



FEDERAL WAY MOD SOCCER CLUB BYLAWS

Revised April 2019

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1 Article 1 - Name

2 This organization shall be known as Federal Way Mod Soccer Club (incorporated), hereinafter referred
3 to as FWMSC; and be affiliated with the Federal Way Soccer Association (incorporated), hereinafter
4 referred to as FWSA.; and Washington Youth Soccer (incorporated), hereinafter referred to as WYS.
5 FWMSC is and shall be known as a non-profit organization and shall not carry on any other activities not
6 permitted to be carried on by an organization exempt from Federal income tax under Section 501(c)(3)
7 of the Internal Revenue Code or the corresponding provision of any future United States Internal
8 Revenue laws and regulations.

9 Article 2 - Objectives and Purpose

10 The purpose of FWMSC shall be to teach, govern, and promote all aspects of the game of soccer among
11 those players, U-5 through U-12, who elect to join an affiliated team covered by the boundaries of
12 FWMSC listed in "Article 4 - Boundaries" of these bylaws.

13 Article 3 - Control and Authority

14 The final control and authority of FWMSC shall be listed in the bylaws of FWMSC, and a body of
15 members known as the Board of Directors, except when superseded by those of the FWSA bylaws or
16 WYS bylaws and constitution. FWMSC shall have custodial responsibility for the youth that live within its
17 boundaries and shall exercise the right of decision making on all matters pertaining to FWMSC affairs.

18 Article 4 - Boundaries

19 The boundaries of FWMSC shall be those of the Federal Way School District, No. 210. FWMSC's
20 boundaries shall include all elementary, public and private, schools within the geographical boundaries
21 of the Federal Way School District.

22 Article 5 - Membership

23 Membership to FWMSC will be open to anyone who participates in the affairs of FWMSC. Participation is
24 described as serving on the Board of Directors, coaching, or otherwise participating in any FWMSC
25 sponsored activity or having a dependent who is a member of a team governed by FWMSC.

26 Article 6 - Organization

27 Section 1: The Governing Body

28 FWMSC Board of Directors shall be the governing body of this FWMSC. The Board shall consist of the
29 elected officers (hereinafter referred to as the Executive Board), appointed Chairpersons, coaches, or
30 any contributing interested members. A contributing interested member is one who has a dependent
31 registered with FWMSC.

32 Section 2: The Board of Directors

33 The responsibilities and authority of the Board of Directors, through means of a vote, shall include, but
34 not be limited to:

- 35 A. Filling vacancies of the Executive Board;
- 36 B. Removal of officers based on detrimental actions or neglect of accepted responsibilities; and

37 C. Approval of club and Association bylaws.

38 Article 7 - Executive Board

39 Section 1: Executive Board

40 The Executive Board of FWMSC shall consist of the following officers:

- 41 A. President;
- 42 B. Vice President;
- 43 C. Secretary;
- 44 D. Treasurer; and
- 45 E. Registrar.

46 Section 2: General Duties and Responsibilities

47 The Executive Board shall be responsible for conducting the business and administrating the affairs of
48 FWMSC to include, but not limited to, the following:

- 49 A. Enforcing FWMSC and FWSA and WYS bylaws, procedures, and rules;
- 50 B. Approval and operation of any and all tournaments sponsored by FWMSC;
- 51 C. Approval or removal of FWMSC Board of Directors;
- 52 D. Recommendations to FWMSC Board of Directors for suspension or removal of FWMSC Officers;
- 53 E. Review and make recommendations on matters to be submitted to the Board of Directors; and
- 54 F. Sign orders on the treasury.

55 Section 3: Officers Election Procedures

- 56 A. The Executive Board shall be elected at the Annual General Meeting (AGM) by FWMSC's' voting
57 membership, as follows:
 - 58 a. Officers to be elected in even numbered years are:
 - 59 i. President;
 - 60 ii. Secretary;
 - 61 iii. Registrar.
 - 62 b. Officers to be elected in odd numbered years are:
 - 63 i. Vice President;
 - 64 ii. Treasurer.
- 65 B. A 15-day written notification stating the date and place of the election shall be sent to each
66 member of the Board of Directors.
- 67 C. Nominations shall be accepted from the floor at the election.
- 68 D. Prior to each election, the President shall appoint a person who is not a candidate for office to
69 conduct the election. Such person shall appoint a minimum of two (2) tellers and a secretary to
70 pass out, collect and count the ballots in the presence of the election chair. Ballots may be
71 distributed in advance by this committee as part of the procedure of signing in. The election
72 results shall be announced to the membership by the election chair who shall state the number
73 of eligible votes, the number of votes counted, the number of votes necessary to elect, and the
74 results of the balloting. If only one nominee is presented for an Executive Board position,
75 adherence to subsection (d) is not required. A show of hands shall determine the vote of those
76 present.

- 77 E. A majority of votes cast shall be necessary to elect.
- 78 F. In the event an objection is raised, a recount of the ballots may be approved by the Board of
- 79 Directors in a weighted, roll call vote. In the event a recount is authorized, each person running
- 80 for office shall be entitled to appoint one person to monitor the recount.
- 81 G. The election chair shall then entertain a motion to destroy the ballots.

82 Section 4: Term of Office

- 83 A. The term of office for FWMSC Executive Board shall commence immediately upon election and
- 84 shall continue until the AGM two years hence. Each outgoing officer must transfer all club
- 85 records and files maintained during their term in office to the successor and assist the new
- 86 officer for a period not to exceed the remainder of the fiscal year, in order to assure a smooth
- 87 transition. Each club officer shall not serve in the same capacity for more than two (2)
- 88 consecutive terms. In the event that a nominee for a particular office is not presented to the
- 89 Board of Directors at the AGM, and upon agreement by the officer and a vote of those present
- 90 at the AGM, the officer whose maximum term has expired may continue to serve in that
- 91 position on a temporary basis until such time as a replacement can be established by a vote of a
- 92 quorum at any regularly scheduled Board meeting.
- 93 B. In the event the office of the President, Vice President, Secretary, Treasurer, and Registrar are
- 94 all vacated, the Board of Directors shall elect, by a majority vote of a quorum, replacements for
- 95 the remainder of their respective terms. In the interim, the Board of Directors shall designate a
- 96 member of the Board of Directors as Acting President.
- 97 C. Any Executive Board member being absent from three (3) consecutive meetings of the Executive
- 98 Board or the Board of Directors, or being negligent in responsibilities to FWMSC, or being in
- 99 violation of FWMSC or FWSA or WYS Code of ethics or combination thereof, shall be subject to
- 100 suspension or removal by the Board of Directors.

101 Section 5: Duties and Responsibilities

102 The duties and responsibilities of each elected officer shall be, in non-priority order:

- 103 A. PRESIDENT:
- 104 a. Preside over all FWMSC meetings;
- 105 b. Submit a report on their activities at each monthly meeting;
- 106 c. Supervise all activities of FWMSC and Executive Board;
- 107 d. Serve as a member of all committees;
- 108 e. Present to the Board for approval all nominations for vacancies on the Board as
- 109 necessary during their term of office;
- 110 f. Prepare an agenda before all meetings;
- 111 g. Present for approval, by the Executive Board, appointed Chairpersons names;
- 112 h. Handle all public relations and publicity issues;
- 113 i. Submit proposed changes to FWMSC and FWSA Bylaws, in their proper format, to
- 114 FWMSC and FWSA Executive Board a minimum of 30 days before the FWMSC Annual
- 115 General Meeting;
- 116 j. Report on the activities of the FWFC Director of Coaching at the monthly meeting; and
- 117 k. Represent FWMSC working with Federal Way Football Club (FWFC) and FWSA
- 118 negotiating and supporting the Director of Coaching activities for FWMSC.

- 119 B. VICE PRESIDENT:
120 a. Attend all FWMSC monthly meetings;
121 b. Submit a report on their activities at each meeting;
122 c. Assume the President's duties in their absence;
123 d. Assist the President as required;
124 e. Act as FWSA representative at all monthly Association meetings;
125 f. Preside over all FWMSC disciplinary matters;
126 g. Address coaches' issues with respect to parents, players, referees or Board members;
127 h. Establish a disciplinary board (of a minimum of two non-partisan persons plus the Vice
128 President), to be established as needed; and
129 i. Coordinate any insurance claims.
- 130 C. SECRETARY:
131 a. Attend all FWMSC monthly meetings;
132 b. Submit a report on their activities at each meeting;
133 c. Attend to and file all correspondence;
134 d. Prepare and read all meeting minutes;
135 e. Call roll of the Board and name any proxy voters;
136 f. Notify all elected officers, appointed Chairpersons, and coaches of any business
137 meetings;
138 g. Maintain an annual calendar;
139 h. Organize team pictures; and
140 i. Electronically mail notification of the meeting and its agenda, previous year AGM
141 minutes, and any proposed bylaw revisions in addition to a list of candidates for each
142 elected office to all FWMSC members at least 15 days prior the AGM.
- 143 D. TREASURER:
144 a. Attend all FWMSC monthly meetings;
145 b. Submit a report on their activities at each meeting;
146 c. Keep financial records of all monetary transactions;
147 d. Maintain a checking account with signature authority by the President, Vice President,
148 and Treasurer;
149 e. Assist with and schedule an audit of the records prior to the AGM;
150 f. Submit at the AGM a proposed budget for the year;
151 g. File a tax-exempt status with the IRS yearly;
152 h. File yearly State Tax Form and Federal Tax Form;
153 i. Pay all insurance fees to FWSA;
154 j. Conduct any fund raiser activities of FWMSC; and
155 k. Chair a fund raiser committee composed of one assistant or representative from each
156 team.
- 157 E. REGISTRAR
158 a. Attend all FWMSC monthly meetings;
159 b. Submit a report on their activities at each meeting;
160 c. Coordinate seasonal player registration;
161 d. Verify age of all players registered in FWMSC by viewing each child's certified birth
162 certificate or other WYS approved document;

- 163 e. Maintain an up-to-date file on all players, their teams, and coaches;
- 164 f. Handle all player transfers to and from teams and to and from clubs and associations;
- 165 g. Maintain and provide up-to-date rosters of each team registered in FWMSC and submit
- 166 team assignment sheets to coaches of all teams;
- 167 h. Establish a deadline date for the registration and submit to the Secretary for the annual
- 168 calendar;
- 169 i. Maintain a liaison with the FWSA Registrar; and
- 170 j. Ensure that all FWMSC members who work with children, such as, but not limited to,
- 171 the Board of Directors, Executive Board, Head and Assistant Coaches, and Team
- 172 Managers fill out and properly submit to WYS a background check, in addition to any
- 173 other FWSA or WYS required security form before any volunteering takes place.

174 ARTICLE 8 - Appointed Chairpersons

175 Section 1: Chairpersons

176 The appointed Chairpersons positions shall be:

- 177 A. Fields Coordinator;
- 178 B. Equipment Coordinator;
- 179 C. Age Group Coordinator(s); and
- 180 D. Match and Event Coordinator.

181 Section 2: Appointment

182 The appointed Chairpersons shall be appointed and approved by a majority vote of a quorum of the
183 Board of Directors at the regular monthly meetings. Coordinators may select assistants, as needed and
184 approved by the Executive Board.

185 Section 3: Term of Office

- 186 A. The term of office for the appointed Chairpersons shall commence immediately upon
- 187 appointment and shall continue until per the schedule below. Each outgoing Chairperson must
- 188 transfer all club records and files maintained during the course of the office to the successor and
- 189 assist the new Chairperson for a period not to exceed the remainder of the fiscal year, in order
- 190 to assure a smooth transition.
 - 191 a. Chairpersons to be appointed in even numbered years at the AGM are:
 - 192 i. Match and Events Coordinator.
 - 193 b. Chairpersons to be appointed in odd numbered years at the AGM are:
 - 194 i. Equipment Coordinator;
 - 195 ii. Fields Coordinator.
 - 196 c. Chairpersons to be appointed every year at the end of the spring season are:
 - 197 i. Age Group Coordinator(s).
- 198 B. In the event any of the appointed positions become vacant, the Board of Directors shall elect, by
- 199 a majority vote of a quorum, a replacement.
- 200 C. Any Chairperson being absent from two (2) consecutive monthly meetings of FWMSC, or being
- 201 negligent in responsibilities to FWMSC, or being in violation of FWMSC or FWSA Code of ethics
- 202 or combination thereof, shall be subject to suspension or removal from office.

203 Section 4: Duties and Responsibilities

204 The duties and responsibilities of the respective appointed Chairperson shall be as follows:

205 A. FIELDS COORDINATOR:

- 206 a. Attend all FWMSC monthly meetings;
- 207 b. Submit a report on their activities at each meeting;
- 208 c. Care and maintain all FWMSC field equipment;
- 209 d. Work in conjunction with the Chairperson of Fields committee on the FWSA Board in
- 210 acquiring and improving fields for soccer; and
- 211 e. Coordinating lining, netting, and setting up of FWMSC goals of all fields to be used.

212 B. EQUIPMENT COORDINATOR:

- 213 a. Attend all FWMSC monthly meetings;
- 214 b. Submit a report on their activities at each meeting;
- 215 c. Provide cost analysis for proposed equipment purchases to the Executive Board for
- 216 approval, prior to purchase of necessary equipment;
- 217 d. Issue, and maintain all FWMSC equipment for teams; and
- 218 e. Collect and inventory all team equipment at end of season.

219 C. AGE GROUP COORDINATOR(S):

- 220 a. Attend all FWMSC monthly meetings;
- 221 b. Submit a report on their activities at each meeting;
- 222 c. Notify all team Coaches of all meetings and activities;
- 223 d. Help fill all coaching vacancies and make public notice of such need;
- 224 e. Create team registration packets;
- 225 f. Assist FWMSC Registrar as needed in ensuring all Coaches, Assistant Coaches and Team
- 226 Managers register on-line in FWMSC's management software for each age they will be
- 227 volunteering with so they can be added to a roster and register in Affinity for their WYS
- 228 background check before any volunteering begins;
- 229 g. Coordinate placement of registered players to teams;
- 230 h. Assist FWMSC in registering players and volunteers at the registration events each year;
- 231 and
- 232 i. Contact Coaches at the end of fall and spring seasons to identify who plans on coaching
- 233 in the upcoming season.

234 D. MATCH AND EVENTS COORDINATOR

- 235 a. Attend all FWMSC monthly meeting;
- 236 b. Submit a report on their activities at each meeting;
- 237 c. Keep liaison with the Federal Way Soccer Referees Association (FWSRA);
- 238 d. Provide a list of games to FWSRA for referee assigning;
- 239 e. Develop, maintain, and distribute any league schedules for regular season or
- 240 tournaments within FWMSC;
- 241 f. Schedule the use of all club fields for practice (including lighted field time) and games by
- 242 member teams; and
- 243 g. Keep a liaison with the FWSA/FWFC Fields Coordinator.

244 Article 9 - Meetings

245 Section 1: Annual General Meeting

- 246 A. FWMSC Annual General Meeting must be held before the FWSA AGM. FWMSC may elect to hold
247 their AGM at the end of the fall season for the upcoming spring season.
- 248 B. Written notification of the meeting and its agenda, previous year AGM minutes, and any
249 proposed bylaw revisions in addition to a list of candidates for each elected office, will be made
250 available to all FWMSC members at least 15 days prior the AGM.
- 251 C. The order of business at the AGM shall be as follows:
- 252 a. Call to order;
 - 253 b. Roll call;
 - 254 c. Credentials;
 - 255 d. Minutes;
 - 256 e. Officer's reports;
 - 257 f. Committee Reports;
 - 258 g. Unfinished Business;
 - 259 h. Proposals;
 - 260 i. New Business;
 - 261 j. Election of officers;
 - 262 k. Additional Business; and
 - 263 l. Adjournment.

264 Section 2: Voting at the AGM

- 265 A. All FWMSC members over 18 years of age shall have the right to vote at the AGM. Each member
266 is entitled to one vote.
- 267 B. Proxy votes shall be accredited to one representative for each Board member or Coach of
268 Record in lieu of the Board member or Coach of Record attending.
- 269 C. Delegates shall be limited to a maximum of 5 votes per delegate, self (1) plus four (4) proxy
270 votes. All proxy votes must be in writing by the absent voter.

271 Section 3: Monthly Meetings

- 272 A. A quorum of FWMSC shall consist of a majority of Board members, with at least 50% of them
273 being elected officers. Vacant board positions are not counted against the majority
274 determination.
- 275 B. FWMSC Board shall meet on a monthly basis with the time and place specified by the President.
- 276 C. The Secretary will notify all Board members of any scheduled meetings.
- 277 D. An agenda will be established by the President and made available before each meeting.
- 278 E. Agenda for the monthly meeting shall be:
- 279 a. Call to order;
 - 280 b. Roll call;
 - 281 c. Minutes;
 - 282 d. Officer's reports;
 - 283 e. Committee / Chairpersons reports;
 - 284 f. Unfinished Business;
 - 285 g. New Business;

- 286 h. Additional Business; and
287 i. Adjournment.
288 F. Monthly meetings shall be open to all members and last no longer than two (2) hours.
289 G. The rules contained in the current edition of Robert's Rules of Order newly revised, shall govern
290 FWMSC in all cases, to which they are applicable and in which they are not inconsistent with
291 these bylaws and with any special rules of order FWMSC may adopt.

292 Section 4: Voting at Monthly Meetings

- 293 A. The following or their proxy will have the right to vote at any meeting:
294 a. President;
295 b. Vice President;
296 c. Secretary;
297 d. Treasurer;
298 e. Registrar;
299 f. Fields Coordinator;
300 g. Equipment Coordinator;
301 h. Age Group Coordinator;
302 i. Match & Events Coordinator;
303 j. Coaches (Head and Assistant); and
304 k. Any club member (over 18 years) that had attended the previous meeting.
305 B. No club member may have more than one (1) vote for self. No member may submit more than 5
306 votes (four (4) proxy and one (1) self). All proxy votes must be in writing.

307 Section 5: Attendance at Meetings

308 Attendance at regular monthly meetings and the AGM is mandatory for all Executive Board members.
309 Any Executive Board member unable to attend must send a proxy voter with the Executive Board
310 member's written vote. Any Executive Board member, or appointed Chairperson, missing two (2)
311 meetings consecutively, may be asked to vacate that office.

312 Section 6: Special Meetings

- 313 A. Special meetings may be called by the Executive Board as requested.
314 B. Business meetings shall be held at a time and place designated by the President.
315 C. Meetings shall be limited to two (2) hours. Special meetings may be convened by request of the
316 President, or two (2) or more of the elected officers, or 30% or more of FWMSC membership.

317 Section 7: Written Notification

318 E-mail is considered an acceptable form of written notification for all members with an e-mail address
319 on file with FWMSC.

320 Article 10 - Finances

321 Section 1: Fiscal year

322 The fiscal year of FWMSC shall be at 12:00 AM on May 1, and the end at 11:59 PM, on April 30th, of the
323 following year. All financial rules and regulations are in effect during the twelve (12) months of the fiscal
324 year.

325 Section 2: Budget

- 326 A. The Treasurer, with the support of FWMSC Executive Board, shall prepare a proposed budget for
327 the next fiscal year. Copies of the proposed budget, by line item, shall be submitted to FWMSC
328 Board of Directors, at least thirty (30) days prior to the meeting at which it is adopted. Copies of
329 the approved budget, by line item, shall be printed in the Annual Report.
- 330 B. The budget shall be limited for any given year to expected income plus reserve for that year. The
331 total budget shall include no less than 10% contingency fund each year.

332 Section 3: Registration fees

- 333 A. Each player in FWMSC shall pay a registration fee. The registration fee shall be determined at
334 the Board of Directors meeting (FWMSC monthly meeting) prior to registration. No player shall
335 be denied the right to play soccer due to their inability to pay the registration fee. Families
336 unable to pay the registration fee may submit a Scholarship Request Form to FWMSC.
- 337 B. In order to assist families with multiple dependents playing soccer, FWMSC will charge the
338 registration fee for the 2 oldest dependents per family. Additional children beyond the 2nd
339 dependent are eligible to have their player registration fee waived following the scholarship
340 rules defined in "Section 6: Scholarships" of this Article. A guardian may elect to pay the
341 registration fee in lieu fulfilling the scholarship requirements.
- 342 C. To acknowledge or encourage volunteers, FWMSC will waive the player registration fee for one
343 dependent per each volunteer position held. Volunteer positions are defined as the Executive
344 Board, Appointed Chairpersons, and/or one Head Coach per team per season. The waived
345 registration fee applies to the youngest participating child in a household first, followed
346 sequentially by the next youngest child and so forth for additional positions held.
- 347 D. Player fees and registration documents shall be collected by FWMSC. Players will not participate
348 in FWMSC activities until they are properly listed on the roster and their registration fee and
349 paperwork have been collected or scholarship granted.
- 350 E. See FWMSC Policy 17 for player refund information.

351 Section 4: Audit

352 The financial books and accounts maintained by the Treasurer shall be audited at the end of each
353 Treasurer's term, or every two (2) years, whichever comes first.

354 Section 5: Expenditures

355 All FWMSC expenditure shall be:

- 356 A. Consistent with the approved budget for the year and within FWMSC's objectives,
357 B. Considered reasonable by the Executive Board, and
358 C. Authorized by the Executive Board.

359 Section 6: Scholarships

360 No player shall be denied the right to play soccer due to their inability to pay the registration fee.
361 Families unable to pay the registration fee may request a scholarship from FWMSC. A granted
362 scholarship will cover player registration fees for that player for that season. By accepting a scholarship,
363 the parent or guardian of a player agrees to the following:

- 364 A. Provide FWMSC with volunteer hours for the season registered;

- 365 a. 4 hours for U5-U6 registrations
- 366 b. 5 hours for U7-U9 registrations
- 367 c. 6 hours for U10-U12 registrations
- 368 B. Pay the full registration if the volunteer hours are not completed and approved by a Board
- 369 member or Coach by the end of the registered season;
- 370 C. Participate in any FWMSC fundraisers; and
- 371 D. Future registrations will not be granted if the player has an outstanding balance.

372 Scholarships shall be awarded through a Scholarship Committee. The Scholarship Committee shall
373 consist of three (3) members of the Board of Directors. The Scholarship Committee shall:

- 374 A. Attend all FWMSC monthly meetings;
- 375 B. Submit a report on their activities at each meeting;
- 376 C. Approve all scholarship requests;
 - 377 a. Work with FWMSC in identifying volunteer opportunities;
 - 378 b. Work with scholarship parents in identifying volunteer opportunities for them;
 - 379 c. Keep track of scholarships and required volunteer hours worked;
 - 380 d. Bill parents the registration fee if volunteer hours have not been satisfied; and
 - 381 e. Identify players who are ineligible to register because volunteer hours were not been
 - 382 satisfied last season

383 Article 11 - Sponsorship and Fundraising

384 Section 1: Individual Team Sponsorship

385 Each team may actively seek their own sponsor, and such moneys paid to the team may be used for the
386 team's expenses. All sponsors must be approved by FWMSC Board of Directors. All income from team
387 and club sponsorships must be reported to FWMSC Treasurer, and all funds must be processed through
388 FWMSC account.

389 Section 2: FWMSC Fundraisers

390 All team and FWMSC fundraisers must be approved by the Board of Directors. Team fund raising drives
391 will not coincide with FWMSC fund-raisers, precede or follow by two (2) weeks. All income from team
392 and club fundraising must be reported to FWMSC Treasurer, and all funds must be processed through
393 FWMSC account.

394 Article 12 - Insurance

395 Section 1: Insurance Requirement

396 FWMSC is required to purchase athletic insurance through WYS. Fees are paid to FWSA annually.

397 Section 2: Insurance Claims

398 All insurance claims will be coordinated with FWMSC's Vice President.

399 Article 13 - Year

400 Section 1: Seasonal Year

401 The seasonal year of FWMSC shall begin September 1, and end on August 31, of the following year.

402 Insurance coverage shall be for the same period. Insurance is only valid for events hosted or organized
403 by FWMSC.

404 Article 14 - Bylaw Amendments

405 Section 1: Bylaw Amendments

406 Amendments to these bylaws may be affected at the AGM upon affirmative vote of the majority vote of
407 a quorum and of the members present.

408 Section 2: Proposed Bylaw Amendments

409 A proposed amendment to the bylaws must be submitted in writing to FWMSC Secretary, not later than
410 30 days preceding the AGM and made available to the voting members no less than 15 days prior to the
411 AGM.

412 Section 3: Bylaw Conflicts

413 Any case in which these bylaws are in conflict or become in conflict with the bylaws of the FWSA or the
414 WYS, the WYS will take precedence, then the FWSA, and these bylaws shall be amended at the next
415 AGM to eliminate the cause of conflict.

416 Section 4: Provisional Bylaws

417 FWMSC's Board may, from time to time, make temporary rules or regulations governing specific cases or
418 occasions not provided for on the existing bylaws, but which may be necessary for carrying out the
419 objectives of FWMSC. Provisional changes that were approved during the season must be submitted for
420 ratification at the next AGM for adoption into the bylaws if approved by a majority vote, of a quorum, of
421 the eligible membership.

422 Article 15 - Player Registration

423 Section 1: Age Limits

424 FWMSC shall govern over recreational boys and girls ages U-5 through U-12 who elect to join an
425 affiliated team covered by FWMSC's Boundaries, listed in "Article 4 - Boundaries" of these bylaws.

426 FWMSC will forward all players Boys and Girls, U-13 and up to FWFC which is a member club of FWSA.

427 Section 2: Player Limitation

428 No player shall be denied the opportunity to participate due to physical and/or mental limitation.

429 Section 3: Player Registration

430 Each player shall register on-line with software approved by FWSA. Such software shall include name,
431 home address, e-mail address, telephone number, date of birth, and emergency medical information. A
432 copy of his/her certified birth certificate or other WYS approved document to verify player age must be
433 viewed by a registration committee member as required when registering with FWMSC.

434 Section 4: Playing Down:

435 Players up to U10 may play down (age level) if in the opinion of their coach, and an appropriate expert,
436 it would be detrimental to their physical and or/mental wellbeing to play in their own age group. A
437 written request and verifying documents must be submitted to FWMSC Board of Directors and FWSA
438 Board for their approval. Playing down at U11 and above is not allowed per WYS rules, any team found
439 playing with an over age player must forfeit all games that the player participated in.

440 Section 5: Playing Up

- 441 A. A player may play up, no more than 2 years, if in the opinion of their coach, and FWMSC Board
442 of Directors, it is beneficial to the individual player. Written application must be submitted to
443 FWMSC Board of Directors for approval if playing up more than 1 year.
- 444 B. An entire team may play up, no more than 1 year, if:
- 445 a. A written application is submitted to the Age Group Coordinator and includes signatures
446 from at least 75% of the players' parents indicating they are in approval of playing up;
 - 447 b. The Age Group Coordinator is able to place any player who does not want to play up
448 onto a different team; and
 - 449 c. In the opinion of their coach, and FWMSC Board of Directors, it is beneficial to all
450 players on the team.

451 Article 16 - Player Team Assignments

452 Section 1: Player Age Group

453 Except as otherwise specified in these bylaws, all players will be assigned to teams based on their birth
454 year in accordance with US Youth Soccer age group definitions.

455 Section 2: Individual Player Team Placement

- 456 A. FWMSC Registrar and Age Group Coordinators shall work together in assigning each player to a
457 team. The following criteria will be used in determining the placement of each player to a team:
- 458 a. The player's age and gender;
 - 459 b. The school the player attends;
 - 460 c. Team requests; and
 - 461 d. Available space on a team.
- 462 B. FWMSC will attempt to place players on teams with other players from their same school or
463 place the player on a team with a friend, before placing them with any other team.
- 464 C. Upon written request, FWMSC will attempt to allow individual players to play on teams with
465 friends even though they may not attend the same school.
- 466 D. Players may be dropped from a team for disciplinary reasons upon approval of the Board of
467 Directors.

468 Section 3: Residency Changes

469 In case of a residency change, a player may not be compelled to transfer from a team of which they have
470 been a registered member prior to changing residence.

471 Section 4: Defunct Teams

- 472 A. Any player registered on a team in FWMSC which has ceased to operate, before Oct 31st, and
473 accordingly has been declared defunct by the Executive Board, may be transferred to another

- 474 club team. WYS does not permit player transfers after Oct. 31st so FWMSC Board of Directors
475 may elect to grant a partial refund of the registration fees to each player of the defunct team.
476 B. If a team goes defunct, all assets shall be turned over to the Treasurer for disposition back to
477 the original team members and/or FWMSC.

478 Article 17 – Mod Soccer Rules

479 FWMSC rules of play shall be in accordance within the guidelines set forth by FIFA and the WYS.
480 Amendments to the mod soccer rules must be submitted for review to the FWSA Executive Board at
481 least 30 days prior to the FWSA AGM.

482 Article 18 - Athletic Policy and Player Participation:

483 With the exceptions of illness, injury, or disciplinary action by FWMSC or represented league, each child
484 registered to a team who is present and in proper uniform at a game, shall play 50% of the game.

485 Article 19 - Uniform and Equipment

- 486 A. Uniforms for member teams will be issued for all players.
487 B. No player shall be permitted on the field without a uniform and shin guards in a club/league
488 game.
489 C. No player shall be permitted to participate in practice without shin guards.
490 D. FWMSC is responsible for the purchase and disposition of all uniforms and equipment for each
491 playing season.
492 E. FWMSC purchased uniforms must be worn during all club/league games.
493 F. All equipment issued for use to a team must be turned in to the Equipment Coordinator within
494 15 days following the team's last season game, unless other arrangements are made and
495 approved by the Equipment Coordinator.

496 Article 20 - Team Staff

497 Section 1: Coaches and Staff Registration

498 Each team must have a Head Coach who is at least 18 years of age. Each Coach may choose to have an
499 Assistant Coach and a team manager, however, every season, every individual on each team who works
500 with the players or team finances MUST register on-line in FWMSC's management software for each age
501 they will be volunteering with so they can be added to the roster and in register in the state registration
502 software for all required background checks. This clearance must be approved by the appropriate
503 agency to permit any individual to work with any team.

504 Section 2: Coach Selection

505 All coaches will be required to submit a coaching application. When two or more coaches apply for the
506 same age group, the Board shall apply the following criteria to select each team coach:

- 507 A. Coaching education, coaches license level, coaching certification;
508 B. Coaching experience; and
509 C. Recommendations and feedback from club members.

510 Section 3: Youth Assistants

511 Teams may have Youth Assistants under the age of 18 provided that:

- 512 A. Each season, the Youth Assistant registers on-line as an Assistant Coach in FWMSC's
- 513 management software for each age they will be volunteering with so they can be added to the
- 514 roster and in register in the state registration software for all required background checks;
- 515 B. The Youth Assistant is NEVER left alone with the players. An adult with an approved background
- 516 check is required to be present at all times; and
- 517 C. The Youth Assistant must be at least 13 years of age.

518 Article 21 - Discipline

519 Coaches and/or staff, players, parents or guardians, and spectators of youth soccer games will be
520 brought before either FWMSC, FWSA, League, or WYS Disciplinary Board, to be reviewed, disciplined, or
521 terminated for committing any of the following:

522 Section 1: Actions Deeming Disciplinary Review / Action

- 523 A. Conviction of a felony as defined by the revised code of WYS;
- 524 B. Striking, Kicking, or spitting upon a player, or spectator;
- 525 C. Directing profane remarks at players, or spectators;
- 526 D. Unsportsmanlike conduct;
- 527 E. Receiving a red or two yellow cards during league or tournament play;
- 528 F. Violation of these rules and regulations or decisions of FWMSC Board; or
- 529 G. Violation of FWMSC, FWSA, League, or WYS (coaches and other) Code of Ethics.

530 Section 2: Referee / Assistant Referee Abuse and Assault

531 FWMSC will have a zero tolerance against referee abuse or assault. Any allegations of abuse or assault
532 against a game official (referees or assistant referee) will be immediately directed to WYS for review and
533 possible disciplinary action. Referee abuse and assault may be defined as, but not limited to the
534 following:

535 ABUSE

- 536 A. Using foul or abusive language toward an official;
- 537 B. Spewing any beverage on an official's personal property;
- 538 C. Verbally threatening an official;
- 539 D. Verbal threats or remarks that carry the implied direct threat of physical harm such as "I'll get
- 540 you after the game" or "you won't get out of here in one piece" shall be deemed abuse of an
- 541 official; or
- 542 E. ANY COMMENTS DIRECTED, DEROGATORY OR NOT, AT THE OFFICIAL, OR ABOUT THE OFFICIAL,
- 543 CAN BE DEEMED ABUSE OF THAT OFFICIAL. This includes, before and after the game, on and off
- 544 the field, including the parking lot.

545 ASSAULT

- 546 A. Hitting, kicking, punching, choking, spitting on or at, grabbing, or bodily running into an official;
- 547 B. Kicking or throwing an object at an official that could inflict injury;
- 548 C. Damaging an official's uniform or personal property, i.e. car, equipment, flags; or

549 D. Any unwanted physical contact with an official or their personal property can be deemed assault
550 of an official.

551 Section 3: Disciplinary Committee:

- 552 A. The Disciplinary Committee shall have sole responsibility for disciplinary recommendations.
- 553 B. All appeals start at the FWSA level.
- 554 C. All parties directly / indirectly involved in alleged violation shall not serve on the Disciplinary
555 Committee proceedings.
- 556 D. Disciplinary Committee shall be formed from a disciplinary pool and shall consist of a minimum
557 of two (2) nonpartisan persons plus the FWMSC Vice President.
- 558 E. The Disciplinary Committee shall be formed on an as need basis.

559 Section 4: Disciplinary Representation

560 In any disciplinary matter, no player, coach, manager, team assistant, parent or officer from the team,
561 FWMSC or FWSA shall engage the services of any lawyer or attorney or invoke the aid of the courts until
562 all avenues of approach of the disciplinary procedure are exhausted through regular channels of
563 organized soccer.

564 Article 22 - Coaches Code of Ethics

565 This code of ethics has been developed to clarify and distinguish approved and accepted ethical and
566 moral behavior from that which is detrimental to the development of soccer within the FWSA and the
567 WYS.

568 This code shall be followed by every Coach in FWMSC. Each coach (head and assistant) will be required
569 to subscribe, adhere, and be subject to the following code of ethics. Each coach shall be required to read
570 and sign a copy of the code of ethics to be kept on record with FWMSC. A breach of this code shall make
571 you subject to disciplinary action as determined by the Board.

572 FWMSC will use the Code of Ethics as defined and published by WYS.

The foregoing bylaws were adopted by the Board of Directors on April 17th, 2019