

**BRANDON HAWKS
SOCCER CLUB
(BHSC)**



**BYLAWS
AND
RULES AND REGULATIONS**

ADOPTED FEBRUARY 9, 2010

**BYLAWS
and
RULES AND REGULATIONS
of
BRANDON HAWKS SOCCER CLUB (BHSC)**

BYLAWS

**ARTICLE I
Name, Address and Affiliations**

ARTICLE I. Section 1.1 Name.

The name of the club shall be known as the Brandon Hawks Soccer Club. The initials "BHSC" shall also refer to this club.

ARTICLE I. Section 2.1 Address.

The address of the club shall be:

Brandon Hawks Soccer Club
359 Highbluffs Drive
Ortonville, MI 48462

ARTICLE I. Section 3.1 Affiliations.

The affiliation of the club shall be to the Michigan State Youth Soccer Association (MSYSA).

**ARTICLE II
Purpose**

ARTICLE II. Section 1.1 Purpose.

The purpose of the club shall be to provide the local youth the following:

- The opportunity to experience and participate in the sport of soccer as played by select teams.
- The necessary instruction in the sport of soccer to allow them the opportunity to advance their knowledge of the game, it's rules and the skills required to play select soccer.
- The opportunity to play select/amateur level games between similarly aged and experienced peers.
- The encouragement and enthusiasm towards personal growth and development in the sport of soccer.
- The promotion of fair play, teamwork and good sportsmanship values.
- To promote, support and operate within the confines and regulations set forth by the governing bodies of soccer. The Michigan State Youth Soccer Association (MSYSA), the United States Youth Soccer Association (USYSA), the United States Soccer Federation (USSF) and the Federation Internationale de Football Association (FIFA).

**ARTICLE III
Membership**

ARTICLE III. Section 1.1 Membership.

The membership of the club shall include all persons elected to its Board of Directors, current coaches, registered assistant coaches, registered team managers and its current players/parents.

ARTICLE III. Section 1.2 Term of Membership.

The term of membership for a member shall be concurrent with the seasonal year of the club. The fiscal year of the club shall be concurrent with the seasonal year. The term of membership of persons elected to the Board of directors shall be the same as their term of office, which shall be two years. Those appointed or elected after the beginning of a seasonal year, automatically become members for the balance of that seasonal year, or their term of office.

ARTICLE III. Section 2.1 Agreement.

All members agree, as a condition of membership, to abide by the bylaws and any rules and regulations of the Brandon Hawks Soccer Club (BHSC).

ARTICLE III. Section 3.1 Voting Members.

Voting members shall be the Board of Directors, current coaches, registered assistant coaches, registered team managers, current players ages 18 and older and current player's parents. Voting members, with the exception of the Board of Directors, shall only have the right to vote in an election.

ARTICLE III. Section 3.2 Votes.

Each voting member shall have only one vote in an election and must be present to cast a ballot.

ARTICLE III. Section 3.3 Open Voting.

It is understood that when the Board is to vote on bylaws changes or spending club monies, the vote will take place at a regular meeting in the presence of the membership.

ARTICLE III. Section 3.4 Notice.

A member may give notice during any general membership meeting of the club regarding any issue which affects the bylaws or playing rules which he/she wishes to have put on the agenda for discussion and vote at the next general membership meeting.

ARTICLE III. Section 4.1 Annual General Membership Meeting.

The annual general membership meeting shall be held in April, at which time the elections to the Board of Directors shall be held.

ARTICLE III. Section 4.2 Regular Membership Meetings.

Regular membership meetings shall be held the second Tuesday of each month unless otherwise specified.

ARTICLE III. Section 4.3 Meeting Agendas.

All meetings shall include the following:

- Roll call or sign-in.
- Minutes of the previous meeting.
- Treasurers report.
- Special reports.
- Unfinished business.
- New business.
- Adjournment.

ARTICLE III. Section 4.4 Closed Board Meetings.

In the event that allegations are brought against a BHSC Board Member, coach, parent, player or volunteer, the Commissioner will call a "closed door" meeting to examine the facts of the case. These accusations will not be shared with the membership until the Board makes a decision. The Board can call a "closed door" meeting at any time, but may not vote to change bylaws or spend club monies at these meetings. All comments made at a "closed door" meeting shall remain confidential and will not be leaked to the media or other persons not in attendance.

ARTICLE III. Section 4.5 Team Representatives at Regular Meetings.

It is strongly encouraged that each team have a representative attend each regular meeting.

ARTICLE IV Funding

ARTICLE IV. Section 1.1 Funding.

The club shall fund itself through membership fees and contributions from members, participants or any other interested parties, or appropriate fund raising activities. Membership fees are to be determined by the Board of Directors.

ARTICLE IV. Section 1.2 Contributions.

All contributions received shall be used only to accomplish the clubs purpose.

ARTICLE IV. Section 1.3 Termination.

In the event that club operations are terminated by action of the Board of Directors or otherwise all assets shall be released to and be considered the property of the Brandon Athletic Boosters.

ARTICLE V

Board of Directors

ARTICLE V. Section 1.1 Board of Directors.

The membership shall elect a Board of directors which shall administer the affairs of the club. The Board shall consist of the following members:

- President
- Vice President
- Secretary
- Treasurer/ Registrar
- Commissioner
- Trustee
- Trustee

ARTICLE V. Section 2.1 Terms of Office.

The term of office for all members of the Board shall be two seasonal years, or the balance of the term of office, if replacing a member of the Board.

ARTICLE V. Section 2.2 Odd Year Elections.

The following Board members shall be elected to office in odd calendar years:

- President
- Secretary
- Treasurer

ARTICLE V. Section 2.3 Even Year Elections.

The following Board members shall be elected to office in even calendar years:

- Vice President
- Commissioner
- Trustee
- Trustee

ARTICLE V. Section 3.1 Election to the Board of Directors.

The present Board shall administer the election and make public notice 30 days prior to the date of the election. The current Board members not running for a new position or re-election shall count the votes. Votes shall be counted at the close of the polls by such Board members. The results of the election shall be disclosed at that time.

ARTICLE V. Section 3.2 Dispute of Election Results.

Any voting member may bring forth, to the current commissioner, a dispute of the election results. The member must have just cause including legitimate proof of a bylaw violation. Any dispute must be made within 48 hours from the time the results are announced.

ARTICLE V. Section 3.3 Casting of Ballots.

Votes shall be cast by secret ballot and the election decided by simple majority.

ARTICLE V. Section 3.4 Election Date.

Elections shall be held in April for offices open as of the upcoming seasonal year.

ARTICLE V. Section 3.5 Board of Directors Eligibility.

Any interested person may run for a position on the Board of Directors. No person may hold or run for more than one office at the same time. If any of the Board members remaining in office wish to run for one of the open offices, that members must first resign. Resignations must be submitted in writing at the regular membership meeting the month prior to the election date. Nominations and/or candidates for Board positions, must be accepted at or before the regular membership meeting the month prior to the election date. Any open Board position not being sought during an election shall be treated as a vacancy and filled per Article V. Section 3.6 below.

ARTICLE V. Section 3.6 Board of Directors Vacancy.

Whenever a vacancy in the Board of Directors occurs a majority of directors then in office may fill the vacancy at any meeting, and then the person so appointed shall be a director until his/her successor is elected at the appropriate annual meeting. The resignation of a director shall be effective upon receipt by the club or at a subsequent time set forth in the notice of resignation.

ARTICLE V. Section 4.1 Board of Directors Responsibilities/Duties of Office.

All members of the Board of Directors shall be required to attend monthly membership meetings and Board of Directors meetings as scheduled. Any Board member with three consecutive Board meeting absences shall be required to have a hearing before the Board of Directors to submit a resignation. Similarly, any dereliction of responsibilities by a Board member shall be cause for a resignation meeting, if confirmed with a 2/3 vote of the Board.

ARTICLE V. Section 4.2 Presidential Responsibilities/Duties of Office.

The President of the Board shall preside at all meetings of the members and of the Board of Directors. The president shall be the chief executive officer of the club and shall have general and active management of the activities of the club, and shall see that all orders and resolutions of the Board are carried into effect. The president shall execute all authorized conveyances, contracts, or other obligations in the name of the club except where required by law to be otherwise signed and executed and except where the signing and the execution thereof shall be expressly delegated by the Board of Directors to some other officer or agent of the club.

ARTICLE V. Section 4.3 Vice Presidential Responsibilities/Duties of Office.

The Vice President of the Board, in the absence of the President of the Board, shall preside at all meetings of the members and of the Board of Directors. The vice president shall have such other powers and duties as may from time-to-time be prescribed by the Board of Directors.

ARTICLE V. Section 4.4 Secretarial Responsibilities/Duties of Office.

The Secretary shall attend all meetings of the Board and all meetings of the members and record all votes and the minutes of all proceedings and have such other duties as delegated by the Board of Directors.

ARTICLE V. Section 4.5 Commissioner Responsibilities/Duties of Office.

The Commissioner of BHSC shall handle all complaints that cannot be resolved by the Team Coach. The Commissioner will also handle any complaint received from the MYSL, MSYSA, another club, the community, School District, etc. He/she shall also provide discipline for infractions of club rules. The commissioner shall attend any disciplinary hearings with the MYSL to represent a BHSC coach or player. Any disciplinary actions taken against a coach or player by BHSC shall be initiated by the Commissioner at a "closed door" meeting with the entire BHSC Board.

ARTICLE V. Section 4.6 Treasurer Responsibilities/Duties of Office.

The Treasurer shall disburse the funds of the club as may be ordered by the Board, taking proper vouchers for such disbursements, and shall be bonded, in such sum and with such surety or sureties as shall be satisfactory to the Board, for the faithful performance of the duties of office and for the restoration to the club (in case of death, resignation, or removal from office) of all books, papers, vouchers, moneys and other property of whatever kind in his/her possession or under his/her control and belonging to the club. The Treasurer shall render to the President and directors, at the regular meetings of the Board, or whenever they may require it, an account of all transactions as Treasurer and of the financial condition of the club. If required by the Board of Directors, The Treasurer shall have custody of the funds and securities of the club and shall keep full and accurate accounts of receipts and disbursements in books belonging to the club and shall deposit all moneys and other valuable effects in the name and to the credit of the club in such depositories as may be designated by the Board of Directors. The Treasurer/ Registrar shall be responsible for preparing any and all papers regarding the tax exempt status of the club. All documents pertaining to the BHSC finances and/or working operations shall not be disbursed without permission of the Board of Directors.

ARTICLE V. Section 4.7 Trustee Responsibilities/Duties of Office.

BHSC Trustees shall be responsible for maintaining a complete record of all teams and players for the purpose of player registration and team affiliation. The Trustees shall issue published procedures for the proper registration of players consistent with MSYSA policies regarding player registration.

ARTICLE V. Section 5.1 Restrictions on Officers.

No officer of this club shall:

- hold office with any affiliated organization of this club, or
- be a paid employee of the club.

If a business in which an officer of this club has an interest wishes to participate in the bidding process to provide goods to this club, such business must do so by sealed competitive bid, all bids to be opened at the same time and place, and such officer may not participate in the decision to award the bid.

ARTICLE V. Section 6.1 Expenses.

The Officers of the club, as such, shall not be compensated for the performance of services for the club, but may be reimbursed for expenses incurred on behalf of the club, including expenses for attendance at meetings of the MYSL.

ARTICLE V. Section 6.2 Club Audit.

Internal audit of club finances to be performed at the end of Treasurers 2 yr term and/or if a position changes takes place prior to normal elections. This will be performed by 2 board members.

ARTICLE VI General Information

ARTICLE VI. Section 1.1 Tryouts.

BHSC Tryouts shall begin on June 15th every year. Tryouts for each team will take place on two separate days, unless the coaching staff deems it unnecessary (ie; not enough players to fill a roster). Every effort will be made to have more than one coach evaluate the players. It is understood that the final roster will be decided by the head coach. Players will be evaluated fairly and completely, judged solely on their ability, attitude, and commitment. No player shall be allowed to wear any club affiliated clothing during tryouts.

ARTICLE VI. Section 2.1 Passcards.

It is understood that all player passcards are the property of the BHSC. Any player invited to play on another team as a guest passcard player will be allowed at the coach's discretion. These players should not be denied this opportunity without valid reason (ie. passcard game is prior to the players regular game, injury discipline,....).

ARTICLE VI. Section 3.1 Bylaw Amendments.

The club membership can amend the By-Laws by a majority vote of a quorum. These By-Laws may be amended at any regular meeting. Notice of the proposed amendment vote shall be submitted at the previous meeting to the membership at least 30 days prior to the voting. The amendment cannot be in conflict with the regulations prescribed to us by the MSYSA and USSF.

ARTICLE VI. Section 4.1 Board Discussion.

If occasions or situations arise that are not fully covered by these By-Laws, the Board of Directors shall have full power to decide such cases.