

Miramonte Soccer Club

CONSTITUTION OF THE MIRAMONTE SOCCER CLUB

Preamble

BY THIS STATEMENT THE MIRAMONTE SOCCER CLUB OF CLOVIS, CALIFORNIA, IS HEREBY ESTABLISHED. The goals of this organization shall include the development of individual, group and community pride, to offer boys and girls the opportunity to play organized soccer and to promote, foster and support physical fitness and group skills. In all of its actions, the Miramonte Soccer Club shall act to promote the best interest of the team players.

CONSTITUTIONAL STATEMENT

This organization shall be known as the Miramonte Soccer Club (MSC). "Hereafter known as the Association", a non-profit organization. Individual members will not derive profit there from. No substantial part of the activities of this organization shall consist of carrying on propaganda, or otherwise attempting to influence legislature, and the organization shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office, "fee property of this organization is irrevocably dedicated to charitable purpose and no part of the net income or assets of this organization shall ever inure the benefit of any private person. Upon the dissolution or winding up of the organization, its asset's remaining after payment, or provision for payment, of all debts and liabilities of this organization shall be distributed to a non-profit fund, foundation or corporation which is organized and operated exclusively for charitable purpose and which was established, its tax exempt status, under section 501(c) (3) of the Internal Revenue Code. Notwithstanding any other activities not permitted to be carried on by an association exempt from Federal Income Tax under section 501 (c)(3) of the "Internal Revenue of 1954".

I. MEMBERSHIP

- A. The General Membership shall be composed of the team members, the Board of Directors, the team coaches and the committee, the Board of Directors, the team coaches and the committee coordinators and all other persons interested in the Miramonte Soccer Club without the majority approval of the Board of Directors.**
- B. The Board of Directors shall be chief sole policymaking body of this organization. There shall be at least seven (7) officers on the Board of Directors. The Board of Directors shall be elected by the majority vote of the adult members of registered children in MSC of the General Membership as follows:**
 1. A General Membership Meeting shall be called, in December, at which time person or persons may be nominated for and elected to the various Board positions.
 2. Such elected officers, shall be installed in office on January 1 following the December election.
 3. The tenure of each Directorship shall be one (1) year following installation to the office.
 4. If there is no nomination to the office for the Board position, the President of the new Board may appoint a person to that position after his/her installment, with the advise and consent of the new Board members. Such consent shall be by majority vote. Such appointment is not binding without acceptance.

5. Anyone serving on the Board of Directors/Committees is expected to attend all meetings. Missing two (2) consecutive meetings without reasonable cause or three(3) meetings in a four(4) month period shall be caused for a vote of removal by the Board of Directors.

II. ADMINISTRATIVE MANAGEMENT

A. The members of the Board of Directors acting together shall constitute the administrative management of the club. They shall be deemed responsible to:

1. Ensure that the Soccer club operated within the framework of the Preamble, Constitutional statement and the By-laws of this organization and within the rules of Clovis Junior Soccer League (CJSL), and the California Youth Soccer Association(CYSA).
2. Raise funds to cover the expenses of the Club.
3. Pay approved indebtedness of the Miramonte Soccer Club under the provisions of the By-Laws of this organization, without adopting personal liability for such indebtedness.
4. Requisition of such supplies through the office of the Treasurer as may be required for the conduct of the Soccer Club business.
5. Confirm or veto selection of coaches.
6. for guidelines for selections of teams.

III. BOARD OF DIRECTORS

A. PRESIDENT

1. Presides over the General Membership Meeting and all other club meetings.
2. Provides leadership, inspiration and direction for the club during the term of office.
3. Hold the remainder of the Board responsibilities for fulfilling their obligations to the office they hold, without authority to remove such person/persons by unilateral action of the President.
4. Is responsible for implementing the means to attain the foals adopted by the General Membership of the Club.
5. Reports on the activities of the office to the other Board Members as called for.
6. Represents the Soccer Club as President in affiliated Organization meetings.
7. Acts as liaison between tams parents and the Board of Directors.

B. VICE PRESIDENT

1. Responsible for all Club publicity with general populous.
2. Responsible for sponsor procurement and procurement of replacing sponsors as such needs arises.
3. Keep sponsors aware of Club activities, team schedules, newsletters, achievements and awards ceremonies, and other items of interest.
4. Responsible for initiation, promotion and operation of all fund raising events.
5. Obtains competitive bids for the purchase of awards and submits such bids for approval by the Board of Directors. Upon such approval, arranges for purchase of awards.

C. COMMISSIONER

1. Shall attend meetings held by CJSL and functions as liaison between CJSL and MSC.
2. Investigate and report on tournament possibilities for all MSC teams.
3. Reports on the activities of the office to the other Board Members as called for
4. Represents the Soccer Club as Commissioner in affiliated organization meetings.

D. SECRETARY

1. Responsible for the keeping of the minutes of all meetings. Minutes shall be typed and distributed to members via email in addition to being handed out at the beginning of the next meeting.
2. Responsible for the general correspondence of the Club.
3. Provides notification to the General Membership Directors for the General Membership Meetings.
4. Provisions of clerical assistance to the other directors in the conduct of their office.
5. Reports on the activities of the office to the other Board members as called for.
6. Receives copy of CJS� minutes
7. Represents the Soccer Club in affiliated organization meetings.
8. Planning and coordinating any awards ceremonies.
9. Assists the Commissioner with tournaments for all the MSC teams.

E. TREASURER

1. Approves or disapproves Requisition Requests for purchase of goods and services to be rendered to MSC.
2. Provide a summary statement of income and expenses at each club meeting.
3. The issuance of yearly financial reports, to be dated upon a fiscal year of February 1 through the end of January corresponding to the new Board of Directors within ten (10) days for approval or non acceptance at the next club meeting.
4. Collection of dues, entry fees, uniform fees, and other monies raised by the MSC and the maintenance of records regarding such collections.
5. Reports on the activities of the office to the other Board Members as called for.
6. Disbursement of monies for approved indebtedness of MSC subject to the By-Laws of this organization and the maintenance of records of such disbursements.
7. Represents the Soccer Club in affiliated organization meetings.

F. REGISTRAR

1. Responsible for the registration of all players in the Miramonte school area in the under 14 and younger age groups.
2. Responsible for the recruitment and training of adult registration assistants.
3. Responsible for proper registration of teams, players, coaches, and assistant coaches.
4. Responsible for submitting hardship applications to commissioner.
5. Allocation of monies received in the registration process to their proper recipient, whether CJS� of the Treasurer of MSC.
6. Responsible for getting nominations before the December meeting for the positions on the Board of Directors for the upcoming fiscal year.
7. Report on the activities of the office to the other Board Members as called for.
8. Represents the Soccer Club in affiliated organization meetings.

G. UNIFORM AND EQUIPMENT COORDINATOR

1. Responsible for submission of Requisition Requests for purchase of equipment and supplies necessary for soccer play to the Board of Directors.
2. Liaison with Director at Large to determine supplies requirements.
3. Maintenance of records with respect to all equipment.

4. The storage, maintenance, issuance, accounting for and inventory of and collection of at the end of the playing season of all equipment.
5. Collect payment for any destroyed uniforms from coaches.
6. Report on the activities of the office to the Board of Directors as called for.

H. MEMBER AT LARGE

1. Assistants to position members. All members have equal voting right and are weighed equally.

IV. CLUB MEETING

The term "Club Meeting" as used in the Constitution and By-Laws shall apply to general Membership Meeting and Meetings of the Board of Directors.

A. GENERAL MEMBERSHIP MEETINGS

This meeting shall consist of the Board of Directors, team coaches and any other member of the General Membership who wishes to participate. "a minimum of two (2) General Membership Meetings shall be held each year, with one (1) meeting to be held in September and the other in December with additional meetings as called for by the Board of Directors.

1. **May Meeting.** This meeting shall be to provide the General Membership with information regarding the upcoming soccer season.
2. **September Meeting.** This meeting shall be to provide the General Membership with information regarding the upcoming season.
3. **December Meeting.** This meeting shall include the call for nominations and elections of officers for upcoming fiscal year and distribute trophies.

B. BOARD OF DIRECTORS MEETINGS

The Board of Directors shall meet AT LEAST once a month in each month from January through December inclusive for the conduct of MSC business. Other meetings as such shall be required for the other months.

1. The Board of Directors may conduct MSC business according to the By-Laws of this organization.

C. CONDUCCION OF MEETINGS

1. The President of the Board of Directors shall preside at all Club Meetings. In the absence of the President the vice President shall preside.
2. Shall any guest from an outside affiliation attend a Club Meeting at the request of the Board of Directors said person shall be allowed to speak as they wish for a period of no more than 10 minutes at a time the board shall resume normal activities.
3. A quorum of the Board of Directors must be in attendance at any Club Meeting to conduct business of the MSC.
4. In all Club Meetings and in all MSC business, each member of the Board of Directors shall have one(1) vote.
5. The President shall notify all Directors, coaches and other interested parties of the date, time and location of the general Membership Meetings at least seven (7) days before such meetings.
6. Nothing in this section or any other shall be construed to mean that the Board of Directors does not have the right to assemble for conduct of MSC business.

7. Any questions upon which a vote of the General Membership is requested at the General Membership Meeting shall allow one (1) vote for each attending adult parent or legal guardian of a MSC by silent vote on paper.

D. CHANGE IN STRUCTURE

1. The creation of abolition of a Directorship, or assignment of the Directorship function shall be implemented by a vote of 2/3 of the Directors in attendance at any club meeting of the MSC, as such need may be called for by the General Membership of by a member of the Board of directors.
2. A vote for removal of a member of the Board of Directors may be Proposed at any club meeting and requires 2/3 vote of the other Directors in attendance for removal action. Said member nominated for removal shall not have a vote in the removal process, nor will his or her presence be counted for determining the number of votes necessary to attain the 2/3 vote for removal. Such action will not affect continues functioning in the capacity of a Director. The Procedure shall be as follows:
 - a) **Any number requesting a vote for removal of another member shall address the board for no longer than (3) minutes citing their argument in favor of removal.**
 - b) **Each member of the board in attendance shall then address the board for no longer than one (1) minute to lobby their opinion.**
 - c) **After all board members have spoken that wish to, the member nominated for removal shall be allowed to address the board for no longer then five (5) minutes.**
 - d) **At the conclusion of all parties speaking a silent vote will be taken with each member clearly and legibly marking a slip of paper and discretely placing it onto a covered container.**
 - e) **All voters shall be in the form or "remove" for removal of member or "not remove" to not have member removed. All other responses will become void votes and not counted as part of the majority in attendance.**
 - f) **All votes will be written in either pencil or from pens of the same color.**
 - g) **Votes are to be counted by at least three of the top tiered officials of the Board of Director according to the order as stated in these bylaws.**
 - h) **In the event that a member of the top three tiered positions is being voted on for removal the next highest shall replace his/her as a counter.**
 - i) **Any member voted on for removal shall be able to watch the votes be counted is they choose.**
 - j) **Votes shall be counted and tallied at a time until the majority needed is met or cannot be met. at this point no more votes will be counted and will be destroyed and discarded. They will remain anonymous.**
 - k) **Any and all replacement of members is done solely at the discretion of the board. Any persons wishing to join the board in the event of a vacancy must notify the President to be considered. The applicant shall be placed on the following monthly meeting and be allowed to address the board if they choose to for no longer than (5) minutes. The**

board shall then vote to appoint the candidate. Votes for approval must be of a 2/3 majority.

l) All votes of the Board of Directors are final.

m) Open board positions are not required to be filled. The decision to seek candidate is solely at the discretion of the board.

E. REQUISITIONS

1. All purchases of goods or services to be rendered to MSC shall be made under Requisition Request (Purchase Order) approved by the treasurer, and one other of the following: President, vice-president, or Commissioner.
2. Any requisition request disapproved by the treasurer may be appealed at the next club meeting. Such disapproval may be overridden by 1/2 vote of the Board of Directors in attendance at any Club Meeting.
3. All expenditures must be approved by 1/2 of the board members. Phone or small votes can be taken if needed.

F. PAYMENTS

1. The term "approved indebtedness" of "approved debt" shall apply to any request for payment, which has been approved for payment by the 1/2 vote of the Directors in attendance at any Club Meeting.
2. All requests for payment made to MSC shall be approved by 1/2 vote of the Directors in attendance.
3. All payments of approved Indebtedness made by MSC shall include the signature of the Treasurer and/or other designated member of the board.
4. In the event of an expenditure being paid to an account singer, the two other members must sign all checks and not the member being reimbursed.

G. OVER PROVISIONS

1. All votes regarding MSC monies shall be a 1/2 vote of the Directors in attendance.
2. All other votes, unless otherwise specified, shall be by majority vote.
3. In the extended absence of the Treasurer (e.g. vacation, illness) the filling of the duties of the office shall fall in order upon the secretary, vice-president and president.
4. This constitution cannot be abandoned or abolished. Changes in addition to or deletions from this Constitution and by-laws may be proposed at any club meeting. Such action shall be approved upon a 2/3 vote for the adult members in attendance.
5. Nothing in this constitution shall be construed to provide player members of this organization the right to vote upon MSC business.
6. No two members of the same household can be a member of the board in an account signing capacity.

V. RULES OF CONDUCT

1. Each player on each team must play in each league game for teams 12 and younger as CJSL rules dictate.
2. It shall be the object of the team coach to give each player equal share of training and game participation.
3. All persons nominated to the coaching staff shall be nominated and approved by the board of Directors.
4. The conduct of the coaches and of the players shall reflect the standards of the league in all respects; swearing, insubordination, excessive absence, fighting, or other un

sportsman like conduct may be sufficient grounds for expulsion from club upon 2/3 vote of the Directors in attendance of any club meeting. seclusion shall apply for the remainder of the playing season, in which such action occurs. With restoration of rights for the next season. If the coach is also a Director, his or her presence shall not count for determining the number of votes necessary for expulsion.

5. No member of the club is allowed to carry or use alcoholic beverages, glue, drugs, controlled substances or other reality altering substances or liquids during any Club meeting, any practice, practice game, league game, tournament participation, or other public MSC function. Such conduct may be grounds for expulsion upon 2/3 vote of the Directors in attendance at any club meeting.
6. A player can be added at any time prior to the end of the season, as long as there is room for him/her on an existing team. we will take players on a waiting list after registration if there is not room for that player on a team, and that player will be notified if there is an opening on a team in his/her division. We will find out for that child if there is an opening on a team from, another school if the parent gives permission. A player may also be dropped at any time but cannot change teams after team roster have been submitted to the Registrar of CJSL.
7. No activity of the soccer club shall be undertaken without direct adult supervision.
8. No boy or girl shall be allowed to solicit donations, sales of goods or services, or engaged in any other form of fund raising activity without the approval of a majority of the Board of Directors, and without adult supervision/ permission.