

# FEDERAL WAY SOCCER ASSOCIATION

Bylaws Adopted April 2001

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the by-laws of the Association as approved or amended, and in the charter issued by the WSYSA, except when these are superseded by those of the WSYSA by-laws and Constitution.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

37 **SECTION 3 Membership:**

38 Membership to Federal Way Soccer Association shall be open to any soccer players,  
39 coaches, trainers, managers, administrators, and officials not subject to suspension  
40 under section 4 of United States Soccer Federation Bylaw 241, and to any amateur  
41 soccer organization in its designated territory; the Federation articles of incorporation,  
42 bylaws, policies, and requirements take precedence over and supercede the governing  
43 documents and decisions of Federal Way Soccer Association and its members to the  
44 extent applicable under Washington State law; and the Federal Way Soccer Association  
45 and its members will abide by the articles of incorporation, bylaws and requirements of  
46 the Federation and of the Washington State Youth Soccer Association, including on  
47 interplay.  
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49 **Article 4 Boundaries and Jurisdiction**

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

51 The boundaries of this Association shall coincide with the boundaries of the Federal  
52 Way School District #210, or as defined under the Charter issued by the WSYSA. The  
53 FWSA is the official authority for all the children of the Federal Way School District  
54 #210. All youth soccer players registered with the FWSA or participating in a program  
55 administered by the FWSA are subject to the control and authority of this Association.  
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57 **SECTION 2 Member Organizations Boundaries and Jurisdiction:**

58 The geographical boundaries and age jurisdiction of FWSA member organizations shall  
59 be approved by the Board of Directors and are as follows:  
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61 **Federal Way West Mod Soccer Club:**

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

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

76 The boundaries of this club shall coincide and encompass all of Federal Way school  
77 District #210. This club will have custodial responsibility of the youth ages U-11 through  
78 U-19.  
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80 **Article 5 Membership**

81 **SECTION 1 Association Membership:**

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

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**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.

**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 Duties:**

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 Disciplinary 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

133 lesser disciplinary action considered appropriate, upon approval of the Executive Board  
134 of FWSA.

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136 **SECTION 8 Legal Services:**

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

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146 **SECTION 9 The Referee Association:**

147 The Referee Association shall be entitled to one member on the Board of Directors and  
148 one vote at all regular and special meetings of the Board. The Referee Administrator  
149 shall be appointed to the Board of Directors by the Referee Association. It shall be his  
150 duty to represent FWSA at State level, be responsible for referee development and  
151 referee disciplinary review, and to be the liaison with the Washington State Soccer  
152 Referee Association. He shall be a qualified referee, shall assist the 2nd Vice President  
153 of Administration with regards to the laws of the game. He shall maintain liaison  
154 between the Association and Referees Association. He shall coordinate referees  
155 clinics. He shall be a voting member of the Board of Directors.

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157 **SECTION 10 Membership Withdrawal:**

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

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161 **Article 6 Inter-Association Affiliation**

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

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169 **Article 7 Board of Directors**

170 **SECTION 1 The Governing Body**

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

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

- 179 1. They shall be responsible for enforcing the Constitution, by-laws and operating  
180 procedures of the FWSA

- 181 2. Approval of formation and operation of tournaments.  
182 3. Approval of interstate and international play.  
183 4. Removal of FWSA officers based on detrimental actions or neglect of accepted  
184 responsibilities.  
185 5. Filling vacancies of the Executive Board.  
186 6. To ensure member organizations by-laws are in compliance with FWSA and  
187 WSYSA bylaws.

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189 **SECTION 2 Bonding:**

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

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193 **Article 8 Executive Board**

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

195 The Executive Board of this Club shall be:

- 196 1. President  
197 2. Vice President  
198 3. Secretary  
199 4. Treasurer  
200 5. Registrar  
201 6. 2nd Vice President of Administration  
202 7. Fields Director  
203 8. Referee Administrator  
204 9. Webmaster

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

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

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

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219 **SECTION 3 Officers Election Procedures:**

- 220 1. The Executive Board (elected) shall be elected at the Annual General Meeting by  
221 the Associations voting membership, as follows:  
222 a. Officers to be elected on ODD numbered years are:  
223 President Fields Director  
224 Secretary Referee Administrator

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- 230                   b. Officers to be elected in EVEN numbered years are:  
231                    Vice President   2nd Vice President of Administration  
232                    Registrar        Treasurer  
233    Webmaster  
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235                   2. A 30 day written notification stating the date and place of the election shall be  
236                   mailed to each member of the Body.  
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238                   3. Nominations shall be accepted from the floor at the election.  
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241                   4. Prior to each election, the President shall appoint a person who is not a  
242                   candidate for office to conduct the election. That person shall appoint a minimum  
243                   of two (2) tellers and a secretary to pass out, collect and count the ballots in the  
244                   presence of the election chair. Ballots may be distributed in advance by this  
245                   committee as part of the procedure of signing in. The election results shall be  
246                   announced to the membership by the election chair who shall state the number  
247                   of eligible votes, the number of votes counted, the number of votes necessary to  
248                   elect, and the results of the balloting.  
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251                   5. A majority of votes cast shall be necessary to elect.  
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254                   6. In the event an objection is raised, a recount of the ballots may be approved by  
255                   the Board of Directors in a weighted, roll call vote. In the event a recount is  
256                   authorized, each person running for office shall be entitled to appoint one person  
257                   to monitor the recount.  
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260                   7. The election chair shall then entertain a motion to destroy the ballots.

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263 **SECTION 4 Term of Office**

- 264                   1. The term of office for the FWSA Executive Board shall commence immediately  
265                   upon election, and shall continue until the Annual General Meeting two years  
266                   hence. Outgoing officers shall assist the successors for a period not to exceed  
267                   the remainder of the fiscal year, in order to assure a smooth transition. All  
268                   Association officers are eligible for re-election to the same office at succeeding  
269                   elections. Vacancies occurring subsequent to elections shall be filled by majority  
270                   vote of a quorum of the Board of Directors; except if the President is vacated, a  
271                   new Vice President shall be selected. The term of office for officers elected by  
272                   such election is the unexpired term of the vacated office.  
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274                   2. In the event the offices of the President, Vice President, Secretary, Treasurer,  
275                   Registrar, and 2nd VP of Administration are all vacated, the Board of Directors  
276                   shall elect, by a majority vote, replacements for the remainder of their respective  
277                   terms. In the interim, the Board of Directors shall designate a member of the  
278                   Board of Directors as Acting President.

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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 activities at each meeting
3. Assume the President's duties in his absence.
4. Assist the President as required
5. He may 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 activities at each meeting.
3. Attend to and file all correspondence and maintain a business address for the Association.

- 327 4. He shall record and prepare the minutes for all meetings of the Board of  
328 Directors and the Association.
- 329 5. He shall distribute to all Board members and mail member organization  
330 Presidents copies of such minutes no later than two weeks from previous  
331 Association meeting.
- 332 6. He shall provide timely notifications of the time and place of Board of  
333 Directors meetings to all members of the Board of Directors.
- 334 7. He shall be responsible for collecting, collating, publishing and distributing  
335 the annual FWSA Guidebooks (Phone Directory) each year. These books  
336 shall include the name of the member organization, name and phone  
337 numbers of Association officers and representatives; name and phone  
338 numbers of club officers, and coaches; name and phone numbers of  
339 Referee Association members; and other information as deemed  
340 appropriate. These guidebooks shall be distributed to the Member  
341 Organizations no late than the last day of September.
- 342 8. He shall help the President prepare meeting agendas.
- 343 9. Call role of the Board and name any proxy voters.
- 344 10. He shall be a voting member of the board of Directors.

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347 **D. TREASURER:**

- 348 1. Attend all Association monthly meetings.
- 349 2. Submit a report on his activities at each meeting.
- 350 3. Keep financial records of all monetary transactions, including incoming  
351 and outgoing monies
- 352 4. Maintain a checking and savings account with dual signature authority by  
353 either the President, Vice president, and Treasurer; (checks will be signed  
354 by Treasurer and one other officer)
- 355 5. Assist with and schedule an audit on the records prior to the Annual  
356 General Meeting.
- 357 6. He shall present a written report on the financial status at all Association  
358 meetings.
- 359 7. Submit at the Annual General Meeting a proposed budget for the year.
- 360 8. File a tax exempt status with the IRS yearly
- 361 9. File yearly State Tax Form and Federal Tax Form.
- 362 10. Pay all registration and insurance fees to WSYSA
- 363 11. He shall be required to have all member organizations file financial  
364 information with the Association in order that they may be covered by  
365 Association tax-exempt status.
- 366 12. He shall maintain records necessary to assure that member organizations  
367 have and maintain insurance coverage acceptable to the Association.
- 368 13. He shall assist in adjusting, with Board approval, all departmental  
369 accounts as necessary for balanced budgeting, within the total approved  
370 budget.
- 371 14. He shall be a voting member of the Board of Directors.

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373 **E. REGISTRAR/RISK MANAGER**

- 374 1. Attend all Association monthly meetings.
- 375 2. Submit a report on his activities at each meeting.



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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. 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.
  11. 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.
  12. He shall be a voting member of the Board of Directors.

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**F. 2ND VICE PRESIDENT OF ADMINISTRATION:**

1. Attend all Association monthly meetings.
2. Submit a report on his activities at each meeting.
3. Preside over all Association Disciplinary 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 disciplinary 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 Disciplinary pool to be called upon as needed.
9. He shall be a voting member of the Board of Directors.

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**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.

- 425 5. He shall be a voting member of the Board of Directors.  
426 6. He shall assign fields to member organizations for practice and  
427 competition.  
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429 **H. REFEREE ADMINISTRATOR:**

- 430 1. He shall represent the FWSA at the State level.  
431 2. He shall be responsible for referee development and referee disciplinary  
432 review.  
433 3. He shall be the FWSA liaison with the Washington State Soccer Referee  
434 Association.  
435 4. He shall be a qualified referee and shall assist the 2nd Vice President of  
436 Administration with regards to the laws of the game.  
437 5. He shall coordinate referee clinics  
438 6. He shall be a voting member of the Board of Directors.  
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440 **I. WEBMASTER:**

- 441 1. He shall be responsible for the maintenance of a web site for the Federal  
442 Way Soccer Association and its member organizations.  
443 2. He shall maintain a "domain name" called "Federal Way Soccer" and shall  
444 have that domain name "hosted" by a reputable ISP.  
445 3. He shall maintain an E-mail account and will setup forwarding of E-mail  
446 addressed to officers or officials of the FWSA. The "Website content" shall  
447 be at the direction of the Board of Directors.  
448 4. The Webmaster will be responsible for design and graphics contained on  
449 the web site.  
450 5. Content; i.e.: Official forms, team information, officers information,  
451 minutes, will be provided to the Webmaster for publication to the web site.  
452 6. A "News" page will be provided for items that are in the interest of Federal  
453 Way Soccer but may not be in the current minutes.  
454 7. The Webmaster shall be a voting member of the Federal Way Soccer  
455 Association.  
456 8. He shall report on the status of the web site at the monthly meetings.  
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461 **Article 9 Appointed Chairpersons**

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

463 The Appointed Chairpersons positions shall be:

- 464 1. WSYSA/District III Representative  
465 2. Publicity Chairperson  
466 3. Chairman of Tournament Committee  
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468 **SECTION 2 Duties and Responsibilities of the Appointed Chairpersons:**

469 The duties and responsibilities of the appointed chairperson shall be:

470 **A. WSYSA REPRESENTATIVE:**

- 471 1. Attend all Association monthly meetings.

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

478 **B. PUBLICITY CHAIRPERSON:**

- 479 1. Attend all Association monthly meetings.  
480 2. Submit a report on his activities at each meeting  
481 3. He shall be responsible for the Association and coordinating member  
482 organizations and news media regarding publicity matters.  
483 4. He shall be selected by and under the direction of the President or his  
484 designee.

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487 **C. CHAIRMAN OF TOURNAMENT COMMITTEE:**

- 488 1. Attend all Association monthly meetings.  
489 2. Submit a report on his activities at each meeting.  
490 3. He shall be selected by the Director of competition and shall be  
491 responsible for the scheduling of any playoff games.  
492 4. He shall be responsible to work and coordinate with the John Campbell  
493 Director scheduling fields and other Tournaments sponsored by the  
494 Association.  
495 5. He shall also coordinate with WSYSA Tournament Committee on all  
496 matters concerning field assignment for the WSYSA State Tournament  
497 games held within Association Boundaries and schedules for Association  
498 teams.  
499 6. He shall be a voting member of the Board of Directors, he represents us to  
500 the State and other associations.

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502 **SECTION 3 Appointment of Chairpersons:**

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

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508 **SECTION 4 Terms of Office:**

- 509 1. The term of office for the appointed Chairpersons shall commence immediately  
510 upon appointment and shall continue until the AGM two (2) years hence.  
511 Outgoing chairpersons shall assist the successors for a period not to exceed the  
512 remainder of the fiscal year, in order to assure a smooth transition.  
513 2. In the event any of the appointed positions become vacant, the Board of  
514 Directors shall elect, by a majority vote of a quorum, a replacement.

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517 **Article 10 Meetings**

518 **SECTION 1 Annual General Meeting**

- 519 1. The Association Annual General meeting must be held before the WSYSA AGM.

- 520 2. Notification of the meeting and its agenda and any proposed by-law revisions in  
521 addition to a list of candidates for each elected office, shall be made available to  
522 all FWSA Board of Directors members at least 30 days prior the Annual General  
523 Meeting. Notification shall be issued to each member organization so that they  
524 may distribute it to their various teams no later than fifteen (15) days prior to the  
525 Annual General Meeting.
- 526 3. The order of business at the AGM shall be as follows:
- 527 a. Roll call
  - 528 b. Credentials
  - 529 c. Minutes
  - 530 d. Officer's reports
  - 531 e. Committee reports
  - 532 f. Unfinished business
  - 533 g. Proposals (by-law changes)
  - 534 h. New business
  - 535 i. Election of officers
  - 536 j. Presentation of awards
  - 537 k. Good of the game
  - 538 l. Adjournment
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### **SECTION 2 Voting at the AGM**

- 541 1. Voting privileges at the AGM will be subject to the following: Each member listed  
542 shall have one (1) vote each.
- 543 a. Member of the FWSA Board of Directors
  - 544 b. The Coach of record
  - 545 c. The Assistant Coach of record
- 546 2. Proxy votes shall be accredited to one representative of each team or Board  
547 member in lieu of the Board member or Coach of record attending. Delegates  
548 shall be limited to a maximum of 5 votes per delegate, self (1) plus four (4) proxy  
549 votes. All proxy votes must be in writing and signed by the absent voter.
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### **SECTION 3 Regular Monthly Meetings**

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- 553 1. A quorum of the Board of Directors shall consist of five or more elected officers  
554 and fifty percent (rounded to the next higher number) or more of the  
555 representatives from the member organizations.
  - 556 2. The Association Board shall meet on a monthly basis during the playing season,  
557 time and place specified by the Association President.
  - 558 3. Special meetings of the Board of Directors may be called at the discretion of the  
559 President to resolve matters that may arise between the regular meetings of the  
560 Board.
  - 561 4. An agenda will be established by the President and made available before each  
562 meeting.
  - 563 5. Agenda for the monthly meeting shall be:
    - 564 a. Call to order
    - 565 b. Roll call
    - 566 c. Minutes
    - 567 d. Officer's reports
    - 568 e. Committee/Chairpersons reports

- 569 f. Unfinished business
- 570 g. New business
- 571 h. Good of the Game
- 572 i. Adjournment
- 573
- 574 6. Monthly meetings shall last no longer than two (2) hours.
- 575 7. The rules contained in the current edition of Robert's Rules of Order newly
- 576 revised, shall govern the Association in all cases, to which they are applicable
- 577 and in which they are not inconsistent with these by-laws and with any special
- 578 rules of order the Association may adopt.
- 579

580 **SECTION 4 Voting at Monthly Meetings:**

- 581 1. The following or their proxy will have the right to vote at any meeting:
- 582 a. President (as tie breaker only)
- 583 b. Vice President
- 584 c. Secretary
- 585 d. Treasurer
- 586 e. Registrar
- 587 f. 2nd Vice President of Administration
- 588 g. Referee Administrator
- 589 h. Fields Director
- 590 i. One (1) Representative from each member Organization
- 591 j. WSYSA/District III Representative
- 592 k. Webmaster
- 593 l. Tournament Chairman
- 594
- 595
- 596 2. No Association member may have more than one (1) vote for self.
- 597 3. Only a signed letter of proxy will be accepted. Signature of FWSA President,
- 598 Club President, or next available officer present in the President's absence
- 599 will be required.
- 600

601 **SECTION 5 Attendance at Meetings:**

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

607 **SECTION 6 Special General Meetings:**

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

- 618 4. Special General meetings may be convened by request of the President, or two  
619 (2) or more of the elected officers, or 30% or more of the Association  
620 membership.  
621

## 622 **Article 11 Finances**

### 623 **SECTION 1 Fiscal Year**

624 The fiscal year of this Association shall begin at 12:01 am on May 1<sup>st</sup>, and the end at  
625 11:59 pm on April 30<sup>th</sup> of the following year. All financial rules and regulations are in  
626 effect during the twelve (12) months of the fiscal year.  
627

### 628 **SECTION 2 Budget:**

- 629 1. The Treasurer, with the support of the Association Executive Board, shall  
630 prepare a proposed budget for the next fiscal year. Copies of the proposed  
631 budget, by line item, shall be submitted to the Association Board of Directors, at  
632 least thirty (30) days prior to the meeting at which it is adopted. Copies of the  
633 approved budget, by line item, shall be printed in the Annual report.
- 634 2. The budget shall be limited for any given year to expected income plus reserve  
635 for that year. The total budget shall include no less than 10% contingency fund  
636 each year.  
637

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

- 639 1. Each player in FWSA shall pay a registration fee to his member organizations.  
640 FWSA will then assess each member organization a per player fee to cover the  
641 WSYSA player insurance and WSYSA player fees.
- 642 2. No player shall be denied the right to play soccer due to his/her inability to pay  
643 the registration fee. All players unable to meet this fee shall declare hardship to  
644 his team coach or the club registrar before the first scheduled game and uniform  
645 distribution.  
646

### 647 **SECTION 4 Field Fund**

648 The organization shall establish and maintain a fund for the development and / or  
649 purchase of fields. The FWSA Board of Directors shall administer said fund, including  
650 the establishment of annual fees to be levied upon the members of the FWSA for the  
651 fund. A two-thirds affirmative vote of a quorum of the FWSA Board of Directors is  
652 required before funds may be disbursed from the field fund.  
653

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

655 The FWSA shall establish and maintain a Health and Welfare fund for the use of the  
656 FWSA for those activities deemed of a special nature by the FWSA member clubs,  
657 teams or individuals meeting requirements of financial aid. A two-thirds affirmative vote  
658 of a quorum of the FWSA Board of Directors is required before funds may be disbursed  
659 from the Health and Welfare fund. Funds for the Health and Welfare fund will be  
660 acquired by donations, fund raisers, contributions and "found" money.  
661

### 662 **SECTION 6 Annual Reports:**

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

- 664 1. Presidents report  
665 2. Treasurer's report  
666 3. Reports from each standing Committee Director

667 4. Reports from each member organization.

668  
669 The annual report shall be compiled by the Secretary and forwarded to each member  
670 organization no later than thirty days after the Annual General Meeting.

671  
672 **SECTION 7 Audit:**

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

675  
676 **Article 12 Fund Raising**

677 **SECTION 1 Fund Raising:**

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

683  
684 **SECTION 2 Approved Areas of Fund Raising:**

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

688  
689 **SECTION 3 Sponsorship:**

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

695  
696 **Article 13 Insurance:**

697 **Section 1 Insurance:**

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

701  
702 **SECTION 2 Insurance Claims:**

703 All insurance claims will be coordinated with the WSYSA Representative.

704  
705 **Article 14 Year**

706 **SECTION 1 Seasonal Year:**

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

712  
713  
714 **Article 15 By-law Amendments**

715 **SECTION 1 By-law Amendments:**

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

721  
722 **SECTION 2 By-law Conflicts:**

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

726  
727 **SECTION 3 Provisional By-laws:**

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

736  
737 **Article 16 Player Registration**

738  
739 **SECTION 1 Player Limitations:**

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

747  
748 **SECTION 2 Player Registration:**

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

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

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

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



764 **SECTION 3 Player Transfers:**

765 Transfers will be held in accordance with WSYSA guidelines.

766

767 **SECTION 4 Residency Changes:**

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

770

771 **Article 17 Player Team Assignments**

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

774

775 **SECTION 1 Player Age Definition:**

776 U-6 player has not reached 6<sup>th</sup> birthday before August 1.

777 U-7 player has not reached 7<sup>th</sup> birthday before August 1.

778 U-8 player has not reached 8<sup>th</sup> birthday before August 1.

779 U-9 player has not reached 9<sup>th</sup> birthday before August 1.

780 U-10 player has not reached 10<sup>th</sup> birthday before August 1.

781 U-11 player has not reached 11<sup>th</sup> birthday before August 1.

782 U-12 player has not reached 12<sup>th</sup> birthday before August 1.

783 U-13 player has not reached 13<sup>th</sup> birthday before August 1.

784 U-14 player has not reached 14<sup>th</sup> birthday before August 1.

785 U-15 player has not reached 15<sup>th</sup> birthday before August 1.

786 U-16 player has not reached 16<sup>th</sup> birthday before August 1.

787 U-17 player has not reached 17<sup>th</sup> birthday before August 1.

788 U-18 player has not reached 18<sup>th</sup> birthday before August 1.

789 U-19 player has not reached 19<sup>th</sup> birthday before August 1.

790

791 **SECTION 2 Playing Down:**

792 As per WSYSA guidelines

793

794 **SECTION 3 Playing Up:**

795 1. A player may play up, no more than 2 years, if in the opinion of their coach, and  
796 the Member Organizations Board of Directors, it is beneficial to the individual  
797 player. Written application must be submitted to the club Board of Directors for  
798 approval.

799 2. No player may play up, for any reason, without the written permission and  
800 consent of the player, and their parents or guardians. Each member organization  
801 shall be responsible for obtaining and keeping on file, signed consent forms for  
802 each player playing up in their organization.

803

804 **SECTION 4 Overage Players:**

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

809

810 **Article 18 Athletic Policies and Player Participation**

811 **Section 1 Player Participation:**

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

816

817 **SECTION 2 Try-outs:**

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

819

820 **Article 19 Uniform and Equipment**

821 **SECTION 1 Uniforms and Equipment:**

822 Shall be in accordance with FIFA rules.

823

824

825 **SECTION 2 Member Organization Colors:**

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

831

832

833 **Article 20 Team Sponsorship**

834 **SECTION 1 Individual Team Sponsorship:**

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

839

840 **Article 21 Team Staff**

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

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

848

849 **Article 22 Rules of Competition**

850 **SECTION 1 Organized Teams:**

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

855

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

857 Teams from outside Federal Way Soccer Association may affiliate with the FWSA for  
858 scheduling purposes only. In which case a certificate of insurance must be filed with the

859 FWSA Secretary by the parent organization of said team. Affiliation fees, if any, will be  
860 set annually by the Board of Directors. All said teams will adhere to the FWSA By-laws.

861  
862

863 **SECTION 3 Deadlines for Roster Additions:**

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

866  
867

868 **Article 23 Special Game Rules**

869 **SECTION 1 Player Participation in Senior Amateur Soccer:**

- 870 1. A youth player will be permitted to play an unlimited number of senior amateur  
871 games without losing his eligibility. The youth player must obtain permission  
872 from his youth coach or other authorized team official. The youth coach or other  
873 authorized team official must, in writing or by form, request permission from the  
874 Washington State Soccer League (WSSL) or Washington State Women Soccer  
875 Association (WSWSA). When the above clearances and permissions have been  
876 granted, the named senior amateur body has sole discretion in permitting a youth  
877 player to play senior amateur games and will be responsible for establishing the  
878 procedure under which this will be implemented.
- 879
- 880 2. Any youth playing for a senior amateur club/team without the approval of his  
881 WSWSA District Commissioner may be declared ineligible for youth games.
- 882
- 883 3. In order for insurance to be effective, participation must be sanctioned and  
884 permission(s) granted as indicated in 1.

885  
886

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

888 Mod Club Rules of Play and Team size must be Identical.

889

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

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

896

897 **Article 26 Disciplinary Procedure**

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

903

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

906  
907 The Association 2nd VP of Administration will follow the WSYSA's most current  
908 administrative handbook, for all disciplinary matters.

909  
910 **SECTION 1 Disciplinary Committee:**

- 911 1. The disciplinary committee shall have sole responsibility for disciplinary  
912 recommendations.
- 913 2. Any parties' directly/indirectly involved in alleged violation shall not serve on the  
914 Disciplinary committee proceedings.
- 915 3. Disciplinary committee shall be formed from a disciplinary pool and shall consist  
916 of a minimum of two (2) non-partisan persons plus the Disciplinary chair.
- 917 4. The Disciplinary committee shall be formed on an as need basis.
- 918 5. The Disciplinary chair shall vote only in a tie.

919  
920  
921 **SECTION 2 Cause of Action Filing Requirements:**

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

925  
926 **SECTION 3 Rules of Competition – Protests and Misconduct Filing Procedures:**

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

930  
931 Protests must be based upon violation of the published rules of the competition or  
932 WSYSA Rules and Regulations or FIFA Laws of the game.

933  
934 The rights of protest and appeal within the rules of the competition must be exhausted  
935 before proceeding to the next level of authority defined within these by-laws.

- 936  
937 1. The FWSA Disciplinary committee will deal with all protests and misconduct  
938 reports arising out of competitions conducted by the FWSA. The FWSA 2<sup>nd</sup> VP of  
939 Administration will also hear appeals arising from the member organizations  
940 Disciplinary and administrative decisions. Appeals from decisions of the hearing  
941 body for alleged misconduct having consequences beyond FWSA shall be  
942 directed to WSYSA.
- 943  
944 2. District III will deal with all protest and misconduct reports arising out of  
945 competitions conducted by that District.
- 946  
947 3. The WSYSA conduct committee will deal with all misconduct reports arising out  
948 of competitions conducted by WSYSA. WSYSA Protests and Appeals will deal  
949 with all protests and appeals arising out of competitions conducted by WSYSA.
- 950  
951 4. Any protest must be in regards to the laws of the game. Protesting coach must  
952 inform opposing coach and referee about his intent to protest game BEFORE  
953 LEAVING THE GAME FIELD.

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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 2nd Vice President of Administration, 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 4 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 Disciplinary committee will hear appeals arising from the Member organizations Disciplinary and administrative decisions.
2. Any appeal must be submitted via **CERTIFIED OR REGISTERED U.S. MAIL** to the proper disciplinary authority designated in item "1" 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.
3. The appellant must inform the lower disciplinary 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**.

1003  
1004 Upon such notice, the chairman of the lower level hearing board shall  
1005 immediately submit all retained evidence and documentation to the next higher  
1006 level chairman. This submittal shall also be by **CERTIFIED OR REGISTERED**  
1007 **MAIL.**

1008  
1009  
1010 **SECTION 6 General Grievances:**

1011 A grievance is a complaint of a general nature, which is not based upon specific rule  
1012 violations, or upon a specific administrative decision (or lack of decision). General  
1013 grievances are not handled through protest, appeals, or disciplinary hearing processes.

1014  
1015 Grievances may be heard on an informal basis by the appropriate competition authority.

1016  
1017 The Member organizations grievances shall be heard by their respective Executive  
1018 Boards, then appealed to the FWSA Executive Board.

1019  
1020 **SECTION 7 Tribunals:**

1021 Upon two-thirds affirmative vote of a quorum of the Board of Directors a Tribunal shall  
1022 be appointed by the Board and chaired by the FWSA 2nd VP of Administration, to  
1023 review the conduct of an officer. Such tribunal shall consist of Association members not  
1024 then serving on the Board of Directors, each member organization shall be represented  
1025 on the tribunal. The tribunal shall serve for thirty calendar days. Upon unanimous vote  
1026 of the tribunal, a Special General Meeting shall be called for the purpose of removing an  
1027 elected officer from office prior to the expiration of his term. Upon two-thirds vote of a  
1028 quorum of accredited delegates at such a meeting, the office shall be declared vacant,  
1029 and shall be subsequently filled in accordance with these by-laws.

1030  
1031 **Article 27 Discipline**

1032 Coaches and /or staff, players and parents or guardians and spectators of youth soccer  
1033 games will be brought before either the club, FWSA or WSYSA Disciplinary board, to be  
1034 reviewed, disciplined or terminated for committing any of the following:

1035  
1036 **SECTION 1 Actions deeming disciplinary review/action:**

- 1037 1. Conviction of a felony as defined by the revised code of WSYSA.  
1038 2. Striking, kicking, or spitting upon a player, or spectator.  
1039 3. Directing profane remarks at players, or spectators.  
1040 4. Un-sportsman like conduct.  
1041 5. Receiving a red or two yellow cards during league or tournament play.  
1042 6. Violation of these rules and regulations or decisions of the Club Board.  
1043 7. Violation of the Club, FWSA or WSYSA Code (coaches and other) of Ethics.

1044  
1045  
1046 **SECTION 2 Referee/linesman Abuse and Assault:**

1047 This club will have a zero tolerance against referee abuse or assault. Any allegations of  
1048 abuse or assault against a game official (referees and linesmen) will be immediately  
1049 directed to the WSYSA Board of Protest and Appeals for review and possible  
1050 disciplinary action. **Referee abuse and assault may be defined as, but not limited to the**  
1051 **following:**

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**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 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 allows the coach to drop or suspend a player from a team if the parent or guardians behavior is in flagrant violation of the rules of spectator conduct.*

**SECTION 4 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.

1101 **Article 28 Coaches Code of Ethics**

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1103 This code of ethics has been developed to clarify and distinguish approved and  
1104 accepted ethical and moral behavior from that which is detrimental to the development  
1105 of soccer within the FWSA and the WSYSA.

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1107 This code shall be followed by every Coach in this club. Each coach, (head and  
1108 assistant) will be required to subscribe, adhere, and be subject to the following code of  
1109 ethics. Each coach shall be required to read and sign a copy of the code of ethics to be  
1110 kept on record with the club. A breach of this code shall make you subject to  
1111 disciplinary action as determined by the club Disciplinary Committee.

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1113 Because the words sportsmanship and fair play represents a discipline, and may be  
1114 subject to numerous definitions, decisions as to the breach of these ideals will be the  
1115 responsibility of the club and it's Disciplinary Board.

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1118 The following are some of the definable unethical practices that will not be tolerated,  
1119 and shall make a coach subject to disciplinary action:

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1121 1. A coach in this club shall at all times keep the best interest and welfare of the  
1122 youth foremost in his efforts and actions.
- 1123 2. A coach shall strive at all times to serve as an example of sportsmanship and fair  
1124 play in his actions and deeds. A coach should guide his players to the same.
- 1125 3. A coach shall never place the value of winning over the safety and welfare of  
1126 players.
- 1127 4. Coaches shall instruct players to play within the laws of the game and within the  
1128 spirit of the game.
- 1129 5. Coaches shall not seek unfair advantage by teaching deliberate un-sportsman-  
1130 like behavior to players.
- 1131 6. Coaches shall not tolerate inappropriate behavior from players regardless of the  
1132 situation.
- 1133 7. Demands on players' time should never be so extensive as to interfere with  
1134 academic goals or progress.
- 1135 8. Coaches must never encourage players to violate the FWSA or WSYSA  
1136 recruitment, eligibility or player's rules and policies.
- 1137 9. Coaches shall adhere to all club, FWSA and WSYSA rules and policies,  
1138 especially those regarding eligibility, team formation and recruitment are  
1139 mandatory and should never be violated. It is the responsibility of every coach to  
1140 know and understand these rules.
- 1141 10. Coaches should be thoroughly aquatinted with and demonstrate a working  
1142 knowledge of the Laws of the Game.
- 1143 11. Coaches must adhere to the letter and spirit of the Laws of the Game.
- 1144 12. Coaches are responsible for their players' action on the field and must not permit  
1145 them to perform with the intent of causing injury to opposing players.
- 1146 13. Coaches must constantly strive to teach good sporting behavior.
- 1147 14. Coaches must ensure that he, his team parents and players and spectators,  
1148 refrain from criticizing the game officials. The coach must ensure he, his team  
1149 parents and players, and his spectators show respect to the game officials and



- 1150 must never use demanding dialogue or gestures toward the opposing team or  
1151 game officials.
- 1152 15. Coaches must not incite players or spectators or attempt to disrupt the flow of the  
1153 game.
- 1154 16. All club, FWSA and WSYSA rules pertaining to recruitment shall be strictly  
1155 observed by the coach, team manager or team representative.
- 1156 17. Under no circumstances may a coach, manager or team representative approach  
1157 a registered player with the objective of inducing him/her to leave his/her team.
- 1158 18. A coach's behavior must be such as to bring credit to himself, his organization  
1159 and the sport of soccer.
- 1160 19. It is unacceptable for any coach to have any verbal altercation with an opposing  
1161 coach or bench before, during or after the game.
- 1162 20. Coaches are responsible for controlling his team parents and spectators at all  
1163 soccer games and related activities.
- 1164 21. Knowingly and willfully luring players from other teams.
- 1165 22. Allowing a player to practice with, turn out for, or otherwise encouraging a player  
1166 to join ones team without first checking to see if that player is in any way  
1167 attached to any other team, whether it be in another club or Association.
- 1168 23. Making false representations to players or encouraging players or their parents to  
1169 make false representations in order to manipulate players or a player (whether to  
1170 gain or lose said player).
- 1171 24. Conspiring with any other coach, parent, or player to manipulate players in a  
1172 manner detrimental to any players' best interest or against that players will or  
1173 wishes.
- 1174 25. A coach shall do his/her utmost not to let his personal desires color his decisions  
1175 as to the welfare of the players.
- 1176 26. A coach shall seek no advantage except those of superior skill.

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1178 As a coach of this club and the FWSA, I hereby subscribe and agree to adhere to the  
1179 above code and subject myself to the decisions of the Club Disciplinary Board as they  
1180 pertain to breaches in this code.

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## **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.