

# Constitution of the North Olmsted Soccer Organization



Revised & Adopted by the North Olmsted Soccer Organization on  
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# Constitution of the North Olmsted Soccer Organization

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# Constitution of the North Olmsted Soccer Organization

## Article 1: Name

The name shall be the North Olmsted Soccer Organization, here after referred to as NOSO.

## Article 2: Mission

Our mission is to provide North Olmsted youth an opportunity to play organized soccer in a safe and fun environment. We will assist our children in developing respect for themselves, peers, coaches, referees and parents.

This will be accomplished by:

- Providing members with facilities, coaching and support.
- Providing players and coaches with the opportunity to develop skills and abilities to the highest possible level.
- Promoting good sportsmanship at all levels of competition.
- Promoting soccer as a community, inter-community, national and international sporting opportunity.
- Being charitable through volunteer activities.
- Being nonpartisan and nonpolitical.
- Being nonprofit.

## Article 3: Affiliation

The NOSO will be affiliated with the Fédération Internationale de Football Association (FIFA), U.S. Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF) through the Ohio Youth Soccer Association – North (OYSAN), or other USYSA/USSF authority.

## Article 4: Membership

NOSO membership shall consist of all parents, guardians, or custodians of registered resident NOSO players except paid coaches and trainers residing or attending school in the city of North Olmsted. Persons not otherwise eligible to be members may become such upon the nomination to the NOSO Board and confirmed by majority vote of the Board. Such persons shall be subject to annual renewal of membership.

All non-paid coaches and trainers shall automatically be NOSO members.

All players registered with NOSO shall be considered members for purposes of the Constitution, the Committee Bylaws, Code of Ethics, and Benefits. Such players, however, may not vote in elections.

Membership entitles the person to vote in elections and on Constitutional changes, to hold elected office (unless excepted by other provisions of this Constitution), and to participate with other members in the benefits of membership.

Players registered with Soccer Sportsplex Excalibur Premier Soccer Club (herein referred to as Excalibur) shall be considered members for purposes of the Constitution, the Committee Bylaws, Code of Ethics, and Benefits. Such players, however, may not vote in elections.

The NOSO Board has the right to elect nominees for Honorary Membership, individuals who by service have demonstrated their support of the purposes of NOSO. Those elected will serve for

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the duration of the electing NOSO Board, have a right to attend meetings of that Board, but cannot vote.

All past presidents of NOSO shall be considered Honorary Members of the NOSO Board (except those holding an elected office) with a right to the floor but without a vote.

## **Article 5: NOSO Board**

NOSO shall be governed by a NOSO Board that shall be elected annually by majority vote at the Annual General Meeting to be held in conjunction with the December Board meeting. The NOSO Board shall consist of the Officers and Directors listed in this Article.

No proxy votes are permitted.

All regularly scheduled meetings of the NOSO Board shall be open to all membership.

Meetings are held on the third Tuesday of each month at a site determined by the NOSO Board.

## **Officers & Directors**

### **President**

Shall be the Chief Executive officer;

Will call and chair meetings of the NOSO Board (voting only in case of a tie);

Form special committees and appointments;

Appoint all Board members to appropriate standing committees.

Provide policy directions for NOSO;

Serve as ex-officio member of all NOSO committees;

Insure NOSO representation at meetings of organizations with which NOSO is affiliated;

The President shall represent NOSO at meetings of OYSA-N.

### **Vice President**

Will assist the President and preside at meetings in the absence of the President;

The Vice President shall represent NOSO at meetings of the North Olmsted Recreation Department;

Will implement all provisions of this Constitution.

Will chair the standing Travel Committee and be responsible for implementing all provisions of the Travel Bylaws and Code of Ethics within the Travel program. Is responsible for a biennial review of the Travel Bylaws and will secure the advice and consent of the NOSO Board for additions, deletions, and corrections thereto.

Will insure appropriate representation to leagues in which NOSO travel teams play.

Shall work with the NOSO Board President and other duly nominated individuals in the development of NOSO's short and long term operating direction.

### **Secretary**

Record and preserve NOSO non-financial records, attendance, motions and determinations at NOSO Board meetings;

Send notifications as required by these Articles of as needed by NOSO;

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Record emergency phone votes and report such in the Minutes;

Provide the location and time of NOSO Board meetings, the Annual General Meeting and other special meetings.

## **Treasurer**

Is responsible for safeguarding and having custody of all NOSO-affiliated funds (e.g. InHouse, Travel & NOSO Cup);

Maintains records of all NOSO receipts and disbursements authorized by the NOSO Board;

Submits written financial reports monthly on the financial condition to the NOSO Board; these financial reports are to include profit and loss statements;

Report to government agencies as required and submit required reports to the Internal Revenue Service;

Submit an annual operating budget to the NOSO Board in October for approval in November for the following calendar year;

Submit all financial records to an independent certified public accountant at the end of each calendar year, which in turn will submit a report to the NOSO Board;

The position will be bonded.

## **Registrar**

Shall be responsible for the registration of In-House players and maintain a list of NOSO membership.

## **Director of In-House**

Serve as the Chairman of the In-House Committee;

Responsible for all operating aspects of the In-House (recreational and adaptive) program;

Represent the interests and report activities of the In-House Committee to the NOSO Board;

Implement all provisions of this Constitution, In-House Bylaws, and Code of Ethics within the In-House program;

Responsible for a biennial review of the In-House Bylaws and will secure the advice and consent of the NOSO Board for additions, deletions and corrections hereto.

## **Director of Referees & Schedules**

Shall set rules and requirements for In-House play;

Screens, trains, and assigns referees for these activities.

Develop schedules for In-House play, home outdoor games for Travel and Premier teams, and other games required or directed by the NOSO Board.

## **Director of Excalibur Premier Soccer Club (non-voting member)**

Serve as the Chairman of the Excalibur Committee;

Responsible for all operating aspects of the Excalibur program.

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Will represent the interests and report activities of the Excalibur Committee to the NOSO Board;

Implement all provisions of this Constitution, Excalibur Bylaws, and Code of Ethics within the Excalibur program;

Responsible for a biennial review of the Excalibur Bylaws and will secure the advice and consent of the NOSO Board for additions, deletions, and corrections thereto;

Will insure appropriate representation to leagues in which NOSO Excalibur teams play.

## Director of Tournament

Plan, organize, staff and control the elements required to host the annual NOSO Cup Tournament;

Report on progress to the NOSO Board at monthly meetings;

Chair a committee that will operate the annual NOSO Cup.

## Boys Travel Director

Coordinate all aspects of Boys Travel teams including: tryouts, selection of coaches, league (AASL) participation, and tournament participation;

Represent NOSO at AASL meetings and shall report to the NOSO Board and Travel Committee on these AASL meetings.

## Girls Travel Director

Coordinate all aspects of Girls Travel teams including: tryouts, selection of coaches, league (NOGSL) participation, and tournament participation;

Represent NOSO at NOGSL meetings and shall report to the NOSO Board and Travel Committee on these NOGSL meetings.

## Director of Public Relations (non-voting member)

Shall serve as a liaison with the media, local government bodies and other organizations;

Is responsible for all press releases relative to NOSO activities;

Manages the NOSO web site.

Publishes the newsletter.

## Director of Fields (non-voting member)

Will be responsible for the preparation and maintenance of fields and facilities for NOSO authorized games.

## Candidates and Election

A. A Nominating Committee of three (3) people will be appointed by the President at the September Board Meeting. The makeup of this committee is to be made known at this meeting. The Nominating Committee will announce their slate of candidates at the October Board Meeting. Nominations from the floor are permitted during this meeting. Nominations will be closed prior to the end of the October Board Meeting. The list of candidates will be published during November.

B. Players are not eligible to hold elective office.

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- C. Only North Olmsted residents are eligible to hold elected office.
- D. All nominees must be eighteen (18) years or older.
- E. Election to office will be by majority of those present and eligible to vote at the December Annual General Meeting.
- F. Term of office will begin immediately upon election and will continue until the following election.

## Vacancies

The President shall be authorized to nominate candidates to fill vacancies on the NOSO Board with the concurrence, by vote, of a majority of the NOSO Board.

## Special Meetings

Special meetings of the NOSO Board and/or membership may be called by the President, or upon request, submitted in writing to the Secretary, by at least five (5) NOSO Board members, with a minimum five (5) business days advance notice.

## Quorum Voting

A majority of the NOSO Board shall be required for a quorum. Majority vote of those present, quorum or more, is necessary for passage of a motion. All motions approved by the NOSO Board are immediately in effect and remain so until repealed.

## Attendance

NOSO Board members may be removed from their position due to accumulation of two (2) unexcused absences during their term. Absences are excused by contacting the Secretary or President prior to the meeting to be missed.

## Order of Business

Robert's Rules of Order of Business shall apply at all NOSO Board meetings.

## Article 6: Authority

- A. The NOSO Board shall have the authority to approve temporary revisions to the Constitution and Code of Ethics. To become permanent, changes need to be approved at the Annual General Meeting in accordance to these articles.
- B. The NOSO Board shall have the decision-making authority for NOSO on matters of the In-House and Travel Bylaws.
- C. The NOSO Board shall, except where restricted by law or these Articles, be empowered to contract for the services of professional persons in the areas of law, finance, coaching, or other needs of NOSO.
- D. NOSO income shall be used for operating expenses. Any expenditure to any officer, director(s), or membership in excess of \$100.00 over and above the approved budget must have the consent of a two-thirds majority of the NOSO Board present and voting, and must directly relate to a NOSO operating necessity.

## Article 7: Committees

- A. There shall be the following Standing Committees:

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- a. Inhouse Committee
  - b. Travel Committee
  - c. Excalibur Premier Soccer Club Committee
- B. Each of the NOSO Board members will serve on a Standing Committee. The President will determine assignments to the Standing Committees.
- C. The President shall recommend the formation of and appointment to, special committees as deemed necessary. Such committees serve only for the tenure of the appointing NOSO Board. The number of members of such special committees shall not exceed six (6).
- D. The NOSO Board must approve, by majority vote, all committee recommendations prior to their implementation. Once approved, said recommendations become official NOSO policy and remain in full effect until rescinded by majority vote of the NOSO Board.

## **Article 8: Grievances, Discipline and Ineligible Membership**

- A. Any NOSO Board member, player, parent or guardian, coach, trainer, or coordinator shall be subject to discipline due to conduct detrimental to NOSO.
- B. Grievances shall be so stated and submitted in writing to the President or Secretary and shall identify the behavior considered to be detrimental. Such behavior shall be contrary to the Constitution, Committee Bylaws, Code of Ethics, Official Policies and/or reputation of NOSO.
- C. A Grievance Committee, appointed by the President, with the concurrence of the NOSO Board, will examine all formal written charges, which, if considered by them to be detrimental, shall cause the Committee to provide a list of alternative disciplines, as recommendation to the NOSO Board.
- D. The Grievance Chairman shall notify all parties directly involved of the time and place of the meeting(s) to hear charges.
- E. A two-thirds affirmative vote of the NOSO Board shall be considered necessary to determine the level of discipline, as recommended by the Grievance Committee, which may result in a declaration of ineligibility for continued membership in NOSO and/or participation in its activities.

## **Article 9: Changes to Constitution and Code of Ethics**

- A. Proposed changes shall be submitted in writing to the Secretary of the NOSO Board.
- B. Written notification of proposed change(s), in detail, shall be made available to membership forty-five (45) calendar days prior to discussion at the Annual General Meeting.
- C. Proposed changes shall be discussed during the next NOSO Board Meeting following notification.
- D. Changes to the Constitution require approval by two-thirds (2/3) of the membership present at the Annual General Meeting.
- E. Requests for change may be submitted from the floor during the Annual General Meeting. The change can either be voted by members in attendance at the Annual General Meeting



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with a three-fourths ( $\frac{3}{4}$ ) majority vote required for approval or it can be tabled by a member of the Board for discussion at a subsequent Board meeting.

## **Article 10: Changes to Bylaws**

- A. Proposed changes shall be submitted in writing to the Secretary of the NOSO Board.
- B. Written notification of proposed change(s), in detail, shall be made available to membership prior to discussion at a NOSO Board meeting.
- C. Proposed changes shall be discussed during the next NOSO Board Meeting following notification.
- D. Voting will take place at the next consecutive general meeting of the NOSO Board following discussion. A two-thirds majority of the membership present shall be required for passage.

## **Article 11: Dissolution**

- A. Dissolution may be declared, for cause, by a three-fourths vote of the NOSO Board at an official meeting of that Board.
- B. As a nonprofit organization, and in the event of dissolution, the assets of NOSO will be donated to an organization in North Olmsted, Ohio.
- C. The organization to receive the assets of NOSO must fall under Section 501 (c )(3) of the I.R.S. code.

Approved by the NOSO Board  
December 2010  
~~December 15, 2004~~  
~~December 11, 2001~~  
~~June 16, 1998~~