



Wilson United Soccer League BYLAWS

Contents

ARTICLE I – NAME, PURPOSE, LOCATION	1
ARTICLE II - GOVERNING BODY	2
ARTICLE III - DUTIES OF DIRECTORS	4
ARTICLE IV - MEMBERSHIP	9
ARTICLE V - GENERAL MEMBERSHIP MEETINGS	10
ARTICLE VI - AMENDMENTS	10
ARTICLE VII - DISSOLUTION CLAUSE	11

BYLAWS OF WILSON UNITED SOCCER LEAGUE

A Tennessee Association (or the "Corporation") Created under the Not-for Profit Association Law of the State of Tennessee.

ARTICLE I - NAME

1.1 NAME

- a. The name of the Corporation is the "Wilson United Soccer League".

1.2 PURPOSE

- a. Wilson United Soccer League is an educational organization whose mission is to foster the physical, mental and emotional growth for the youth in Wilson County, Tennessee through the sport of soccer.
- b. Wilson United Soccer League is organized exclusively for charitable, religious, educational, and/or scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations described under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.
- c. The Wilson United Soccer League will in no manner directly or indirectly participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office.



Wilson United Soccer League BYLAWS

1.3 LOCATION

- a. The offices and all activities for the Wilson United Soccer League are located in Lebanon, Tennessee. This fixed location can change by a vote of the Board of Directors.

ARTICLE II - GOVERNING BODY

2.1 GOVERNING AUTHORITY

- a. The governing authority of the Corporation shall be vested with the Board of Directors or Executive Committee of the Corporation whose powers shall be delegated in the Bylaws.

2.2 BOARD OF DIRECTORS

- a. The Board of Directors shall be comprised of no fewer than seven (7) and no more than twenty (20) Directors, each having one vote. The following offices must be filled: President, Vice-President, Secretary, Treasurer, Registrar, Director of Coaching, Risk Management Coordinator, Select Director, and Marketing/Sponsorship Director.
- b. In addition to those core officers the Board may elect or appoint one or more members from the board or from general membership to fill the following offices: Referee Coordinator, Adult Director, Uniform/Picture/Trophy Coordinator, Concessions Coordinator, Fields and Equipment Coordinator.

2.3 EXECUTIVE COMMITTEE

- a. The Executive Committee of the Board of Directors shall be comprised of the President, Vice-President, Secretary, Treasurer, and Director of Coaching.

2.4 ELECTION AND TERM OF OFFICE

- a. Core Officers shall be elected by majority vote of the membership at the January Meeting of the Corporation if candidates exist. Mid-Term elections for specific offices may be allowed if approved by the majority vote of the board and if there were no opposing candidates for the offices in the last regular election. If unopposed, officers continue to hold office until such time as a candidate is found and elections are arranged.



Wilson United Soccer League BYLAWS

- b. All officers shall be elected for a two-year term and shall not be restricted to a single term of office.
- c. Candidates for office may be nominated by any voting member of the Corporation.
- d. The President, Secretary, and Registrar shall be elected in even number years and shall assume office immediately following the adjournment of the meeting of their election.
- e. The Vice President, Treasurer, Coaching and Player Development Coordinator, and Risk Management Coordinator shall be elected in odd numbered years and shall assume office immediately following the adjournment of the meeting of their election.

2.5 MEETINGS OF THE BOARD OF DIRECTORS

- a. Regular meetings of the Board of Directors should normally be held monthly, but shall not be held fewer than ten (10) times per year.
- b. Meetings of the Executive Committee shall be called by the President as needed.
- c. The Board of Directors or Executive Committee shall hold other meetings whenever the President deems it necessary or when the President is specifically instructed to call a meeting, in writing, by three or more members of the Board of Directors.
- d. At all meetings of the Board of Directors, five (5) members shall constitute a quorum for the transaction of business unless this number is less than half the voting membership in which case the president has the power to declare the meeting invalid. At meetings of the Executive Committee, three (3) members shall constitute a quorum.
- e. If a meeting is called for the purpose of filling a vacancy in office, the quorum shall be reduced by one-half the number of vacancies to be filled.
- f. Minutes of meetings shall be recorded by the Secretary.

2.5 COMPENSATION FOR BOARD SERVICE

- a. Directors shall receive no compensation for carrying out their duties as directors. However, the Board may adopt policies allowing for reasonable reimbursement of directors for expenses incurred in conjunction with carrying out board responsibilities.

2.6 COMPENSATION FOR PROFESSIONAL SERVICES BY DIRECTORS



Wilson United Soccer League

BYLAWS

- a. Directors are not restricted from being remunerated for professional services provided to the Corporation. Such remuneration shall be reasonable and fair to the Corporation and must be reviewed and approved in accordance with the board Conflict of Interest policy and any applicable state law.

Article III - DUTIES OF DIRECTORS

3.1 GENERAL DUTIES OF ALL DIRECTORS

- a. The Board of Directors and Executive Committee shall have vested the responsibility and authority to:
 - (1) Interpret and enforce the Corporation's Constitution, Bylaws, and Playing Rules.
 - (2) Formulate and amend Rules in order to serve the best interests and objectives of the Corporation.
 - (3) Reprimand, suspend, bar completely, or otherwise discipline any member, player, coach, referee, administrator, parent, or affiliated team for violations of the Corporation's Constitution, Bylaws, and/or Rules.
 - (4) Budget for and administer the funds of the Corporation subject to ratification and approval of the membership.
 - (5) Hire, supervise, and terminate employees.
 - (6) Form standing and special committees and appoint individuals to serve on such committees.
 - (7) Appoint individuals to fill vacancies on the Board of Directors until the next regular election.
 - (8) Uphold the recreational program as the primary function of the Corporation and the club team program as a natural progression resulting from player development.
- b. Each director shall carry out his or her duties in a responsible manner, acting only in the best interests of the Corporation and its membership.
- c. Each director shall be prepared to report on his or her activities and areas of responsibility at meetings of the Board of Directors and general membership.
- d. Each director shall follow the Corporation's financial policy regarding budget proposals, expense reports, and handling of Corporation monies.



Wilson United Soccer League

BYLAWS

- e. Each director shall be familiar with the rules of the Corporation, TSSA, USSF, and its divisions.

3.2 SPECIFIC DUTIES OF DIRECTORS

a. President

1. Serves as Chairman of the Board of Directors and Executive Committee.
2. Presides at all meetings of the Executive Committee, Board of Directors, and membership.
3. Serves as an ex-officio non-voting member of all Corporation committees.
4. Appoints committee chairmen and committee members as required.
5. Votes in committees only in case of a tie vote.

b. Vice President

1. Assists the President with relationships with other groups, paperwork, and matters outside the organization of teams and the play of the game.
2. Presides at meetings of the Executive Committee, Board of Directors, and membership in the absence of the President.

c. Secretary

1. Records and distributes minutes of all meetings of the membership, Board of Directors, and Executive Committee.
2. Maintains lists of members in good standing and voting eligibility for meetings.
3. Maintains all permanent records of the Corporation.
4. Responsible for all written communications of the Corporation, meeting notices, communication with TSSA, and contact with other leagues.

d. Treasurer

1. Prepares the annual budget and submits it to the Board of Directors and general membership for approval.
2. Maintains records and receipts of all money to be deposited in a recognized bank in the name of the Corporation.
3. Pays all accounts by check with his or her signature.
4. Submits financial reports at least quarterly to the President and general membership.



Wilson United Soccer League BYLAWS

5. Produces all financial records when required by the Board of Directors or Executive Committee, properly balanced, and reflecting the current financial status of the Corporation.
 6. Prepares and files tax returns in a timely manner.

 7. Prepares any and all documents pertaining to the Corporation's Charter of Incorporation and tax exempt status and is authorized to obtain the services of an accountant or attorney, as appropriate; arranges for periodic audit of the Corporation's books.
 8. Must be bonded.
- e. Director of Coaching**
1. Works with the Team Roster Committee and Bracket Commissioners to procure qualified coaches for all teams.
 2. Responsible for supervising and evaluation of Corporation coaches.
 3. Arranges for periodic training and certification of coaches.
 4. Represents the interests of the Corporation's coaches on the Board of Directors.
- f. Registrar**
1. Arranges for and oversees the seasonal registration of player.
 2. Maintains communications with TSSA concerning procedures for registration of players.
 3. Responsible for collecting fees and player forms; submitting all registration data to the state association in a timely manner; and ensuring that all players are properly registered.
 4. Assists the Team Roster Committee and Bracket Commissioners as needed with assigning of players to teams.
 5. Registrar and any assistants who handle money must be bonded.
- g. Risk Management Coordinator**
1. Serves as manager for the Corporation's Risk Management Program.
 2. Communicates and distributes educational material on risk management.
 3. Obtains signed Employment/Volunteer Disclosure Statements for all coaches, managers, administrators, employees, and volunteers with exposure to youth of the Corporation.



Wilson United Soccer League BYLAWS

4. Submits completed disclosure statements to the state office.
 5. Certifies in writing that all goals, fields and grounds utilized by the Corporation are in compliance with TSSA Goal/Field Inspection Forms requirements.
 6. Submits annually Goal/Field Inspection forms to state office.
- h. Referee Coordinator**
1. Responsible for recruiting, assigning, supervising, and evaluating referees for the Corporation.
 2. Responsible for arranging periodic training and assessment of referees and assistant referees.
 3. Ensures that referees are properly registered annually with USSF through the state association.
 4. Represents the interests of the Corporation's referees on the Board of Directors.
- i. Uniform/Picture/Trophy Coordinator**
1. Responsible for securing and distributing the uniforms for all teams and other team equipment, as approved by the Board of Directors.
 2. Responsible for all uniforms, goalkeeper shirts, and any other items of clothing issued to teams and in inventory.
 3. Responsible for securing bids and selecting based on those bids a vendor to do team photography annually.
 4. Responsible for securing bids and selecting based on same a vendor for trophies annually.
 5. Maintains proper records of these activities as required by the Board of Directors.
- j. Concessions Coordinator**
1. Responsible for the maintenance of the Corporation's Concessions facilities.
 2. Maintains proper certifications for Concessions facilities.
 3. Oversees employees and volunteers who work in the concessions area.
 4. Acts as the agent of the Corporation for the purchase and maintenance of proper inventory for the concession needs.
 5. Records and reports inventory and sales to the Board of Directors.
 6. Makes and reports deposits generated from concession sales.
- k. Select Director**



Wilson United Soccer League

BYLAWS

1. Maintains communication between affiliated Select Club and the League.
 - l. Adult Soccer Director**
 1. Represents the interests of the League's coaches on the Board of Directors
 2. Works with Team Captains and players to maintain responsible behavior on the field and at the facilities.
 3. Coordinates referees for the adult league.
 - m. Fields and Equipment Coordinator**
 1. Responsible for the maintenance of the Corporation's match and practice fields and field equipment.
 2. Maintains lining equipment and supplies for marking fields and makes certain that match fields are properly marked before scheduled games.
 3. May serve as liaison in dealing with owners of practice and playing fields.
 4. Responsible for items of equipment issued to teams and in inventory.
- 3.1 STANDING COMMITTEES**
- a. The Corporation's Board of Directors shall annually confirm the appointment of chairmen and members to serve on standing committees.
 - b. Specific duties and responsibilities of each committee, procedures for selecting committee members, and job descriptions for committee members shall be established by the Board of Directors and detailed in these Bylaws or the Corporation's Rules and Regulations.
 - c. Committee members who fail to carry out their duties in a responsible manner or whose actions are detrimental to the Corporation and/or its programs may be removed from their position by the Board of Directors.
- 3.4 COMMITTEE RESPONSIBILITIES**
- a. Standing Committees and their general areas of responsibility shall be as follows:
 1. **Appeals and Discipline:** The Executive Committee, with the President as Chairman, serves as the Corporation's Appeals and Discipline Committee to hear protests and appeals and make decisions on appropriate disciplinary action for incidents of misconduct.
 2. **Budget:** Chaired by the Treasurer; responsible for preparation of the Corporation's annual budget and presentation of the proposed budget to the Board of Directors.



Wilson United Soccer League BYLAWS

3. **Coaching:** Chaired by the Coaching Coordinator; responsible for finding coaches, establishing and administering educational programs for coaches, rostering of recreational teams, scheduling of games and practices, settling issues between coaches in each age group.
4. **Long Range Planning:** Chaired by the President or his appointee to set long-range goals for the Corporation and formulate plans for accomplishment.
5. **Membership:** Chaired by the Vice President, encourage non-member organizations and individuals to affiliate with the Corporation; reviews applications for membership and recommends appropriate action to the Board of Directors.
6. **Nominating Committee:** Formed annually prior to the Corporation elections to recruit qualified individuals to serve as officers and committee members.
7. **Policies and Procedures:** Chaired by the President or his or her appointee; annually reviews current and proposed rules of the Corporation and recommends changes to the Constitution, Bylaws, and Rules, including any that may be required by state or national rules.
8. **Other Committees:** The Board of Directors may also, by resolution(s) adopted by a majority of the entire Board of Directors, create one or more other board committees, each consisting of three or more directors. Each such committee shall serve at the pleasure of the Board of Directors
9. **Ad Hoc Committees:** The President shall appoint other committees that are deemed in the best interest of the Corporation. Any member of the Board or of the Corporation shall be eligible to serve on any committee. The chairperson may either be appointed by the President or selected by the committee members. The President shall have authority over any Ad Hoc Committee.

ARTICLE IV - MEMBERSHIP

4.1 GENERAL



Wilson United Soccer League BYLAWS

- a. The voting membership of the Corporation shall include individuals currently active in the association's programs.
- b. Non-voting membership may be granted to other organizations or individuals interested in the advancement of the sport of soccer and the Corporation.

4.2 CLASSES OF MEMBERSHIP

a. Players

- 1. Shall include players currently registered with and participating in soccer programs under the jurisdiction of the Corporation.
- 2. Shall be accorded one vote per player.
- 3. Parents shall cast votes for youth players. Adult players shall cast their own votes.

b. Officials

- 1. Shall include all currently active coaches, assistant coaches, team managers, and referees.
- 2. Shall be accorded one vote for each affiliated individual.
- 3. Parents shall cast votes for youth officials. Adult officials shall cast their own votes.

4.3 RIGHTS OF MEMBERS

- a. Members in good standing are granted various rights and privileges as defined by the Board of Directors in the Corporation's Rules.
- b. Rights of players and officials in good standing shall include the right to vote at the Corporation's general membership meetings.

4.4 TERM OF MEMBERSHIP

- a. Term of membership shall be one seasonal year beginning on August 1 and ending on July 31.
- b. Membership shall automatically renew each seasonal year provided the member is in good standing, has paid applicable fees, and is actively participating in the programs of the Corporation.

ARTICLE V - GENERAL MEMBERSHIP MEETINGS

5.1 DATES



Wilson United Soccer League BYLAWS

- a. The Corporation shall hold general membership meetings semi-annually in the months of January and July.

5.2 PARLIAMENTARY PROCEDURES

- b. Robert's Rules of Order, latest edition, shall be the parliamentary authority for all meetings of the Corporation, unless otherwise agreed to by the participants by a 2/3 vote.

5.3 VOTING ELIGIBILITY

- a. Voting eligibility at general meetings of the Corporation by affiliated voting members is determined by the class of membership.
- b. Only those voting members of record, duly affiliated, with all fees paid and in good standing, shall be entitled to vote.

5.4 VOTING BY DIRECTORS

- a. Each member of the Board of Directors shall be entitled to one vote.
- b. Directors shall not vote in an election except as the representatives of an affiliated member.

ARTICLE VI - AMENDMENTS

6.1 APPROVAL OF AMENDMENTS

- a. Amendments to the constitution and bylaws must be approved by two-thirds of the voting members at a general membership meeting.
- b. Members and directors may vote by proxy.

6.2 AMENDMENT OF PROPOSALS

- c. Proposed amendments may be submitted by any affiliated member.
- d. Proposals should include the number and text of the current rule, the text of the proposed new or revised rule, and the reason for the change.
- e. Proposals to revise or amend the Constitution and Bylaws shall be submitted, in writing, to the President at least 30 days in advance of the general meeting.
- f. Amendment proposals shall be published for study by affiliated members at least 14 days prior to the general meeting at which the proposal will be considered.

ARTICLE VII - DISSOLUTION OF THE CORPORATION

7.1 DISSOLUTION CLAUSE



Wilson United Soccer League BYLAWS

- a. The Corporation may be dissolved only with authorization, first, by its Board of Directors given at a special meeting called for that purpose and, second, with subsequent approval by a two-thirds (2/3) vote of the eligible voting membership.
- b. Upon dissolution or other termination of the Corporation, assets shall be first distributed to an exempt purpose that aligns with our educational mission. Finding none, then distribution shall be for one or more exempt purposes within meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a court of competent jurisdiction in the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.