



Fairbanks Youth Soccer Association Policies

Policy #1 - POLICY FORMULATION

Last Updated: January 2016

- I. **OBJECTIVE:** It is the intent of the Board to establish clear and concise written policies for the Association in order to facilitate efficient and effective operation, and to specify the manner in which policies are adopted or revised.
- II. **POLICY**
 - a. **Development:** The Board shall develop and approve policy additions and deletions.
 - b. **Approval:** All policies approved by the Board shall immediately be included in this manual.
 - c. **Adoption and Revision of Policies:** All new or revised policies adopted by the Board shall bear on the first page the date of the Board meeting at which the policy was revised or adopted. A Copy of the policy shall be attached to the minutes of the meeting at which the policy is adopted or revised, and maintained in the permanent minute's book of the association.
- III. **RESPONSIBILITY**
 - a. **Development:** Policy development and approval is the responsibility of the Board.
 - b. **Execution:** Policy execution is the responsibility of the Board.
 - c. **Distribution:** The Board Secretary will distribute the approved policies to each board member and appropriate committee chairs.