



FEDERAL WAY MOD SOCCER CLUB
BY-LAWS
 Revised
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FEDERAL WAY MOD SOCCER CLUB

Article I Name

This organization shall be known as Federal Way Mod Soccer Club (incorporated), here after referred to as the Club; and be affiliated with the Federal Way Soccer Association (incorporated), here after referred to as FWSA.; and Washington State Youth Soccer Association (incorporated), here after referred to as WSYSA. This Club 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 Club shall be to teach, govern, and promote all aspects of the game of soccer among those players, U-6 through U-11, who elect to join an affiliated team covered by the boundaries of this club listed in Article 4 of these by-laws.

Article 3 Control and Authority

The final control and authority of this club shall be listed in the by-laws of this Club, and a body of members known as the Board of Directors, except when superseded by those of the FWSA by-laws or WSYSA by- laws and Constitution. This club shall have custodial responsibility for the youth that live within its boundaries and shall exercise the right of decision making on all matters pertaining to Club affairs.

Article 4 Boundaries

The boundaries of this club shall be those of the Federal Way School District No. 210. This club's boundaries shall include all Elementary, public and private, schools of Federal Way School District No. 210.

Article 5 Membership

Membership to the Club will be open to anyone who participates in the affairs of the Club. Participation is described as serving on the Board of Directors, Coaching, or otherwise participating in any club sponsored activity or having a child who is a member of a team governed by the Club.

Article 6 Organization

SECTION 1: The Governing Body:

The Club Board of Director's, shall be the governing body of this Club. It shall consist of the elected officers (here after referred to as the Executive Board), appointed Chairpersons, coaches, or any contributing interested members. A contributing interested member is one who has a child or children registered with the Club.

SECTION 2: The Board of Directors shall vote on the following matters:

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

- A. Filling vacancies of the Executive Board.
- B. Removal of officers based on detrimental actions or neglect of accepted responsibilities.
- C. Approval of club and Association By-laws.

83 Article 7 Executive Board

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85 SECTION 1: Executive Board:

86 The Executive Board of this Club shall consist of the following officers:

- 87 A. President;
- 88 B. Vice President;
- 89 C. Secretary;
- 90 D. Treasurer;
- 91 E. Girls Registrar;
- 92 F. Boys Registrar;
- 93 G. 2nd Vice-President Administration.

94
95 SECTION 2: General Duties and Responsibilities:

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

- 98 A. Enforcing the club and FWSA and WSYSA by-laws, procedures, and rules.
- 99 B. Approval and operation of any and all tournaments sponsored by the club.
- 100 C. Approval or removal of the club Board of Directors.
- 101 D. Recommendations to the Club Board of Directors for suspension or removal of the Club Officers.
- 102
- 103 E. Review and make recommendations on matters to be submitted to the Board of Directors.
- 104 F. Sign orders on the treasury.

105
106 SECTION 3: Officers election Procedures:

107 A. The Executive Board shall be elected at the Annual General Meeting by the club's voting membership, as follows:

109 1. Officers to be elected in even numbered years are:

- 110 President
- 111 Secretary
- 112 2nd Vice President Administration
- 113 Boys Registrar

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115 2. Officers to be elected in odd numbered years are:

- 116 Vice President
- 117 Girls Registrar
- 118 Treasurer

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- 121 B. A 15 day written notification stating the date and place of the election shall be sent to each member of the Board of Directors.
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- 123 C. Nominations shall be accepted from the floor at the election.
- 124 D. 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. If only one nominee is presented for a particular Executive Board position, adherence to subsection (d) is not required. A show of hands shall determine the vote of those present.
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- 133 E. A majority of votes cast shall be necessary to elect.
- 134 F. 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.
- 135
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- 137 G. The election chair shall then entertain a motion to destroy the ballots.

139 SECTION 4: Term of Office:

- 140 A. The term of office for the club Executive Board shall commence immediately upon election,
141 and shall continue until the Annual General meeting two years hence. Each outgoing officer
142 must transfer all club records and files maintained during the course of the office to the
143 successor and assist the new officer for a period not to exceed the remainder of the fiscal
144 year, in order to assure a smooth transition. Each club officer shall not serve in the same
145 office for more than two (2) full terms. In the event that a nominee for a particular office is not
146 presented to the Board of Directors at the Annual General Meeting, and upon agreement by
147 the officer and a vote of those present at the AGM, the officer whose maximum term has
148 expired may continue to serve in that position on a temporary basis until such time as a
149 replacement can be established by a vote of a quorum at any regularly scheduled Board
150 meeting.
- 151 B. In the event the office of the President, Vice President, Secretary, Treasurer, Registrar, 2nd
152 Vice-President Administration are all vacated, the Board of Directors shall elect, by a majority
153 vote of a quorum, replacements for the remainder of their respective terms. In the interim,
154 the Board of Directors shall designate a member of the Board of Directors as Acting
155 President.
- 156 C. Any Executive Board member being absent from three (3) consecutive meetings of the
157 Executive Board or the Board of Directors, or being negligent in responsibilities to the club, or
158 being in violation of the club or FWSA or WSYSA Code of ethics or combination thereof, shall
159 be subject to suspension or removal by the Board of Directors.

162 SECTION 5: Duties and responsibilities:

163 The duties and responsibilities of each elected officer shall be:

164 A. PRESIDENT:

- 165
- 166 1. Preside over all club meetings;
 - 167 2. Submit a report on his/her activities at each monthly meeting;
 - 168 3. Supervise all activities of the Club and Executive Board;
 - 169 4. Serve as a member of all committees;
 - 170 5. Present to the Board for approval all nominations for vacancies on the Board as
171 necessary during his/her term of office;
 - 172 6. Prepare an agenda before all meetings, and
 - 173 7. Present for approval, by the Executive Board, appointed Chairpersons names.

174 B. VICE PRESIDENT:

- 175
- 176 1. Attend all Club monthly meetings;
 - 177 2. Submit a report on his/her activities at each meeting;
 - 178 3. Assume the President's duties in his/her absence;
 - 179 4. Assist the President as required;
 - 180 5. Act as FWSA representative at all monthly Association meetings;
 - 181 6. Handle any insurance claims.
 - 182 7. Report on the activities of the Director of Coaching at the monthly meeting
 - 183 8. Represent the Mod Club working with FWFC and FWSA negotiating and supporting the
184 Director of Coaching activities for the Mod Club. Guidelines of expected Director of
185 Coaching support include:
186 a. Coaching development, evaluation, selection.
187 b. Player development through team camps, age group clinics or academies.
188 c. Creation and distribution of educational materials.
189 d. Transitional education from Mod to FWFC
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- 193 C. SECRETARY:
- 194 1. Attend all Club monthly meetings;
- 195 2. Submit a report on his/her activities at each meeting;
- 196 3. Attend to and file all correspondence;
- 197 4. Prepare and read all meeting minutes;
- 198 5. Call roll of the Board and name any proxy voters;
- 199 6. Notify all elected officers, appointed Chairpersons, and coaches of any business
- 200 meetings;
- 201 7. Sit on the Coaches Coordinator committees; and
- 202 8. Help prepare meeting agendas
- 203 9. Organize team pictures
- 204 10. Handle all public relations and publicity issues
- 205 11. Electronically mail notification of the meeting and its agenda, previous year AGM
- 206 minutes, and any proposed by law revisions in addition to a list of candidates for each
- 207 elected office to all Club members at least 15 days prior the AGM.
- 208
- 209 D. TREASURER:
- 210 1. Attend all Club monthly meetings;
- 211 2. Submit a report on his/her activities at each meeting;
- 212 3. Keep financial records of all monetary transactions;
- 213 4. Maintain a checking account with signature authority by the President, Vice President,
- 214 Secretary, and Treasurer (Checks will be signed by Treasurer and one other officer);
- 215 5. Assist with and schedule an audit on the records prior to the Annual General Meeting;
- 216 6. Sit on the Ways and Means, Equipment and Registration Committees;
- 217 7. Submit at the Annual General Meeting a proposed budget for the year;
- 218 8. File a tax exempt status with the IRS yearly;
- 219 9. File yearly State Tax Form and Federal Tax Form; and
- 220 10. Pay all insurance fees to FWSA.
- 221
- 222 E. GIRLS REGISTRAR
- 223 1. Attend all Club monthly meetings;
- 224 2. Submit a report on his/ her activities at each meeting;
- 225 3. Coordinate Annual Player registration;
- 226 4. Verify age of all players registered in the Club by having on file a copy of each child's
- 227 certified birth certificate or other WSYSA approved document;
- 228 5. Maintain an up to date file on all girl players, their teams and coaches;
- 229 6. Handle all girl player transfers to and from teams, and to and from clubs and
- 230 Associations;
- 231 7. Maintain and provide up to date rosters of each girl team registered in the Club;
- 232 8. Establish a deadline date for the registration and submit to the Secretary for the Annual
- 233 calendar;
- 234 9. Maintain a liaison with the FWSA Registrar;
- 235 10. Submit team assignment sheets to coaches of all girl teams; and
- 236 11. Ensure that *all Club members who work with children*, such as, but not limited to, the
- 237 Board of Directors, Executive Board, Head and Assistant Coaches, and team Managers
- 238 fill out and properly submit to WSYSA a Risk Management Application, in addition to any
- 239 other FWSA or WSYSA required security form before any volunteering takes place.
- 240
- 241

- 242 F. BOYS REGISTRAR
243 1. Attend all Club monthly meetings;
244 2. Submit a report on his/ her activities at each meeting;
245 3. Coordinate Annual Player registration;
246 4. Verify age of all players registered in the Club by having on file a copy of each child's
247 certified birth certificate or other WSYSA approved document;
248 5. Maintain an up to date file on all boy players, their teams and coaches;
249 6. Handle all boy player transfers to and from teams, and to and from clubs and
250 Associations;
251 7. Maintain and provide up to date rosters of each boy team registered in the Club;
252 8. Establish a deadline date for the registration and submit to the Secretary for the Annual
253 calendar;
254 9. Maintain a liaison with the FWSA Registrar;
255 10. Submit team assignment sheets to coaches of all boy teams; and
256 11. Ensure that all Club members who work with children, such as, but not limited to, the
257 Board of Directors, Executive Board, Head and Assistant Coaches, and team Managers
258 fill out and properly submit to WSYSA a Risk Management Application, in addition to any
259 other FWSA or WSYSA required security form before any volunteering takes place.
260
261 G. 2nd Vice-President Administration:
262 1. Attend all Club monthly meetings;
263 2. Submit a report on his/ her activities at each meeting;
264 3. Preside over all Club Disciplinary matters;
265 4. Submit proposed changes to the Club and FWSA By-laws, in their proper format, to the
266 Club and FWSA Executive Board a minimum of 30 days before the Mod AGM; and
267 5. Establish a Disciplinary pool (of a minimum of two non-partisan persons plus the 2nd Vice
268 President of Administration), to be called upon as needed.
269
270

271 ARTICLE 8 APPOINTED CHAIRPERSONS

272 SECTION 1: Chairpersons:

273 The appointed Chairpersons positions shall be:

- 274 A. Referee Coordinator;
275 B. Fields Coordinator;
276 C. Equipment Coordinator;
277 D. Age Group Coordinator;
278 E. Ways and Means Coordinator (optional as determined by the Executive Board);
279 F. Match and Event Coordinator; and
280 G. Scholarship Coordinator
281

282 SECTION 2: Appointment:

283 The appointed Chairpersons shall be appointed and approved by a majority vote of a quorum of
284 the Board of Directors at the regular monthly meetings. Coordinators may select assistants, as
285 needed and approved by the Executive Board, to assist in equipment distribution and retrieval.
286
287

288 SECTION 3: Term of office:

- 289 A. The term of office for the appointed Chairpersons shall commence immediately upon
290 appointment and shall continue until the AGM one (1) or two (2) years hence per the
291 schedule below. Each outgoing Chairperson must transfer all club records and files
292 maintained during the course of the office to the successor and assist the new Chairperson
293 for a period not to exceed the remainder of the fiscal year, in order to assure a smooth
294 transition.
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- 297 1. Chairpersons to be appointed in even numbered years are:
298 Match and Events Coordinator
299 Scholarship Coordinator
300 2. Chairpersons to be appointed in odd numbered years are:
301 Equipment Coordinator
302 Fields Coordinator
303 3. Chairpersons to be appointed every year are:
304 Referee Coordinator
305 Age Group Coordinator
306 Ways and Means Coordinator
307

308 B. In the event any of the Appointed positions become vacant, the Board of Directors shall elect,
309 by a majority vote of a quorum, a replacement

310 C. Any Chairperson being absent from three (3) consecutive meetings of the club or being
311 negligent in responsibilities to the club, or being in violation of the club or FWSA Code of
312 ethics or combination thereof, shall be subject to suspension or removal from office
313

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315 SECTION 4: Duties and responsibilities:

316 The duties and responsibilities of the respective appointed Chairperson shall be as follows:
317

318 A. REFEREE COORDINATOR:

- 319 1. Attend all Club monthly meetings;
320 2. Submit a report on his/her activities at each meeting;
321 3. Keep liaison with the FW Soccer Referee Association;
322 4. Organize mod soccer referees, maintaining an up to date file on all referees involved in
323 mod soccer;
324 5. Seek and promote appropriate training for mod soccer referees;
325 6. Provide a list of U-9 and U-10 games schedule to FWSRA for referee assigning; and
326 7. Assign referees for the U-8 and under home games.
327

328 B. FIELDS COORDINATOR:

- 329 1. Attend all Club monthly meetings;
330 2. Submit a report on his/ her activities at each meeting;
331 3. Coordinate club members to maintain, develop and upgrade, the number and quality of
332 Club fields;
333 4. Care and maintain all Club field equipment;
334 5. Work in conjunction with the Chairperson of Fields committee on the FWSA Board in
335 acquiring and improving fields for soccer; and
336 6. Coordinating lining, netting and setting up of mod goals of all fields to be used.
337

338 C. EQUIPMENT COORDINATOR:

- 339 1. Attend all club monthly meetings;
340 2. Submit a report on his/her activities at each meeting;
341 3. Provide competitive bids for proposed equipment purchases to the Executive Board for
342 approval, prior to purchase of necessary equipment;
343 4. Issue, and maintain all Club equipment for teams; and
344 5. Collect and inventory all team equipment at end of season.
345
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- 347
348 D. AGE GROUP COORDINATOR:
349 1. Attend all club monthly meetings;
350 2. Submit a report on his/her activities at each meeting;
351 3. Notify all team coaches of all meetings and activities;
352 4. Facilitate pre-season Coaches' training regarding paper work, responsibilities and
353 expectations;
354 5. Help fill all Coach vacancies and make public notice of such need;
355 6. Create team registration packets;
356 7. Assist Club Registrar as needed in ensuring all Coaches, Assistant Coaches and Team
357 Managers register on-line in Bonzi for each age they will be volunteering with so they can
358 be added to a roster and register in Affinity for their Washington Youth Soccer National
359 background check before any volunteering takes place;
360 8. Coordinate placement of registered players to teams;
361 9. Assist club in registering players and staff at the registration events each season;
362 10. Seek and promote coaches clinics;
363 11. Address Coaches' issues with respect to parents, players, referees or Board members;
364 12. Submit to the Club Match and Event Coordinator, a list of all teams registered for a
365 current season schedule;
366 13. Help assist contacting parents who owe fundraiser money; and
367 14. Contact coaches at the end of fall and spring seasons to identify who plans on coaching
368 in the upcoming season. Notify the Equipment Coordinator of the coaches' status.
369
370 E. WAYS AND MEANS COORDINATOR
371 1. Attend all club monthly meetings;
372 2. Submit a report on his/ her activities;
373 3. Establish the needs of, and coordinate with the club Treasurer on the Club Budget;
374 4. Conduct any fund raiser activities of the Club; and
375 5. Chair a fund raiser committee composed of one assistant or representative from each
376 team.
377
378 F. MATCH AND EVENTS COORDINATOR
379 1. Attend all club monthly meeting;
380 2. Submit a report on his/ her activities;
381 3. Develop and maintain any league schedules for regular season or tournaments not done
382 by the FWSA Director of competition.
383 4. Schedule the use of all club fields for practice (including lighted field time) and games by
384 member teams;
385 5. Keep a liaison with the FWSA Director and assist the same as needed with this club's
386 team schedules; and
387 6. Distribute to all affected Board Members (Referee, Fields, and Coordinators) in this club
388 and up to date game schedule for all levels and ages received from the District
389 scheduler, Association scheduler or developed in-house.
390
391 G. SCHOLARSHIP COORDINATOR
392 1. Attend all club monthly meetings;
393 2. Submit a report on his/ her activities;
394 3. Approve all scholarship requests;
395 4. Work with Club in identifying volunteer opportunities;
396 5. Work with scholarship parents in identifying volunteer opportunities for them;
397 6. Keep track of scholarships and required volunteer hours worked;
398 7. Bill parents the registration fee if volunteer hours have not been satisfied; and
399 8. Identify players who are ineligible to register because volunteer hours were not been
400 satisfied last season
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Article 9 Meetings

SECTION 1 Annual General Meeting

- A. The club Annual General meeting must be held before the FWSA AGM. The club may elect to hold their AGM at the end of the season (mid-November) for the upcoming season.
- B. Written Notification of the meeting and its agenda, previous year AGM minutes, and any proposed by law revisions in addition to a list of candidates for each elected office, will be sent to all Club members at least 15 days prior the AGM.
- C. The order of business at the AGM shall be as follows:
 - 1. Roll call
 - 2. Credentials
 - 3. Minutes
 - 4. Officer's reports
 - 5. Committee Reports
 - 6. Unfinished Business
 - 7. Proposals (by law changes)
 - 8. New Business
 - 9. Election of officers
 - 10. Good of the game
 - 11. Adjournment

SECTION 2 Voting at the AGM

- A. All Club members over 18 years of age shall have the right to vote at the Annual General Meeting. Each member is entitled to one vote.
- B. 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.
- C. 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 Monthly meetings

- A. A quorum of the club shall consist of six (6) Board members, with at least three (3) of them being elected officers.
- B. The Club Board shall meet on a monthly basis, time and place specified by the Club President.
- C. Club Secretary will notify all Board members of any scheduled meetings.
- D. An agenda will be established by the President and made available before each meeting.
- E. Agenda for the monthly meeting shall be:
 - 1. Call to order
 - 2. Roll call
 - 3. Minutes
 - 4. Officer's reports
 - 5. Committee / Chairpersons reports
 - 6. Unfinished Business
 - 7. New Business
 - 8. Good of the Game
 - 9. Adjournment
- F. Monthly meetings shall be open to all members and last no longer than two (2) hours.
- G. The rules contained in the current edition of Robert's Rules of Order newly revised, shall govern the Club 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 club may adopt.

459 SECTION 4 Voting at monthly meetings:

- 460 A. The following or their proxy will have the right to vote at any meeting.
- 461 1. President (as tie breaker only)
 - 462 2. Vice President
 - 463 3. Secretary
 - 464 4. Treasurer
 - 465 5. Girls Registrar
 - 466 6. Boys Registrar
 - 467 7. 2nd Vice-President Administration
 - 468 8. Referee Coordinator
 - 469 9. Fields Coordinator
 - 470 10. Equipment Coordinator
 - 471 11. Age Group Coordinator
 - 472 12. Ways and Means Coordinator
 - 473 13. Match & Events Coordinator
 - 474 14. Scholarship Coordinator
 - 475 15. Coaches (Head and Assistant)
 - 476 16. Any club member (over 18 years) that had attended the previous meeting
- 477
- 478 B. No club member may have more than one (1) vote for self. No member may submit more
- 479 than 5 votes (four (4) proxy and one (1) self). All proxy votes must be in writing and signed by
- 480 the absent voter.

481

482 SECTION 5 Attendance at meetings.

483 Attendance at regular monthly meetings and the AGM is mandatory for all Executive Board

484 members. Any Executive Board member unable to attend must send a proxy voter with his/her

485 (board members) written vote. Any Executive Board member, or appointed Chairperson, missing

486 two (2) meetings consecutively, may be asked to vacate that office.

487

488 SECTION 6 Special Meetings:

- 489 A. Special meetings may be called by the Executive Board as requested.
- 490 B. Business meetings shall be held at a time and place designated by the President.
- 491 C. Meetings shall be limited to two (2) hours. Special meetings may be convened by request of
- 492 the President, or two (2) or more of the elected officers, or 30% or more of the club
- 493 membership.
- 494

495 SECTION 7 Written Notification:

496 E-mail is considered an acceptable form of written notification for all members with an e-mail

497 address on file with the secretary.

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500 Article 10 Finances

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502 SECTION 1 Fiscal year

503 The fiscal year of this club shall be at 12:01am on September 1, and the end at 11:59 p.m., on

504 August 31, of the following year. All financial rules and regulations are in effect during the twelve

505 (12) months of the fiscal year.

506

507 SECTION 2 Budget:

- 508 A. The Treasurer, with the support of the club Executive Board and Ways and Means
- 509 Coordinator, shall prepare a proposed budget for the next fiscal year. Copies of the proposed
- 510 budget, by line item, shall be submitted to the Club Board of Directors, at least thirty (30)
- 511 days prior to the meeting at which it is adopted. Copies of the approved budget, by line item,
- 512 shall be printed in the Annual report.
- 513 B. The budget shall be limited for any given year to expected income plus reserve for that year.
- 514 The total budget shall include no less than 10% contingency fund each year.

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SECTION 3 Registration fees

- A. Each player in this club shall pay a registration fee. The registration fee shall be determined at the Board of Directors meeting (club monthly meeting) prior to registration.
- B. In order to assist families with multiple children playing soccer, the club will charge the registration fee for only 2 children per family. The third or more immediate youngest children will have their player registration fee waived but still must participate in the Club fundraiser or pay the buyout fee.
- C. To acknowledge or encourage volunteers, the Club will waive the player registration fee for one child per household, for each member of the Executive Board, Appointed Chairpersons, and one Head Coach per team for the fall and/or spring season. This child must be the youngest child playing and must still participate in the Club Fundraiser or pay the buyout fee during the fall season.
- D. 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 register on-line indicating they require a scholarship and bring a completed Scholarship Request Form with the uniform fee payment to the registration event. In addition, they are required to volunteer for up to 4 hours per seasonal scholarship request in support of the Federal Way Mod Soccer Club. If the volunteer hours are not completed then they will be billed for the full amount of registration. Future scholarships will not be granted if player has an outstanding bill. This child must still participate in the Club fundraiser during the fall season.
- E. Player fees and registration documents shall be collected by the Club. Players will not be issued any club equipment or permitted to play in any game until he/she is properly listed on the roster and his/her registration fee and paperwork have been collected or scholarship granted.
- F. See Policy 17 for player refund information.

SECTION 4 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 whichever comes first.

SECTION 5: Expenditures:

All Club expenditure shall be:

- A. Consistent with the approved budget for the year and within the Club's objectives,
- B. Considered reasonable by the Executive Board, and
- C. Authorized by the Executive Board.

Article 11 Insurance

SECTION 1 Insurance

The club is required to purchase athletic insurance through WSYSA. Fees are paid to FWSA annually.

SECTION 2 Insurance Claims:

All insurance claims will be coordinated with the Club's Vice President.

Article 12 Year

Section 1 Seasonal year:

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. Insurance is only valid for events hosted or organized by the Club.

570 Section 2 Fiscal Year:
571 The fiscal year of the Club shall begin 12:01 am September 1, and end at 11:59 PM, August 31 of
572 the following year.

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575 Article 13 By-Law Amendments:

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577 SECTION 1 by-law Amendments:

- 578 A. Amendments to these by- laws may be affected at the Annual General Meeting upon
579 affirmative vote of the majority vote of a quorum and of the members present.
580 B. Amendments to the mod soccer rules must be within the guidelines set forth by FIFA and the
581 WSYSA.
582 C. Amendments to the mod soccer rules must be submitted for review to the FWSA Executive
583 Board at least 30 days prior to the FWSA annual general meeting
584

585 SECTION 2 Proposed by law Amendments

586 A proposed amendment to the by-laws must be submitted in writing to the Club Secretary, not
587 later than 30 days preceding the Annual General meeting and to be mailed to the voting members
588 no less than 15 days prior to the Annual General meeting.
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590 SECTION 3 By-law Conflicts

591 Any case in which these by-laws are in conflict or become in conflict with the by-laws of the
592 FWSA or the WSYSA, the WSYSA will take precedence, then the FWSA, and these by-laws shall
593 be amended at the next Annual General Meeting to eliminate the cause of conflict.
594

595 SECTION 4 Provisional By-laws

596 The Club's Board may, from time to time, make temporary rules or regulations governing specific
597 cases or occasions not provided for on the existing by-laws, but which may be necessary for
598 carrying out the objectives of the Club. Provisional Changes that were approved during the
599 season must be submitted for ratification at the next Annual General Meeting for adoption into the
600 by-laws if approved by a majority vote, of a quorum, of the eligible membership.
601
602

603 Article 14 Player Registration

604
605 SECTION 1 Age limits:

606 This club shall govern over recreational boys and girls ages U-6 through U-11 who elect to join an
607 affiliated team covered by this clubs Boundaries, listed in Article 4 of these By-laws. This club will
608 forward all players Boys and Girls, U-12 and up to the Federal Way Football Club which is a
609 member club of FWSA.
610

611 SECTION 2 Player limitation:

- 612 A. No player shall be denied the opportunity to participate due to physical and/or mental
613 limitation.
614 B. No player shall be denied the opportunity to participate due to the inability to pay the
615 registration fee. The club will register said player as a scholarship and allow said player to
616 participate.
617

618 SECTION 3 Player registration:

619 Each player shall register on-line with software approved by FWSA. Such software shall include
620 name, home address, e-mail address, telephone number, date of birth, and emergency medical
621 information. A copy of his/her certified birth certificate or other WSYSA approved document to
622 verify player age must be viewed by a registration committee member the first time registering
623 with this club.
624

625 SECTION 4 Playing down:
626 A U6-U10 player may play down (age level) if in the opinion of their coach, and an appropriate
627 expert, it would be detrimental to their physical and or/ mental wellbeing to play in their own age
628 group. A written request and verifying documents must be submitted to the Club Board of
629 Directors and FWSA Board for their approval. Playing down at U11 and above is not allowed
630 because per WYSA rules, any team found playing with an over age player must forfeit all their
631 games that player participated in. (U10 and below we do not keep score.)
632

633 SECTION 5 Playing up:
634 A. A player may play up, no more than 2 years, if in the opinion of their coach, and the Club
635 Board of Directors, it is beneficial to the individual player. Written application must be
636 submitted to the Club Board of Directors for approval if playing up more than 1 year.
637 B. An entire team may play up, no more than 1 year, if:
638 1. Written application must be submitted to the Age Group Coordinator which includes
639 signatures from at least 75% of the players' parents indicating they are in approval of
640 playing up.
641 2. The Age Group Coordinator can place any player who does not want to play up onto a
642 different team.
643 3. In the opinion of their coach, and the Club Board of Directors, it is beneficial to all players
644 on the team.
645
646
647

648 Article 15 Player Team Assignments

649
650 Except as otherwise specified in these by-laws, all players will be assigned to teams based on
651 their age as of August 1st preceding the seasonal year. The seasonal year is September 1st
652 through August 31.
653

654 SECTION 1: PLAYER AGE DEFINITION:
655 U-6 player has not reached 6th birthday before August 1
656 U-7 player has not reached 7th birthday before August 1
657 U-8 player has not reached 8th birthday before August 1
658 U-9 player has not reached 9th birthday before August 1
659 U-10 player has not reached 10th birthday before August 1
660 U-11 player has not reached 11th birthday before August 1
661

662 SECTION 2 Defunct teams
663 A. Any player registered on a team in this club which has ceased to operate, before Oct 31st,
664 and accordingly has been declared defunct by the Executive Board, may be transferred to
665 another club team. WSYSA does not permit player transfers after Oct. 31st so the Club Board
666 of Directors may elect to grant a partial refund of the registration fees to each player of the
667 defunct team.
668 B. If a team goes defunct, all moneys and assets shall be turned over to the Age Group
669 Coordinator for disposition back to the original team members and/or Club.
670

671 SECTION 3 RESIDENCY CHANGES:
672 In case of a residency change, a player may not be compelled to transfer from a team of which
673 he/she has been a registered member prior to changing residence.
674

675 SECTION 4 INDIVIDUAL PLAYER TEAM PLACEMENT:
676 A. The Club Registrar and Age Group Coordinators shall work together in assigning each player
677 to a team. ONLY the following criteria will be used in determining the placement of each
678 player to a team.
679 1. The player's age and sex
680 2. The school or neighborhood the player attends / lives.

- 681 3. Available space on a team
682 B. The Club will make every effort to first place players on teams with other players from their
683 same school, and when that is not possible with players from the same neighborhood. If that
684 is not possible, then every effort will be made to place the player on a team with a friend,
685 before placing them with any other team.
686 C. Upon written request, the Club will make every effort to allow individual players to play on
687 teams with friends even though they may not attend the same school or neighborhood.
688 D. Players may be dropped from a team for disciplinary reasons upon approval of the Board of
689 Directors.
690
691

692 Article 16 Athletic Policy and Player Participation:

693 With the exceptions of illness, injury or disciplinary action by the coach or Club Board, each child
694 registered to a team who is present and in proper uniform at a game, shall play 50% of the game.
695
696

697 Article 17 Uniform and Equipment

- 698 A. Uniforms for member teams will be issued for all players.
699 B. No player shall be permitted on the field without a uniform and shinguards in a league game.
700 C. The Club is responsible for the purchase and disposition of all uniforms and equipment for
701 each playing season.
702 D. Club purchased uniforms must be worn during all league games.
703 E. All equipment issued for use to a team must be turned in to the Equipment Coordinator within
704 15 days following the team's last season game, unless other arrangements are made and
705 approved by the Equipment Coordinator.
706
707

708 Article 18 Sponsorship and Fund Raising

709 SECTION 1 Individual team sponsorship

710 Each team may actively seek their own sponsor, and such moneys paid to the team may be used
711 for the team's expenses. All sponsors must be approved by the Club Board of Directors. All
712 income from team and Club sponsorships must be reported to the Club Treasurer, and all funds
713 must be processed through the Club account.
714
715

716 SECTION 2 Club fund raisers

717 Any and all team and Club fundraisers must be approved by the Board of Directors. Team fund
718 raising drives will not coincide with the Club fund-raisers, precede or follow by two (2) weeks. All
719 income from team and Club fundraising must be reported to the Club Treasurer, and all funds
720 must be processed through the Club account.
721
722

723 Article 19 Team Staff

724 SECTION 1 Coaches and Staff Registration

725 Each team must have a Head Coach and one other staff person who is at least 18 years of age.
726 Each Coach may choose to have an Assistant Coach and a team manager, however, every
727 season, every individual on each team who works with the players or team finances MUST
728 register on-line in Bonzi for each age they will be volunteering with so they can be added to the
729 roster and in register in Affinity for their Washington Youth Soccer National background check.
730 This clearance must be approved by the appropriate agency, to permit any individual to work with
731 any team.
732
733

734 SECTION 2 COACH SELECTION

735 When two or more coaches apply for the same team, the coach's coordinator shall apply the
736 following criteria to select each team coach.

- 737 A. Training, coaches license level (preference given to the license level appropriate for the
- 738 applicable team age group.)
- 739 B. Experience
- 740 C. Recommendations

741
742 SECTION 3 YOUTH ASSISTANTS

743 Teams may have Youth Assistants under the age of 18 providing:

- 744 A. Each season, the Youth Assistant registers on-line as an Assistant Coach in Bonzi for each
- 745 age they will be volunteering with so they can be added to the roster and in register in Affinity
- 746 for their Washington Youth Soccer National background check.
- 747 B. The Youth Assistant is NEVER left alone with the players. An adult with a Washington Youth
- 748 Soccer National background check is required at all times.
- 749 C. The Youth Assistant must be at least 13 years of age.

750
751
752 Article 20 2nd Vice President of Administration

753 The Club 2nd Vice President of Administration will follow the WSYSA's most current administrative
754 handbook for all disciplinary matters. The Club 2nd Vice President of Administration will train with
755 and maintain a liaison with the FWSA 2nd Vice President of Administration.

756
757 SECTION 1 Disciplinary committee:

- 758 A. The Disciplinary Committee shall have sole responsibility for disciplinary recommendations.
- 759 B. All appeals start at the FWSA level.
- 760 C. All parties directly / indirectly involved in alleged violation shall not serve on the Disciplinary
- 761 Committee proceedings.
- 762 D. Disciplinary Committee shall be formed from a disciplinary pool and shall consist of a
- 763 minimum of two (2) nonpartisan persons plus the 2nd Vice President of Administration.
- 764 E. The Disciplinary Committee shall be formed on an as need basis.
- 765 F. The 2nd Vice President of Administration shall vote only in a tie.

766
767 SECTION 2 Disciplinary Representation

768 In any disciplinary matter, no player, coach, manager, team assistant, parent or officer from the
769 team, Club or FWSA shall engage the services of any lawyer or attorney or invoke the aid of the
770 courts until all avenues of approach of the Disciplinary procedure are exhausted through regular
771 channels of organized soccer.

772
773
774 Article 21 Discipline

775
776 Coaches and/or staff, players and parents or guardians and spectators of youth soccer games
777 will be brought before either the club, FWSA or WSYSA Disciplinary board, to be reviewed,
778 disciplined or terminated for committing any of the following:

779
780 SECTION 1 Actions deeming Disciplinary review/ action

- 781 A. Conviction of a felony as defined by the revised code of WSYSA
- 782 B. Striking, Kicking, or spitting upon a player, or spectator.
- 783 C. Directing profane remarks at players, or spectators.
- 784 D. Unsportsman-like conduct.
- 785 E. Receiving a red or two yellow cards during league or tournament play.
- 786 F. Violation of these rules and regulations or decisions of the Club Board.
- 787 G. Violation of the club, FWSA or WSYSA (coaches and other) Code of Ethics

788

789 SECTION 2: Referee Assistant Referee abuse and assault:
790 This club will have a zero tolerance against referee abuse or assault. Any allegations of abuse or
791 assault against a game official (referees or assistant referee) will be immediately directed to the
792 WSYSA Board of Protest and Appeals for review and possible disciplinary action. Referee abuse
793 and assault may be defined as, but not limited to the following:

794
795 ABUSE

- 796 A. Using foul or abusive language toward an official.
797 B. Spewing any beverage on an official's personal property
798 C. Verbally threatening an official.
799 D. Verbal threats or remarks that carry the implied direct threat of physical harm such as "I'll get
800 you after the game" or "you won't get out of here in one piece" shall be deemed abuse of an
801 official.
802 E. ANY COMMENTS DIRECTED, DEROGATORY OR NOT, AT THE OFFICIAL, OR ABOUT
803 THE OFFICIAL, CAN BE DEEMED ABUSE OF THAT OFFICIAL. This includes, before and
804 after the game, on and off the field, including the parking lot.

805
806 ASSAULT

- 807 A. Hitting, kicking, punching, choking, spitting on or at, grabbing or bodily running into an official;
808 B. Kicking or throwing an object at an official that could inflict injury;
809 C. Damaging an official's uniform or personal property, i.e. car, equipment, flags; or;
810 D. Any unwanted physical contact with an official or his personal property can be deemed
811 assault of an official.

812
813
814 Article 22 Coaches Code of Ethics:

815
816 This code of ethics has been developed to clarify and distinguish approved and accepted ethical
817 and moral behavior from that which is detrimental to the development of soccer within the FWSA
818 and the WSYSA.

819
820 This code shall be followed by every Coach in this Club. Each coach (head and assistant) will be
821 required to subscribe, adhere, and be subject to the following code of ethics. Each coach shall be
822 required to read and sign a copy of the code of ethics to be kept on record with the Club. A
823 breach of this code shall make you subject to disciplinary action as determined by the Club
824 Disciplinary Committee.

825
826 The Club will use the Code of Ethics as defined and published by WSYSA.