

**BY LAWS OF THE
JAMES ISLAND YOUTH SOCCER CLUB, INC.**

[Click Here For Rules and Regulations](#)

ARTICLE I

The name of the Corporation shall be the James Island Youth Soccer Club, Inc. (here in after referred to as the "Corporation").

ARTICLE II

Purposes

The purposes of the Corporation are generally to conduct its affairs as a non-profit corporation and to promote a quality instructional and educational soccer program for the children of the James Island Youth Soccer Club, Inc. (hereinafter referred to as the "Club") and their families. The Corporation desires to form a non-profit eleemosynary corporation under Chapter 13 of Title 33 of the Code of Laws of South Carolina, 1976, for the above stated purposes. Notwithstanding any other provisions of these By-Laws, the Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt under § 501(c)(3) of the Internal Revenue Code of 1954, as amended, in the regulations promulgated thereunder as they now exist or as they may hereafter be amended.

ARTICLE III

Office

The principal office of the Corporation, in the State of South Carolina, shall be located in the County of Charleston.

ARTICLE IV

Board of Directors

Section 1. General Powers

The business and affairs of the Corporation shall be managed by its Board of Directors.

Section 2. Number and Tenure

The Board of Directors of the Corporation shall consist of ten (10) positions and shall transact the business of this Association.

A. The executive officers, to be elected at the Annual General Meeting, by the general membership are as follows:

President

Vice-President

Secretary

Treasurer

Fund-Raising Director

Public Relations Director

Member At Large

(1) The above executive officers shall serve one (1) year terms and may succeed themselves in office and shall constitute the Executive Committee.

(2) The above officers, elected at the Annual General Meeting in March, shall take office on June 1st.

B. The Directors, to be appointed and approved by the Executive Committee are as follows:

Head Coach

Facilities/Engineering Director

Registrar

The Appointed Directors shall be installed in office at the first Board of Directors meeting of the new fiscal year commencing June 1st and shall serve one (1) year terms. They may succeed themselves in office by subsequent appointment.

C. Any member of the Board of Directors shall be required to resign following a vote of no confidence in his ability to remain in office. Any three (3) Directors, simultaneously, may petition for such a vote. The petition must be submitted, in writing, to the Executive Committee. The Committee will review the petition and forward copies of same to all Directors within fourteen (14) days of receipt of the petition.

Such action could be initiated by Directors not operating within the By-Laws and Rules and Regulations of the Corporation or their directives or agreements of the Board of Directors. The vote of no confidence must be passed by a two-thirds (2/3) majority of all voting members, after all have been notified of such pending petition. Resulting vacancies will be filled in accordance with Article IV, Section 6.

D. A member of the Board of Directors can be a member or an official of a team. In the event of any grievance involving said team, he may not act in its behalf nor be entitled to vote in the grievance.

E. A member of the Board of Directors not attending two (2) consecutive meetings, when proper notification of said meeting has been made and there has been no request for excusal, will have his office declared vacant. The vacant office will then be filled in accordance with Article IV, Section 6.

Section 3. Meetings

A regular meeting of the Board of Directors shall be held at least once every month. Special meeting of the Board of Directors may be called by or at the request of the President or any two Directors. The person or persons authorized to call special meetings of the Board of Directors, may fix any place in Charleston County as a place for holding any special meeting of the Board of Directors called by them.

For a special meeting of the Family Unit Members, the following requirements must be met:

1. A petition will be sent to the President of the Corporation listing at least twenty- five (25%) percent of the Family Unit Members as desiring said special meeting.
2. The listing Family Unit Members shall affix their names to said petition and subsequently their signatures.
3. The reason for said special meeting shall be set forth in detail.

Section 4. Quorum

A majority of the number of Directors fixed by Section 2 of this Article IV shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

Section 5. Manner of Acting

The act of the majority of the Directors present at a meeting which a quorum is present shall be the act of the Board of Directors.

1. In cases when time is not available to convene the Board, the Executive Committee has the authority to act for the Club. The method used will be for the Secretary to poll the Executive Committee advising them fully of the situation and recording the vote. These decisions are to become part of the monthly minutes and the Board will confirm or reject action taken at the next official meeting.
2. In the event that legal council is needed by the Club, the Board of Directors have the authority to hire legal council to represent the best interest of the Club. The Legal Representative shall be responsible for advising the Club regarding general legal matters, including corporate concerns, insurances, taxes, public liability, etc.

Section 6. Vacancies

Any vacancy occurring in the elected Board of Directors, may be filled by the affirmative vote of a majority of the remaining Directors. A Director elected to fill a vacancy in this manner, shall serve the remainder of the term in office. Any vacancy occurring in the appointed Board of Directors may be filled by appointment of the Executive Committee and will serve the remainder of the one (1) year term.

ARTICLE V**Membership****Section 1. (A) Family Basic Membership**

Membership in the Club shall be open to any family unit living in South Carolina, who has a youth player registered on a team, who has paid all appropriate player fees. Membership shall be limited solely by the number of soccer teams that can be sponsored and supported by the Club during the season as determined by the Board of Directors.

Section 1. (B) Associate Membership

An associate membership is open to any person who does not have a participating child but wishes to participate in club activities through sponsorship, contributions or service to the Club. An associate member will not be entitled to a vote in general meetings.

Section 2. Annual Family Membership and Player Fees

Player fees will be determined and set by the Board of Directors prior to the beginning of each season and dependent upon an analysis and projection by the Board of Directors of costs to be incurred by the Club for the next season.

Section 3. Fiscal Year

The fiscal year of the Corporation shall begin on the first day of June and end on the thirty-first (31st) day of May in each year and is divided into a Fall and Spring playing season.

Section 4. Annual Meeting of Membership

The Annual General Meeting (AGM) shall be held during the month of March in each year for the purpose of electing officers of the Corporation and amending By-

Laws, if required. The general affairs of the Corporation shall be reviewed with the membership at the Annual Meeting, including financial reports, budget planning, assets and liabilities of the club, etc.

No authority is vested in the general membership other than acting on business conducted in the Annual Meeting or special called general meetings.

Section 5. Place of Meeting

The Board of Directors may designate any place in Charleston County as the place of meeting for any Annual Meeting of the general membership. Written notice stating the place, day and hour of the meeting shall be sent to each member of the club not less than ten (10) days before the day of the meeting, either personally, or by mail, or at the directions of the President or the Secretary.

Section 6. Voting in General Meetings

Each family member unit in good standing for the current year shall be entitled to one (1) vote on all business brought before the general membership.

Section 7. Quorum

Twenty-five (25) members present at a duly organized Annual Meeting of the general membership shall constitute a quorum for the transaction of any duly authorized business at the Annual Meeting.

ARTICLE VI

Rules of Conduct

All proceedings of the corporation shall be governed by "Roberts Rules of Order".

ARTICLE VII

Duties of Officers and Directors

Section 1. President

The President shall be the principal executive officer of the Corporation and subject to the contract of the Board of Directors, shall in general, supervise and control all of the business and affairs of the Corporation and shall, when present, preside at all meetings of the membership and of the Board of Directors.

The President may sign, with the Secretary or any other proper officer of the Corporation thereunto authorized by the Board of Directors, any deeds, mortgages, bonds, contracts or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these By-Laws to some other officer or agent of the Corporation or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

Specifically, the President shall act as a liaison between the South Carolina Youth Soccer Association and the Club, establish committees and appoint committee chairpersons in order to administer and manage the programs of the Club and is Chairman of the Executive Committee.

Section 2. Vice-President

The Vice-President shall succeed to the powers of the President in the President's absence and shall be the Chairman of the Appeals and Disciplinary Committee and shall act as Administrative Coordinator of the coaching staff, is responsible for all communications between the coaches and the Board of Directors, is a member of the Executive Committee and will also be the League Representative for TAYSA (Trident Area Youth Soccer Association). The League Representative will attend all required meetings of Trident Area Youth Soccer Association and represent and vote in the best interest of the players, the game and the James Island Youth Soccer Club. This position is responsible for providing a report of league activity and business in official meetings of the James Island Soccer Club.

Section 3. Secretary

The Secretary shall: (A) keep the minutes of the proceedings of the general membership and of the Board of Directors in one or more books provided for that purpose; (B) see that all notices are duly given in accordance with provisions of these By-Laws or as required by law; (C) in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the President or by the Board of Directors and is a member of the Executive Committee.

Section 4. Treasurer

The Treasurer shall: (A) Take charge and custody of, and be responsible for all funds of the Corporation; (B) Receive and give receipts for monies and deposit all such monies in the name of the Corporation in such banks or other depositories as shall be selected by the Treasurer; (C) Prepare necessary financial statements as required by the Board of Directors; (D) Submit for consideration and acceptance by the Board of Directors, an annual budget; (E) In general, perform all of the duties

incident to the office of the Treasurer and such other duties as from time to time may be assigned to the Treasurer by the President or by the Board of Directors and is a member of the Executive Committee.

Section 5. Head Coach

The Head Coach shall be responsible for: (A) the recruitment of recreational coaches; (B) assist the Director of Player and Coaching Development in coordination of clinics for coaches, players and parents; (C) assessment and coordination of coach assignments to Recreational teams; and (D) assist the Registrar and MicroSoccer Coordinator in rostering teams.

Section 6. Public Relations Director

The Public Relations Director shall be in charge of all publicity required concerning membership, registration, club meetings, tournaments or any other club related activity, the public relations director is responsible for developing the newsletter and assuring that it is distributed on schedule, is responsible for posting current messages on the club sign when appropriate, shall work closely with the Fund-Raising Director when appropriate and is a member of the Executive Committee.

Section 7. Facilities/Engineering Director

The Facilities Director shall act as chairman of the Field Preparation Committee which is responsible for: (A) preparation of playing fields before all games hosted by JIYSC, including striping fields, placing goals, nets and corner flags; (B) maintenance of field including regular watering and mowing of fields as appropriate and (C) reseeding and fertilizing fields when required. This committee should be motivated to maintain our playing fields and surrounding areas in excellent condition at all times. The Facilities Director shall be responsible for the planning and construction of all facilities controlled by the James Island Youth Soccer Club. This includes: (A) planning and development of new and existing facilities, including engineer drawings, site preparation, water systems, establishment of turf, bleachers, buildings, fences, etc.; (B) coordination and supervision of all related functions including procurement of necessary tools and materials; and (C) assignment and coordination of playing fields for practice and nonscheduled games this position is responsible for seeing that all work is completed according to schedule and should chair a committee large enough and well qualified to accomplish the same.

Section 8. Fund-Raising Director

The Fund-Raising Director shall: (A) be responsible for coordination of all fundraising projects including, but not limited to, concessions and the sale of miscellaneous items, assure that regular reports are made and submitted to the Treasurer concerning fundraising projects, the fund raising director shall coordinate

fundraising drives when appropriate and is a member of the Executive Committee.

Section 9. Registrar

The Registrar will be responsible for coordinating player registration functions for all age groups within the Club which includes predetermined registration schedules, preparation of team rosters, player transfers, player additions and deletions, may be assisted by the Classic Program Assistant in assigning registrations and player actions for the Classic Program, work closely with the Secretary and Public Relations Committee during periods of player registration and roster all teams with the assistance of the Head Coach and the Classic Program Assistant.

Section 10. Member-at-Large

The Member-at-Large has no specific duties but to provide input to the Board of Directors in the management of the club's day-to-day operations. The Member-at-Large shall actively assist other board members as needed and promote the club's activities and presence in the community.

ARTICLE VIII

These By-Laws may be altered, amended or repealed and new By-Laws may be adopted by a majority vote of those members of the Club present at the annual meeting of the general membership.

ARTICLE IX

Rules and Regulations

Rules and Regulations to govern the action of members of the Club and to establish the Club's policies and procedures shall be approved and adopted by the Board of Directors, as amended from time to time.

It is authorized that the Board of Directors have the authority to add or delete rules from the Rules and Regulations. All current Rules and Regulations should be approved at the yearly general meeting. A copy of the current Rules and Regulations are included as an Attachment to this Constitution.

An Appeals and Disciplinary Committee consisting of the Vice-President, Head Coach and Field Director will convene to interpret the Rules and Regulations and decide if disciplinary action is to be taken.

ARTICLE X

Section 1

The Corporation shall not be dissolved unless the majority of the Board of Directors first authorizes dissolution.

Section 2

In the event of dissolution, the residual assets of the James Island Youth Soccer Club, Inc. will be turned over to one or more organizations which themselves are exempt as organizations described in Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future law, or to the Federal, State or Local Government for exclusive public purpose.

Section 3

Notwithstanding any other provision of these articles, the James Island Youth Soccer Club, Inc. will not carry on any other activities not permitted to be carried on by: (A) a corporation exempt from Federal income tax under Sections 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue Law of; (B) a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 or any other corresponding provision of any future United States Internal Revenue Law.

Section 4

The James Island Youth Soccer Club, Inc. is organized exclusively to promote a quality instructional and educational soccer program, 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).

AMENDED AND APPROVED BY MEMBERS IN

ATTENDANCE OF ANY ORGANIZATIONAL

MEETING ON JAMES ISLAND, SOUTH CAROLINA

ON THE FOURTEENTH DAY OF MARCH, 1999

President

RULES AND REGULATIONS:

1. No alcoholic beverages will be allowed on complex during any youth functions or activities.
2. Complex fields will be used ONLY with the consent of the Executive Board. The field may be leased on a case by case occasion. Rental rate to be determined by the Executive Committee.
3. Colors - The colors of the JIYSC are Red & White, with black shorts optional. This is for any/all club teams playing in TAYSA, SCYSA & USYSA sanctioned games, tournaments and cups.
4. Conduct unbecoming to the youth program (fighting, profanity, ect.) will be referred to the Disciplinary Committee for action.
5. Selection of Classic teams will be determined by official tryouts with a three (3) member team consisting of the Head Coach of the Club, potential Team Coach and another impartial coach, to be selected by the club President. This group shall select the Classic teams based on age, skill level and the number of players needed to support a Classic team.
6. The official team logo of the JIYSC appears on the cover.

JOB DESCRIPTIONS FOR BOARD APPOINTED POSITIONS:

MicroSoccer Coordinator:

- a. Responsible for the operation of the MicroSoccer program including selection of coaches, rostering of teams and communications between parents, managers, coaches, and the Head Coach.

2. Shall be assisted by the Head Coach in coach selections and by the Registrar and Head Coach in rostering of players.
3. Shall also help the Director of Player and Coaching Development and the Head Coach in scheduling training for coaches of the MicroSoccer teams.
4. This position is appointed by the Head Coach and is not a Board position.

Classic Coordinator:

- a. To be a liaison between the teams, Director of Player and Coaching Development, and the Board.
2. Report tryout dates, times and locations to the Public Relations Director for newspaper announcements. Make sure tryout dates, times and locations are posted on the bulletin board, web site and in the newsletter. Inform all coaches by telephone and letter of these dates.
3. Assist the Director of Player and Coaching Development in the time, date, and location for the annual classic teams meeting, post information on the bulletin board, web site and newsletter. Inform all coaches by telephone and letter of these dates. To be held within two weeks of mailing acceptance letters to potential classic players.
4. Be present at all club tryouts.
5. Get acceptance packet ready to send out to players within two weeks after tryouts.
6. Get team managers packets ready to hand out at annual classic team meetings.
7. Annual meeting: (a) get a list of all team managers and (b) establish each teams league and tournament play.
8. Make sure all appropriate paperwork has been submitted by the club and each team.
9. Make sure all appropriate fees have been submitted to the Registrar.
10. Work with the Registrar to make sure all coaches and players are registered.
11. Keep the Director of Coaching and Player Development and the Head Coach updated.
12. Encourage attendance to Board and Coaches meeting to keep all teams informed and involved.
13. This position is appointed by the Board, answers to the Board and is not a Board position.

Registrar Assistant

- a. The Registrar Assistant has four primary responsibilities:
2. Assist the Registrar in registering classic players.
3. Collect birth certificates and other paperwork necessary for classic players and teams.
4. Process classic player releases and transfers, tournament rostering and

- permission to travel and related documents.
5. Serve as the primary communication link between the Director of Player and Coach Development and Classic coaches.
 6. This position is appointed by the Board, answers to the Board and is not a Board position.

Director of Coaching

- a. Establish classic tryout dates for upcoming season as well as classic teams annual meeting dates.
2. Recruit and supervise classic program coaches. (Team coaches and Keeper coaches)
3. Submit a list of classic coaches to the Board.
4. Supervise all classic club tryouts and assist in the teams selection process by following all club rules and regulation.
5. Lead classic teams annual meeting. (Introduction of all classic coaches, announce practice dates, ect.)
6. Create or revise classic club training standard.
 1. Provide skill classic training clinics for U6 thru U10 classic coaches and players during the Fall and Spring season.
 2. Provide a minimum of eighteen (18) hours of classic skill training clinics for U11 thru U19 classic coaches and players, with at least twelve (12) hours to take place during the Fall season.
7. Communicate with the Head Coach and the Classic Program Coordinator on the overall development of the club at all levels including:
 1. All important dates (Tryouts, annual meetings, coaches meetings, etc.)
 2. Clarify and reinforce club rules and regulations with team coaches, parents, and players.
 3. Develop a coaches manual with goals (a written curriculum) for each age group.
 4. Provide instruction to coaches as to the curriculum and related techniques.
 5. Provide written assessments of all coaches.
8. Conduct regular coaches meeting, with the Head Coach, throughout the Fall and spring seasons.
9. Agree to undergo a background check at the Board's discretion.
10. May not obligate the JIYSC financially without the Board's approval.
11. This position is appointed by the Board, answers to the Board and is not a Board position.

Volunteer Coordinator: (Need description from Board)

- a. Contact all team managers for volunteers.
2. This position is appointed by the Board, answers to the Board and is not a Board position.