties to the hearing. The Board of Directors shall issue a Decision either at its next meeting or not more than 90 days after receiving the recommendation of the Hearing Panel -- (1) that the existing State Association shall continue as the State Association; (2) to revoke the membership of the existing State Association and declare that a vacancy exists; (3) to revoke the membership of the existing State Association and approve the applicant as the State Association; or (4) that because of minor deficiencies, to place the existing State Association on probation for not more than 180 days to come into compliance with regard to those deficiencies.
- F. If the Board of Directors places the existing State Association on probation under subsection (d)(4) of this section, then within 30 days after the expiration of the probationary period the Board shall determine whether the existing State Association has come into compliance. If the Board of Directors determines that the existing State Association has not come into compliance, then the Board of Directors shall act as provided under subsection (d)(2) or (3) of this section.
- G. Any decision of the Board of Directors under subsection (d) (2) or (3) of this section becomes effective 30 days after rendered, unless appealed. The decision may be appealed to the National Council. Any appeal must be filed within 30 days of notification of the Board’s decision and shall



## STATE BYLAWS

be reviewed by the National Council at the next National Council meeting after the appeal is filed. If there is a timely appeal, the decision is stayed during the review period.

### Section 5

On application of a State Association or motion of the Board of Directors, the Board may conduct a hearing to determine whether the boundaries of one or more State Associations should be altered. The Secretary General shall provide all affected State Associations with at least 30 days prior written notice of the date and place of the hearing. The Board may recommend to the National Council changes to State Association boundaries if it determines that the change would be beneficial to the administration of soccer. The National Council shall approve any such change by a majority vote

## CHAPTER 16 OFFICERS / ADMINISTRATORS / DIRECTORS / Representatives

### BYLAW 1610 PRESIDENT

#### Section 1 Responsibilities

- A. To oversee the board and executive committee meetings and collaborates with executive director in preparing agenda for board meetings;
- B. To collaborate with executive director to ensure board resolutions are carried out
- C. To collaborate with executive director in conducting new board member orientation
- D. In collaboration with the Human Resource Committee, subject to the approval of the State Board, hire the Executive Director to serve as the Chief Professional Officer of the Association.

#### Section 2 Duties

- A. To preside at all State Board and Council meetings;
- B. To serve as an ex-officio non-voting member of all Association committees, except the Nomination Committee;
- C. To appoint special or ad hoc committees;
- D. To sign money disbursements made in the name of the Association;
- E. To appoint, subject to ratification by the State Board, Chairs of all Committees, except where otherwise provided;
- F. To represent, or to appoint persons to represent, the Association in meetings with other soccer associations.

### BYLAW 1620 VICE PRESIDENT

#### Section 1 Responsibilities

- A. To assume the duties of the President in the case of the resignation of the President until the next Annual General Meeting following said resignation or during a temporary absence; or during the inability of the President to perform the functions of that office;
- B. To chair the State Discipline Committee and the appeals process in the Association to insure compliance with the Association and National Rules Bylaws and Regulations.

#### Section 2 Duties

- A. To perform such other duties as may be delegated by the State Board.



## STATE BYLAWS

### BYLAW 1630 SECRETARY

#### Section 1 Responsibilities

- A. To serve on the Kentucky Youth Soccer Discipline Committee
- B. To oversee the enforcement of all State and National Rules, Bylaws, Policies and Regulations governing player registration and team assignment.

#### Section 2 Duties

- A. To assist the state office in recording minutes of State Board meetings and distribute minutes and all submitted proposed amendments as provided for in the Constitution to all members of the State Board, all Committee Chairs, all Affiliated and Associated Member Organizations, and the corporate process agent;
- B. To serve as Chair of the Nominations Committee.
- C. To perform such other duties as may be delegated by the State Board.

### BYLAW 1640 TREASURER

#### Section 1 Responsibilities

- A. To insure the sound financial operation of the Association and
- B. To collaborate with the KYSA staff to develop plans to encourage donations and solicit funds to finance Association activities.

#### Section 2 Duties

- A. To sign money disbursement made in the name of the Association;
- B. To assist the KYSA staff in presenting a financial statement every meeting of the Association or the State Board and at other times when requested by the State Board and make a full report at the Annual General Meeting;
- C. To ensure that the KYSA Staff has the associations accounts examined at least annually by an auditor or auditing committee chaired by a non-State Board member who, if satisfied that the Treasurer's annual report is accurate and correct, shall sign a statement of that fact at the end of the report; and
- D. To perform such other duties as may be delegated by the State Board.

### BYLAW 1651 YOUTH REPRESENTATIVE

#### Section 1 Responsibilities

- A. To perform all duties necessary to insure the achievements of the objectives of the Association Youth programs within the state;
- B. To perform all duties necessary to insure the achievements of the objectives of the Association Recreational programs within the state;
- C. To coordinate and administer the application and enforcement of all State Recreational Rules, Bylaws, and Regulations to recreational programs and to insure good sportsmanship and fair play in all recreational programs.



## STATE BYLAWS

### Section 2 Duties

- A. To coordinate and administer the recreation and competitive programs of the Association;
- B. To appoint, subject to ratification by the State Board, persons to perform the duties necessary to insure the achievements of the Association youth programs;
- C. To ensure appropriate recognition for participating in the Association programs provided by the State Board with appropriate awards or other mementos; and
- D. To perform such other duties as may be delegated by the State Board.

## BYLAW 1652 DISTRICT REPRESENTATIVES

### Section 1 Responsibilities

- A. To perform all duties necessary to insure the achievements of the objectives of the Association Youth programs within the district;
- B. To represent the Associated and Affiliated Members within the District on the State Board.

### Section 2 Duties

- A. To perform all duties necessary to insure the achievement of the objectives of the Association within the District;
- B. To appoint, subject to ratification by the State Board, District Program Coordinators;
- C. To serve as liaison between Affiliated Member Organizations, Associated Member Organizations, leagues, clubs, and teams within the District and the State Board;
- D. To chair all District meetings;
- E. To monitor all Association programs in the District;
- F. To call District meetings as necessary to inform Member Organizations of the activities of the Association and to coordinate their participation in the Association, and
- G. To perform such other duties as may be delegated by the State Board.

## BYLAW 1670 EXECUTIVE DIRECTOR

### Section 1 Responsibilities

- A. The overall administration and management of the Association's State Office and paid staff.
- B. Serves at the Chief Professional Officer of the Association and as the Chief Administrative Officer of the Corporation.

### Section 2 Duties

- A. Administers policies, programs and the budget of The Association as determined by the Board of Directors and State Council.
- B. To sign money disbursements made in the name of the Association;
- C. Provides assistance and counsel to the President in particular, and the remainder of the governance, in fulfilling their respective responsibilities including the identification and resolution of policy issues and organizational planning, budgeting and operations.
- D. Manages a staff to implement the Association's programs and activities to pursue achievement of the Associations objectives through effective hiring, supervision, development and evaluation.
- E. Identifies member needs and with the Board of Directors initiates responsive activities to meet those needs.



## STATE BYLAWS

- F. Provides leadership in the development of the messages provided by the Association and along with others, represents the organization.
- G. Maintains all corporate and association records; and
- H. Fulfills all other tasks as assigned to accomplish the goals of The Association.

## BYLAW 1680 PAST PRESIDENT

### Section 1 Responsibilities

To assist the President in their duties as maybe defined by the State Board from time to time.

### Section 2 Duties

- A. To serve as advisor for the current President; and
- B. To perform such other duties as may be helpful to the State Board.

## CHAPTER 22 NOMINATIONS AND ELECTIONS

### BYLAW 2201 NOMINATIONS

- A. Proposals for nomination of Officers and Directors of the Association shall be submitted to the Executive Director no later than six (6) weeks prior to the Annual General Meeting of the State Council;
- B. The Executive Director shall present a list of all proposed candidates for each position to the members at least four (4) weeks prior to the Annual General Meeting of the State Council;
- C. The Nominations Committee shall be responsible for assuring that at least one (1) candidate be proposed for each available position;
- D. Incumbents in offices subject to election shall be polled by the Executive Director, and, if willing and eligible to serve, shall be included on the list of nominees; and
- E. If less than two nominations exist for any position, then nominations will be accepted from the floor for those positions.

### BYLAW 2202 ELECTIONS

- A. The elections of the Association Officers, and Representatives shall be held at the Annual General Meeting of the State Council and shall be by closed ballot;
- B. Officers and Representatives shall be elected by a majority of the votes cast by the Affiliate Member Organizations present and voting at the Annual General Meeting of the State Council, the vote shall be tallied by the Nominations Committee and announced by the Chair of that committee;
- C. District Representatives shall be elected by a majority of the votes cast by the Affiliate Member Organizations present and voting at the Annual General Meeting of the State Council within their District. Representatives in ODD numbered districts shall be elected in ODD years and in EVEN districts in EVEN years.
- D. The voting rights of each Member Organization are in accordance with BYLAW 1220.





## STATE BYLAWS

### BYLAW 2203 TERMS OF OFFICE

#### Section 1 Terms of Office

- A. All Officers and Representatives shall serve a two year term of office;
- B. The President, Secretary, and Youth Representative shall be elected in odd numbered years;
- C. The Vice President and Treasurer shall be elected in even numbered years;
- D. District Representatives from even numbered Districts shall be elected in even numbered years and from odd numbered Districts in odd years, and
- E. Officers and Administrators shall assume office as of the first day of the Association's fiscal year following the year of their election.
- F. The Immediate Past President shall serve a term not to exceed two (2) years commencing with the end of his/her service as President. A President removed from office for reasonable cause under the terms of Section 3 of this Bylaw shall not be a member of the State Board.

#### Section 2 Vacancies

Vacancies in all Offices and Representativeships shall be filled by appointment by the President, subject to ratification by the State Board or District Meeting in the case of District Representative or as otherwise provided in the Constitution; provided, however, that a vacancy in the Office of the President shall be filled as provided in Article IV, Section 2.B. The person appointed to fill the vacancy shall serve for the balance of the term.

#### Section 3 Removal

The Officers and Representatives, may be removed from office for reasonable cause by two-thirds (2/3) majority vote of those present and voting at any duly constituted State Council Meeting.

## CHAPTER 24 COMMITTEES

### BYLAW 2401 STANDING COMMITTEES

The Standing Committees of the Association shall be as specified in these Bylaws;

The President, subject to ratification by the State Board, shall appoint chairs of Standing Committees except where otherwise provided in the Bylaws;

The Committee Chairs, subject to ratification by the State Board, shall appoint committee members except where otherwise provided in the Constitution;

All Committee Chairs and members shall serve until their successors are provided by the State Board or until their assignment is complete;

### BYLAW 2402 AD HOC COMMITTEE

Special or Ad Hoc Committees may be appointed from time to time as deemed necessary by the President of the State Board.



## STATE BYLAWS

### **BYLAW 2403 SIZE OF COMMITTEES**

The size of the Committee shall be determined by the State Board upon recommendations of the Chairs except where otherwise provided in the Constitution.

### **BYLAW 2404 SUBCOMMITTEES**

Committee Chairs may, with the approval of the Committee, appoint subcommittees from time to time as deemed necessary to affect the responsibilities of the Committee.

### **BYLAW 2411 NOMINATIONS COMMITTEE**

The Committee shall be composed of the Secretary, who shall serve as its Chair, and four or more other members, one of whom shall be a non-State Board member. At least one member shall be from each of the Districts in the state.

The Committee shall conduct all aspects of Association elections as provided in the Bylaws.