

# **Aston Youth Soccer Association**

## **Constitution**

### **Article I: Name**

**The organization shall be incorporated and known as the Aston Youth Soccer Association (hereafter referred to as AYSA).**

### **Article II: Purpose**

**The purpose of the AYSA is to promote, foster and perpetuate the game of soccer at the amateur level by teaching the skills of the game, promoting conduct becoming to a good sportsman (fairness, courteous relations and graceful acceptance of results), and developing the physical, emotional and mental growth of its members.**

### **Article III: Territory**

**The AYSA shall draw members from the greater Aston, PA area.**

### **Article IV: Colors**

**The representative primary colors of the AYSA will be navy blue and white.**

### **Article V: Membership**

**The membership of AYSA shall include the parents or guardians of the intramural and travel players listed below, who have paid the required registration fees as**

**determined by the Board of Directors of AYSA, and have completed and executed registration form and other forms as the Board may direct to participate in AYSA programs. These members will have the right to cast one vote per position of the Board of Directors at the Annual General Meeting elections held in April of each year.**

**Additionally, the following also are members of AYSA but do not have any right to cast votes at the Annual General Meeting elections.**

- Intramural players while registered and participating in AYSA scheduled practice or play.**
- Intramural players that participate on an AYSA team participating in other than AYSA scheduled practice or play (for example tournaments or All-Star teams).**
- Travel team players that are registered in good standing for an age appropriate travel team.**
- Registered coaches, assistant coaches and managers of intramural and travel teams, if they are not considered members as described above.**

#### **Article VI: Legislative and Judicial Powers**

**The legislative and judicial powers of AYSA, unless otherwise noted herein, are vested in a Board of Directors duly elected by the members in good standing (that have voting rights) at the Annual General Meeting and shall serve until their**

**successors shall be elected or otherwise appointed as allowed by the By-Laws of AYSA. Directors do not need to be current members of AYSA. The term of office for the Board shall be one year.**

**Nominations for Board of Directors positions on the Executive Committee are to be submitted up to 30 days prior to or at the Board of Directors Monthly Board Meeting in the month of March, immediately preceding the General Annual Meeting. Nominations for the Coordinator positions can be made up until election time. Nominations are to be made by a current member of AYSA; however, nominees do not need to be a current member of AYSA to be considered. Nominees for the Executive Committee must be in good standing in the community and must accept the nomination either verbally or other verifiable means prior to or at the March Board Meeting immediately preceding the Annual General Meeting. Nominees for Coordinator positions must be in good standing in the community and must accept the nomination verbally or other verifiable means. All nominees for the Executive Committee must be known to the Board by the end of the March Board Meeting immediately preceding the Annual General Meeting. The nominees for Coordinator positions need to be made known to the Board and membership at the time of elections. The nominations for Executive Committee will be posted on the AYSA web site for the membership to view no less than 14 days prior to the Annual General Meeting in April of each year. Elections are to take place at the scheduled Annual General Meeting in April of each year.**

**Vacancies in the Executive Committee shall be filled by a majority of the remaining members of the Board, and each person elected shall be a director until their successor is elected by members at the next General Annual meeting. Any vacancies in Coordinator positions either vacated during the term or unfilled at the time of elections can be filled by a majority of the Board, and each person elected shall be a Coordinator until their successor is elected.**

**All matters of policy and administration shall be vested in the Board of Directors. The Board of Directors shall transact all of the business of AYSA directly or by delegation of its authority to such person(s) whom it from time to time may designate. The Board of Directors shall enforce the laws of the game, the Constitution, By-Laws, and other rules of AYSA.**

**The Board shall be charged with raising funds to meet expenses of AYSA in achieving the purpose of AYSA by implementing registration fees, establishing fund raising activities, obtaining sponsors and any other activity or method typically used by similar organizations.**

**The Board shall dispense AYSA funds as it deems fit to achieve the Purpose of AYSA.**

**The Board may create guidelines to establish the rules and procedures by which the AYSA members shall conduct themselves.**

## **Article VII: Officers**

**Officers of AYSA shall consist of 2 groups: the Executive Committee and Members at Large. The Executive Committee shall be: President, Executive Vice-President, Vice-President of Intramurals, Vice-President of Boys' Travel, Vice-President of Girls' Travel, Corporate Secretary, Treasurer, Field Director, Equipment Director, Registrar and Special Needs Director.**

#### **Executive Committee**

**President: The President supervises and manages the affairs of AYSA in accordance with the needs and desires of the membership; calls and presides over all meetings; subject to approval of the Board, enforces the Constitution and By-laws; appoints all committees; submits an annual budget within 1 month of taking office; together with the Corporate Secretary, signs all contracts and official documents; appoints auditors of financial records for a report to be provided no later than the April at the Monthly General Meeting; pursues growth and development of existing members; and perform such duties as the Executive Committee or membership may require from time to time.**

**Executive Vice-President: will perform all of the duties of the President in their absence. The Executive Vice-President will assist the President in the performance of their duties and perform such duties as the Executive Committee or membership may require from time to time.**

**Vice-President of Intramurals: oversees all aspects of the AYSA Intramural Program for both boys and girls to include: designate the number of teams and**

**divisions based on availability of registered players, assign late sign-ups to coordinators, coordinate and determine schedules and field availability with Field & Equipment Director, oversee the acquisition and assignment of coaches, collect and report scores to the Board, and other duties as the Board may determine from time to time.**

**Vice-President of Boys' Travel: oversees all aspects of the travel programs for the boys including but not limited to scheduling, game reports, standings, discipline, protests or appeals; the Vice-President of Boys' Travel will give a report at each general meeting, and other duties as the Board may determine from time to time.**

**Vice-President of Girls' Travel: oversees all aspects of the travel programs for the girls including but not limited to scheduling, game reports, standings, discipline, protests or appeals; the Vice-President of Girls' Travel will give a report at each general meeting, and other duties as the Board may determine from time to time.**

**Corporate Secretary: shall keep records of all meetings; receive and produce any documents associated with the AYSA; prepare a yearly calendar of relevant events; provide minutes to Monthly Board and Annual General Meetings to be presented at the following Monthly Board Meeting; sign, along with the President, all contracts and official documents; receive the annual Board nominations and conduct elections of the Board at the scheduled time, and other duties as the Board may determine from time to time.**

**Treasurer:** shall receive all monies and make disbursements only as directed by the President and then only with the approval of the Board; responsible for assisting with and tracking the annual budget; managing the finances of AYSA at the specific request of the Board; report on the finances of AYSA at every general meeting with emphasis on the budget, and other duties as the Board may determine from time to time.

**Field Director:** shall be responsible for the acquisition of permits for fields, report on field status at general meetings, and other duties as the Board may determine from time to time.

**Equipment Director:** shall be responsible for all equipment and supplies necessary for scheduled play; report on equipment status at general meetings, and other duties as the Board may determine from time to time.

**Registrar:** responsible for the collection of all registration materials, compilation of registrants, and management of all members' personal information.

**Special Need Director:** oversees all aspects of the Special Needs Program including but not limited to coordinating fields and facilities through the proper process, scheduling sessions, recruiting volunteers, soliciting donations and grants, and preparing separate financial accounts and reports and other duties as the Board may determine from time to time. All expenditures for this program must be approved through the existing process and financial reports must be provided

**quarterly (April, July, October, January) that will be audited with the AYSA financials annually.**

### **Members At Large**

**The Members at Large shall be called Coordinators and shall be directly responsible for specific aspects of AYSA business. They are:**

**Corresponding Secretary: shall handle any correspondence regarding AYSA business with all area newspapers and other publicity channels, work with outside channels to promote the best possible image for AYSA, market the potential of AYSA, oversee the production of the newsletter, provide notice of registration to the membership and potential membership and other duties as the Board may determine from time to time.**

**Player/Coach Development Coordinator: shall report directly to the Executive Vice-President and be responsible for the development of player and coaches and other duties as the Board may determine from time to time.**

**Pee Wee Coordinator: will report directly to the Vice-President of Intramurals, be responsible for all aspects of the Pee Wee Intramural Program, and other duties as the Board may determine from time to time.**

**U-8 Boys Coordinator: will report directly to the Vice-President of Intramurals, be responsible for all aspects of the U-8 Boys Intramural Program, and other duties as the Board may determine from time to time.**



**U-8 Girls Coordinator:** will report directly to the Vice-President of Intramurals, be responsible for all aspects of the U-8 Girls Intramural Program, and other duties as the Board may determine from time to time.

**U-10 Boys Coordinator:** will report directly to the Vice-President of Intramurals, be responsible for all aspects of the U-10 Boys Intramural Program, and other duties as the Board may determine from time to time.

**U-10 Girls Coordinator:** will report directly to the Vice-President of Intramurals, be responsible for all aspects of the U-10 Girls Intramural Program, and other duties as the Board may determine from time to time.

**U-12 Boys Coordinator:** will report directly to the Vice-President of Intramurals, be responsible for all aspects of the U-12 Boys Intramural Program, and other duties as the Board may determine from time to time.

**U-13 Girls Coordinator:** will report directly to the Vice-President of Intramurals, be responsible for all aspects of the U-13 Girls Intramural Program, and other duties as the Board may determine from time to time.

**U-15 Coed Coordinator:** will report directly to the Vice-President of Intramurals, be responsible for all aspects of the U-15 Coed Intramural Program, and other duties as the Board may determine from time to time.

**Web Site Coordinator:** responsible for maintaining and updating the AYSA web site based on Board guidance, and other duties as the Board may determine from time to time.

**Picture Coordinator:** responsible for coordinating all aspects of obtaining, scheduling, coordinating, and delivery of Intramural and Travel pictures, and other duties as the Board may determine from time to time.

**Immediate Past Directors:** up to two members of the outgoing Board may remain in an advisory position on the incoming Board with full voting privileges provided they notify the President-Elect of their intent to do so before the new Board convenes. If more than two members wish to remain, the outgoing Board shall vote on which two members shall fill the positions.

#### **Ascendancy**

The Executive Vice-president will conduct the matters of the President in their absence. In the absence of the Executive Vice-President, the Vice-President of Intramurals then one of the Travel Vice-Presidents will conduct the matters of the President in case of absence. For business conducted in the calendar year ending with an even number the Girls Travel Vice-President will take precedence. For business conducted in the calendar year ending with an odd number the Boys Travel Vice-President will take precedence. In the absence of the preceding, the Treasurer, Corporate Secretary, Field Director, Equipment Director, Registrar, and Special Needs Director.

## **Article VIII: Meetings**

**The Annual General Meeting of AYSA will be held the first Tuesday of April each year. Monthly Board Meetings are to be held on a monthly basis and scheduled no less than 30 days prior to the date of meeting. All members are encouraged to attend the Monthly Board Meetings. Any changes to a meeting time and date must be communicated to the members of the Board in a timely fashion. The President has the authority to call a meeting at any time, for any reason, with at least 2 days notice to all Board Members.**

## **Article IX: Amendments**

**Changes to this Constitution can only be made and voted upon at the Annual General Meeting held on the first Tuesday of April each year. Any proposals to amend the Constitution can be sent to the Corporate Secretary no less than 45 days before the scheduled Annual General Meeting. These proposals will be discussed at the Monthly Board Meeting a month prior to the Annual General Meeting. Amendments can only pass by a 2/3 affirmative vote of the voting members present at the meeting.**