

Metropolitan DC-Virginia Soccer Association

CONSTITUTION

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Revision History

Date of Change	Summary of Change
01/07/06	<ul style="list-style-type: none">• Removed Executive Secretary• Modified vote calculation algorithm
01/31/09	<ul style="list-style-type: none">• Clarified who/how check amount requiring 2 signatures will be addressed (under 'Treasurer Responsibilities')
01/31/09	<ul style="list-style-type: none">• Modifications approved / accepted by Council
03/05/09	<ul style="list-style-type: none">• Modifications proposed to ensure compliance with USASA (registration data)
03/21/09	<ul style="list-style-type: none">• All modifications identified on 03/05/09 approved/accepted by the Council
8/28/2013	<ul style="list-style-type: none">• Modifications identified on 08/28/2013 approved/accepted by the Council
1/20/2016	<ul style="list-style-type: none">• Modifications identified on 1/20/2016 approved/accepted by the Council

I. Name

The name of the organization, the conduct of which shall be governed by this *Constitution* and the accompanying Bylaws, shall be the Metropolitan DC - Virginia Soccer Association, Incorporated, (MDCVSA) herein after known as the *Association*.

II. Purposes and Status

The purposes of the *Association* shall be the encouragement and promotion of the sport of soccer and the proper administration and regulation of the game within its jurisdictional area.

Purposes of the Association

- A.** To develop, promote, and administer the game of soccer among players, men and women, within its jurisdictional area.
- B.** To provide for competitive competitions.
- C.** To foster national and international amateur sports competition and develop amateur athletes for national and international competition in soccer.
- D.** To promote soccer and physical fitness for all ages through instructional and educational programs designed to meet the needs of each age group.
- E.** To support the training and licensing of coaches and referees for soccer.
- F.** To organize and provide the necessary support for the activities to encourage more public support of soccer and physical fitness.
- G.** To do any other thing consistent with the purposes stated herein.

III. Affiliations

The *Association* shall be affiliated with the United States Soccer Federation Incorporated (USSF) from which it shall derive its authority as the governing body for soccer in its defined territory, and shall at all times recognize the authority and rulings of said body. Affiliation with USSF will confer affiliation with the Fédération de Football Association (FIFA).

IV. Eligibility, Autonomy, and Equal Opportunity

- A.** In accordance with the Amateur Sports Act and the requirements of FIFA and the United States Olympic Committee, the Federation shall be autonomous in its governance of the sport of soccer in the United States and may not delegate its governance responsibilities.
- B.** The Association shall provide an equal opportunity to athletes, coaches, trainers, managers, administrators, and officials to participate in amateur soccer competitions without discrimination on the basis of race, color, religion, age, sex, or national origin.
- C.** Individuals serving on the Association's Executive Committee or any Council or committees of the Association shall be elected without regard to the individual's race, color, religion, age, sex, or national origin.
- D.** The Association may not have eligibility criteria relating to amateur status more restrictive than those of USSF.

V. The Council Composition and General Authority

A. The Council shall be the governing body of this Association and shall have all powers granted the Association. It may delegate such powers to Officers or committees of the Association via the Constitution and Bylaws it may adopt.

B. The Council shall be composed of league representatives, Officers of the Association, the past presidents, and five Delegates-at-Large.

C. Each Organizational Member shall be entitled to cast votes based on the number of properly registered players in the league as certified by the Association Registrar. Organizational Member shall have the following number of votes:

1. Each Organizational Member with at least 40 registered players shall be entitled to one (1) vote.
2. Each Organizational Member with at least 80 registered players shall be entitled to two (2) votes.
3. Each Organizational Member with greater than 120 registered players shall be entitled to one additional vote for each added increment of 120 registered players that it has:

# Registered Players	# Votes
40 – 79	1
80 – 120	2
121 – 240	3
241 – 360	4
361 – 480	5
481 – 600	6
601 – 720	7
721 – 840	8
841 – 960	9
...	

[Amended 01/07/06 to change the vote determination algorithm]

4. Votes may be cast by the highest league officer of record, or by an alternate person that has been designated in writing as the proxy by the highest league officer. No one person may cast a vote for more than two (2) entities. The proxy designation may be made by writing (including, without limitation, as signed fax, a signed letter, or an unsigned email message sent by that person.) [Amended 01/07/06]

D. The Officers of the Association shall consist of a President, a Vice President, a Treasurer, a Registrar, and a Recording Secretary. Each shall have one vote in a Council meeting except the presiding Officer, normally the President, who shall vote only in case of a tie. Each Delegate-at-Large shall have one vote in a Council meeting.

E. The Council shall promulgate Bylaws which shall be directed toward filling the Association's responsibilities to USSF and the members of the Association, the promotion of soccer as a sport, and the protection and strengthening of resources used by members of the Association.

F. The Council shall assert its authority in the following conditions under which teams under its jurisdiction may compete outside the jurisdictional area and under which teams from outside that area may compete within it.

G. The Council shall be the arbiter of policy for the *Association*. It shall have the power to:

1. Enforce the rulings of the USSF, its own rulings, the rulings of its Committees, and the Laws of the Game.
2. Elect Officers and Delegates-at-Large for the following seasonal years.
3. Affirm, reject, or modify administrative decisions and practices of committees.
4. Settle all disputes between, affirm or reject appeals from the decisions of, and (upon appeal) mitigate penalties imposed by member leagues and other subordinate organizations.
5. Affirm or reject the President's appointment of any member of the Council or other individual to an office normally filled by election, except if the office of the President becomes vacant it shall automatically be filled by the Vice President's succeeding to the office of President.
6. Represent the Association and act for it in all situations involving other state associations and the national federation.
7. Declare vacant the office of any Officer or Delegate-at-Large who, without cause is absent from three consecutive meetings.
8. Penalize by expulsion, suspension for a set period, fine, or other means any member proven guilty of violating any of its rules or those of a superior body, or for other misconduct.
9. Deal as it deems appropriate with any member competing with any entity expelled or under suspension.

VI. Responsibilities of Officers

[Amended 01/07/06]

A. President

- Shall be the Chief Executive Officer of the Association
- Shall preside at all meetings
- Shall supervise any employees and support staff
- Shall appoint all committees subject to the approval of the Council
- Shall be a member of all committees ex-officio
- Shall appoint the State Referee Administrator (SRA), with the agreement of the Executive Committee, and jointly with the Virginia Youth State Association (VYSA) within the State
- Shall appoint any other member of the State Referee Committee appointed by the Association.
- shall cast the deciding vote in the event of a tie vote at any meeting of the Council or any of its committees
- Shall lead the delegation of the Association to USSF and USASA Meetings
- Shall represent the Association at all official functions
- Shall appoint a person to fill the unexpired term of any other office ordinarily elected by the Council with the agreement of the Executive Committee.

B. Vice President

- Shall assist the President in the performance of his duties
- Shall exercise all the powers of the President in his absence
- Shall be a member of the Council entitled to vote

C. Treasurer

- Shall be bonded
- Shall have charge of and receive the monies of the Association

- Shall keep a detailed account of income and expenditure
- Shall submit a complete written report showing all Association financial transactions at every Council meeting, accompanied by a statement of the balance on hand
- Shall open new Association bank accounts only with a resolution by the Executive Committee
- Shall provide that all accounts be paid by check, electronic transfer or association credit card; checks of significant amounts (as documented in Executive Committee policy) must bear two (2) manual signatures [Amended 01/31/09]
- Shall be a member of the Council entitled to vote
- Shall be responsible for filing the Association's tax returns.

D. Registrar

[Amended 01/07/06]

- Shall procure registration materials from the USSF
- Shall distribute them to all members entitled to them, assuring the collection of requisite fees and keeping financial records thereby entailed
- Shall conduct or supervise the registration of all players
- Shall maintain a file for the current seasonal year and the preceding two seasonal years of all adult player registration in the Association
- Shall procure the required registration information from Organizational Members such as player names, addresses, and dates of birth, in a timely manner
- Shall register coaches in similar manner if required
- Shall be a member of the Council entitled to vote.

E. Recording Secretary

[Amended 01/07/06]

- Shall record and prepare all meeting minutes for publication
- Shall give written notice of meetings to all members, stating whether the meeting is regular or special, and, if the latter, the nature of the business
- Shall be a member of the Council entitled to vote.

F. If the office of President should become vacant, the Vice President shall succeed to office for the remainder of the term. If the office of any other Officer should become vacant, the President shall appoint an individual to fill the office, subject to the approval of the Council, for the remainder of its term. Provision shall be made for an Officer who will be unable for an extended time to fulfill the duties of an office to have a leave of absence. During said leave of absence the President shall appoint an interim office holder subject to the approval of the Council.

G. Officers shall exercise their powers and carry out their duties with the advice of and in cooperation with other members of the Executive Committee. Assignment of a particular task to a given office shall not preclude its performance, if necessary, by any other Officer.

H. Any Officer is subject to removal from office if proper charges are brought against that Officer and proven. Charges shall be made in writing and a copy given to the accused Officer, who shall be allowed adequate time to prepare a defense. Removal shall be by a vote of at least two-thirds of the Council present and voting.

I. One person may not simultaneously hold two offices, except in a temporary capacity until a successor is appointed. [Amended 01/07/06]

VII. Removal of Officers

Shall be by a two-thirds majority vote of the full Council at a duly constituted meeting called for such purposes.

VIII. Headquarters and Regional Administrations

For purposes of administration, the territory of the Association may be divided into districts. When there is sufficient soccer activity to warrant activating a district administration the representatives of such a proposed district shall provide a document specifying an organizational structure and *modus operandi*. It shall include, but not be limited to, a delineation of the area to be administered; procedures for considering appeals and protests and handling other disciplinary matters; supervision of referees; financial management; registration of players; supervision of leagues. District administrations shall conform to Association policies and procedures. Their records shall be subject to periodic audit. The governing document shall be considered by the Constitution Committee and subject to ratification by the Council.

IX. Elections

- A. The Officers and Delegates-at-Large shall be elected at the Annual General Meeting (AGM) by a majority vote of the Council members present and empowered to cast votes in the election of Officers.
- B. Officers shall be elected for terms of office for two (2) years duration. The President and Treasurer shall be elected in even numbered years, and the Vice President, Recording Secretary and Registrar shall be elected in odd numbered years. All Delegates-at-Large shall be elected for a one (1) year term. Officers and Delegates-at-Large shall be eligible for reelection.
- C. In the event that no candidate received a majority on the first or any subsequent ballots, the candidate with the smallest number of votes shall be eliminated and another ballot cast. This procedure shall continue until a candidate receives a majority of votes cast. An abstention is not a vote cast.
- D. Only persons who consent to serve prior to balloting shall be elected. Votes cast for persons whose consent has not been ascertained shall not be counted. The fact that a person is not present at the meeting shall not preclude that person from being elected to office, provided written consent is received.
- E. Voting for Officers and Delegates-at-Large shall be by secret ballot.
- F. Nominations may be made by any member of the Council in good standing. [Amended 01/07/06]
- G. For delegate positions, Council members in good standing may make nominations at the meeting. [Amended 08/28/13; 1/20/2016]
- H. For Executive Officer positions, Council members in good standing may make nominations. Nominations for candidates for Executive Office must be made in writing at least fifteen days in advance of the AGM using the nomination form provided on the MDCVSA website. The names of the candidates will be included in the meeting agenda and distributed to the general council. [Amended 1/20/2016]
- I. An Officer shall commence a term of office after the conclusion of the meeting in which elected or appointed, or immediately after a vacancy has occurred.