



**SOUTH LAKE SOCCER CLUB
(D.B.A.)
CLERMONT FC**

**BY LAWS
2018**

SLSC (d.b.a. Clermont FC) By Laws

ARTICLE I - NAME This body, known as South Lake Soccer Club, shall also be doing business as CLERMONT FC (CFC).

ARTICLE II - MISSION STATEMENT -- CFC believes that the benefits of team sports, such as Soccer, encourage positive physical, mental, social and emotional growth. Our coaches possess training that spans from the Youth Level up to and including National Licensing. As the children grow within our program they and their families develop lasting friendships that strengthen our community. We pride ourselves in developing future leaders through a safe, fun and competitive team training environment.

ARTICLE III - OBJECT AND AFFILIATION A. The CFC shall be affiliated with the Florida Youth Soccer Association (FYSA) and shall be an integral unit of this body so long as it is in existence and in good standing with the United States Youth Soccer Association (USYSA). B. The authority, rulings and laws of these two bodies for the duration of their existence shall at all time be recognized. In the event of conflict between rulings and laws of the FCC and those of the higher associations, the USYSA shall prevail. C. The Board of Directors shall make all decisions regarding the organization and operation of the club.

ARTICLE IV - MEMBERS -- The membership of the CFC shall consist of adults who shall qualify for membership from the following: 1. Current coach of a team participating in a program of the CFC. 2. Parent of a child (ren) currently registered on a team and paid in full. 3. Member of a standing committee or an elected officer of the CFC.

ARTICLE V - CLUB ORGANIZATION -- This club shall consist of members in good standing and will be governed by a Board of Directors. The Board of Directors will consist of the following elected officials: President, Vice-President, Secretary and Treasurer with one (1) to three (3) Board Member(s) at Large. There will be a minimum of five (5) Board members with the number not to exceed seven (7).

Officers are not subject to term limits.

The standard elected term shall be two (2) years and will commence January 1.

The office of Vice President of Operations, Secretary and Director of Recreation will be up for election in even election years.

The office of President, Director of Advanced, Treasurer and Director of Marketing will be up for election in odd election years.

The term "election year" will be defined as the calendar year within which a particular election is held.

Should an office become vacant, a successor shall be nominated (within 30 days) by a Member of the Board and approved by the Board of Directors to serve the remainder of the term. The Board of Directors shall transact all business of the CFC and shall have the power to enforce the laws of the game, the Articles of Incorporation, and bylaws of the CFC, the rules of FYSA, and the rules of the United States Youth Soccer Association (USYSA). All officers shall deliver to their successors all official material within ten (10) days following the expiration of their time in office. An opportunity shall be given for nominations from the floor at the annual general meeting. The Board of Directors shall review all written and signed complaints and protests and take the appropriate action. The Board of Directors shall create positions as required to serve the membership and the board where workload and membership growth dictates. Such positions may or may not be voting positions on the board, and shall serve at the discretion of the board.

ARTICLE VI - OFFICERS -- A. President 1. Shall preside at all meetings and conduct them to conform to parliamentary procedure. 2. Shall appoint committees as required and not established. 3. Shall assist with tournaments and special events. 4. Shall offer assistance to other board members as much as possible. 5. Shall hold remainder of Board responsible for fulfilling their obligation to the positions they hold. 6. Shall call or schedule all Board meetings 7. Shall cast deciding vote in case of a tie at all Board of Directors meetings. 8. Shall be responsible for overseeing that FYSA policy and procedures are upheld within the Advanced Division. B. Vice-President 1. Shall preside at all Board of Directors meetings, in absence of the President. 2. Shall offer assistance to other board members as much as possible. 3. Shall hold remainder of Board responsible for fulfilling their obligation to the positions they hold. 4. Shall provide a proposed budget to the treasurer, when necessary. 5. Shall bring proposed expenditures before the Board for approval, where applicable. C. Treasurer 1. Shall present proposed annual budget after consultation with other Board members, Directors of Operations, Coaches and any other entities impacting expenditures. 2. Shall maintain accurate up-to-date detailed written records of all income and expenditures. 3. Shall assure CFC compliance with "Non-Profit Organization" rules and regulations within the Federal and State guidelines. 4. Shall monitor and/or receive all registration fees, entry fees, uniform replacement penalties, etc., 5. Shall work with the appointed Organizational Bookkeeper to prepare a financial statement to be available at each annual General Meeting. 6. Bank records shall contain the names of the Treasurer, the President and any other required members of The Board. Two (2) of the aforementioned signatures are necessary for writing checks. As needed, shall file required bank documents to reflect the current signatures for check writing. 7. Shall be responsible for the accurate filing of all necessary state, local, and federal tax returns via Organization's Bookkeeper. 8. Shall prepare a monthly treasurer's report for Board of Directors meeting. D. Secretary 1. Shall record the minutes of all meetings and read them at each subsequent meeting. Shall also maintain attendance records. 2. Shall notify Board of Directors members of monthly and special meetings. 3. Shall be responsible for keeping a copy of the up-to-date CFC bylaws and Articles of Incorporation. 4. Shall assist with tournaments and special events. E. Board members at Large 1. Will assist in all facets of Business Operations. 2. Shall preside over Committees formed for the purposes of

improving Organization's current and future operations. 3. Shall bring proposed expenditures before the Board for approval. 4. Shall be the liaison between the Board of Directors and external marketing and/or business relationships. 5. At the discretion and approval of the remaining Board members may be in the form of player representatives (one male and one female) and each of those players chosen will own $\frac{1}{2}$ voting right to equal one whole vote.

ARTICLE VII - STAFF POSITIONS - A. Director of Player Development 1. Shall be a compensable position and as such, salary to be determined by Board of Directors commensurate with experience and workload. 2. DPD will meet with coaches as needed and is responsible for assisting coaches with player needs in terms of training and development 3. The DPD shall coordinate any needed training programs and clinics within the organization in partnership with all parties involved (internal and external). B. Director of Coaching (if nec.) 1. Shall be a compensable position and as such, salary to be determined by Board of Directors commensurate with experience and workload. 2. Coaching Director shall coordinate any schedule changes with the club scheduler and the coaches. 3. Coaching Director shall work with the BOD and Team coaches to assign players to teams and provide assistance as needed. 4. Coaching Director shall make monthly visits to all teams' training sessions so as to provide feedback in relation to progress of team. C. Academy Select Director 1. Will appoint and meet with coaches as needed and is responsible for assisting coaches with player needs in terms of training and development. 2. The ASD shall coordinate any needed training programs and clinics within the organization in partnership with all parties involved (internal and external).

ARTICLE VIII - MEETINGS - A. General Membership Meetings 1. There shall be an annual CFC General Membership Meeting scheduled (Date(s) TBD) after the Spring season of a given year concludes. 2. Board meetings shall be held monthly and Board members will be notified seven (7) days in advance. Location shall be determined by the Board. Only the Board members may vote on issues. Attendance is open to all members. 2. Special meetings can be called with 48 hours notice by the Chairman and or three (3) or more Board members, stating the purpose for which the meeting has been called. Business conducted at such meeting shall be limited to the specific topic for which the meeting was called. Quorum shall be same as for Board meeting. Attendance is open to all members. C. Procedure for General, Board and Special Meetings 1. At the Annual General Meeting and Special Membership Meetings, a quorum shall be three (3) members of the Board of Directors. At all CFC Board or Special Board meetings, a quorum shall be three (3) members of the Board of Directors, one of which must be either the President or Vice President. 3. Attendance is required of Board Members for all meetings and club functions (Fundraisers, Developmental League(s), Camps, etc.). If a failure to attend three (3) consecutive meetings or failure to attend club functions occurs, the remaining Board members have the authority to meet and ask for the resignation of his/her position or to vote to terminate the member's position and to find a suitable replacement. 4. All decisions will be reached by a simple majority of members present and eligible to vote. Votes may be taken by voice, show of hand, rising (if requested), or by ballot. Proxy ballot may be used by a Board of Directors member at any Board of Directors meeting. No proxy ballots will be accepted at the Annual General or Special Membership meetings.

ARTICLE IX - REMOVAL FROM OFFICE - A. Conduct prejudicial to the best interest or objectives of this club, or nonfeasance, malfeasance, or misfeasance with official Club duties will be cause for the removal of a member of the Board of Directors, provided the following conditions are met: B. Allegations are brought to the CFC Board in writing by another member of the Board of Directors. C. The Board member so charged is notified of these allegations in writing by mail at least 14 days in advance of any Special Board Meeting called for the purpose of reviewing such allegations. D. Removal of a member of the Board of Directors shall require a special Board of Directors meeting and a two-thirds (2/3) vote of the Board members present. Malfeasance - is the doing of an act which a person ought not to do at all. Nonfeasance - is the omission of an act which a person ought to do. Misfeasance - is the improper doing of an act which a person might lawfully do. D. Dependent upon the circumstance for removal from office, the exiting Board member may continue in his/her capacity as a player, coach, spectator or referee whereby the conduct did not require adjudication by FYSA and therefore may result in total expulsion from all CFC activity.

ARTICLE X - INTERNET AS A MEANS OF COMMUNICATION A. www.clermontfc.com website will be used to enhance communications between club administrators, directors and coaches, and the general membership. B. Email will be used between board members to discuss items of interest before and between scheduled board meetings. Email voting will not be accepted except to approve the minutes from the previous board meeting. In this instance, board meeting minutes shall be typed and presented to board members at the following meeting. Board members will then have 96 hours from receipt to approve or correct the minutes. Any responses not received within this time frame will be deemed acceptance of the minutes. C. Email to coaches and the general membership will be used to enhance communication, but will not replace other forms of communication.

ARTICLE XI - ASSIGNMENT OF PLAYERS - Assignment of players to teams shall be done in the following manner: A. Competitive teams (including Academy Select) will be selected from all interested and properly registered players by the Director of Player Development, Academy Select Director and the BOD with the respective Coach's input; per Seasonal Year Tryout Policies and Procedures as follows: 1. Once assigned and registered to a Competitive team, the player is now committed for the upcoming Seasonal Year (Fall and Spring). 2. Roster Sizes: In order to maximize player development, the following roster sizes will apply to all ages and teams. U9/U10 (10 players) - U11/U12 (12 players) - U13/U19 excluding Academy Select (15 players). There may be an exception; however, the intent is the creation of teams based on level of play, so the case must be presented to the BOD for approval. 3. Should two or more teams exist in a particular age group (but playing at different competitive levels); players may be moved either to the higher level or lower level team at **any time** based on the recommendations of both the coach (es) and the Director of Player Development. Parents may request explanation as to the decision, but if it is shown to be in the best interest of the player's progress, it will be upheld. At that point, if the parent objects and asks for

player release from CFC, the player pass will be released, but there will be no refund of registration fees.

B. Recreational teams will be constructed by using the following: a. All players interested in recreational soccer (no tryouts) will be assigned to teams according to FYSA age-group guidelines for that current year. b. Core groups may stay together providing all registration deadlines are met. A "core group" will be defined as: 1. A group of players remaining on a team from one season to the next or from one year to the next via parent request. 2. A group of players from one team moving from one age group to the next. 3. A player who is moving from one age group to the next may have the option of rejoining his prior core group or moving with his current core group. 4. A player may request that he/she be removed from his core group for assignment, however he/she may not then request assignment to a particular team. 6. After core groups have been determined, teams will be constructed with the objective of overall balance of talent. Parental requests (car pools, relatives, personality conflicts) will be considered when possible in light of the above general objectives.

ARTICLE XII - PLAYING RULES - A. F.I.F.A., U.S.S.F., U.Y.S.A., and F.Y.S.A. rules govern the playing rules of this club except for the following: B. Each recreational player, not restricted for health or other reasons, **MUST** play a **MINIMUM** of one half of each game. Coaches must make disciplinary measures known to the parents and players **IN WRITING** prior to the season if his sanctions include forfeiting game time. Rules must be enforced uniformly. There is no limit to the number of substitutions during games.

ARTICLE XIII - CLUB, FAMILY and PLAYER RESPONSIBILITIES - A. The conduct of the coaches, players and parents shall reflect the moral standards of the CFC. Swearing, insubordination, excessive absence, unsportsmanlike conduct, or verbal abuse of players, officials, coaches or spectators will be sufficient cause for disciplinary action including expulsion from the club. B. All Players, Coaches and Parents will be responsible to read and be held to the standards of the FYSA Code of Ethics. C. All registered players **WILL BE REQUIRED** to wear protective shin guards (to be worn beneath their socks) at all times while actively participating in a game or practice. D. Registration and/or Uniform fees are expected to be current (non- delinquent) before the first game. Any player not current may have his/her player pass suspended until account is made current. E. Registration is for the "Seasonal Year" (Aug.1st - July 31st). Once registration is completed and electronically signed in GotSoccer, the player is bound to the contract until next "Seasonal Year's" Tryouts to be held on dates TBD in late May. F. Any player/family wishing to terminate their contract before the end of the "Seasonal Year" may be granted a release provided the registration fee for the seasonal year is paid in full, no refund will be issued and an early release fee (\$500) is paid. G. CFC may issue a "mid-season" release of a player if determined going elsewhere will be a benefit to that player's development.

ARTICLE XIV - COACHES Guidelines - A. All representatives to the CFC should keep in mind that youth soccer is a service to the children of our community. It can prosper only if we make the welfare of the boys and girls our primary concern. B. A recreational coach is expected to keep his/her team for the full season, be it the fall or spring season. C. A competitive coach is expected to keep his/her team for the full year (fall and spring). D. A coach is to teach the players the game of soccer and good sportsmanship. Abusive language and obscene gestures are strictly prohibited. Any complaints will be handled by the Board of Directors and as such have the ability to find a suitable replacement. E. Winning should NOT be the first priority of the coach, if it is done in such a manner that players are denied the right to play. F. Absence of the coach is not acceptable for cancellation of the game; the coach must provide a replacement. If a coach is continuously absent for practices and/or games, the BOD has the authority to find a suitable replacement G. ALL officials shall be treated with respect. Honor their decisions and teach the players to do likewise. Harassment by players, coaches and spectators, as well as verbal abuse, will not be tolerated. I. Assignment of Competitive coaches will be handled through a concerted effort of the BOD, the DPD and DOC (if one is staffed). New coaches will be assigned a team as numbers permit. J. Coaches cannot cancel a game due to weather conditions. Cancellation for weather may only be made by the officials, or by the Field Commissioner (City of Clermont), or if not available, by joint decision of two (2) Board members.

ARTICLE XV - REFEREES - A. All games under the jurisdiction of the FYSA shall be refereed by current, certified USSF officials. B. Should the assigned Referee or Assistant Referees fail to appear for any game, a substitute should be chosen (if available), otherwise, the game shall be played with a spectator acting as a "Flag Person" to follow the Center Referee's instructions. C. Referees will be assigned by the Certified Referee Assignor for CFC. D. They will be paid on a monthly basis (at the completion of previous month worked) by the Treasurer in the form of a check mailed to the desired address furnished to CFC. A completed W-9 form must be submitted in order to be compensated for any games worked for CFC.

ARTICLE XVI - FURNISHING COPIES OF THE BYLAWS - A copy of the CFC bylaws will be made public on the CFC website (www.clermontfc.com) and also available to interested parties, for use, upon request. These bylaws shall govern the operation of CFC. Ignorance of their content will not be deemed sufficient reason for failure to comply.

ARTICLE XVII - DISCIPLINE - A. Any complaint which pertains to one or more violations by a Player, Coach or Parent of CFC shall be handled referring to FYSA and USYSA bylaws and regulations. The disciplinary committee will consist of at least 3 board members of CFC. B. Penalties shall be handed down in accordance with the FYSA bylaws regarding discipline and sanctions. Severe penalties shall be reported to FYSA with the intent that CFC adhere to all state regulations regarding misconduct.

ARTICLE XVIII - DUAL REGISTRATION - A. If a player wishes to dual register, the player must pay the registration fee and uniform fee (if uniform is different). B. All intra-club dual registrations must be brought by the two (2) coaches before the Board for approval (communication may be in the form of email). C. Dual registrations must be reapplied for every year. D. Competitive Division players may not dual register to a recreational team. E. Recreational Division players may dual register to a Competitive Division team during regular season play. F. Recreational players dual registering temporarily to a Competitive Division team will be handled by the Board on a case by case basis. Permission of both coach and parents is required to allow a player to dual register inter club.

ARTICLE XIX - FISCAL YEAR - The fiscal year of the Corporation shall be a calendar year beginning on the first day of January and end on the last day of December of each year.

ARTICLE XX - METHOD OF AMENDING BYLAWS- A. The bylaws may be altered at the Annual General Meeting, or at a specially convened General Meeting called for that purpose. B. All proposed amendments with the name of the proposer shall be sent in writing, to the Secretary, at least thirty (30) days prior to the fixed date for the meeting for consideration at that time, or fourteen (14) days prior to a call for a special meeting.