

# FEDERAL WAY SOCCER ASSOCIATION

Bylaws Adopted April 2000

All references to "he" will mean He, His, She, or Her

## **Article 1 Name**

This organization shall be know as Federal Way Soccer Association (incorporated), here after referred to as the Association; and be affiliated with the Washington State Youth Soccer Association (incorporated), here after referred to as W.S.Y.S.A.. This Association is and shall be known as a non profit organization and shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code or the corresponding provision of any future United States Internal Revenue Law.

## **Article 2 Objectives and Purpose**

The purpose of this Association shall be to teach, administer, the game of soccer among those youths, participating in the soccer program administered by the Federal Way Soccer Association as defined by these by-laws or as authorized under the charter issued by the WSYSA; train coaching personnel and referees; teach through the game sportsmanship and physical health, develop, promote and govern the game of soccer among such youths; establish uniform rules applicable to youth soccer competition in the Federal Way Area consistent with the principles of FIFA, its laws and decisions, establish areas of jurisdiction of its member organizations; convenient to accomplish its primary purpose of teaching the game of soccer directly and through its member organizations.

## **Article 3 Control and Authority**

### **SECTION 1 Authority:**

The authority of this Association shall be vested in the by-laws of the Association as approved or amended, and in the charter issued by the WSYSA, except when these are superseded by those of the WSYSA by-laws and Constitution.

### **SECTION 2 Control:**

The final control of the Association shall be vested in an elected and appointed body known as the Board of Directors which shall exercise the right of decisions on all matters pertaining to Association affairs.

## **Article 4 Boundaries and Jurisdiction**

### **SECTION 1 FWSA Boundaries and Jurisdiction:**

The boundaries of this Association shall coincide with the boundaries of the Federal Way School District #210, or as defined under the Charter issued by the WSYSA. The FWSA is the official authority for all the children of the Federal Way School District #210. All youth soccer players registered with the FWSA or participating in a program administered by the FWSA are subject to the control and authority of this Association.

To better serve the children within the Association the FWSA will split the school District into 2 geographical sections hereafter, to be called mod clubs. These 2 mod clubs will be granted custodial responsibility for the children U-6 through U-10, FWSA shall grant a third club, Federal Way United, custodial responsibility for ages U-11 through U-19 within the boundaries listed in Article 4, Section 2, of these by-laws.

**SECTION 2 Member Organizations Boundaries and Jurisdiction:**

The geographical boundaries and age jurisdiction of FWSA member organizations shall be approved by the Board of Directors and are as follows:

**Federal Way West Mod Soccer Club:**

This club shall have custodial responsibility for ages U-6 through U-10. The boundaries of this club shall be from Pacific Highway South, West and shall encompass all the Federal Way School District #210's western, southern and northern boundaries, which are west of Pacific Highway South. This club may choose to include any private schools that may fall within the above listed boundaries.

**Federal Way East Mod Soccer club:**

This club shall have custodial responsibility for ages U-6 through U-10. The boundaries of this club shall be Pacific Highway South, east to West Valley Highway, south to the Pierce County line and north to the Federal Way School District #210's northern most boundary. This club may choose to include any private schools that may fall within the above listed boundaries.

**Federal Way United:**

The boundaries of this club shall coincide and encompass all of Federal Way school District #210. This club will have custodial responsibility of the youth ages U-11 through U-19.

**Article 5 Membership**

**SECTION 1 Association Membership:**

The membership of this Association shall be by Member Organizations. All such organizations are eligible for membership subject to approval of the Board of Directors and upon payment of an annual affiliation fee.

**SECTION 2 Member Organization Teams:**

Member Organizations shall have a minimum of five (5) registered and active teams. Such teams shall be generally formed of players who reside within the geographic area specified in Article 4 of these by-laws. A Member Organization, when requested in writing, shall petition the Association on behalf of a player who desires to play on a team of an affiliated organization.

**SECTION 3 Application for Membership:**

Applications for membership shall be submitted in writing to the Secretary of the Association, in the format prescribed by the Board of Directors, with copies of the organizations Constitution, by-laws and rules. Such applications shall be presented to the Board of Directors at the next meeting, following acceptance by the Secretary, and a majority vote of the Board of Directors shall constitute approval. Upon approval of the application the member organization shall be granted the custodial responsibility over

the youth soccer players registered with that member organization. Any proposed changes to the original constitution or by-laws must be submitted to the FWSA secretary 45 days before the member organizations AGM for the FWSA Board of Directors approval.

**SECTION 4 Affiliation Fee:**

The Affiliation fee for each member organization shall be an amount set by two-thirds affirmative vote of a quorum of the Board of Directors. The annual affiliation fee is due and payable to FWSA October 1<sup>st</sup> and the insurance portions of said fee are due September 1<sup>st</sup>.

**SECTION 5 Member Organizations Votes:**

All member organizations shall be entitled to one member on the Board of Directors and four votes at all regular and special meetings of the Board, except that no member organization in arrears with its dues or suspended, shall be entitled to vote or participate in the business of the Association. Members holding Board office (elected or appointed) may not represent nor hold proxy vote for clubs during Board meetings. In all business, the responsibility of the Board position supersedes the Club affiliation.

**SECTION 6 Member Organization Duty:**

It is the duty of all member organizations to uphold the purpose of the Association and to help in the supervision of all soccer activities that take place. Each member organization shall be responsible for the conduct of its players, coaches, officials and spectators. Each member organization shall take all precautions reasonable to safeguard the players, game officials and spectators. Each member organization shall make reasonable effort to protect the property, public or private, on which the game is played from damage or misuse.

**SECTION 7 Rules and Regulations:**

All member organizations shall abide by the rules and regulations of the Association. Any member organization, which attempts to circumvent a decision rendered by the Association, or which damages the interests of the Association by word or deed, shall be charged with misconduct and shall face suspension, expulsion, or lesser disciplinary action. The FWSA Judicial chair and his committee shall review the full particulars relating to a charge of misconduct and upon two-thirds majority vote of a quorum of the committee may suspend or expel the offending member organization or take other lesser disciplinary action considered appropriate, upon approval of the Executive Board of FWSA.

**SECTION 8 Legal Services:**

In any Judicial matter, no player, coach, manager, team assistant, referee, parent or officer from any member team, club Association or Organization shall engage the services of any lawyer or Attorney or invoke the aid of the courts until all avenues of approach of the Judicial procedure are exhausted through regular channels of organized soccer.

**SECTION 9 The Referee Association:**

The Referee Association shall be entitled to one member on the Board of Directors and one vote at all regular and special meetings of the Board. The Referee Administrator shall be appointed to the Board of Directors by the Referee Association. It shall be his duty to represent FWSA at State level, be responsible for referee development and referee judicial review, and to be the liaison with the Washington State Soccer Referee Association. He shall be a qualified referee, shall assist the Director of Judiciary with regards to the laws of the game. He shall maintain liaison between the Association and Referees Association. He shall coordinate referees clinics. He shall be a voting member of the Board of Directors.

**SECTION 10 Membership Withdrawal:**

Any withdrawal of FWSA membership by a member organization (club) must be approved by two-thirds majority vote of the FWSA Board of Directors.

**Article 6 Inter-Association Affiliation**

Any team or Association wishing to affiliate with the Federal Way Soccer Association for the purpose of competition or promotion of soccer, will, after signing an agreement, fall under the jurisdiction and will be governed by the Federal Way Soccer Association By-laws. Also said teams or Associations must, if requested by the Association registrar, submit to the Federal Way Soccer Association registrar, a properly filled out team roster and proof of age certificate, before any scheduling can take place.

**Article 7 Board of Directors**

**SECTION 1 The Governing Body**

The Association Board of Directors shall have the right of decision on all matters pertaining to Association affairs. The Board of Directors will conduct the business of the Association, and shall consist of the elected officers, (here after referred to as the Executive Board) and the appointed officers and one Representative from each member Organization.

The responsibilities of the Board of Directors and Authority shall include, but not be limited to:

1. They shall be responsible for enforcing the Constitution, by-laws and operating procedures of the FWSA
2. Approval of formation and operation of tournaments.
3. Approval of interstate and international play.
4. Removal of FWSA officers based on detrimental actions or neglect of accepted responsibilities.
5. Filling vacancies of the Executive Board.
6. To ensure member organizations by-laws are in compliance with FWSA and WSYSA bylaws.

**Article 8 Executive Board**

**SECTION 1 Executive Board (Elected):**

The Executive Board of this Club shall be:

1. President
2. Vice President

3. Secretary
4. Treasurer
5. Registrar
6. Director of Judiciary
7. Fields Director
8. Referee Administrator
9. Webmaster

**SECTION 2 Duties and Responsibilities of the Executive Board:**

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

1. Enforcing the FWSA and WSYSA by-laws, procedures, and rules.
2. Approval and operation of any and all tournaments sponsored by the Association.
3. Approval or removal of the Association Board of Directors.
4. Recommendations to the Board of Directors for suspension or removal of the Association officers.
5. Review and make recommendations on matters to be submitted to the Board of Directors.
6. Sign order on the treasury.

**SECTION 3 Officers Election Procedures:**

1. The Executive Board (elected) shall be elected at the Annual General Meeting by the Associations voting membership, as follows:
  - a. Officers to be elected on ODD numbered years are:
 

President	Fields Director
Secretary	Director of Girls Programs
  - b. Officers to be elected in EVEN numbered years are:
 

Vice President	Director of Judiciary
Registrar	Treasurer
	Webmaster
2. A 30 day written notification stating the date and place of the election shall be mailed to each member of the Body.
3. Nominations shall be accepted from the floor at the election.
4. Prior to each election, the President shall appoint a person who is not a candidate for office to conduct the election. Such person shall appoint a minimum of two (2) tellers and a secretary to pass out, collect and count the ballots in the presence of the election chair. Ballots may be distributed in advance by this committee as part of the procedure of signing in. The election results shall be announced to the membership by the election chair who shall state the number of eligible votes, the number of votes counted, the number of votes necessary to elect, and the results of the balloting.
5. A majority of votes cast shall be necessary to elect.

6. In the event an objection is raised, a recount of the ballots may be approved by the Board of Directors in a weighted, roll call vote. In the event a recount is authorized, each person running for office shall be entitled to appoint one person to monitor the recount.
7. The election chair shall then entertain a motion to destroy the ballots.

#### **SECTION 4 Term of Office**

1. The term of office for the FWSA Executive Board shall commence immediately upon election, and shall continue until the Annual General Meeting two years hence. Outgoing officers shall assist the successors for a period not to exceed the remainder of the fiscal year, in order to assure a smooth transition. All Association officers are eligible for re-election to the same office at succeeding elections. Vacancies occurring subsequent to elections shall be filled by majority vote of a quorum of the Board of Directors; except if the President is vacated, a new Vice President shall be selected. The term of office for officers elected by such election is the unexpired term of the vacated office.
2. In the event the office of the President, Vice President, Secretary Treasurer, Registrar, Judicial are all vacated, the Board of Directors shall elect, by a majority vote of a quorum, replacements for the remainder of their respective terms. In the interim, the Board of Directors shall designate a member of the Board of Directors as Acting President.
3. Any Executive Board member being absent from three (3) consecutive meetings of the Executive Board or the Board of Directors, or being negligent in responsibilities to the Association, or being in violation of the FWSA or WSYSA Code of Ethics or combination thereof, shall be subject to suspension or removal by the Board of Directors.

#### **SECTION 5 Duties and Responsibilities of Executive Board:**

The duties and responsibilities of the Elected officers shall be:

##### **A. PRESIDENT:**

1. He shall call, attend, and preside over all Association and Board of Director meetings.
2. Submit a report on his/her activities at each monthly meeting
3. Supervise all activities of the Association and Board of Directors.
4. Serve as ex-officio chairman of all committees.
5. Present to the Board for approval all nominations for vacancies on the Board as necessary during his/her term of office.
6. Prepare an agenda before all meetings.
7. Present for approval, by the Executive Board, Appointed chairpersons names.
8. When requested by a majority vote of the Board of Directors, he shall call special meetings of the Board of Directors, as the need arises.
9. In his capacity as Chairman of the Board of Directors, he shall vote only in the case of a tie.

**B. VICE PRESIDENT:**

1. Attend all Association monthly meetings
2. Submit a report on his/her activities at each meeting
3. Assume the President's duties in his/her absence.
4. Assist the President as required
5. He shall be the Chairman of the Canadian exchange Committee.
6. He shall serve as chairman for all FWSA clinics, camps and training programs.
7. He shall be responsible for communication and education of all officers and committee Directors on the Board of Directors regarding their duties and activities of their position.
8. He shall be responsible for all FWSA fund raising activities
9. He shall be a voting member of the Board of Directors.

**C. SECRETARY:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities at each meeting.
3. Attend to and file all correspondence and maintain a business address for the Association.
4. He shall record and prepare the minutes for all meetings of the Board of Directors and the Association.
5. He shall distribute to all Board members and mail member organization Presidents copies of such minutes no later than two weeks from previous Association meeting.
6. He shall provide timely notifications of the time and place of Board of Directors meetings to all members of the Board of Directors.
7. He shall be responsible for collecting, collating, publishing and distributing the annual FWSA Guidebooks (Phone Directory) each year. These books shall include the name of the member organization, name and phone numbers of Association officers and representatives; name and phone numbers of club officers, and coaches; name and phone numbers of Referee Association members; and other information as deemed appropriate. These guidebooks shall be distributed to the Member Organizations no later than the last day of September.
8. He shall help the President prepare meeting agendas.
9. Call role of the Board and name any proxy voters.
10. He shall be a voting member of the board of Directors.

**D. TREASURER:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities at each meeting.
3. Keep financial records of all monetary transactions, including incoming and outgoing monies
4. Maintain a checking and savings account with dual signature authority by either the President, Vice president, and Treasurer; (checks will be signed by Treasurer and one other officer)
5. Assist with and schedule an audit on the records prior to the Annual General Meeting.

6. He shall present a written report on the Financial status at all Association meetings.
7. Submit at the Annual General Meeting a proposed budget for the year.
8. File a tax exempt status with the IRS yearly
9. File yearly State Tax Form and Federal Tax Form.
10. Pay all registration and insurance fees to WSYSA
11. He shall be required to have all member organizations file financial information with the Association in order that they may be covered by Association tax-exempt status.
12. He shall maintain records necessary to assure that member organizations have and maintain insurance coverage acceptable to the Association.
13. He shall assist in adjusting, with Board approval, all departmental accounts as necessary for balanced budgeting, within the total approved budget.
14. He shall be a voting member of the Board of Directors.

**E. REGISTRAR:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities at each meeting.
3. Coordinate Annual Player registration within the Association
4. Verify age of all players registered in the Association
5. Maintain an up to date file on all players, teams and coaches.
6. He shall direct the club registrars in the processing of registration and transfer of players, maintenance and update of rosters.
7. He shall maintain liaison with the WSYSA Registrar.
8. Handle all transfers to and from teams, and to and from clubs and Associations as required by deadlines.
9. Establish a deadline date for the registration of all clubs within the Association and submit to the Secretary for the Annual calendar.
10. He shall be a voting member of the Board of Directors.
11. He shall be responsible for monitoring and reporting to the Risk Manager on the current WSP and WSYSA Volunteer clearance status of all FWSA coaches, team, club, and Association board staff members.

**F. DIRECTOR OF JUDICIARY:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities at each meeting.
3. Preside over all Association Judicial matters.
4. He shall be responsible for prompt disposition of all protests, letters of information, complaints, appeals, and direct the proper committee to hold preliminary hearings and file a report within seven days of validation.
5. He shall also report to the Board of Directors on all such matters concerning protests, letters of information, complaints or appeals.
6. He shall attend or send a representative to all District and State judiciary committee meetings as needed.
7. He shall appoint and chair the By-law Committee and review the by-laws yearly and Submit proposed changes to the FWSA By-laws, in their proper format to all Association membership, a minimum of 30 days before the FWSA AGM.



8. Establish a Judicial pool to be called upon as needed.
9. He shall be a voting member of the Board of Directors.

**G. FIELDS DIRECTOR:**

1. He shall report on the availability and utilization of fields within the Federal Way area.
2. He shall maintain liaison with the Recreation Council, Parks Department and other organizations regarding use, condition and availability of fields for playing soccer.
3. He shall coordinate the activities of member organizations in acquiring and improving fields for soccer.
4. He shall be the representative to the Recreation Council meetings.
5. He shall be a voting member of the Board of Directors.
6. He shall assign fields to member organizations for practice and competition.

**H. REFEREE ADMINISTRATOR:**

1. He shall represent the FWSA at the State level.
2. He shall be responsible for referee development and referee judicial review.
3. He shall be the FWSA liaison with the Washington State Soccer Referee Association.
4. He shall be a qualified referee and shall assist the Director of Judiciary with regards to the laws of the game.
5. He shall coordinate referee clinics
6. He shall be a voting member of the Board of Directors.

**I. WEBMASTER:**

1. He/she shall be responsible for the maintenance of a web site for the Federal Way Soccer Association and its member organizations.
2. He/she shall maintain a "domain name" called "Federal Way Soccer" and shall have that domain name "hosted" by a reputable ISP.
3. He/she shall maintain an E-mail account and will setup forwarding of E-mail addressed to officers or officials of the FWSA. The "Website content" shall be at the direction of the Board of Directors.
4. The Webmaster will be responsible for design and graphics contained on the web site.
5. Content; i.e.: Official forms, team information, officers information, minutes, will be provided to the Webmaster for publication to the web site.
6. A "News" page will be provided for items that are in the interest of Federal Way Soccer but may not be in the current minutes.
7. The Webmaster shall be a voting member of the Federal Way Soccer Association.
8. He/she shall report on the status of the web site at the monthly meetings.

## **Article 9 Appointed Chairpersons**

### **SECTION 1 The Appointed Chairpersons Positions shall be:**

The Appointed Chairpersons positions shall be:

1. WSYSA/District III Representative
2. Chairman publicity Committee
3. Risk Manager
4. Chairman Promotions Committee
5. Chairman of Tournament Committee

### **SECTION 2 Duties and Responsibilities of the Appointed Chairpersons:**

The duties and responsibilities of the appointed chairperson shall be:

#### **A. WSYSA REPRESENTATIVE:**

1. Attend all Association monthly meetings.
2. Submit a report on all matters pertaining to WSYSA/District III activities, to the Board of Directors at each monthly Association meeting.
3. Represent the interests of the Association at all District III and state level meetings per prior instruction by the Board of Directors.
4. He shall serve as the Insurance Coordinator for FWSA
5. He shall be a voting member of the Board of Directors.

#### **B. CHAIRMAN PUBLICITY COMMITTEE:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities at each meeting
3. He shall be responsible for the Association and coordinating member organizations and news media regarding publicity matters.
4. He shall be selected by and under the direction of the President or his designee.
5. He shall be the Webmaster.

#### **C. RISK MANAGER:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities.
3. Be responsible for ensuring that ***all club and Association members who work with children***, such as, but not limited to, the Board of Directors, Executive Board, Head and Assistant Coaches, Team Managers, fill out and return to the WSYSA, a Washington State Youth Soccer Association Volunteer form, Washington State Patrol clearance form, in addition to any other FWSA or WSYSA required security form.
4. Maintain a liaison and work with the WSYSA Risk Manager and provide them with all the **completed** Washington State Patrol forms, Washington State Youth Soccer Volunteer forms, in a timely manner.
5. He shall be a voting member of the Board of Directors.

#### **D. CHAIRMAN PROMOTIONS COMMITTEE:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities at each meeting.
3. He shall be responsible for establishing coaching clinics.
4. He shall be responsible for compiling and maintaining an Association Library.

5. He shall be responsible for acquiring films for use by the Association.
6. He shall be responsible for scheduling such exhibition games as best serves the Association.
7. He shall be selected by and under the direction of the Vice President or his designee.

**E. CHAIRMAN OF TOURNAMENT COMMITTEE:**

1. Attend all Association monthly meetings.
2. Submit a report on his/her activities at each meeting.
3. He shall be selected by the Director of competition and shall be responsible for the scheduling of any playoff games.
4. He shall be responsible to work and coordinate with the John Campbell Director scheduling fields and other Tournaments sponsored by the Association.
5. He shall also coordinate with WSYSA Tournament Committee on all matters concerning field assignment for the WSYSA State Tournament games held within Association Boundaries and schedules for Association teams.

**SECTION 3 Appointment of Chairpersons:**

The appointed Chairpersons shall be appointed and approved by a majority vote of a quorum of the Board of Directors at the regular monthly meetings which will be open to all Association members. The appointed Chairpersons shall not be voting members of the Board of Directors unless so stated.

**SECTION 4 Terms of Office:**

1. The term of office for the appointed Chairpersons shall commence immediately upon appointment and shall continue until the AGM two (2) years hence. Outgoing chairpersons shall assist the successors for a period not to exceed the remainder of the fiscal year, in order to assure a smooth transition.
2. In the event any of the appointed positions become vacant, the Board of Directors shall elect, by a majority vote of a quorum, a replacement.
3. Any chairpersons being absent from three (3) consecutive meetings of the club or being negligent in responsibilities to the Association, or being in violation of the FWSA Code of ethics or combination thereof, shall be subject to suspension or removal from office.

**SECTION 5 Bonding:**

The officers elected to President, Vice President, Secretary, Treasurer, shall be bonded by the FWSA. The FWSA Treasurer will facilitate this process.

**Article 10 Meetings**

**SECTION 1 Annual General Meeting**

1. The Association Annual General meeting must be held before the WSYSA AGM, which is at the end of April. The FWSA shall hold their AGM in April prior to the WSYSA AGM.
2. Written Notification of the meeting and its agenda and any proposed by-law revisions in addition to a list of candidates for each elected office, shall be provided to all FWSA Board of Directors member at least 30 days prior the

Annual General Meeting. Sufficient copies of the notification shall be issued to each member organization so that they may distribute it to their various teams no later than fifteen (15) days prior to the Annual General Meeting.

3. The order of business at the AGM shall be as follows:
  - a. Roll call
  - b. Credentials
  - c. Minutes
  - d. Officer's reports
  - e. Committee reports
  - f. Unfinished business
  - g. Proposals (by-law changes)
  - h. New business
  - i. Election of officers
  - j. Presentation of awards
  - k. Good of the game
  - l. Adjournment

### **SECTION 2 Voting at the AGM**

1. Voting privileges at the AGM will be subject to the following: Each member listed shall have one (1) vote each.
  - a. Member of the FWSA Board of Directors
  - b. The Coach of record
  - c. The Assistant Coach of record
2. Proxy votes shall be accredited to one representative of each team or Board member in lieu of the Board member or Coach of record attending. Delegates shall be limited to a maximum of 5 votes per delegate, self (1) plus four (4) proxy votes. All proxy votes must be in writing and signed by the absent voter.

### **SECTION 3 Regular Monthly Meetings**

1. A quorum of the Association shall consist of two-thirds or more of the members of the Board of Directors, and forty percent more of the representatives from various teams.
2. A quorum of the Board of Directors shall consist of five or more elected officers and fifty percent (rounded to the next higher number) or more of the representatives from the member organizations.
3. The Association Board shall meet on a monthly basis during the playing season, time and place specified by the Association President.
4. Special meetings of the Board of Directors may be called at the discretion of the President to resolve matters that may arise between the regular meeting of the Board.
5. An agenda will be established by the President and made available before each meeting.
6. Agenda for the monthly meeting shall be:
  - a. Call to order
  - b. Roll call
  - c. Minutes
  - d. Officer's reports
  - e. Committee/Chairpersons reports
  - f. Unfinished business

- g. New business
  - h. Good of the Game
  - i. Adjournment
7. Monthly meetings shall last no longer than two (2) hours.
  8. The rules contained in the current edition of Robert's Rules of Order newly revised, shall govern the Association in all cases, to which they are applicable and in which they are not inconsistent with these by-laws and with any special rules of order the Association may adopt.

**SECTION 4 Voting at Monthly Meetings:**

1. The following or their proxy will have the right to vote at any meeting:
  - a. President (as tie breaker only)
  - b. Vice President
  - c. Secretary
  - d. Treasurer
  - e. Registrar
  - f. Director of Judiciary
  - g. Referee Administrator
  - h. Fields Director
  - i. One (1) Representative from each member Organization
  - j. WSYSA/District III Representative
  - k. Risk Manager
  
2. No Association member may have more than one (1) vote for self. No member may submit more than 5 votes (four (4) proxy and one (1) self). All proxy votes must be in writing and signed by the absent voter. Only a signed letter of proxy will be accepted. Signature of FWSA President, Club President, or next available officer present in the President's absence will be required.

**SECTION 5 Attendance at Meetings:**

Attendance at regular monthly meetings and the AGM is mandatory for all Executive Board members. Any Executive Board member unable to attend, must send a proxy voter with his/her (board members) written vote. Any executive Board member, or Appointed Chairperson, missing two (2) meetings consecutively, may be asked to vacate that office.

**SECTION 6 Special General Meetings:**

1. Special General meetings shall be called only for the purpose of removing an elected officer.
2. The order of business at such meetings:
  - a. Roll Call
  - b. Credentials
  - c. Report by the tribunal
  - d. Vote on the report
  - e. Adjournment
3. One vote may be cast per registered team in addition to voting members of the Board of Directors.

4. Special General meetings may be convened by request of the President, or two (2) or more of the elected officers, or 30% or more of the Association membership.

## **Article 11 Finances**

### **SECTION 1 Fiscal Year**

The fiscal year of this Association shall begin at 12:01 am on May 1<sup>st</sup>, and the end at 11:59 pm on April 31<sup>st</sup> of the following year. All financial rules and regulations are in effect during the twelve (12) months of the fiscal year.

### **SECTION 2 Budget:**

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

### **SECTION 3 Registration Fees:**

1. Each player in FWSA, shall pay a registration fee to their member organizations. FWSA will then assess each member organization a per player fee to cover the WSYSA player insurance and WSYSA player fees.
2. No player shall be denied the right to play soccer due to his/her inability to pay the registration fee. All players unable to meet this fee shall declare hardship to his/her team coach or the club registrar before the first scheduled game and uniform distribution.

### **SECTION 4 Field Foundation**

The organization shall establish and maintain a foundation for the development and / or purchase of fields. The FWSA Board of Directors shall administer said foundation, including the establishment of annual fees to be levied upon the members of the FWSA for the foundation. A two-thirds affirmative vote of a quorum of the FWSA Board of Directors is required before funds may be disbursed from the field fund.

### **SECTION 5 Health and Welfare Fund:**

The FWSA shall establish and maintain a Health and Welfare fund for the use of the FWSA for those activities deemed of a special nature by the FWSA member clubs, teams or individuals meeting requirements of financial aid. A two-thirds affirmative vote of a quorum of the FWSA Board of Directors is required before funds may be disbursed from the Health and Welfare fund. Funds for the Health and Welfare fund will be provided by an annual fund raising event in which all FWSA clubs will participate.

### **SECTION 6 Annual Report:**

A written annual report shall be published each year. Such report shall include:

1. Presidents report
2. Treasurer's report
3. Reports from each standing Committee Director

4. Reports from each member organization.

The annual report shall be compiled by the Secretary and forwarded to each member organization no later than thirty days after the Annual General Meeting.

**SECTION 7 Audit:**

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

**Article 12 Fund Raising**

**SECTION 1 Fund Raising:**

All fund raising activities will comply with the current issue of the Washington State charitable Solicitations Act, RCW 19.09, as revised. The Association Treasurer will obtain a copy of said act at the beginning of each fiscal year and provide this information to member organizations. Member organizations failing to comply with this Article may be charged with misconduct.

**SECTION 2 Approved Areas of Fund Raising:**

Fund raising by member organizations shall be restricted to the geographic area served by the member organization except as otherwise approved by the Board of Directors. All fund raising shall be undertaken only with prior approval of the Board of Directors.

**SECTION 3 Sponsorship:**

No member organization shall approach a sponsor committed to another member organization for the purpose of enticing the sponsor away from the other. Copies of sponsorship agreements will be forwarded to the Secretary of the Association upon execution. The Secretary will compile and maintain up to date records of the Association sponsors.

**Article 13 Insurance**

**Section 1 Insurance:**

All member organizations are required to purchase athletic insurance provided by the WSYSA. Full particulars regarding insurance coverage's are available through the WSYSA Office and FWSA Insurance Coordinator (WSYSA Representative).

**SECTION 2 Insurance Claims:**

All insurance claims will be coordinated with the WSYSA Representative.

**Article 14 Year**

**SECTION 1 Seasonal Year:**

1. The seasonal year of the club shall begin September 1, and end on August 31, of the following year. Insurance coverage shall be for the same period of time.
2. Team rosters for existing teams will be in effect September 1, through May 1 of the following year, except for teams participating in Regional or national competition.

**SECTION 2 Fiscal Year:**

The fiscal year of the Club shall begin at 12:01 am May 1, and end at 11:59pm, April 31<sup>st</sup>, of the following year.

**Article 15 By-law Amendments**

**SECTION 1 By-law Amendments:**

1. Amendments to these by-laws may be affected at the Annual General Meeting upon affirmative vote of the majority of the accredited delegates.
2. A proposed amendment to the by-laws must be submitted in writing to the Secretary of the Association not later than forty-five days (45) preceding the Annual General Meeting.

**SECTION 2 By-law Conflicts:**

Any case in which these by-laws are in conflict or become in conflict with the by-laws of the WSYSA, the WSYSA will take precedence, and these by-laws shall be amended at the next Annual General Meeting to eliminate the cause of conflict.

**SECTION 3 Provisional By-laws:**

The Board of Directors, by two-thirds majority vote of a quorum of the Board of Directors, may, from time to time, make temporary rules or regulations governing specific cases or occasions **not provided for on the existing by-laws**, but which may be necessary for carrying out the purpose and objectives of the Association. Provisional rules that were approved during the season, shall remain in effect only until the next Annual General Meeting and must be submitted for ratification at the next Annual General Meeting for adoption into the by-laws if approved by a majority vote of a quorum of the eligible membership.

**Article 16 Player Registration**

**SECTION 1 Age Limits:**

The FWSA has granted custodial responsibility to each of the member organizations for the following age groups: Federal Way West Mod Soccer club and Federal Way East Mod Soccer club will govern over boys and girls, U-6 through U-10 only, with Federal Way United having custodial responsibility for boys and girls U-11 through U-19.

**SECTION 2 Player Limitation:**

1. No player shall be denied the opportunity to participate due to physical and/or mental limitation.
2. No player shall be denied the opportunity to participate, due to his/her inability to pay the registration fee. Each member organization shall make every reasonable effort to assure that all players under their authority receive the opportunity to participate in the game of soccer, and thus will register said player as a hardship and allow said player to participate.

**SECTION 3 Player Registration:**

Each member organization must use a player registration form that is approved by the FWSA. Such form shall include, name, address, telephone number, date of birth, and a signed emergency medical authorization treatment form.



Each team Coach shall be responsible for collecting and submitting to his member organization or Association's registrars by stated deadlines.

1. A completed player registration form for each of his team players.
2. Any club registration fees due from each of his team players.
3. Appropriate proof of age for each of his team players.

The following are acceptable documents for proof of age. Certified birth certificate, birth registration issued by an appropriate government agency, Board of Health records, passport, alien registration card issued by the United States Government, a certificate issued by the Immigration and Naturalization Service attesting to age or a certification of an American citizen born abroad, issued by the appropriate government agency. Hospital or baptismal or religious certificates will not be accepted.

#### **SECTION 4 Player Transfers:**

Transfers will be held in accordance with WSYSA guidelines.

#### **SECTION 5 Residency Changes:**

In case of a residency change, a player may not be compelled to transfer from a team of which he/she has been a registered member prior to changing residence.

### **Article 17 Player Team Assignments**

Except as otherwise specified in these by-laws, all players will be assigned to teams based on their age as of August 1<sup>st</sup> of the seasonal year.

#### **SECTION 1 Player Age Definition:**

- U-6 player has not reached 6<sup>th</sup> birthday before August 1.
- U-7 player has not reached 7<sup>th</sup> birthday before August 1.
- U-8 player has not reached 8<sup>th</sup> birthday before August 1.
- U-9 player has not reached 9<sup>th</sup> birthday before August 1.
- U-10 player has not reached 10<sup>th</sup> birthday before August 1.
- U-11 player has not reached 11<sup>th</sup> birthday before August 1.
- U-12 player has not reached 12<sup>th</sup> birthday before August 1.
- U-13 player has not reached 13<sup>th</sup> birthday before August 1.
- U-14 player has not reached 14<sup>th</sup> birthday before August 1.
- U-15 player has not reached 15<sup>th</sup> birthday before August 1.
- U-16 player has not reached 16<sup>th</sup> birthday before August 1.
- U-17 player has not reached 17<sup>th</sup> birthday before August 1.
- U-18 player has not reached 18<sup>th</sup> birthday before August 1.
- U-19 player has not reached 19<sup>th</sup> birthday before August 1.

#### **SECTION 2 Playing Down:**

As per WSYSA guidelines

#### **SECTION 3 Playing Up:**

1. A player may play up, no more than 2 years, if in the opinion of their coach, and the Member Organizations Board of Directors, it is beneficial to the individual player. Written application must be submitted to the club Board of Directors for approval.
2. No player may play up, for any reason, without the written permission and consent of the player, and their parents or guardians. Each member organization

shall be responsible for obtaining and keeping on file, signed consent forms for each player playing up in their organization.

**SECTION 4 Overage Players:**

Unless having been granted special permission by the FWSA and the WSYSA due to a physical or mental disability, any team playing a player who is over age according to the above age definitions listed in these by-laws, shall forfeit the game(s) in which such player takes part.

**Article 18 Athletic Policy and Player Participation**

**Section 1 Player Participation:**

Except for disciplinary reasons or illness or injury, every player present and in proper uniform shall play a portion of all games in which a FWSA registered team participates. Each player has the right to play in every game. It is recommended that each player participate a minimum of ten (10) minutes per half.

**SECTION 2 Try-outs:**

Team try-outs are not allowed until U-11 and above.

**Article 19 Uniform and Equipment**

**SECTION 1 Uniforms and Equipment:**

Uniforms and equipment shall be the responsibility of the member organizations. Players within member organizations are required to wear playing jerseys, shorts, and socks consistent with the requirements of the Member Organizations. Numbered jerseys shall be numbered with six (6) inch or larger numbers. The jersey worn by the Goalkeeper shall be of a different and distinctive color from either team. No player shall be permitted on the field without a uniform.

**SECTION 2 Soccer Balls:**

Leather or approved soccer balls, preferably with an all weather coating or treatment, will be used in league and Association sponsored competitions.

For mod soccer, U-6 through U-10, refer to Mod rules listed in these by-laws.

For U-11 through U-13, a number four (4) size soccer ball will be used.

For U-14 through U-19, a number five (5) soccer ball will be used.

**SECTION 3 Member Organization Colors:**

Member organizations may reserve specific uniform color combinations for their exclusive use. Organizations desiring to take advantage of this option should contact the Association Secretary, and if there is no prior color reservation conflict, the specific color combination thereof will be assigned to the exclusive use of the requesting organization.

**SECTION 4 Shinguards:**

All players participating within FWSA shall be required to wear shinguards for play.

## **Article 20 Team Sponsorship**

### **SECTION 1 Individual Team Sponsorship:**

Each team may actively seek their own sponsor, and such moneys paid to the team may be used for the team's expenses. All sponsors must be approved by the member Organizations Board of Directors and comply with Article 12 sections 1, 2, and 3 of these by-laws.

## **Article 21 Team Staff**

### **SECTION 1 Coaches and Staff / WSYSA and WSP Forms:**

Each team in FWSA must have a head coach who is at least 18 years of age. Each coach may choose to have an assistant coach and a team manager, however, every individual on each team, who works with the players MUST fill out a Washington State Patrol form and a WSYSA volunteer form every two (2) years. These clearance forms must be approved by the appropriate agencies, and on file with the FWSA Risk Manager before any individual is permitted to work with any team.

## **Article 22 Rules of Competition**

### **SECTION 1 Organized Teams:**

Member Organizations shall organize teams within their various designated age divisions. All such teams will be registered with the Association Registrar, and all teams so registered will be organized into leagues and accordingly scheduled games by the Association, District and State, whichever is appropriate.

### **SECTION 2 Association Affiliation for Scheduling:**

Teams may affiliate with the FWSA for scheduling purposes only. In which case a certificate of insurance must be filed with the FWSA Secretary by the parent organization of said team. Affiliation fees, if any, will annually be set by the Board of Directors. All said teams will adhere to the FWSA By-laws.

### **SECTION 3 Team Size:**

U-6 through U-10 team sizes shall adhere to the FWSA Mod rules listed in Article 24 of these by-laws. U-11 through U-19 teams shall not exceed eighteen (18) players per team. However, member organizations may establish team maximum size of any lesser number that meets their particular requirements.

### **SECTION 4 Deadlines for Roster Additions:**

Each year the Association will establish a date after which time players may not be added to the roster of any team affiliated with a member organization.

### **SECTION 5 Color Conflicts:**

The uniforms of contesting teams must be distinctive with regard to color. In case of conflict, the home team shall change jerseys or otherwise eliminate the cause of the conflict.

## **Article 23 Special Game Rules**

### **SECTION 1 Rescheduled Games:**

Rescheduled games must be scheduled through the Director of Competition. Failure to field a team (minimum of seven (7) players) within fifteen (15) minutes after the

scheduled game time shall result in a forfeit game, and the game score will be listed as 1-0

**SECTION 2 Player Participation in Senior Amateur Soccer:**

1. A youth player will be permitted to play an unlimited number of senior amateur games without losing his eligibility. The youth player must obtain permission from his youth coach or other authorized team official. The youth coach or other authorized team official must, in writing or by form, request permission from the Washington State Soccer League (WSSL) or Washington State Women Soccer Association (WSWSA). When the above clearances and permissions have been granted, the named senior amateur body has sole discretion in permitting a youth player to play senior amateur games and will be responsible for establishing the procedure under which this will be implemented.
2. Any youth playing for a senior amateur club/team without the approval of his WSWSA District Commissioner may be declared ineligible for youth games.
3. In order for insurance to be effective, participation must be sanctioned and permission(s) granted as indicated in 1.

**Article 24 FWSA Mod Rules of Play and Team Size:**

**SECTION 1 U-6 Mod Rules:**

These FWSA Mod soccer rules must stay within the WSWSA guidelines and may not be modified without a majority vote of a quorum of the FWSA Board of Directors.

1. **THE FIELD:** The field shall be rectangular, it's length being not more than thirty (30) yards and it's width not more than twenty (20) yards. The field of play shall be rectangular; the width shall not exceed the length. A halfway line shall be marked out across the field with a center circle with a three (3) yard radius. Goal size four (4) feet high by six (6) feet wide. A goal area is defined by the area bounded by the lines that come out (3) yards from the goal line that are connected by a (6) yard line that runs parallel with the goal line, this area is to be centered half way between touchlines.
2. **EQUIPMENT:** Ball size #3, shinguards are mandatory.
3. **PLAYER JERSEY:** Color should be sufficiently different from those of the opposing team. If a conflict arises, the home team is responsible for providing alternate uniform colors.  
In general, certain items are not allowed to be worn, including rings, necklaces, bracelets, earrings, hard-billed hats, and other articles of clothing deemed to be hazardous by the referee.
4. **NUMBER OF PLAYERS:** A maximum number of players on the field at any one time shall be three (3) per team with no goalkeeper. Maximum players on the roster should not exceed six (6).

5. **REFEREE:** In general, an accredited referee is not required for a game. As a minimum, games played must be supervised by either an official referee or a person designated to act in their behalf.
6. **DURATION OF THE GAME:** Four (4) ten (10) minute quarters, there shall be two (2) minute quarter breaks, and a half time break of five (5) minutes.
7. **START OF PLAY:** Opponents must be three (3) yards from the center mark while place kicks are in progress.

Substitutions for players shall be accomplished at normal stoppage of play (regardless of possession) or with an injury and with notification / permission by the referee. Substitutions are also unlimited in number. Each player shall play a minimum of 50% of the total playing time. It is strongly recommended that all players have the opportunity to play all positions.

There are no off-sides.

No corner kicks. Throw-ins take the place of a corner kick.

8. **GOAL KICKS:** Opponents must be three (3) yards from the ball. All fouls shall result in an indirect free kick, from the point of the foul, executed no closer than three (3) yards from the Goal. There shall be no direct free kicks or penalty kicks. Opposing players shall be no closer than three (3) yards from the point of the free kick.

During a throw in, all players shall remain a reasonable distance three (3) yards away from the point of throw. A player shall be offered a minimum of one additional try at properly executing a throw in, free kick or goal kick and the mistake shall be explained. Future tries shall be at the discretion of the referee.

There shall be no score keeping or overtime for the purpose of declaring a winner.

All rules not addressed conform to FIFA.

9. **PLAYER CONDUCT:** In general, the game is to be played in a manner consistent with a safe physical and emotional environment for the participants. Players are expected to conduct themselves accordingly. Good sportsmanship shall be stressed at all levels of the game.

Players shall be encouraged to shake hands after the end of the game.

Slide tackles are not allowed. Slide tackling shall result in stoppage of play, and an indirect free kick by the opposing team.

Other actions resulting in stoppage of play and an indirect free kick by the opposing team include, but are not limited to intentional tripping, pushing, holding or handballs.

Player shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence, physical intimidation or degradation.

10. **COACHES CONDUCT:** In general, the game is to be coached in a manner consistent with a safe physical and emotional environment for participants. Coaches are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages in the presence of any player is prohibited. Coaches are responsible for the conduct of their players, coaching staff, and spectators.

Coaches shall not be allowed on the field of play during the entire duration of the game except with the referee's permission. Coaches shall not be positioned at the end line or near the goal areas.

Coaches shall be dismissed from the game field for flagrant un-sportsman-like infractions. Including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

11. **SPECTATOR CONDUCT:** In general, the game is to be observed in a manner consistent with a safe physical and emotional environment for the participants. Spectators are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages at the game site is prohibited.

Spectators are allowed to watch the game from the middle  $\frac{1}{2}$  of the sidelines, and shall be no closer than two (2) yards from the touchline. No spectators are allowed behind the goal line.

Spectators shall be dismissed from the game field by the coach for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

The Federal Way Youth Soccer Association allows the coach to drop a player from a team if the parent or guardians behavior is in flagrant violation of the rules of spectator conduct.

### **SECTION 2 U-7 and U-8 Mod Rules:**

1. **THE FIELD:** The field must be rectangular, it's length being not more than sixty (60) yards, nor less than forty (40) yards and its width not more than fifty (50) yards nor less than thirty (30) yards. The length in all cases shall exceed the width.

**MARKINGS:** The two longer boundary lines are called touchlines and the two shorter lines are called goal lines. A halfway line parallel to the goal lines is to be marked out from touchline to touchline, with a six (6) yard radius center circle around the midpoint. Four arcs with a two (2) feet radius at each corner are to be drawn inside the field.

**AREAS:** A goal area is defined by the area bounded by the lines at three (3) yards from each goal post and three (3) yards from the goal line into the field of

play. A penalty area is defined by the area bounded by the lines at nine (9) yards into the field of play from each goal post. Goal size: five (5) feet high by ten (10) feet wide.

2. **EQUIPMENT:** Ball size #3 for U-7 and ball size #4 for U-8., shinguards are mandatory
3. **PLAYER JERSEY:** Colors should be sufficiently different from those of the opposing team. If a conflict arises, the home team is responsible for providing alternate uniforms colors.
4. **GOALIE JERSERY:** The goalie jersey shall be a color significantly different than the color of either team.

In general, certain items are not allowed to be worn, including rings, necklaces, bracelets, earrings, hard-billed hats, and other articles of clothing deemed to be hazardous by the referee.

5. **NUMBER OF PLAYERS:** A maximum number of players on the field at any one time shall be six (6) per team, one of which may be a goalkeeper. Maximum number of players on the roster should not exceed twelve (12).
6. **REFEREE:** In general, an accredited referee is not required for a game, but is desirable. As a minimum, games played must be supervised by either an official referee or a person designated to act in their behalf. Referees are asked to explain the infractions to the player.
7. **DURATION OF THE GAME:** Duration of the game shall be divided into two (2) twenty-five (25) minute halves. There shall be a half time break of five (5) minutes.

Substitutions for players shall be accomplished at normal stoppage of play (regardless of possession) or with an injury and with notification / permission by the referee. Each player shall play a minimum of 50% of the total playing time. It is strongly recommended that all players have the opportunity to play all positions.

8. **START OF PLAY:** Opponents must be six (6) yards from the center mark while place kicks are in progress.

There are no off-sides. However, "*camping out*" near the opposing goal is not allowed and shall be called at the discretion of the referee.

In an effort to protect the goalie, the goalie is not to be contacted by any opposing player.

Goal kicks shall be free kicks executed from any position within the goal area. Opposing players shall be no closer than six (6) yards from the point of the free kick. The ball must travel outside the goal area before it is in play.

Corner kicks shall be executed from the corners. Opposing players shall be no closer than six (6) yards from the point of the corner kick.

All fouls shall result in an indirect free kick. There shall be no direct free kicks or penalty kicks. Opposing players shall be no closer than six (6) yards from the point of the free kick, unless the kick is taken less than six (6) yards from the goal. In this case, opposing players may line up on the goal line.

During a throw in, all players shall remain a reasonable distance five (5) yards away from the point of the throw.

A player shall be offered a minimum of one additional try at properly executing a throw-in. Mistakes will be explained to the players. Future tries shall be at the discretion of the referee.

There shall be no score keeping or overtime for the purpose of declaring a winner.

9. **PLAYER CONDUCT:** In general, the game is to be played in a manner consistent with a safe physical and emotional environment for the participants. Players are expected to conduct themselves accordingly. Good sportsmanship shall be stressed at all levels of the game.

Players shall be encouraged to shake hands after the end of the game.

Slide tackles are not allowed. Slide tackling shall result in stoppage of play, and an indirect free kick by the opposing team.

Other actions resulting in stoppage of play and an indirect free kick by the opposing team include, but are not limited to, intentional tripping, pushing, holding or handballs.

Player shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence, physical intimidation or degradation, or aggressive contact with the goalie.

10. **COACHES CONDUCT:** In general, the game is to be coached in a manner consistent with a safe physical and emotional environment for participants. Coaches are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages in the presence of any player is prohibited. Coaches are responsible for the conduct of their players, coaching staff, and spectators.



Coaches shall not be allowed on the field of play during the entire duration of the game except with the referee's permission.

Coaches shall be dismissed from the game field for flagrant un-sportsman-like infractions, including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

11. **SPECTATOR CONDUCT:** In general, the game is to be observed in a manner consistent with a safe physical and emotional environment for the participants. Spectators are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages at the game site is prohibited.

Spectators are allowed to watch the game from the middle ½ of the sidelines and shall be no closer than two (2) yards from the touchline. No spectators are allowed behind the goal line.

Spectators shall be dismissed from the game field by the coach for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

The Federal Way Youth Soccer Association by-laws allow the coach to drop a player from a team if the parent or guardians behavior is in flagrant violation of the rules of spectator conduct.

### **SECTION 3 U-9 and U-10 Mod Rules:**

1. **THE FIELD:** The field of play shall be rectangular, it's length being not more than ninety (90) yards nor less than seventy-five (75) yards and its width not more than fifty (50) yards nor less than forty (40) yards. The length in all cases shall exceed the width. A halfway line shall be marked out across the field; with an eight (8) yard radius center circle, and four arcs with a two (2) foot radius. Goal area: six (6) yards from each goal post and six (6) yards into the field of play joined by a line drawn parallel with the goal line. The penalty area shall be 15 yards into the field of play. Goal size six (6) feet high x 18 feet wide minimum – 8 feet high x 24 feet wide maximum.
2. **EQUIPMENT:** Ball size #4. Shinguards are mandatory
3. **PLAYER JERSEY:** Colors should be sufficiently different from those of the opposing team. If a conflict arises, the home team is responsible for providing alternate uniform colors.
4. **GOALIE JERSERY:** The goalie jersey shall be a color significantly different than the color of either team.

In general, certain items are not allowed to be worn, including rings, necklaces, bracelets, earrings, hard-billed hats, and other articles of clothing deemed to be hazardous by the referee.

5. **NUMBER OF PLAYERS:** A maximum number of players on the field at any one time shall be eight (8) per team, one of whom must be a goalkeeper. Maximum number of players on the roster should not exceed fourteen (14). Each player should play a minimum of 50% of the total playing time (exception can be granted by the club's Board to teams enrolled in district competitions).
6. **REFEREE:** In general, an accredited referee is required for a game, As a minimum, games played must be supervised by either an official referee or a person designated to act in their behalf. Linesmen are desirable, but not mandatory. Referees are expected to explain the infractions to the player.
7. **DURATION OF THE GAME:** Each game shall have two (2) twenty-five (25) minute halves with a five (5) minute break between halves.
8. **START OF PLAY:** Opponents must be eight (8) yards from the center mark while place kicks are in progress.

All restarts after fouls shall conform to FIFA with the opponents eight (8) yards away, minimum.

There shall be no score kept for the purpose of declaring a winner.

Rules not addressed in these by-laws shall conform to FIFA.

9. **PLAYER CONDUCT:** In general, the game is to be played in a manner consistent with a safe physical and emotional environment for the participants. Players are expected to conduct themselves accordingly. Good sportsmanship shall be stressed at all levels of the game.

Players shall be encouraged to shake hands after the end of the game.

Slide tackles are not allowed. Slide tackling shall result in stoppage of play, and an indirect free kick by the opposing team.

Other actions resulting in stoppage of play and a direct free kick by the opposing team include, but are not limited to intentional; tripping, pushing, holding or handballs.

Player shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence, physical intimidation or degradation, or aggressive contact with the goalie.

10. **COACHES CONDUCT:** In general, the game is to be coached in a manner consistent with a safe physical and emotional environment for participants. Coaches are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages in the presence of any player is prohibited. Coaches are responsible for the conduct of their players, coaching staff, and spectators.

Coaches shall be dismissed from the game field for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

11. **SPECTATOR CONDUCT:** In general, the game is to be observed in a manner consistent with a safe physical and emotional environment for the participants. Spectators are expected to conduct themselves accordingly. Smoking or consumption of alcoholic beverages at the game site is prohibited.

Spectators are allowed to watch the game from the middle ½ of the sidelines and shall be no closer than two (2) yards from the touchline. Spectators must remain between the penalty areas.

Spectators shall be dismissed from the game field, by the coach, for flagrant un-sportsman-like infractions including but not limited to: swearing, physical violence or physical or verbal intimidation or degradation of players or referees.

The Federal Way Youth Soccer Association by-laws allow the coach to drop a player from a team if the parent or guardians behavior is in flagrant violation of the rules of spectator conduct.

## **Article 25 Jamboree, Tournaments, and Cup Games**

The control, organization and decisions for conduction of jamborees, tournaments and cup games is vested in the Association. Rules, regulations, schedules, entry fees and so forth, will be determined on an individual basis depending solely upon participation, timing and requirements for such competition. The Board of Directors will supervise through special and standing committees all matters pertaining to such competitions.

## **Article 26 Judicial**

The FWSA Judicial committee shall have the power to discipline any FWSA member, player, coach, or parent whose actions have willfully violated these by-laws, constitution or operating procedures or who's actions are detrimental to the purposes of the FWSA. Penalties may consist of warnings, temporary or permanent exclusion from the activities of the FWSA.

A claim of ignorance of these policies, procedures or by-laws shall not be satisfactory grounds for the alteration or waiving of such polices or procedures.

The Association Director of Judicial will follow the WSYSAs most current administrative handbook page 40 section 3, rule 213, Judicial, for all judicial matters.

### **SECTION 1 Judicial Committee:**

1. The judicial committee shall have sole responsibility for disciplinary recommendations.
2. All appeals start at the FWSA level.
3. All parties directly/indirectly involved in alleged violation shall not serve on the Judicial committee proceedings.

4. Judicial committee shall be formed from a judicial pool and shall consist of a minimum of two (2) non-partisan persons plus the Judicial chair.
5. The Judicial committee shall be formed on an as need basis.
6. The Judicial chair shall vote only in a tie.

**SECTION 2 Judicial Representation:**

In any judicial matter, no player, coach, manager, team assistant, referee, parent or officer from the team, club or FWSA shall engage the services of any lawyer or attorney or invoke the aid of the courts until all avenues of approach of the Judicial procedure are exhausted through regular channels of organized soccer.

**SECTION 3 Cause of Action Filing Requirements:**

Any hearing of a protest or appeal, or allegation of misconduct must be as the result of a properly submitted written cause of action. No hearing or other administrative action shall result from circumstances or charges, which are only communicated verbally.

**SECTION 4 Rules of Competition – Protests and Misconduct Filing Procedures:**

Protests are usually related to a specific game or administrative action, and are filed by one of the involved team officials. Only those teams involved are permitted to protest a game result.

Protests must be based upon violation of the published rules of the competition or WSYSA Rules and Regulations or FIFA Laws of the game.

The rights of protest and appeal within the rules of the competition must be exhausted before proceeding to the next level of authority defined within these by-laws.

1. The FWSA Judicial committee will deal with all protests and misconduct reports arising out of competitions conducted by FWSA. The FWSA Judicial will also hear appeals arising from the member organizations Judicial and administrative decisions.
2. District III will deal with all protest and misconduct reports arising out of competitions conducted by that District.
3. The WSYSA conduct committee will deal with all misconduct reports arising out of competitions conducted by WSYSA. WSYSA Protests and Appeals will deal with all protests and appeals arising out of competitions conducted by WSYSA.
4. Any protest must be in regards to the laws of the game. Protesting coach must inform opposing coach and referee about his intent to protest game BEFORE LEAVING THE GAME FIELD.
5. Any protest must be submitted in writing, via **CERTIFIED OR REGISTERED MAIL**, accompanied by a \$25.00 fee (money order or cashiers check only, no personal checks or cash) to the FWSA Director of Judiciary, within forty-eight (48) hours of the event being protested. The fee less expenses, is refundable if the protest is upheld, or retained and deposited if the protest is denied.

6. Any protest must be submitted with the following:
  - a. A SIGNED letter of protest, explaining *the exact law or procedure* that you feel was violated, in addition to the specifics of the complaint, i.e. how and by whom it was allegedly violated.
  - b. Any supporting documents to support your case making sure they are all signed, (typed signatures are unacceptable) and contain names and phone numbers for all parties submitting documents.
  - c. A statement of the desired resolution.
  - d. \$25.00 filing fee stated above in item "5".

**SECTION 5 Filing Procedures for Appeals:**

Appeals arise as the result of an adverse decision from a protest hearing, administrative action, disciplinary hearing, or lower level appeal. Only those parties to the original action, who are adversely impacted by such decisions, shall be allowed to appeal.

An appeal shall not have the effect of "staying" a previous ruling. Previous decisions remain in force, pending the result of the appeal.

1. The FWSA Judicial committee will hear appeals arising from the Member organizations Judicial and administrative decisions.
2. The FWSA President will hear appeals arising from the FWSA Judicial committee. The next level of appeal will be the District, then WSYSA Judicial then WSYSA Protests and Appeals, then the WSYSA Executive Board.
3. Any appeal must be submitted via **CERTIFIED OR REGISTERED U.S. MAIL** to the proper judicial authority designated in item "1" and "2" above, within forty-eight (48) hours of the receipt by the appellant of the prior adverse ruling (Sundays and Holidays excluded unless the rules of the competition state otherwise) and must include the following:
  - a. A written, signed letter explaining your exact reason for appealing, listing the exact violation of the laws or procedures.
  - b. The original document of the protest, appeal or alleged misconduct.
  - c. All supporting documents (signed) with names and phone numbers of persons submitting documents.
  - d. A statement of desired resolution.
  - e. Filing fee of \$25.00, which will be refunded, less expenses, if your appeal is upheld, or retained and deposited if the appeal is denied.
4. The appellant must inform the lower judicial body of his intent to appeal by sending the chairman of the lower-level hearing board one (1) copy of the letter of appeal also within forty-eight (48) hours of receipt of the lower level ruling. This copy shall be submitted via **CERTIFIED OR REGISTERED MAIL**.

Upon such notice, the chairman of the lower level hearing board shall immediately submit all retained evidence and documentation to the next higher level chairman. This submittal shall also be by **CERTIFIED OR REGISTERED MAIL**.

### **SECTION 6 General Grievances:**

A grievance is a complaint of a general nature, which is not based upon specific rule violations, or upon a specific administrative decision (or lack of decision). General grievances are not handled through protest, appeals, or disciplinary hearing processes.

Grievances may be heard on an informal basis by the appropriate competition authority.

The Member organizations grievances shall be heard by their perspective Executive Boards, then appealed to the FWSA Executive Board.

### **SECTION 7 Tribunals:**

Upon two-thirds affirmative vote of a quorum of the Board of Directors a Tribunal shall be appointed by the Board and chaired by the FWSA Judicial, to review the conduct of an officer. Such tribunal shall consist of Association members not then serving on the Board of Directors, each member organization shall be represented on the tribunal. The tribunal shall serve for thirty calendar days. Upon unanimous vote of the tribunal, a Special General Meeting shall be called for the purpose of removing an elected officer from office prior to the expiration of his term. Upon two-thirds vote of a quorum of accredited delegates at such a meeting, the office shall be declared vacant, and shall be subsequently filled in accordance with these by-laws.

### **Article 27 Discipline**

Coaches and /or staff, players and parents or guardians and spectators of youth soccer games will be brought before either the club, FWSA or WSYSA Judicial board, to be reviewed, disciplined or terminated for committing any of the following:

#### **SECTION 1 Actions deeming Judicial review/action:**

1. Conviction of a felony as defined by the revised code of WSYSA.
2. Striking, kicking, or spitting upon a player, or spectator.
3. Directing profane remarks at players, or spectators.
4. Un-sportsman like conduct.
5. Receiving a red or two yellow cards during league or tournament play.
6. Violation of these rules and regulations or decisions of the Club Board.
7. Violation of the Club, FWSA or WSYSA Code (coaches and other) of Ethics.

#### **SECTION 2 Referee/linesman Abuse and Assault:**

This club will have a zero tolerance against referee abuse or assault. Any allegations of abuse or assault against a game official (referees and linesmen) will be immediately directed to the WSYSA Board of Protest and Appeals for review and possible disciplinary action. Referee abuse and assault may be defined as, but not limited to the following:

##### **ABUSE**

1. Using foul or abusive language toward a referee or linesman.
2. Spewing any beverage on a referee's personal property.
3. Verbally threatening a referee.

4. Verbal threats or remarks that carry the implied direct threat of physical harm such as “I’ll get you after the game” or “you won’t get out of here in one piece” shall be deemed referee abuse.
5. Any comments directed, derogatory or not, at the referee, or about the referee, can be deemed referee abuse. This includes, before and after the game, on and off the field, including the parking lot.

### **ASSAULT**

1. Hitting, kicking, punching, choking, spitting on or at, grabbing or bodily running into a referee or linesman.
2. Kicking or throwing an object at a referee or linesman that could inflict injury.
3. Damaging a referees uniform or personal property, i.e. car, equipment, flags.
4. Any unwanted physical contact with a referee and/or linesman or his personal property can be deemed referee assault.

### **SECTION 3 Disciplinary Hearings:**

Disciplinary hearings result from allegations of misconduct. Such misconduct must be a violation of a published rule, regulation or procedure.

A disciplinary committee shall only hear allegations of misconduct which are lodged against individuals or entities within the jurisdiction of the convening authority.

Only the elected and or appointed officials of duly constituted clubs, leagues, or tournament committees, or WSYSA administration may bring charges of misconduct. Referees are recognized as officials of such organizations in matters regarding game conduct.

### **Article 28 Coaches Code of Ethics**

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

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

Because the words sportsmanship and fair play represents a discipline, and may be subject to numerous definitions, decisions as to the breach of these ideals will be the responsibility of the club and it’s Judiciary Board.

The following are some of the definable unethical practices that will not be tolerated, and shall make a coach subject to disciplinary action:

1. A coach in this club shall at all times keep the best interest and welfare of the youth foremost in his efforts and actions.
2. A coach shall strive at all times to serve as an example of sportsmanship and fair play in his actions and deeds. A coach should guided his players to the same.
3. A coach shall never place the value of winning over the safety and welfare of players.
4. Coaches shall instruct players to play within the laws of the game and within the spirit of the game.
5. Coaches shall not seek unfair advantage by teaching deliberate un-sportsman-like behavior to players.
6. Coaches shall not tolerate inappropriate behavior from players regardless of the situation.
7. Demands on players' time should never be so extensive as to interfere with academic goals or progress.
8. Coaches must never encourage players to violate the FWSA or WSYSA recruitment, eligibility or player's rules and policies.
9. Coaches shall adhere to all club, FWSA and WSYSA rules and policies, especially those regarding eligibility, team formation and recruitment are mandatory and should never be violated. It is the responsibility of every coach to know and understand these rules.
10. Coaches should be thoroughly aquatinted with and demonstrate a working knowledge of the Laws of the Game.
11. Coaches must adhere to the letter and spirit of the Laws of the Game.
12. Coaches are responsible for their players' action on the field and must not permit them to perform with the intent of causing injury to opposing players.
13. Coaches must constantly strive to teach good sporting behavior.
14. Coaches must ensure that he, his team parents and players and spectators, refrain from criticizing the game officials. The coach must ensure he, his team parents and players, and his spectators show respect to the game officials and must never use demanding dialogue or gestures toward the opposing team or game officials.
15. Coaches must not incite players or spectators or attempt to disrupt the flow of the game.
16. All club, FWSA and WSYSA rules pertaining to recruitment shall be strictly observed by the coach, team manager or team representative.
17. Under no circumstances may a coach, manager or team representative approach a registered player with the objective of inducing him/her to leave his/her team.
18. A coach's behavior must be such as to bring credit to himself, his organization and the sport of soccer.
19. It is unacceptable for any coach to have any verbal altercation with an opposing coach or bench before, during or after the game.
20. Coaches are responsible for controlling his team parents and spectators at all soccer games and related activities.
21. Knowingly and willfully luring players from other teams.



22. Allowing a player to practice with, turn out for, or otherwise encouraging a player to join ones team without first checking to see if that player is in any way attached to any other team, whether it be in another club or Association.
23. Making false representations to players or encouraging players or their parents to make false representations in order to manipulate players or a player (whether to gain or lose said player).
24. Conspiring with any other coach, parent, or player to manipulate players in a manner detrimental to any players best interest or against that players will or wishes.
25. A coach shall do his/her utmost not to let his personal desires color his decisions as to the welfare of the players.
26. A coach shall seek no advantage except those of superior skill.

As a coach of this club and the FWSA, I hereby subscribe and agree to adhere to the above code and subject myself to the decisions of the Club Judicial Board as they pertain to breaches in this code.

\_\_\_\_\_

Name

\_\_\_\_\_

date

## **ADDENDUM**

The Webmaster will maintain a password and provide the President with a copy of that password, the address to access the Website at the ISP and directions for changing the information provided to internic as to the person responsible for the "Federal Way Soccer" domain name.

The Web site may contain advertising. If that advertising generates revenue, that revenue is to be for the Federal Way Soccer Association general fund.

The Website is the property of the Federal Way Soccer Association, the design and information contained therein is to be forwarded/transferred to succeeding webmasters.