

# **RIVER CITY YOUTH SOCCER LEAGUE**

## **BY LAWS**

**Approved March 17, 2010**

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### 2:01 MEMBERSHIP

2:01:01 Membership in the River City Youth Soccer League or RCYSL, also known as the League, shall be by affiliated Clubs. To be eligible to play in RCYSL: Each Club must submit

1. an annual affiliation application,
2. all required registration materials,
3. financial reports as requested by the required due date, and

2:01:02 All Club Teams must wear the colors assigned to that Club. Club Colors may only be changed with League Board approval. Club colors are as follows:

- A. Arden Park (AP): Maroon and White
- ~~B.~~ British-American (BAC): Red and Black
- C. Del Dayo (DD): Blue and Gold
- ~~D.~~ Fulton-El Camino (FEC): Kelly Green and Black
- E. Natomas (NSC): Purple and Black
- F. Rosemont (RMT): Green (not Kelly) and White
- G. Sierra Oaks (SO): Blue including Navy Blue
- H. Saint Ignatius (SI): Gold and Green
- ~~I.~~ Sacramento North (SN): Teal and Black
- J. River City Select (RCS): Red, White and Royal Blue
- K. River City Competitive (RCU): Red, White, and Royal Blue
- L. No black shirts are allowed.

### 2:02 ORGANIZATION

2:02:01 The governing authority of RCYSL shall be vested with the Board of Managers (BOARD). The Board shall have the right and authority to:

- A. Enforce the RCYSL Constitution.
- B. Modify and enforce the RCYSL Bylaws.
- C. Modify and enforce the RCYSL Rules and Regulations.
- D. Enforce decisions of Affiliated Clubs, RCYSL PAD Committee, RCYSL Sportsmanship Committee, or the officers of RCYSL.
- E. Modify or reverse any decisions of Affiliated Clubs, RCYSL PAD Committee, Sportsmanship Committee, or the officers of RCYSL.
- F. Suspend, permanently bar, or otherwise discipline any player, coach, manager, team assistant, referee, or Club or League officer from any member team, Club, or the League with proper hearing.
- G. Impose fines.
- H. Require matches to be forfeited or replayed.

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I. Place a Club, Team, Player, or Adult in bad standing as defined in CYSA PIM 88-1;

1. May only play teams within home league.
2. No inter-league/district play
3. No tournament play
4. No State Competitions (State Cup, Association Cup, Founder's Cup, State Premier League)
5. No travel outside of CYSA North.
6. No participation in the CYSA Olympic Development Program
7. No voting power at league, district or state level.
8. If player registration and fees are not received at League by January 1, the club may be denied league affiliation for the following seasonal year.

2:02:02 In the matter of protests and appeals, no person(s) associated with the League, Clubs, or teams may invoke the aid of any court without first exhausting all available remedies within the applicable team, the Club, the RCYSL Board, and CYSA as appropriate.

2:02:03 The Board shall be comprised of the Managers of each Affiliated Club and the Elected Officers.

2:02:04 Executive Officers shall be elected annually by the Club Managers prior to the Annual General Meeting. Executive Officers shall be elected by a majority of Club Managers present and voting. League President or Vice-President shall not serve concurrently as a Manager of any Club associated with RCYSL. Officers, other than the League President and Vice-President, may serve concurrently as Club Managers. Officers of RCYSL include:

- A. **PRESIDENT.** The President shall preside over all meeting of the Board and the Annual General Meeting according to By Laws Section 2.1,3 Rules of Order. The President shall represent RCYSL at District VI meetings and direct all RCYSL affairs. The President shall appoint non-elected officials and committee chairpersons. Appointees may be removed for cause by a majority vote of the League Board of Directors.
- B. **VICE-PRESIDENT.** The Vice-president shall fulfill the duties of the President in his/her absence; Assist the League President in the operation of the League; Chair League Committees as the League Presidents directs, e.g., League Sportsmanship Committee.
- C. **TREASURER.** The Treasurer shall maintain all financial records of RCYSL. The Treasurer shall deposit all funds of RCYSL in a financial institution approved by the Board. The Treasurer shall provide a complete financial report at the Annual General Meeting and a monthly written report. The Treasurer shall gather, monitor and report all Club financial reports. The Treasurer shall authorize audit of League and all Club finances every two years or as frequently as standard accounting practices recommend.
- D. **REGISTRAR.** The Registrar shall be responsible for the proper registration of all Players, Coaches, Other Adults, Teams, and Clubs in RCYSL in compliance with CYSA and District directives. The Registrar shall establish League registration policies and procedures. The Registrar shall supervise the recruitment and training of Club Registrars. The Registrar shall represent RCYSL at CYSA and District VI Registrar meetings. The Board may approve a monthly stipend for the Registrar.

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E. SECRETARY. The Secretary shall maintain a written record of all Board meetings and the Annual General Meeting. The Secretary shall keep copies of all correspondence and maintain all records and files of RCYSL including a monthly record of all resolutions voted on by the League Board. The Secretary shall publish League Board decisions as PIM's and in the Bylaws.

2:02:05 All Officers will be voting members of the Board. Exception: The League President, or Vice-President in the President's absence, may vote only in case of a tie. Officers that are serving concurrently as Club Managers shall have only one vote.

2:02:06 The League President shall appoint individuals to the following positions with Board approval:

F. REFEREE COORDINATOR. The Referee Coordinator shall supervise the recruitment and training of all referees in RCYSL. He/she shall schedule all referee courses and represent RCYSL at the District VI Referee Coordinators meetings.

G. COACHING COORDINATOR. The Coaching Coordinator shall supervise the recruitment and training of all coaches in RCYSL. He/she shall schedule all coaching courses and represent RCYSL at District VI Coaching Coordinator meetings.

H. PAD COMMITTEE CHAIRMAN. The PAD Committee Chairman shall schedule and preside over all meetings of the RCYSL PAD Committee.

I. SPORTSMANSHIP COMMITTEE CHAIRMAN. The Sportsmanship Committee Chairman shall schedule and preside over all meetings of RCYSL Sportsmanship Committee.

J. SCHEDULER. The Scheduling Coordinator shall create the game schedule for League Recreational teams for the playing season and other playing leagues as requested based on input from age-group coordinators and Club Managers.

K. STATISTICIAN. The Statistician shall record the results of all matches in RCYSL and provide team standings to all Club Managers and the RCYSL Board

2:02:07 Any Club in RCYSL that fails to provide (1) financial reports as League requires, at least quarterly, and (2) 1099INT reports will be responsible for any fines or additional accounting fees that are caused by that failure and may be put in bad standing until provided.

2:02:08 A person cannot serve as President or Vice-President while serving concurrently as a representative Manager of any Club associated with RCYSL.

2:02:09 The President may appoint committees as deemed necessary with the advice of the League Board.

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### [2:02 ORGANIZATION – continued]

#### 2:02:10 Executive Board

The elected Executive Officers of the League shall constitute an Executive Board. The Executive Board of this League shall be composed of the League President, Vice President, Registrar, Secretary, and Treasurer. The League President may invite other League Officials to participate as needed.

The Executive Board shall serve between Board of Directors meetings for either emergencies or to dispose of duties bestowed upon the Executive Board by the Board of Directors. All actions of the Executive Board must be ratified by the League Board of Directors at their next scheduled meeting after such Executive Committee meeting(s).

### 2:03 MEETINGS

2:03:01 The Board shall have regular monthly meetings on the third Wednesday of the month. All Club Managers and League Officers are expected to attend and participate. Fines will be assessed for any Club that does not have an authorized representative in attendance. The agenda for the regular meetings shall be:

- A. Call to order.
- B. Roll Call.
- C. Introduction of guests.
- D. Secretary's Report – Acceptance of Minutes of the previous meeting.
- E. President's Report – correspondence.
- F. Officers' Reports:
  - 1. Treasurer.
  - 2. Registrar.
  - 3. Referee Coordinator.
  - 4. Coaching Coordinator.
  - 5. PAD Committee.
  - 6. Sportsmanship Committee.
  - 7. Scheduler & Statistician.
- G. Club Managers' Reports.
- H. Unfinished Business.
- I. New Business.
- J. Good of the Game.
- K. Adjournment.

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### [2:03 MEETINGS – continued]

- 2:03:02 Fifty percent (50%) of the Board membership shall constitute a quorum.
- 2:03:03 Any changes in the Bylaws or Rules and Regulations shall require approval of the majority of the Board Members present.
- 2:03:04 Any Board Member may designate a proxy. Club Manager proxies must be listed annually on Club affiliation papers, updated as needed, to be allowed to vote. Any Board member or their designee not present at three (3) regularly scheduled meetings or two (2) consecutive meetings during the year shall be subject to disciplinary action by the Board.
- 2:03:05 The League Board must keep and maintain an annual record of all resolutions voted on and the results of the voting.
- 2:03:06 When the League Board has decided an issue, it may not be revisited (1) unless new information is presented that warrants reconsideration, and (2) Board members receive notice that a request has been made to amend a decision and, (3) two-thirds of League Board members vote to amend the decision.
- 2:03:07 League Board Meetings Closed Sessions

The meetings shall only go into a “Closed Session” under the following circumstances:

- A. The confidentiality of a minor is at issue
- B. The confidentiality of a member during a disciplinary or protest/appeals hearing is at issue (unless said member waives his/her right to confidentiality)
- C. Issues surrounding pending civil or criminal litigation that prohibits a public discussion of the subject.

### 2:04 RIVER CITY UNITED & RIVER CITY SELECT CLUBS

- 2:04:01 RCYSL shall establish and maintain a Competitive soccer Club known as River City United (RCU) and a Select soccer program known as River City Select (RC).
- 2:04:02 The River City United and River City Select Clubs shall be under the direct authority of the RCYSL Board.
- 2:04:03 River City United shall consist of CYSA Division 1 Boys and Girls teams. River City Select shall consist of CYSA Division 3 Boys and Girls teams.
- 2:04:04 By the March League meeting date each year, the RCYSL Board shall annually approve separate Club managers and registrars for River City United and River City Select after Club elections and whenever these Club officers change. The League President shall be notified of these changes immediately.
- 2:04:05 The RCU and RC Club Managers shall each meet at least monthly with their respective board members.
- 2:04:06 The RCYSL President or his/her appointee(s) shall serve as an additional member(s) of the RCU and RCM boards and vote only in the case of a tie vote.
- 2:04:07 The RCU and RC Club Managers may appoint additional voting members to one-year renewable terms, e.g., Coaching Coordinator, Tournament Coordinator.
- 2:04:08 All players registered with CYSA and at least eight (8) years old by July 31 of the current year shall be eligible to try out for River City United or River City Select.
- 2:04:09 Player selection for River City United and River City Select shall be based on yearly tryouts.

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### [2:04 RIVER CITY UNITED & RIVER CITY SELECT CLUBS-continued]

- 2:04:10 The RCYSL Board shall provide an adequate number of fields to be used by River City United and River City Select. A minimum of one (1) field for every four (4) teams is required.
- 2:04:11 River City United and River City Select Club Managers shall each hold monthly Club Board meetings composed of team representatives and Club Officers. River City United and River City Select Clubs shall provide copies of all Board minutes to the RCYSL Board monthly
- 2:04:12 River City United and River City Select shall provide complete financial reports to the RCYSL Board as required in accordance with paragraph 2:01:01. The reports shall include all amounts paid to Coaches, Coaching Coordinators, and other persons receiving stipends or payment for services as well as income and operating expenses.
- 2:04:13 River City Select may form up to four (4) teams per age/gender group to maintain the strength of the RCYSL program.

### 2:05 RECREATIONAL CLUBS

- 2:05:01 League shall establish and oversee Recreational Clubs in neighborhoods with League boundaries.
- 2:05:02 League shall annually approve Club managers and registrars. League Officers shall assist Club Boards in the recruitment of these officials as necessary.
- 2:05:03 Club Boards shall be under the direct oversight of the RCYSL League Board.
- 2:05:04 Recreational Clubs shall consist of CYSA Division 4 Boys' and Girls' teams.
- 2:05:05 Recreational Club Managers shall each meet monthly with their respective board members.
- 2:05:06 Recreational Club Managers may appoint additional voting members to one-year renewable terms, e.g., Coaching Coordinator, Fields Coordinator.
- 2:05:07 Player selection for Recreational Clubs shall be based on completed registration documents and fees and available space in the age group. Tryouts shall NOT to be held or used in Recreational Clubs.

### 2:06 PROTEST, APPEALS AND DISCIPLINARY ACTIONS

#### 2:06:00 GRIEVANCES AND APPEALS

A. In all Club matters, the Club management shall provide procedures for protests and the hearing of an appeal. Within those procedures, all parties to the appeal shall be given written notification at least seven (7) days prior to the hearing and not until that procedure has been completed and an adverse decision rendered on the matter in question, will it be forwarded to the Executive Board of the League. Upon rendering a decision the Club shall forward a copy of its evidence, findings and decision to the League for future reference. All pertinent data must be forwarded within fourteen (14) days of the Club decision.

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### [2:06 PROTEST, APPEALS AND DISCIPLINARY ACTIONS-continued]

B. Should any person, team, or league desire to appeal any adverse decision, communication shall be from the Club to the League; from the League to the District; from District to CYSA. Should any hearing body choose not to hear a protest or appeal, that body may, if they desire, refer the matter directly to the next higher authority.

C. The League Executive Board or League Board of Directors shall constitute the Protest and Appeals Committee, as appropriate, to hear all grievances and appeals of Club decisions. Any League Board member involved in the grievance or appeal shall withdraw until asked to present information or evidence.

D. Grievances and appeals are to be in writing and **describe in detail the grounds for the appeal**. Grievances and appeals will be sent to the appropriate League/District executive officer, depending on the level the appeal is being directed, and shall be postmarked within seventy-two (72) hours (Sundays and holidays excluded) following receipt of Club/League decision being protested or appealed. **The proper fee must be enclosed.**

E. The grievance or appeal sent to League shall include all supporting documentation. Documentation must include the grounds for appeal and copies of all previous decisions in the matter.

F. The protest or appeal fee shall be established at two hundred dollars (\$200.00) for items arising before the Executive Board or Board of Directors.

G. The protest or appeal fee shall be returned if the protest or appeal is upheld. This fee shall be retained if the protest or appeal is denied, unless the Protest and Appeals Committee is overruled by a higher authority.

H. The League Executive Officer shall set a date for the hearing of the appeal. Such a date shall be within thirty (30) days of receipt of said appeal. All parties to the appeal shall be given written notification at least seven (7) days prior to the hearing.

I. The Protest and Appeals Committee of this Association shall consider all pertinent information arising out of an appeal of a league or district disciplinary action. The parties involved shall have the opportunity to present their case. The decision of the Protest and Appeals Committee of this Association shall be conveyed, in writing, to the party initiating the appeal within seven (7) days of the decision. A copy of the decision along with all pertinent information and findings, shall be filed with this League and District VI.

J. Decisions rendered by protest and appeals committees shall stand, and be complied with, until such a time as they are overturned by a higher authority.

#### K. League Initiated Discipline

The League may initiate disciplinary proceedings against any player, coach, manager, team assistant, league officer, referee or spectator from any member team, league or organization. The proceedings may be initiated based on information brought to the attention of the Board of Directors or the Protest and Appeal Committee through complaints, reports of incidents, information obtained during the course of protest and/or appeal hearings, and otherwise. The disciplinary proceedings shall be initiated by notice to the appropriate party containing a brief statement of the reasons for the initiation of the proceedings. Parties against whom such proceedings have been brought may, with a proper hearing, be suspended, barred completely, or otherwise disciplined.

The Executive Board of this League may suspend any person, team or league prior to the commencement of disciplinary proceedings if, in the opinion of the Executive Board, there is sufficient evidence to believe that any individual(s) in this association



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### [2:06 PROTEST, APPEALS AND DISCIPLINARY ACTIONS – continued]

may present a non-acceptable risk to the association and its members. Parties suspended under this paragraph will be afforded, if application, a hearing in accordance with the procedures outlined in the League and CYSA Constitution and Bylaws.

- 2:06:01 a. The RCYSL Board shall annually appoint a Protest, Appeals and Disciplinary (PAD) Committee Chairman to hear cases resulting in a the send off of a Coach or Player.
- 2:06:01 b. The RCYSL Board shall annually appoint a Sportsmanship Committee Chairman to hear cases where (1) a MatchReport was issued; (2) an event occurred which undermines the Ethics form which Coaches and Parents sign; or (3) a party believes that an inappropriate action on the part of a Coach, Player, Referee or Board Member has occurred.
- 2:06:02 By March of each year: Each Affiliated Club shall provide the League Referee Coordinator and Sportsmanship Committee Chair, respectively, with one person to serve for one (1) calendar year on the PAD Committee and on the Sportsmanship Committee.
- 2:06:03 The PAD Committee Chairman shall schedule meetings as required. A quorum shall consist of at least three (3) members from Clubs not directly involved in the protest, appeal or disciplinary action.

### PROTEST, APPEALS AND DISCIPLINARY (PAD) COMMITTEE

- 2:06:04 The PAD Committee shall provide annually to the RCYSL Board for approval a written protocol for requesting and conducting a hearing.
- 2:06:05 Decisions of the PAD Committee may be appealed to the RCYSL Board providing:
  - A. The appeal must be submitted in writing to the RCYSL President within 48 hours of the PAD decision.
  - B. A cashier's check or money order for \$75 payable to "RCYSL" must be submitted with the appeal.  
The \$75 check shall be returned if the appeal is upheld.
- 2:06:06 The PAD Committee shall keep written records of its decisions as required by CYSA. Copies must be provided to the League Secretary for inclusion in the League Board minutes.

### SPORTSMANSHIP COMMITTEE

- 2:06:07 The RCYSL Board shall annually appoint a Sportsmanship Committee Chairman.
- 2:06:08 The Sportsmanship Committee Chairman shall schedule meetings as required to resolve issues where a red card was not issued but a match report completed and submitted to the RCYSL President within 48 hours. The Sportsmanship Committee investigates the issues; calls witnesses to determine the facts; and makes decisions based on the evidence.
- 2:06:09. A quorum shall consist of three (3) members from Clubs not involved in the dispute.
- 2:06:10 Annually, the Pad Committee Chair and Sportsmanship Committee Chair, respectively, shall provide the RCYS Board, for approval, a written protocol for requesting and conducting a hearing.

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### [2:06 PROTEST, APPEALS AND DISCIPLINARY ACTIONS – continued]

#### SPORTSMANSHIP COMMITTEE – continued

- 2:06:11 Decisions by the Sportsmanship Committee may be appealed to the RCYSL Board by anyone adversely affected by the decision providing:
- A. The appeal must be submitted in writing to the RCYSL President within 48 hours of the Sportsmanship Committee decision.
  - B. A cashier's check or money order for \$75 payable to "RCYSL" must be submitted with the appeal.  
The check for \$75 shall be returned if the appeal is upheld.
- 2:06:12 The Sportsmanship Committee shall keep written records of its decisions as required by CYSA. Copies shall be provided to the League Secretary for inclusion in the League Board minutes.
- 2:06:13 The RCYSL shall provide a Match Report Form to any individual associated with a particular match upon request. The completed form shall be returned to the Club Manager for review.

#### 2:07 PLAYER & COACHES PASSES; COACH LICENSES

- 2.07:01 To participate in any games, including seeding tournaments, all Players and Coaches must have a current, valid CYSA pass – No exceptions!
- 2.07.02 Coach & Player passes shall be given to the Referee prior to the start of a match. The Referee shall verify that each pass (1) as not been altered, (2) is valid for the current season, (3) that the picture matches the person, (4) all passes have the same team name and (5) Registrar stamp is on the photo. All Coach passes must be signed.
- 2.07.03 Passes shall be returned to the Coach after the match. If a Player or Coach has committed a violation, the pass and Match Report will be referred to RCYSL PAD Committee. If the behavior involved a spectator(s): a Match Report shall be prepared and referred to the RCYSL Sportsmanship Committee.
- 2.07.04 Coaches or Players in the match without a proper player pass: The Coach shall be sent off for unsporting behavior. The game will be terminated immediately and declared a forfeit by the Referee.
- 2.07.05 A team shall start or continue to play and must forfeit the game if a registered team official -- Coach or Assistant Coach with a valid pass -- is not in attendance at all times during the match.
- 2.07.06 Recreational Coaches and assistant coaches must (1) complete at a minimum a CYSA "F" license course; (2) complete a coaches' application; (3) submit a copy of their coach license; (4) submit a picture; and (5) permit a background check before a coach pass will be issued.

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### [2:07 PLAYER & COACHES PASSES; COACH LICENSES - continued]

Recreational/Division 4 Exception: "F" course requirement may be waived, if deemed appropriate, for the first coaching year only.

Competitive [Division 1] and Metro [Division 3] Coaches must complete the licensing requirements as set by their respective District Playing Leagues: "E/D" for Competitive and "E" for Metro Coaches.

### 2:08 TEAM & COACH RESPONSIBILITIES

#### 2:08:00 Illegal Recruiting/Poaching Players

RCYSL shall discipline any person who recruits a player from another team before the end of the current season year according to the rules and policies of CYSA and District VI. CYSA and District VI rules and policies define "poaching" and "recruitment" of players are follows:

#### CYSA Rule 4:06:04

Any team which, through its responsible officials, officers, or representatives, attempts to induce a registered player of any team under the jurisdiction of this Association to leave his/her team before the end of the current seasonal year shall be deemed to have committed an offense for poaching and shall be dealt with by the Board of Directors of this Association.

#### District VI Policy 2.2, RECRUITMENT

2.2.1 No adult affiliated with a program (administrator, coach, parent or booster) shall actively recruit a player rostered on an active team from another League for participation in their program for the seasonal year.

#### 2:08:00 Illegal Recruiting/Poaching Players – continued

2.2.2 The following activities are considered recruitment:

2.2.2.1 Providing incentives to players such as reductions in fees, trips, uniforms and other equipment.

2.2.2.2 Using a position of authority to coerce a player. This may include adults involved with the District ODP program, adults involved with clinics and soccer schools, adults involved with High School programs or other non-affiliated programs such as indoor soccer.

2.2.3 Violation of the recruiting prohibition will be sanctioned per the CYSA Team Manual for such violations.

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### [2:08 TEAM & COACH RESPONSIBILITIES -- continued]

- 2.08:01 Competitive [Division 1] and Metro [Division 3] Coaches and Teams shall follow all District VI Playing League directives if they differ from RCYSL directives. If District VI Playing League requirements are not stated, RCYSL's shall be followed.
- 2:08:02 Recreational Teams [Division 4]:
- a. The Host Club is responsible for providing (1) a safe and properly equipped field at the scheduled time and (2) three (3) proper size balls. The field shall have distinctive lines, approved flags or cones at each corner, and approved nets and goals. The host Club shall also provide the appropriate referees as explained in Sec. 2.09.
  - b. The Referee determines if a field is safe and properly equipped at the scheduled game time.
  - c. The Visiting Team Coach shall complete a Match Report about any Host Club that fails to provide (1) the required playing field; (2) trained Referees in proper attire at the scheduled or (3) any other problem. The Match Report shall be submitted to the proper authority as outlined in the Match Report form.
  - d. If the Match Report involves Referee issues, the Match Report shall be forwarded to the RCYSL Referee Coordinator within 48 hours. If the Match Report is not received within 48 hours, the RCYSL Referee Coordinator may impose a \$50.00 fine to the responsible Club for each offense unless the offense was due to circumstances completely beyond the control of the Club.
  - e. Any Recreational [Division 4] team that is unable to appear at the scheduled game time shall call the opposing Coach to reschedule the game at least 24 hours before game time.
  - f. If a team fails to appear at a scheduled game and has not rescheduled the game according to 2:08:02, the team shall be responsible for paying all referee fees.
  - g. Players shall play at least ½ of each game unless they are ill or injured, subject to disciplinary action, or request to play less than ½ of the game.
  - h. The Referee and the opposing Coach must be notified prior to the start of the match of any players who will not play one-half of the match as outlined in 2:08:02.g.
  - i. Coaches are responsible for the control of their players, parents and spectators before, during, and after the match.
  - j. The Referee may send off a Coach due to actions of players, parents, and spectators.
- 2.08.03 The Hosting Club Manager or Referee is solely responsible to determine playable field conditions prior to matches scheduled that day. No Coaches may cancel games without prior mutual consent of their Club Managers.

### 2:09 REFEREES

- 2.09:02 All Under-10 matches shall be played using a two-man or three-man referee system. Referees shall be currently certified by United States Soccer Federation.
- 2.09:03 It is recommended that all Under-6 and Under-8 matches be played using a three-man referee system and the center referee be currently certified by the United States Soccer Federation. The assistant referees may be non-certified volunteers supplied by the teams to call the ball in and out only.

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### [2:09 REFEREES - continued]

- 2:09:04 Coaches may serve as Assistant Referee, but shall not serve as center referees in their own divisions. Relatives of players may serve as Referees, but shall not serve when their relative's team is playing.
- 2:09:05 Center Referees shall be at least two age groups older than the players.
- 2:09:06 Both Coaches must agree before the match to any exceptions to paragraphs 2:09:01 to 2:09:05. Once both coaches have agreed, they may not use the exceptions to protest the match.
- 2:09:07 The Referee shall allow each Coach to make written comments on the game card at the conclusion of each match. He/she should include the name and phone number of each Coach making written comments.
- 2:09:08 The appropriate RCYSL Officer shall provide a copy of a completed Match Report Form to any individual associated with a particular match and to the individual's Club Manager for review upon request.

### 2:10 ADDITIONAL RESPONSIBILITIES

- 2:10:01 The League and each Club shall provide their Registrar with (1) a computer that is password-protected to aid in maintaining security and confidentiality of Player and Adult records, (2) a printer and (3) a photocopier. No personally-owned computers shall be used for registration. The League Secretary shall be provided a laptop that is password-protected to use for League purposes.
- 2:10:02 League and Clubs shall abide by the deadline dates listed in the perpetual calendar in Attachment 1.
- 2:10:03 The League President and Executive Board shall prepare training materials and train all new League & Club Board members using the guidelines in the orientation checklist in Attachment 2.

### 2.11 LIABILITY PROTECTION

- 2:11:01 All Officers of RCYSL shall be covered against personal liability claims by the California Youth Soccer Association (CYSA) for performing acts and duties directly related to the work of RCYSL. Club Boards may purchase liability insurance from CYSA's insurer to protect their board member from personal liability claims.

### 2.12 DISSOLUTION

- 2:12:01 Should RCYSL be dissolved, all assets remaining after payment of all debts shall be turned over to the California Youth Soccer Association (CYSA) for the express purpose of the development of youth soccer.

### 2.13 RULES OF ORDER

- 2:13:01 The Rules contained in Robert's Rules of Order shall govern this League in all cases in which the do not conflict with the Constitution, Bylaws, Rules and Regulations of RCYSL.

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### ANNUAL BOARD MEETING THEMES

#### Attachment 1

January	Year End Financial Statements Clubs & League Clubs submit Club Application for Affiliation to League Committee Reports due (see October) Nomination Committee convenes Club Field Improvement Proposals to League Tryout Mailers for Competitive & Metro – Drafts are due to League Board
February	Election of League Officers Consideration of Proposed Constitution changes Player Fee & Policies regarding registration Clubs Schedule Referee & Coach Clinics League AGM Mailers sent to all League Families
March	League AGM Recreational Recruitment Fliers – Drafts are due to League Board Quarterly Financial Reports due to League
April	Mandatory meeting for all Club Registrars Coach & Referee Handbook Committee commence Handbook revisions
May	Registration Year Begins for New Season (May 1 to April 30) May 1: Clubs may officially begin registration Field Availability Determined Coach Recruitment & Selection
June	Plan Recreational Mandatory Coach Meeting & Recreational Seeding Tournament Quarterly Financial Reports Due Adult Fingerprinting Results Due
July	Recreational: Pre-Seeding information Due Recreational: Master Team Lists Due
August	Insurance Seasonal Year Begins (August 1 to July 31) Recreational: Seeding Meeting and Mandatory Coach Meeting Seeding Tournaments: Recreational, Metro, Competitive [the latter two may be in late July]
September	Playing Seasonal Year Begins (September 1 to August 31) Quarterly financial reports due Season Opening League Proposals to CYSA to change Constitution, By Laws, Rules, etc.
October	Recreational: Mid-Season Adjustments Appoint Committees for next season and for AGM: By-Law Changes      Membership      Tournaments      Budget & Finances Constitution Changes      Nominations      Registration      Coaching Organization      Referees      PAD Committee      Registration
November	Start Field Permit Procedure for next seasonal year Start Field Insurance Certificate Procedure for next seasonal year Final decisions on Proposed Tournaments & dates

**RIVER CITY YOUTH SOCCER LEAGUE**

**BY LAWS**

**Approved March 17, 2010**

**ANNUAL BOARD MEETING THEMES**

**Attachment 1**

Club Managers: Submit Financial reports, AGM date, Club Policies, Constitution, By-Laws  
Club Board of Directors, including Club Manager, Referee Coordinator (Certified),

December District Cup & Soccerfest Tournaments

# RIVER CITY YOUTH SOCCER LEAGUE

## BY LAWS

Approved March 17, 2010

### LEAGUE BOARD MEMBER ORIENTATION MATERIALS

#### Attachment 2

1. League Board Member Roster
2. Perpetual Calendar -- Important Deadlines
3. Annual League Budget
4. Most Recent Treasurer Report
5. League Constitution
6. League By-Laws
7. League Standing Rules
8. Application for Club Affiliation (most recent)
9. League Website information
10. Tournaments
  - a. League
  - b. Outside of League
  - c. How to Locate and Apply
11. League Registration Manual
12. Other to be determined