



Southern Tier Travel Soccer League, Inc. CONSTITUTION AND BYLAWS

Revised

Adopted January 15, 2006
Revised March 3, 2013

LEAGUE NAME: The name of this league shall be *Southern Tier Travel Soccer League*, and will be referred to in this document from hereafter, as the “League.”

OBJECTIVES: The objective of the League is to foster junior soccer in the Southern Tier of New York State. Specifically, the League aims to provide the administrative structure necessary for the conduct of organized soccer and to encourage local youth to participate in healthy, sportsmanlike, competitive soccer.

SECTION 1 - HEADQUARTERS LOCATION

The headquarters of the League shall be in the Southern Tier, in the State of New York, and all meetings shall be held in this area.

SECTION 2 - MEMBERSHIP ELIGIBILITY

- A. The membership of the League shall be open to any soccer player, trainer, coach, manager, administrator and official not subject to suspension under Section 4 of Bylaw 241 of USSF Bylaws.
- B. For purposes of this Constitution and Bylaws, a club is defined as any corporation or association duly recognized by US Club Soccer (USCS). If such club desires membership in the League, they may do so provided they abide by league-established deadlines for requesting membership in the League for the upcoming season. Otherwise, their request for membership will be considered for the following season.
- C. Club representation on the board of directors will be as follows: each club shall be entitled to have one voting delegate per league meeting. An alternate for each delegate is also allowed. A new member club is allowed non-voting representation for the first season of play.
- D. Each club shall designate in writing to the League the names of their delegate(s) and alternate(s) with the authority to vote on matters on behalf of their club.
- E. Any member club who fails to pay its registration fees or any other indebtedness to the League shall be liable to sanction and/or suspension at the discretion of the Board of Directors of the League.
- F. Each club shall be furnished with one copy of the Constitution and Bylaws and rules and regulations of the League. This shall be deemed sufficient notice of their liabilities. Additional copies of the Constitution and Bylaws shall be made available to any member, upon request, via electronically or the U.S. Mail, provided any copy or mailing expenses have been covered by the requester.
- G. The board of directors, by 2/3 vote of the entire voting membership, may revoke the membership of any club when actions by that club are deemed detrimental to the best interests of the League. The offending club shall be notified, in writing, at least one week prior to any regular or special meeting called for the purpose of revocation of membership.
- H. Any club in membership, who fails to provide representation for at least (fifty) 50% of the general membership meetings in a calendar year may be liable for a fine and additional sanctions as the board deems necessary.



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SECTION 3 - BOARD OF DIRECTORS

- A. The board of directors shall be comprised of the Leagues' elected officers for that year and each member clubs' designated delegate(s) and/or alternate(s). All League business will be transacted by the board of directors at their scheduled general meetings as outlined in SECTION 4 – MEETINGS.
- B. The Leagues' elected officers will also comprise the Executive Committee, which may meet separately at the discretion of the president, in order to ensure the smooth operation of the League. Normal League business may be transacted at these meetings as outlined in SECTION 4 – MEETINGS.
- C. Any executive officer absenting himself from three (3) consecutive general board of directors meetings and who cannot provide a satisfactory reason for such absence, may forfeit his/her office, at the discretion of the other members of the board of directors. His/her successor shall be proposed and approved by the League board of directors. Should a vacancy occur among the executive officers for any other reason, the same procedure shall be undertaken.

SECTION 4 - MEETINGS

- A. An annual general meeting of the League board of directors will be held each year at which time the executive officers for the upcoming season shall be elected.
- B. There shall be a general board of directors meeting at least every month between January and May and, as needed at other times throughout the year, as called by the president, in order to effect the smooth operation of the League.
- C. Notice of all meetings will be published in the League calendar, when applicable, or will be provided by the corresponding secretary, in writing or electronically, to each member club delegate(s) at least 72 hours prior to the scheduled meeting date. It will be the responsibility of said delegate(s) to notify their respective alternate(s) if they cannot attend.
- D. Each club shall have a weighted voting strength for each board of directors meeting. The voting strength will be determined by the number of teams that each club had in the league the previous year. One to five teams – one vote, six or more teams – two votes.
- E. General board of directors meetings will only be called to order if a quorum of club members is achieved. A quorum will require the attendance of at least 50% of clubs present plus there must be at least 50% + 1 of the total number of votes for the current season. (Example – if for a season there are 11 clubs and a total of 23 votes, there must be 6 clubs and 12 votes present to have a quorum). Once a quorum is achieved, issues brought before the board for vote may pass with a simple majority of votes.
- F. Executive Committee meetings may be scheduled throughout the year, at the discretion of the president, in order to effect the smooth operation of the league. Such meetings will be published in the leagues' annual calendar, when applicable. If not, notification will be provided by the corresponding secretary, either in writing or electronically, to each club delegate(s), at least one week prior to the scheduled meeting. These meetings will be open to any/all member clubs' delegate(s) or representative(s).
- G. The Executive Committee, with a quorum of at least three executive officers, may act on all issues brought before the committee, save for the expenditure of league funds, amendments to the Constitution and Bylaws and Rules and Regulations of the League. The committee may pass such issues with a simple majority vote.



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In the event enough board members are present at an executive committee meeting to constitute a normal quorum, the entire board of directors will vote on such matters.

- H. The order for business for all general and/or executive committee meetings shall be as follows:
1. Roll call
 2. Minutes of previous general and/or executive committee meeting
 3. Communications and bills
 4. Reports of committees
 5. Reports of delegates
 6. Unfinished business
 7. New business
 8. Treasurer's report
 9. Any other business
 10. Election of officers (annual meeting)
 11. Adjournment
- I. Proxy voting is permitted at any scheduled meeting of the board of directors or executive committee. This must be done by written communication.

SECTION 5 - RESPONSIBILITIES OF EXECUTIVE OFFICERS

- A. There shall be five officers:
President
Vice-President
Treasurer
Recording Secretary
Corresponding Secretary
- B. The officers shall be elected from the board of directors by the board of directors.
- C. The recording secretary and corresponding secretary may be one in the same individual for any given season but in that regard will possess only one vote on all matters brought before the board of directors.
- D. The president shall preside at all meetings and shall, with the approval of the board of directors, appoint all committees and delegates that are necessary through the year. He/she shall be a member ex-officio of all such committees. The president is responsible for preparing a calendar of events for the League each year and making it available to each club by the first Monday in January. This calendar will include all meetings and deadlines important to the smooth operation of the League, except the game schedule.
- E. The vice-president shall assist the president in the performance of his/her duties and shall exercise the powers of the president in the latter's absence. The vice-president shall be responsible for checking the books of the treasurer once a year, and must give a report of his/her findings at the next ensuing meeting of the League. He/she shall be in charge of all trophies the League has on hand, and will also be custodian of all other properties the League may possess.



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- F. The recording secretary shall keep a record of the minutes of all meetings and shall keep a roll of all teams or clubs and their delegates and/or alternates.
- G. The corresponding secretary shall notify officers and member clubs of dates, times and places of all meetings, and shall take care of all correspondence.
- H. The treasurer shall keep detailed accounts of all moneys received and spent. He/she shall pay all bills, as they come due, after same has been approved by the board of directors. He/she shall maintain a checking account in a local bank and all expenditures shall be made by check in order to have documentation of payment. He/she shall report the current financial standing of the League at every meeting. He/she shall give a full statement of all the financial transactions made through the year at the Annual Meeting of the League. He/she may be bonded.
- I. The officers will issue an approved league calendar each year that will establish dates and fees. This calendar will include, but will not be limited to deadlines for:
 - 1. Clubs becoming members of the league
 - 2. Teams being declared by these member clubs
 - 3. Player registration
 - 4. Scheduled beginning of league play
 - 5. Last date to re-schedule games
 - 6. Last date for games
 - 7. Election of officers for next year

SECTION 6 - LEAGUE DIVISIONS

- A. For the spring season, the League will use the calendar year as the playing year.

Age Groups	Birth Range
Under 17:	August 1 (playing year less 18) thru July 31 (playing year less 17)
Under 16:	August 1 (playing year less 17) thru July 31 (playing year less 16)
Under 15:	August 1 (playing year less 16) thru July 31 (playing year less 15)
Under 14:	August 1 (playing year less 15) thru July 31 (playing year less 14)
Under 13:	August 1 (playing year less 14) thru July 31 (playing year less 13)
Under 12:	August 1 (playing year less 13) thru July 31 (playing year less 12)
Under 11:	August 1 (playing year less 12) thru July 31 (playing year less 11)
Under 10:	August 1 (playing year less 11) thru July 31 (playing year less 8)

- B. The board of directors shall determine the number of divisions within an age group and the playing format in these divisions based on the number of teams, past performance of the team or club, or other information available to the board of directors.

SECTION 7 - PROTESTS

- A. The board of directors or its designee shall decide on protests, claims, charges, cases or misconduct and so forth.
- B. Protests on field conditions or equipment must be lodged with the referee (in writing) before kick-off. The referee shall require the responsible team to remove the cause of objection, if possible. If the cause of the



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objection is not removed, then a protest shall be considered to have been entered. No protest shall be withdrawn, except with the full consent of the board of directors or its designee.

- C. All protests concerning games must be sent in duplicate to the league corresponding secretary within three (3) days of the protested incident and must contain all facts upon which the protest is based. The secretary will then present the protest to the board of directors, or their designee, for their review and/or decision.
- D. The corresponding secretary shall send a copy of the protest to the team protested against and must notify all parties concerned to attend the meeting at which the cause shall be heard. Each team may support its cause by witnesses, but no lawyer shall testify, unless he/she is a bona fide coach of the team that he/she so represents.
- E. If a member of the board of directors is connected with a team or club concerned in any dispute whatsoever, he/she shall not vote with the board when the dispute is being considered. Additionally, he/she shall neither directly or indirectly advance an opinion in his/her capacity as a board member that may influence the judgment of his/her fellow board members in favor of his/her team or club position.

SECTION 8 - LEAGUE ADMINISTRATION

- A. All communications to the League shall be addressed to the corresponding secretary and, if not otherwise specified in this Constitution and Bylaws, the postmark shall be the deciding factor as to the date or mailing. Should the postmark be illegible, the date which the secretary received the mail shall be considered the date for record purposes.
- B. All indebtedness to the League, not otherwise specifically defined, must be paid within seven (7) days of notification of same. The board of directors shall deal with teams violating this provision.
- C. Any club, team, player or official affiliated with the League, found violating any rules and regulations of the League, shall be considered guilty of misconduct and shall be dealt with as the board of directors deem necessary.
- D. The League shall be affiliated with the US Club Soccer (USCS) and shall at all times recognize the authority, rulings, and laws of such body. In case of conflicts or omissions in this Constitution and Bylaws, the rules and laws of the highest parent organization shall prevail wherever applicable. The USCS and USSF articles of incorporation, bylaws, policies, and requirements take precedence over and supercede the governing documents and decisions of the League to the extent applicable under law. The League will abide by these articles, bylaws, policies and requirements.

The League will also abide by USSF articles, bylaws, policies and requirements on interplay.

- E. In order to conduct League competition, the board of directors shall determine policy and procedures for the following: registration of teams, registration of players, transfer of players, assignment of referees, re-scheduling of games, day(s) of the week and playing times for age groups, pre-game activities, reporting results and disciplining players, coaches, teams or clubs. The board of directors may create positions and appoint individuals to administer these policies and procedures.



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- F. Disciplinary situations not covered by the Constitution and Bylaws will be resolved by the board of directors at a meeting within seven (7) days of the situation causing the problem. The board of directors can fine up to \$100.00 and/or implement suspensions as necessary. All parties concerned will be invited to the above meeting.
- G. The board of directors shall adopt playing rules.

SECTION 9 - DISSOLUTION

Upon dissolution of the League, the board of directors shall, after paying or making provision for the payment of all of the liabilities of the League, dispose of all of the assets of the League exclusively for religious, charitable, or education purposes, or to such organizations organized and operated exclusively for one or more such purposes as shall at the time qualify as exempt organizations under Section 501 (c)(3) of the Internal Revenue Code of 1954: or to the federal government, a state or a local government for a public purpose.

SECTION 10 - TEAM REGISTRATION

- A. Any member club intending on fielding a team(s) for the upcoming season must state their intent by the team declaration date specified in the annual League calendar.
- B. All teams must be declared and fees paid according to the dates and amounts specified in the annual League calendar.

SECTION 11 - PLAYER REGISTRATION

- A. The maximum number of players that may be rostered on any club team shall be determined by the prevailing rules of USCS.
- B. All players participating in a scheduled league game, must be a rostered team member and must be registered as such with USCS.
- C. All requests for a player transfer from club to club shall be submitted to the Board of Directors in writing for approval.
- D. Player passes are mandatory for all age groups.

SECTION 12 - ADMINISTRATION OF PASSES AND ROSTERS

- A. A player shall not participate in any scheduled League game without possessing his/her certified pass. Any team playing an unregistered player in a League game shall be declared the loser and the opponents shall be awarded four (4) points for the game victory.
- B. Prior to the start of each league game, the manager and/or coach of each team must provide each of their game day players with his/her pass who will then give them to the referee upon request for verification. The referee must keep all passes in his/her possession during the game, and if any coach has any occasion to question a player(s) participating in a game, he/she must do so in the presence of the opposing coach and the referee.
- C. The coaches of each team shall hand their official US Club Soccer Roster List to the referee before the start of each game. Players' first and last names must be given in full and be typed or clearly lettered along side his/her jersey number. The referee will send the roster card with the referee's report to the designated



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League official. Any player listed on the roster shall be considered a competing player, whether or not he/she participates in the game. Players may be substituted and re-substituted as frequently as desired with the consent of the referee.

- D. Any team playing an over-aged player shall be deemed loser of game(s) in which the over-aged player has participated. In the case of League games, the winning points shall be awarded to their game(s) opponent.

SECTION 13 - TEAM PLAYING SITES & TEAM COLORS

Each registered team shall provide the League with home playing field name and location and their uniform color. The name, address and telephone number of the coach and one other team or club official must be provided at team registration. Any subsequent changes in team status in these matters must also be provided.

SECTION 14 - PLAYING SCHEDULE

- A. The playing season may run from April through August. League games shall not be played outside this time frame without prior permission of the League president.
- B. A schedule of games to be played in each division shall be drawn up by the recording secretary or his/her designee at least two weeks before the start of the season. After each schedule has been approved at a League meeting, requests for non-weather related game postponement must be made in accordance with the date established by the League calendar.
- C. In the event of a late start due to severe weather conditions, or conditions that manifest themselves after the start of the match, the referee may consult with both coaches or captains to determine if shorter playing periods are necessary. In no case shall the halves be less than thirty (30) minutes, except at age groups where the playing time is normally thirty (30) minutes or less.
- D. Games shall be re-scheduled in accordance with the procedures adopted by the League when it establishes the annual calendar.

SECTION 15 - CONDUCT

- A. A player sent off the field for misconduct shall be automatically suspended by the League as follows:

First Offense: One Game
Second Offense: Two Games
Third Offense: One Year

When a player is sent off the field for misconduct, the referee must retain the player's pass and send it with his/her report to the designated League official. The pass will be returned to the player only after his/her suspension has elapsed.

- B. Should a player physically assault a referee, he shall be suspended for a period of one year. If, however, circumstances should warrant, then a longer suspension may be issued by the board of directors of the League.



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- C. Any team leaving the field of play in any scheduled game, under the authority of the League and without the consent of the referee, shall be penalized as follows:
 - 1. If a League game, offending team shall lose game and points to opponent.
 - 2. If a cup or tournament game, offending team shall be removed from the competition.
 - 3. If an exhibition game, offending team shall be punished as the board deems necessary.
- D. Every team and club is responsible for the action of his/her players, officials and spectators, and is required to take all necessary precautions to prevent the threatening or assaulting of officials or players before, during, or at the conclusion of a game. See **STTSL ZERO-TOLERANCE POLICY**.
- E. The home team or club shall be responsible for visible, correct and complete markings of the playing field. Whenever possible, field shall be protected against overflowing by the public.
- F. Balls shall be provided by the home team, unless none of the proposed balls is acceptable to the referee.
- G. Member clubs are encouraged to field teams in consecutive age divisions and to develop players by progressive promotion. The policy of recruiting players for the purpose of forming "All Star" teams is not considered in the best interest of League development and is discouraged by the League.

SECTION 16 - LEAGUE CHAMPIONSHIPS

- A. Game points will be awarded based on the following schedule:

Win or win by forfeit	- 4 points
Tie	- 2 points
Loss without forfeit	- 1 point
No game (forfeit or abandonment)	- 0 (zero) points
- B. Should two or more teams in any age division, have an equal number of points at the end of the season, then the tie will be broken by head-to-head results. If head-to-head competition does not break the tie, then the tie remains and any awards/recognition will be given to all teams involved.
- C. There may be awarded by the League, individual trophies for a maximum of the number of players on the roster at the end of the season and two (2) coaches to become their property, provided League finances warrant such expenditures.
- D. Game scheduling formula's will be developed and approved at the same meeting that declaration of teams are declared. Formula's will be determined by each age group and/or divisions.

SECTION 17 - AMENDMENTS

No amendments to the Constitution and Bylaws can be proposed and adopted at the same meeting. Amendments must be proposed in writing and forwarded to each member of the board of directors at least fourteen (14) days prior to the date of the meeting at which the motion to amend will be made. Such amendments will require a 2/3 majority vote of the board of directors for passage.

SECTION 18 - DISCRIMINATION

The League will not discriminate against any individual on the basis of race, color, creed, sex, religion or national origin.



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