



## **ARTICLE I - NAME**

The name of this club is PLEASANT GROVE SOCCER CLUB, herein referred to as The Club or PGSC.

## **ARTICLE II - PURPOSE**

The purpose of this Club is to provide children an opportunity to learn and play recreational soccer in an atmosphere of friendly and safe competition. The development of sportsmanship, teamwork, and enjoyment of the game are primary goals of the Club. The Club, and its representatives, has a duty to administer and promote these activities in a responsible manner.

## **ARTICLE III - BOUNDARIES**

Boundaries: East from Bradshaw Road and Jackson Highway to Meiss Road. Meiss Road to the Sacramento/El Dorado County Line. Follow the Sacramento/El Dorado/San Joaquin County line south/southwest to Highway 99. North on Highway 99 to the Consumnes River. Follow the Consumnes River north/northeast to an imaginary southeast line to Grant Line Road and Elk Grove Blvd. West on Elk Grove Blvd to Waterman. North on Waterman Road to Sheldon Road. East on Sheldon Road to Bradshaw Road. North on Bradshaw Road to Jackson Highway. **Generally includes the elementary schools of Adreani, Batey, Dillard, and Pleasant Grove**

## **ARTICLE IV - AFFILIATIONS**

This Club shall affiliate with the Elk Grove Youth Soccer League (EGYSL) and other Principal Organizations as deemed appropriate for each soccer year by EGYSL. To the extent permissible, these bylaws shall be consistent with the constitution and bylaws of the Principal Organizations. To the extent permissible, this club and its members shall abide by those constitution and bylaws.

The term Principal Organization means an organization that provides affiliation for numerous subsidiary organizations on a State, Regional, National or International scale, and to which EGYSL chooses to affiliate. The purpose of the Principal Organization shall be for the coordination and sanctioning of youth sports events.

## **ARTICLE V - MEMBERSHIP**

### ***Section 1 - Application***

Application for membership must be on forms furnished by EGYSL and must be submitted during the annual registration period determined by EGYSL.

### ***Section 2 - Dues***

Dues for membership will be determined annually in compliance with EGYSL.



### ***Section 3- Team Selection***

Selection of teams will be made in compliance with EGYSL. Players, who submit applications during the regular registration period, will be placed on teams based on the following:

1. Prior year team placement
2. Special requests, if possible
3. Space availability

Players with late registration will be placed on teams based on space availability.

### ***Section 4 – Protest and Appeal***

Protest and appeal procedures will be in compliance with EGYSL policy.

### ***Section 5 – Officers and General Members***

The governing Board shall be the Board of Directors. The Board of Directors shall consist of the Officers of the Club, both elected and appointed.

General membership shall consist of all coaches, team managers, and parents and guardians of each player.

## **ARTICLE VI - OFFICERS**

### ***Section 1 – Elected Officers***

The elected Officers shall consist of the President, Secretary, Treasurer and Registrar. Elected Officers will serve 2-year terms.

These Officers shall be elected by open vote at the annual general meeting. Two (2) elected officers will stand for election each year. The President and Treasurer will be elected in the even numbered years. The Secretary and Registrar will be elected in the odd numbered years.

### ***Section 2- Appointed Officers***

Appointed officers will include the Vice President, Coaching Coordinator, Referee Coordinator, Equipment Coordinator, Field Coordinator, Events Coordinator, and Webmaster. The elected officers, by nomination and a simple majority vote, will appoint these board members. Appointed officers will serve 1-year terms.

### ***Section 3 – Additional Positions***

The Board of Directors reserves the right to nominate and appoint assistants and ad hoc committees as necessary to carry out the business of the Club. Such appointments voting rights will be determined by the Board of Directors and shall expire as their express purpose is fulfilled, or at the end of the fiscal year in which they are appointed.



#### ***Section 4- Vacancies***

If an office is or becomes vacant at any time, the Board of Directors may nominate and vote in a successor at any scheduled board meeting when there is a quorum present.

#### ***Section 5 – Excessive Absences***

Any officer who shall be absent from three (3) consecutive regular meetings of the Board shall stand automatically removed unless such action is excused by resolution of the remainder of the Board of Directors.

### **ARTICLE VII - DUTIES OF OFFICERS**

#### ***Section 1 – Board of Directors***

The Board of Directors shall:

- a. Transact necessary business during monthly meetings, or supplemental meetings called by the president in order to complete the necessary business of the club.
- b. Approve, assign and monitor committees to conduct club business.
- c. Interpret and enforce Club Bylaws and develop and implement policies.
- d. Suspend, bar completely, or discipline any individual from any team, club, or league function.
- e. In conjunction with EGYSL, implement and enforce league rules and bylaws.
- f. Authorize all payments from Club banking accounts.

#### ***Section 2 - Elected Officers***

##### ***Section 2.1 - President***

The President shall:

- a. Oversee all Club operations and functions.
- b. Preside at all Club board meetings.
- c. Attend all EGYSL Board and league-related meetings.
- d. Act as a liaison between the League and the Club.
- e. Approve all requests regarding playing levels.
- f. Be an authorized signer on all Club banking accounts.
- g. Mediate all Club issues not resolvable at another level.

##### ***Section 2.2 – Registrar***

The Registrar shall:

- a. Coordinate and maintain Club registration.
- b. Coordinate with the League Registrar.
- c. Keeps a record of all registered players including name, age, birth date, address, telephone number, and e-mail address.
- d. Keep a record of all coaches and assistant coaches including name, address, telephone number, e-mail address, and coaching licenses.
- e. Assist the President and Coaching Coordinator in the formation of teams.



### ***Section 2.3 - Secretary***

The Secretary shall:

- a. Keep an accurate record of all meetings. Prepare and distribute official minutes to all Board members prior to the next meeting.
- b. Conduct all necessary club correspondence.
- c. Oversee the Club hotline. Ensure relevant outgoing messages are placed on the hotline and check the hotline for incoming messages.
- d. Maintain a calendar of all Club and League events.
- e. Act as the custodian for all the Club's official books (except for matters that the club Treasurer and Registrar are responsible for, as described in Section 4) records and documents.
- f. Prepare agendas for all meetings.

### ***Section 2.4 - Treasurer***

The Treasurer shall:

- a. Handle all funds for the Club. Receive all monies, make deposits and disbursements.
- b. Keep an accurate record of club transactions sufficient to establish items of gross receipts and disbursements.
- c. Present a statement of account at every scheduled board meeting.
- d. Ensure that the Board of Directors authorizes all funds disbursed by the Club.
- e. Be an authorized signer on all Club banking accounts.
- f. Ensure that all checks disbursed by the Club are signed by two of the three authorized signers.

### ***Section 3 - Appointed Officers***

#### ***Section 3.1 – Vice President***

The Vice President shall:

- a. Assist the President and, when necessary, perform the duties of the President in his/her absence.
- b. Be the chairperson of the Disciplinary Committee, and be responsible for enforcing all disciplinary actions.
- c. Assist other board members when appropriate
- d. Coordinate picture day activities

#### ***Section 3.2- Coaching Coordinator and Assistants***

The Coaching Coordinator shall:

- a. Recruit and confirm all coaches.
- b. Act as the liaison with other League Coaching Coordinators.
- c. Coordinate all league and club coaching related activities.
- d. Organize all club coaching functions and activities (including fingerprinting).
- e. Assist in the formation and seeding of teams.



### ***Section 3.3- Referee Coordinator and Assistant***

The Referee Coordinator shall:

- a. Recruit and assist in training all referees.
- b. Attend all appropriate EGYSL-sponsored referee meetings.
- c. Organize all club referee functions and activities.
- d. Coordinate attendance of referees at league referee clinics.
- e. Ensure that referees are appropriately assigned for all games played on Club fields.

### ***Section 3.4 – Equipment Coordinator***

The Equipment Coordinator shall:

- a. Keep an accurate record of all club equipment and uniforms.
- b. Distribute all equipment and uniforms to coaches, including coaches' uniforms.
- c. Collect all club equipment from coaches.
- d. Coordinate the purchase and distribution of shirts to all officers.
- e. Approve the purchase of all equipment and uniforms.
- f. Ensure storage for all club equipment.

### ***Section 3.5 – Field Coordinator***

The Field Coordinator shall:

- a. Coordinate with EGYSL as necessary to ensure that all Club fields are in good playing condition.
- b. Assign work crews to provide field maintenance as approved by the Board of Directors.
- c. Ensure that all goal nets and field flags are at any Club field scheduled for use.
- d. Ensure that all fields are properly prepared (measured and painted) for scheduled club use.
- e. Coordinate the use of all practice fields.

### ***Section 3.6 – Events Coordinator***

The Events Coordinator shall:

- a. Plan and coordinate Club events including soccer camps, Club Jamboree, pictures, the Coaches' Appreciation Dinner, and the Annual General Meeting (AGM).
- b. Coordinate spirit wear.

### ***Section 3.7 – Webmaster / Scorekeeper***

- a. Maintain the website for the Club.
- b. Monitor clubs email and answer or forward on to appropriate board member
- c. Ensure that all posted materials follow EGYSL rules.
- d. Obtain and report club scores on time to appropriate league representative in format provided by EGYSL
- e. Post the scores to club website in accordance with EGYSL policy



## **ARTICLE VIII - MEETINGS**

### ***Section 1 – Monthly Meetings***

The Board of Directors shall hold regular monthly meetings at a time and place the Board shall determine.

### ***Section 2 – Annual General Meeting***

The Board of Directors shall hold an Annual General Meeting of the general membership in December. The purpose of this Annual Meeting shall be to report the current fiscal position of the Club, to elect a new Board of Directors for the following year as described in Article VI, and to approve proposed amendments to the bylaws.

The Secretary shall provide notice of the time and place of the Annual General Meeting no later than fifteen (15) days prior to the meeting. Such notice shall specify the Board of Directors nomination and election procedures as well as any business, which the Secretary anticipates will be presented at the Annual General Meeting. Failure to indicate all matters, which may ultimately be presented for consideration, shall not affect or hinder the actual proceeding.

### ***Section 3 - Special Directors' Meeting***

Special Meetings of the Board of Directors may be called at any time by the President or by any three (3) members of the Board. The Secretary, three (3) days in advance, shall provide written or verbal notice, to all incumbent Board members.

### ***Section 4 - Quorum***

At least a majority (51%) of the voting Board membership must be present to validly conduct Club business.

### ***Section 5 – Motions and Voting***

- a. In addition to the Board of Directors, the privilege of making motions, debating and voting at the Annual General Meeting shall be limited to parents/caregivers of players (limit of 1 vote per registered player or 2 votes per registered family) and coaches registered with the Club.
- b. The privilege of making motions and voting at monthly Club Board meetings or supplemental meetings shall be limited to the Board of Directors.
- c. Items voted on will be approved with a simple majority vote of those present.

### ***Section 6 – Removal of an Officer***

The elected officers may remove an appointed Officer from the Board by a majority vote. The President may cast a tie-breaker vote in the case of a tie. An elected officer may only be removed from his/her position by a unanimous vote of the other elected board members.



## **ARTICLE IX - GENERAL**

### ***Section 1 – Coaches***

Coaches will have complete control of the activities, conduct and welfare of their team while on the playing field. They will conduct themselves at all times in compliance with the rules established by the league and in a dignified and ethical manner. Coaches are responsible for following and supporting all programs developed and adopted by the League and the Club. Any coach of a player involved in disciplinary action may be required to attend the Club Board Meeting.

Coaches are responsible for all uniforms and equipment issued to them by either the Club or the League. Equipment must be returned to the Equipment Coordinator no later than two weeks after the final game of the season or the AGM. If the equipment is needed longer than this time, permission must first be received by the Board of Directors. Reimbursement to the Club for the equipment not returned to the Club shall be the responsibility of the Team Coaches.

- a. All coaches must meet the following requirements before being considered for assignment to a team for the season:
  1. Sign and submit the Pleasant Grove Soccer Club Coach Agreement Form
  2. Submit the CYSA Adult Registration and Team Management Disclosure Form with photo
  3. Be fingerprinted and cleared by the Department of Justice
  4. Be in good standing with EGYSL and the Club
  5. Sign and agree to conduct themselves as outlined in EGYSL coaches conduct
- b. All new coaches for Under-8 and lower age groups shall possess at least a CYSA “F” coaching certification. Waiver of this requirement shall be at the discretion of the Board of Directors.
- c. Under-9 and above coaches attend a Level 9 referee course or possess prior referee certification. Waiver of this requirement shall be at the discretion of the Board of Directors.
- d. The final assignment of coaches to teams shall be at the discretion of the Board of Directors.

### ***Section 2 – Protests and Appeals***

See EGYSL Bylaws and Policies.

### ***Section 3 – Responsibility***

See EGYSL Bylaws and Policies.

### ***Section 4 – Financial Responsibility***

This club shall not assume, nor be liable for, the debts nor financial responsibility, either implied or incurred, of any of its members.

The League shall set annual registration fees. The annual fee shall be payable as directed by the League. The Club will not adjust the registration fee.



### **Section 5 – Liability Protection**

All Officers, Coaches and Players of the PGSC are covered against personal liability claims by the California Youth Soccer Association for performing acts and duties directly related to the work of this Club.

### **Section 6 – Dissolution**

Should the Club dissolve, all assets remaining after payment of all debts shall be turned over to the EGYSL board of Directors for performing acts and duties directly related to the work of developing youth soccer in Elk Grove.

### **Section 7 – Insurance**

See EGYSL Bylaws and Policies.

### **Section 8 – Registration Procedures**

Players must play only for teams within their Club. Permission is required by the League, PGSC, and the desired playing club in order to transfer a player to another club's team or onto a PGSC team.

### **Section 9 – Refund Policy**

See EGYSL Bylaws and Policies.

### **Section 10 – Discounts to Board**

Discounts on registration fees may be given to the Club's Board Members

#### **Section 10.1 – Scholarships and Awards**

The Club maintains the authority to issue scholarships, awards and fund tournament play as deemed necessary by the Board of Directors.

*Parent(s) of scholarship recipients shall be required to serve a minimum of four (4) hours of volunteer time, in activities and/or tasks as directed by the Club's Board of Directors.*

## **ARTICLE X – PROTEST AND APPEAL**

### **Section 1 – Player Ejection Procedures**

Player ejection shall be in accordance with EGYSL rules.

### **Section 2 – Protest and Appeal Procedures**

See EGYSL Bylaws and Policies.



## **Article XI – Disciplinary Action**

### ***Section 1 - Probation***

The probation of any Referee, Coach or player for violation of any of the rules of CYSA or this League shall be in accordance with EGYSL rules. Notification will be made to the Club Board in writing of any probation of a Referee, Coach or player within the Pleasant Grove Soccer Club prior to said probation.

### ***Section 2 - Suspensions***

Referees, Coaches and/or players may be suspended from regularly scheduled League games for any of the following violations:

- Failing to play all registered players who have attended and participated in practice (exceptions for attending practice are for illness, school conflict, etc.) the week prior to the game, at least one-half (1/2) of the said game, except for Club disciplinary purposes, illness or injury, provided that the notice is given to the Referee and opposing Coach.
- For playing a player whom is not registered with EGYSL, Pleasant Grove Soccer Club, and/or other Principal Organizations as deemed appropriate for each soccer year by EGYSL.
- For playing a player who is over the age for the division in which the team is registered (without prior consent).
- For committing, while on probation, the same or similar violation.
- For violation of or ignoring any ruling by the League or Club

### ***Section 3 – Game Forfeiture***

See EGYSL Bylaws and Policies.

### ***Section 4 – Game Protest***

See EGYSL Bylaws and Policies.

### ***Section 5 – Excessive Yellow Cards***

See EGYSL Bylaws and Policies.

## **Article XII – Game Regulation**

### ***Section 1 – Player Passes***

1. All coaches shall present their player passes to the Referee prior to participation in the game. All passes are to be returned to the Coach or Manager of the team at the conclusion of the game, unless a player is ejected. All retained passes are to be forwarded to the Club Manager immediately.
2. If a coach does not present a player pass to the Referee prior to the game, that player with the missing player pass may not participate in the game.



## ***Section 2 – Rules of Play***

The Laws of play shall be in accordance with EGYSL rules.

## ***Section 3 – Responsibility of the Home Team***

1. Where colors of uniforms are similar, the home team must change colors, which are distinct from all other uniforms on the field. PGSC teams will wear the designated Club colors, unless they are playing another PGSC team. In that case, the designated home team will wear scrimmage vests.
2. The condition of the grounds, the proper field markings and proper equipment. Nets and corner flags are required equipment. It will be the responsibility of both teams to have a game ball.
3. It is the responsibility of both teams to see that their team and their fans behave in a proper and respectful manner
4. Reporting the result of the game to the designated Club/League official within twenty-four (24) hours of completion of the game.
5. Notifying the opposing team Coach when a scheduled game is canceled.

## ***Section 4 – Referee Responsibility***

See EGYSL Bylaws and Policies.

## ***Section 5 – General Responsibility***

1. The Referee's judgment with regard to the physical condition of the field and it's acceptance for play, to the actual happenings and occurrences related to the conduct of the game and those prerogatives granted to him/her by the "Laws of the Game" as published by the FIFA, shall not be challenged
2. The Coaches and Referees must meet immediately prior to each game to be played in order to specify any special "ground rules" mandated by the unusual conditions at the time before the game
3. The minimum number of players to register a team with this club is seven (7)
4. All recreational players in the Pleasant Grove Soccer Club must wear numbered jerseys and shin guards
5. All Standings and the determination of how standings are kept will be followed as per the League's direction.

## ***Section 6 – Alcoholic Beverage Prohibition***

See EGYSL Bylaws and Policies.

## ***Section 7 – Under 8 Regulations***

See EGYSL Bylaws and Policies.



### ***Section 8 - Maintenance of Club Equipment***

1. Equipment Coordinators for the Club are responsible for an accurate inventory of all equipment and storage during the off-season
2. Equipment Coordinators shall furnish the Club with an itemized list of non-returned equipment and the names and addresses of individuals to whom it was assigned.
3. The Club Treasurer shall bill individuals holding non-returned equipment after the close of the season.
4. At registration, any player with an outstanding Club liability must correct the liability upon registration. Credits will be given for equipment returned.

### ***Section 9 – Playoff to Determine Overall Champion***

Placing teams will be determined in accordance with EGYSL rules

## **Article XIII – Bylaws**

### ***Section 1***

Bylaws will be available on the Club website.

### ***Section 2***

1. Any member of the board may submit proposed changes to the existing bylaws.
2. Any proposal to make changes to the Club Bylaws must be submitted in writing to the Board of Directors by the last scheduled Board meeting prior to the AGM.
3. Amendments to the bylaws shall be made at the AGM.
4. An amendment shall be deemed adopted by an affirmative vote of two-thirds of the members attending and voting at the Annual General Meeting.

### ***Section 3***

If a conflict exists between the PGSC Bylaws and the Bylaws and Policies of the EGYSL, the EGYSL Bylaws and Policies shall govern.

### ***Section 4***

The Bylaws shall become effective immediately after their adoption. At that time, any and all Bylaws of the Pleasant Grove Soccer Club, of the Elk Grove Youth Soccer League theretofore adopted, are hereby repealed.

### ***Section 5***

The Board of Directors of the Club shall approve any and all contracts executed in the name of the Pleasant Grove Club.