

Kansas City Soccer Club By-laws

Last Revised: February 2007

ARTICLE I – ORDER OF BUSINESS

1. Roll Call
2. Minutes of Previous Meeting
3. Communications
4. Reports of Officers and Committees
5. Unfinished Business
6. New Business
7. Miscellaneous Items
8. Adjournment

ARTICLE II – MEETINGS

1. The Board of Directors shall meet twice a month
2. Visitors may be granted the privilege to attend and/or speak at Board of Directors meetings at the discretion of the President or a majority vote of the Board of Directors.
3. Attendance by parents at the Council meeting is welcomed and they may voice their opinion on any subject upon being recognized by the person chairing the meeting. They are not allowed to vote on any subject.
4. Special meetings of this Club may be called by the President at any time with 3 days notice.
5. Special meetings may also be called when written demand from three (3) or more Club members shall be submitted to the President. Upon the receipt of said written demand, the President shall, within one (1) week, notify in writing all parties in interest of the date of said special meeting. Said special meeting shall be held as soon as practicable.
6. Special meetings will reference only those topics of which the meeting is being called

ARTICLE III – HEARINGS

1. Cases which arises under the jurisdiction of this Club and requires a hearing shall be tried in the presence of all parties of interest who appear. The authorized agent of this Club has the power to call for the production of any documents or evidence and may summon anyone under its jurisdiction to appear at any meeting relative to any matter, which comes to this Club for determination or investigation.
2. The President shall appoint a member of the Board of Directors to chair a Hearing and Appeal Committee to hear all charges of breach of United States Soccer Federation (USSF), United States Youth Soccer (USYS), Missouri Youth Soccer Association (MYSA), and this Club's rules as brought forth by a properly registered member.
3. Said Hearing and Appeal Committee shall consist of no less than three (3) Board members plus the chair.
4. The request for a hearing shall be made in written form and shall be filed with the Club Administrator.
5. A fee of \$ 50 shall accompany all requests for a hearing unless initiated by the Board of Directors. If the Hearing and Appeal Committee rules in favor of the one filing the complaint, the fee shall be returned.
6. Upon receiving written documentation of the complaint from the Club Administrator the committee chair person shall promptly provide a copy for all parties of interest and shall set a date for hearing as soon as practicable. All interested parties are to be notified in writing of the hearing date, time, and place.
7. A hearing shall take place no earlier than twenty (20) days after receipt of notice by the opposing party and not later than sixty days from such receipt so as to ensure that the opposing party has

sufficient time to prepare a response. These time periods may be shortened by the Board of Directors if agreeable to all parties to expedite a hearing.

8. The Hearing Chairperson shall prepare a written summary of the hearing, detailing the charges, findings, and decisions taken in the case. The summary shall be distributed to all parties of interest. In addition the Chairperson will provide written documentation of the appeals process to the parties affected by the decision.

ARTICLE IV – APPEALS

1. Plaintiffs and defendants in every case that has been heard under the jurisdiction of this Club shall have the right to appeal the decision as provided herein. The Board of Directors or its authorized agent has the power to call for the production of any documents and evidence to summon anyone under its jurisdiction to appear at any meeting relative to any matter, which comes to this Club for determination or investigation.
2. The request of an appeal to this Club shall be made in written form, clearly stating all facts, and procedures, and decisions pertaining to the appeal and shall be filed with the Club Administrator.
3. A fee of \$ 50 shall accompany all requests for an appeal unless initiated by the Board of Directors. If the Hearing and Appeal Committee rules in favor of the one filing the complaint, the fee shall be returned.
4. An appeal must be filed within ten (10) days of the decision rendered. The **Club Administrator** shall promptly disseminate a copy of the written appeal to all parties in interest and shall set a date for the appeal which is as soon as practicable.
5. The appeal shall be confined to those charges contained in the written request for appeal.
6. The President shall appoint a member of the Board of Directors to chair a Hearing and Appeal Committee to hear all charges detailed in the appeal.
7. Said Appeals and Inquiry Committee shall consist of no less than three (3) Board members plus the chair. The members of the Appeal and Inquiry Committee cannot have served in the previous hearing process.
8. An appeal shall take place no earlier than twenty (20) days after receipt of notice by the opposing party and not later than sixty days from such receipt so as to ensure that the opposing party has sufficient time to prepare a response. These time periods may be shortened by the Board of Directors if agreeable to all parties to expedite an appeal.
9. The effect of a decision against an appellant shall not be suspended during the process of the appeal unless so ordered by the Board of Directors.
10. The Appeals and Inquiry Committee Chairperson shall prepare a written summary of the appeal, detailing the charges, findings and decisions taken in the case. The summary shall be distributed to all parties of interest. In addition the Chairperson will provide written documentation again of the appeals process to the parties affected by the decision.

ARTICLE V – APPEALS TO MYSA

1. Any appellant not wholly satisfied with any decision rendered by this Club has the right to appeal to MYSA by following the procedures laid down by MYSA in section III of the MYSA Bylaws.
2. Appeals shall include all grievances involving the right to participate and compete in activities sponsored by USSF, US Youth Soccer, MYSA, or this Association. Decisions rendered by MYSA may be appealed to the Alternate District Commissioner that shall have jurisdiction to approve, modify, or reverse said decisions.

ARTICLE VI– PENALTIES, DEBTS, AND ASSESSMENTS

1. Every properly registered member and official of this Club is directly affiliated with this Club is a member thereof. Every member shall be held responsible for any breach of USSF, US Youth Soccer, MYSA, and this Club’s rules committed by the member.

2. A debt of any member which is owed to the Club shall be payable no later than seven (7) calendar days after the date the sum is declared payable. After said seven (7) calendar days and upon written demand for payment, if a debt remains unpaid the member shall be in default of payment. When in default of payment, the debtor shall be suspended without further action. Upon full payment of debt, the debtor shall be reinstated.

ARTICLE VII – REVIEW OF FINANCIAL RECORDS

1. The Treasurer shall review this Club's policies and procedures at the beginning of his/her term of office.
2. The Treasurer shall also review the financial records of the Club at the beginning of his/her term of office.
3. The Treasurer shall report findings of said reviews to the Board of Directors.

ARTICLE VIII - AMENDMENTS

1. The Bylaws of this Club may be amended by a majority vote of the Board of Directors only. All amendments that carry must be presented in writing to all coaches within 14 days.
2. Any proposals or motions to amend the Bylaws of this Club may be presented in writing at any regular Board of Directors meeting.
3. Upon receiving a written proposal or motion the Board of Directors shall be required to act upon the document within thirty (30) days of receiving the document. Said proposals shall be disseminated to the Board of Directors within seven (7) days of receiving the document for review and discussion among the Board of Directors.

ARTICLE IX – REGISTRATION

1. Player registration shall be at the beginning of each season. There shall be two regular seasons each year with the spring season commencing approximately March 1st and the fall season commencing approximately August 15th.
2. Players under the jurisdiction of this Club shall be youth or amateur. The statute, rights, privileges and responsibilities of these players shall be laid down by MYSA, USSF and USYSA.
3. All youth players, as defined by the USSF, and all persons who are the official coaches of record or acting coaches during competition, and all administrators and trainers shall be properly registered members of this Club. All registration forms used to register players, coaches, administrators, and trainers shall be approved by the Board of Directors.
4. Youth players, as defined by the USSF, are allowed to play on more than one recreational team and no more than two (2) competitive teams. However, an additional requirement of this Club in addition to the rules as defined by USSF, USYS and MYSA, a player cannot compete on more than one team of any type in the same level of play in an age division.
5. A registered player shall not play for any other team other than the team with which he is registered without first being properly released if necessary.
6. All competitive players playing on two (2) competitive teams must furnish the Registrar with a completed dual roster form that is required by MYSA before the first game is played. All parties involved in playing a player not properly released are subject to suspension at the discretion of the Board of Directors.
7. No team shall have more than the MYSA allowed number of players on their roster.
8. A player's registration with a team can be terminated only by mutual consent or by authority of the Board of Directors. Any competitive player desiring their release shall obtain a MYSA supplement team roster form (Additions & Deletions from rosters) from the registrar. Upon receiving, signing and dating by the registrar, it will become official. If a team refuses to grant a

- release, the player shall bring the matter to the attention of the Board of Directors.
9. No player shall be allowed to register so as to be eligible to play in the last two (2) games of the season, except in cases where a team cannot field a full team. Playing any ineligible player shall result in a two (2) game suspension of the coach.
 10. Solicitation of any competitive player registered on two competitive team is prohibited.
 11. A previously registered player shall be considered a new player after having not played more than a full season with any team and having no outstanding obligations to his former team.
 12. Competitive coaches may choose their own players as long as they follow MYSA guidelines. These teams will be rostered as competitive teams and the division director may not pull from these teams for any reason including to fill the recreation teams.
 13. Players still in the 8th grade that are 14 years old before August 1st may participate in the U14 division. The division will then be referred to as a U15 division. These players must furnish proof at the time of registration that they are in the 8th grade. No teams may roster more than three (3) U15 8th graders.
 14. A player/ coach must have the registration form, birth certificate (player) and MYSA fee to the registrar seventy-two (72) hours in advance of the first game to ensure the players pass will be printed by the first game of the player.
 15. Player's playing division will be determined by the player's age as of July 31st.
 16. Players registered on a team having disbanded, shall be placed on another team by the division director.
 17. In case a team officially disbands during a season, all un-played games and team standings in the Club shall be forfeited.

Article X Protest

1. Any team protesting a game must go through its team representative or coach to convey such a protest to the referee before leaving the field of play.
2. Protests based on late starts shall be filed with the referee prior to the start of the game.
3. A formal protest in writing, accompanied by a filing fee of fifty (\$50) dollars, stating all known facts, shall be filed with the Appeals and Inquiry Committee within three (3) days after the game. A hearing date will be scheduled by the Appeals and Inquiry Committee chairperson within one week of the filing date. The filing fee will be refunded to the team representative if the Appeals and Inquiry Committee decision is in their favor, otherwise, the fee will be forfeited to the Club.
4. Protests based on ineligible players shall be filed no later than two (2) weeks after the facts of the player participation become known
5. A formal protest, once filed, can be withdrawn by submitting the withdrawal in writing to the Appeals and Inquiry Committee no later than twenty-four (24) hours after the original filing date. The filing fee will be refunded.
6. The opposing team coach shall be notified of all protests against his team at the time of the game or as soon as possible after the game by the Division Director.
7. The decision of the Appeals and Inquiry Committee is final.
8. Complaints against another team or referee shall be handled by the Appeals and Inquiry Committee and shall be directed in writing to this Committee.
9. A written record shall be made of all trials, protests or complaints acted upon by the Appeals and Inquiry Committee. The records shall be turned over to the secretary to be filed with the Club.

ARTICLE XI – PLAYER REGULATIONS

1. Player/coaches passes are to have photo attached, be signed by the person it is issued to and be laminated by the first game of the season. Passes will be checked before the start of each game. If teams do not have player passes at the start of the game, they will have until the end of the

- game to provide player passes or the game will be forfeited.
2. Playing a non-registered player shall result in forfeiture of the game and a full two game suspension of the coach.
 3. A player listed on the official lineup card shall be considered as a competing player whether he plays or not.
 4. To be eligible for division play-offs and championship games with a team, a player must be both properly registered to the team and must have participated with that team for at least three (3) games.
 5. Every member of a recreational team present at the start of a game will play a minimum of approximately one-half (1/2) of the game.
 6. If a red card is issued, the player pass will remain with the coach. The suspension is to be noted on the game card by the player's name and on the back in the area allocated for "Cards Issued".
 7. Any Player or team official alleged to have been guilty of a violation of the laws of the game, By-laws, rules and regulations of this Club, MYSA, USSF and/or USYSA or any misconduct detrimental to the game, shall be subject to review by the Board of Directors of this Club.

ARTICLE XII – PLAYERS, OFFICIALS, AND SPECTATORS

1. Players, officials, and spectators are permitted to take in or to attend matches provided they observe the rules and policies of the USSF, US Youth Soccer, MYSA, and this Club.
2. All participants with this Club shall not involve themselves in conduct detrimental to youth or the sport of soccer. Such detrimental behavior may be the basis for suspension or revocation of membership and participation rights.
3. An Appeals and Inquiry Committee shall handle all complaints of unethical behavior within this Club.

ARTICLE XIII – COACHES/COACHING REQUIREMENTS

1. This Club mandated by Missouri Youth Soccer Association (MYSA) requires all coaches to obtain at least an "F" license before the second season of coaching begins.
2. This Club as mandated by MYSA requires all coaches participate in the Kids Safe Program.
3. Coaches are to submit a copy of any license they receive, to the Club Registrar who is to keep it on file.

COACHES CODE OF ETHICS

1. The primary consideration will be the player and the development of their physical, mental, and moral character.
2. Prepare practice sessions to meet realistic objectives.
3. Allow players to innovative.
4. Treat players with respect and never ridicule or yell at players.
5. Be a role model by setting a good example, be organized, and enthusiastic.
6. Teach the Laws of the Game.
7. Shall adhere to the rules and regulations sat down by this association.

COACHES RESPONSIBILITIES

1. Coaches are to keep in mind that the activities of this Club are designed to promote player participation and sportsmanship while developing knowledge and skills of soccer.
2. Contact returning players and parents for organizing team activities.
3. Collect returning players required paperwork and fees for seasonal registration and session Club play.

4. Provide the Club with Practice location, dates and times.
5. Coaches are responsible for the conduct of their players, parents, and spectators and will be held accountable for their actions. Failure to control a parent or spectator will be dealt with in the following manner:
 - a. Coach issued a verbal warning
 - b. Coach ejected
 - c. Spectator ejected

ARTICLE XIV – REFEREES

1. In all competitions under the jurisdiction of this Club, all referees must be registered with and be in good standing with USSF.
2. Training for referees will be provided as determined by the Club Administrator.
3. All Club games shall be refereed by authorized persons approved by this Club except as provided by # 4 and # 6 of this Article.
4. In case the official referee fails to appear, a referee may be appointed by mutual consent of the two teams concerned. This substitute referee is entitled to the regular referee fee.
5. Fees for referees shall be set by this Club for the season in which the games are played.
6. If a referee should become incapacitated during the progress of a game from any cause that would prevent him from continuing, he shall turn the game over to another person, mutually agreed upon, who shall conduct the game to its conclusion.
7. Referees shall be responsible for reporting game scores and other required information on official game report cards to this Club before leaving the Complex. All games played under protest by the team shall be noted on this card.
8. The official referee(s) shall be the sole judge on the field of play and his/her decisions shall be final. Any complaints about any referee shall be directed in writing to the Club Administrator.
9. Referees are not to retain player passes. Once checked, they are to return the player passes to the coach.

ARTICLE XV – SUSPENSIONS

1. Any player ordered off the field in a game under the jurisdiction of this Club will be suspended for the duration of the game as determined by the referee.
2. Any player ordered off the field in a game under the jurisdiction of this Club for fighting, striking, intentionally kicking of another player, rough and/or violent play or other severe or dangerous violations shall be suspended for the remainder of the game, plus the next game and this case may be reviewed by the Appeals and Inquiry Committee.
3. Any player, coach or team representative guilty of using profanity, obscenity or any other improper language to referees, Club officials, other players, coaches or spectators at a game under the jurisdiction of this Club, may be suspended for any number of games or an entire season at the discretion of the Appeals and Inquiry Committee.
4. Any player(s) involved in fighting after a Club game may be suspended for any number of games or the entire season at the discretion of the Appeals and Inquiry Committee.
5. Any player, coach or team representative intentionally striking, attacking or physically abusing a referee or linesman shall be immediately referred to the Appeals and Inquiry Committee for action.
6. A suspended player shall not participate in any type of game whatsoever. Tournament games cannot be credited to the length of suspension. A suspended player shall not participate in the replay of a game in which the suspension occurred if replayed for any reason.
7. Any coach ordered from the field for dissent or abusive language shall be suspended for the remainder of the game being played plus the game to follow and this case may be reviewed by the Appeals and Inquiry Committee.

8. This Club shall recognize the suspensions and rulings of all organizations under the jurisdiction of the USSF, USYS and MYSA when notified thereof.

ARTICLE XVI – GAMES

1. All games shall start at the scheduled time. If a team fails to field, at least the minimum number of players for that age division, within a grace period of fifteen (15) minutes, that team shall forfeit the game to the opposing team by the score of 1-0. Referees shall report delays to this Club.
2. Any team desiring the postponement of any scheduled game must first obtain sanction of the Club Administrator. That team coach shall contact the coach of the opposing team and if such postponement cannot be mutually agreed upon, the game must be played as scheduled.
3. It will be the responsibility of the Club Administrator to make arrangements for officiating of the rescheduled games due to postponement.
4. Any team refusing or failing to play any game without complying with the By-laws shall forfeit the game.
5. If for any reason a game is not played the full time, the Board of Directors shall have the power to either reschedule the game, order the game to stand as played, or have the remaining minutes played off at a later date, depending on the cause of the suspended game.

ARTICLE XVI– LAWS OF THE GAME

FIFA Laws of the Game shall apply to this Club modified FIFA rules can apply where needed