

**MERRIMACK YOUTH ASSOCIATION
SOCCER PROGRAM
A NON-PROFIT ORGANIZATION**

**ARTICLE I
MYA SOCCER PROGRAM
I SECTION 1**

The group governed by this Constitution shall be known as the Merrimack Youth Association Soccer Program, of Merrimack, New Hampshire, or hereafter by the designation MYASP.

SECTION 2 PURPOSE

The purpose of the MYASP is to provide the youth of Merrimack with the opportunity to learn and play the game of soccer. The program's activities are based on the following philosophies. The program will;

1. Promote the game of soccer in Merrimack, New Hampshire.
2. Emphasize enjoyment, sportsmanship, teamwork, and personal accomplishment in young age groups and competition in upper age groups.
3. Provide the opportunity for all youths of Merrimack to learn and play soccer regardless of ability.
4. Provide an opportunity for those youths who choose to develop their potential as much as possible.
5. Limit the amount of stress placed on the players.
6. Develop soccer abilities in players and coaches.
7. Accomplish the previous philosophies in an environment of cooperation, sportsmanship and mutual enjoyment.

To accomplish this, the program will:

1. Establish a constitution, operating by—laws, policies, procedures, and regulations to govern the soccer programs initiated and conducted by the MYASP.
2. Enforce the regulations of the organization and govern according to these laws and regulations.
3. Recruit interested people for membership to promote, guide, and develop the organization.
4. Involve people at all levels of the organization and levels of play.
5. Develop players, coaches, and officials.

6. Cooperate, communicate, and become partners with the surrounding environment. (MYA, Town Government, and other playing associations.)

7. Establish and maintain a comprehensive soccer program consisting of;

A. A Recreational program providing the opportunity to play soccer to any youth of Merrimack who wishes to play, regardless of ability.

B. A Travel program providing the opportunity for any youth of appropriate promise, ability, and competitiveness to be selected for Travel teams within the rules and regulations set forth by the MYASP and such other governing bodies as may regulate the composition of and selection of players for the teams formed. These programs may field as many teams as the MYASP Board deems competitive in each age group. Multiple teams in any age group must be approved by the board.

section 3

Except where otherwise noted in the by-laws, the MYASP will conduct business according to the rules as set forth in the most current issue of Robert's Rules of Order.

ARTICLE II OFFICES

The principle office of the program is located in the Town of Merrimack, County of Hillsborough, State of New Hampshire. This program shall be affiliated with the Merrimack Youth Association (VIY A) and shall at all times recognize the authority, rulings, and laws of that body and the leagues and tournaments in which the Soccer Program teams will participate. Any conflicts will be promptly resolved by the Executive Board of this organization.

ARTICLE III MEMBERS

SECTION I

A Any person over the age of 18, actively involved in the purposes and objectives and activities of this program and complying with the requirements as to payment of fees set forth in the by-laws, is a member.

SECTION 2

Each member shall be entitled to one vote on each matter submitted to a vote of the members.

SECTION 3

Distinguished Service memberships may be granted by vote of the members at any meeting to any person who has given undue support or assistance to the purposes and objectives of this program. Distinguished Service members do not pay membership fees and any person awarded such membership may hold office.

ARTICLE IV
MEETINGS OF THE MEMBERS

SECTION 1

An annual meeting of the members of the MYASP shall be held during the month of November on a day fixed by the Executive Board, for the purpose of electing officers and for the transactions of such other business as may come before the meeting. Only those who are members of this program will be eligible to vote.

SECTION 2

Meetings of the MYASP may be called by the Director or a majority of the members of the Executive Board, between the Annual meetings. There shall never be a period of time in excess of forty-five (45) days between meetings of the members.

SECTION 3

Special meetings of the members may be called by not less than twenty-five of the members having voting rights.

SECTION 4

All meetings of the members shall be held within the Town of Merrimack. Written or public notice stating the place, day, and hour of any meeting of members shall be published in local newspaper not less than seven (7) nor more than twenty-one (21) days before the date of such meeting, by or at the direction of the Director, the Secretary, or the officers or persons calling the meeting. In the case of a special meeting, the specific purpose or purposes for which the meeting is called shall be stated in the notice.

SECTION 5

Attendance of at least twenty-five members shall constitute a quorum, provided notice of a meeting of the members as set forth in Article IV is complied with.

SECTION 6

Absentee, proxy or voting by mail shall not be allowed by the MYASP.

ARTICLE V
EXECUTIVE BOARD

SECTION I

The affairs of this program shall be managed by its Executive Board. The Executive Board shall have the power to enforce the laws of the game of soccer, the by-laws and the rules of the MYA, the by-laws and rules of the MYA Soccer Program and the by—laws and rules of the governing organizations in which MYASP teams participate.

SECTION 2

The following officers of the MYA Soccer Program shall constitute the Executive Board, each having voting rights on the affairs of the program

1. Director
2. Assistant Director
3. Program Treasurer
4. Secretary
5. Recreational Division Director
6. Travel Division Director
7. Field Director
8. Training Director
9. Registrar

SECTION 3

The Executive Board will hold regularly scheduled monthly meetings. Meetings are open to the membership and notification of each meeting will appear in the local newspaper.

SECTION 4

Meetings of the Executive Board may be called by the Director or any two officers. The person or persons authorized to call meetings of the Executive Board may fix any place within the Town of Merrimack to hold such meetings. Notice of meeting of the Executive Board shall be given to all officers at least forty-eight hours previously thereto either by telephone or by written notice delivered personally. Notice of meeting may be delivered by mail at least five (5) days prior to such meeting to each officer. Such notice shall be deemed to be delivered when deposited in the care of the United States Postal Service in a sealed envelope so addressed, with postage thereon prepaid. Any member of the Board may waive notice of the meeting. The business to be transacted at the meeting need not be specified in the notice or the waiver of notice of such meeting, unless specifically required by law or these by-laws.

SECTION 5

A majority of the Executive Board shall constitute a quorum of the transaction of business at any meeting of the Board; if less than a majority of the Board is present at said meeting, a majority of the Board present may adjourn the meeting without further notice.

SECTION 6

A two-thirds vote of those members present is required to carry any motion.

SECTION 7

Members of the Executive Board shall not receive any stated salaries for their services.

SECTION 8

The Executive Board shall have the right to review and by majority vote to remove or suspend any head coach, assistant coach, or player.

ARTICLE VI OFFICERS

SECTION 1

The officers of the MYASP shall be elected to one-year terms with a limit of three consecutive terms in a given position.

SECTION 2

Any officer failing to attend three (3) consecutive meetings of the Executive Board without adequate cause, as determined by a two-thirds vote of the remaining members of the Executive Board, shall have his office declared vacant.

SECTION 3

A vacancy in any office, because of death, resignation, removal, disqualification, or otherwise shall be filled by the Director, by appointment, for the unexpired portion of the term.

SECTION 4

Any officer of the MYASP shall be required to resign following a vote of No Confidence by the general membership relative to his ability in office. In order to bring the No Confidence issue to vote, a special meeting, as provided for in Article IV, Sections 3 and 4, must be called. A two-thirds majority of the members present at such a special meeting is necessary to remove an officer.

SECTION 5

The officers of the MYASP shall be:

DIRECTOR

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. The Director shall, in general, supervise and manage all of the business of the program. He/she shall preside at all meetings of the membership, of the Executive Board and participate as an ex-officer member of all appointed committees.

The Director or a designee shall preside as chairman of the Appeals Committee.

The Director may sign any contracts or other instruments that have been authorized by the Executive Board to be executed. The Director shall appoint an auditor to conduct an annual audit of the financial records of the program, which shall be reported to the members. In general, this officer shall perform all duties incident to the position of Director and such other duties as may be prescribed from time to time. The Director shall vote at meetings of the members of the Executive Board only in the event of a tie vote or may waive the right to do so.

ASSISTANT DIRECTOR

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. In the absence of the Director or in the Director's inability or refusal to act, the Assistant Director shall perform the duties of the Director and when so acting, shall have all the powers of and be subject to all the restrictions of removal from, the office of the Director. In the event of the Director's resignation or removal from office, the Assistant Director shall perform the duties of the Director of that term, and assist any and all committees within the soccer program.

The Assistant Director will maintain a set of records covering all program assets appropriately categorized by league and/or other use. This set of records must be made available in an up-to-date status within ten (10) days of a request by any member of the Executive Board, Program Board, or any MYA member through an Executive or Program Board member. The Assistant Director shall manage the disbursement and collection of all program assets and maintain a set of records covering the disbursement and/or location of all program assets. He/She shall also obtain and coordinate bids and purchases for all new program assets and insure that all bids meet the MYA by-laws.

The Assistant Director will provide to the Program Board, a written report at the close of each season declaring asset losses and cause (i.e.: normal wear and tear, lost, vandalism, etc.), and projected losses over the up-coming season.

TREASURER:

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. The Treasurer shall:

1. Ensure all program expenditures and reporting are consistent with the guidelines of the Merrimack Youth Association by-laws. A
2. Accept and deposit within ten days of receipt, all funds earmarked for the MYA Soccer Program.
3. Maintain a set of accounting books covering all financial transactions of the program, categorized appropriately to clearly show income and expenditures of each division.
4. Provide a brief; written and verbal, categorized cash flow report at each Executive Board meeting.
5. Provide a full, written and verbal, categorized cash flow report at each annual meeting.
6. Make available, the set of accounting books in an up-to-date status within ten (10) days of a request by any member of the Executive Board, Program Board, or any MYA member through an Executive or Program Board Member.
7. Ascertain that all financial obligations are paid promptly, taking advantage of any discounts offered.

8. Provide all appropriate tax information to the Executive Board.

SECRETARY:

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. The Secretary shall keep the minutes of the meetings of the members and of the MY ASP Executive Board, and shall supply each officer of the Board with minutes of previous meetings in a timely fashion, as defined by the Board. The Secretary will maintain a master copy of all minutes of meetings which can be reviewed, upon request, by MYA Soccer Program members.

The Secretary will also keep a register of the post office addresses, telephone number, and position held within the MYA Soccer Program organization, of each member which shall be furnished to any member in good standing within a reasonable time.

The Secretary shall be a liaison between the MYA Soccer Program and local newspapers for any announcements, standings, or items necessary for support of the MYA Soccer Program and its members.

DIVISION DIRECTORS

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. The Division Directors shall manage a divisional program which will promote player development to the highest attainable level of that player and offer a level of participation for all players. The Division Directors shall ensure all by-laws of the organizations are followed and promote growth of the program at all levels.

The Division Directors will:

1. Establish a Division Committee as necessary to carry on the functions of the divisional program.
2. Attend other division meetings as necessary and ensure inter-division communication and cooperation.

FIELD DIRECTOR

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. The Field Director will be responsible for all field-related activities. This officer will ensure that all fields (for both practice and game use) meet minimum requirements for play and will be responsible for securing sufficient practice fields to satisfy the needs of the entire MYA Soccer Program. The Field Director will coordinate the use of fields between soccer divisions and between the MYASP and other MYA programs to maximize use and cooperation.

TRAINING DIRECTOR

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. The Training Director shall;

1. Recruit and nominate interested persons wishing to coach or assistant coach for all soccer programs.
2. Define a development program for all coaches to increase the level of proficiency.
3. Provide defined skill or certification levels for all soccer program coaches and assistants.
4. Provide mechanisms for achievement and advancement of certification levels for all coaches and assistants.
5. Coordinate clinics, seminars, etc., which would increase the proficiency level of all coaches.

REGISTRAR

This officer shall execute the duties of this office in the best interest of all soccer programs of the organization. The Registrar shall handle all aspects of player registration, including fee collections, and will maintain records of all active participants. The Registrar will, in coordination with Division Directors, schedule player registration (sign-ups) and produce player rosters as directed.

ARTICLE VII
COMTEVIITTEES

SECTION 1

The Director, with approval of a majority of the Executive Board shall appoint the following Committees:

APPEALS COMMITTEE

The Director shall serve as chairman. This shall consist of at least four (4) other members. A quorum of three (3) committee members is necessary to conduct an appeals hearing. The Committee shall hear appeals concerning competitions conducted by the MYASP, except that it will not have jurisdiction to hear an appeal on a judgment call by a referee when the laws of the game or any program playing rules have not been violated. A member of the Appeals Committee must disqualify himself from taking part in the hearing if he may be affected by the decision or if he or she is biased for or against any party to the hearing. The Director or Chairman is empowered to make temporary appointments to the Committee for the purpose of hearing the appeal if a quorum would not otherwise be had. I The Committee shall set its own procedures for conducting the hearing. Appeal from any decision by any party to the hearing shall be made to the Executive Board prior to any appeal to the MYA.

RULES COMMITTEE

BUDGET COMNIITTEE

TRYOUT COIVIVHTTEE

COACHES COMNIITTEE

NOIVIINATING COMMITTEE

SECTION 2

The Director, with the approval of the Executive Board, may appoint any other committees as required. Such committees will cease to exist at the direction of the Director or on the date of the next Annual Meeting, whichever is first.

SECTION 3

1 Vacancies in the membership of any committee may be filled by appointment made in the same manner as provided in the case of the original appointments.

SECTION 4

Unless otherwise provided in the resolution of the Executive Board designating a committee, a majority of the whole committee shall constitute a quorum and the act of a I majority of the members present at a meeting at which a quorum is present shall be the act

Of the committee.

SECTION 5

Each committee may adopt guidelines for its own government, consistent with these by-laws or with rules adopted by the Executive Board. Each committee shall consist of at least three members.

ARTICLE VIII
PROGRAM FEES

The Executive Board may determine the amount of program fees payable to the program.

ARTICLE IX
AMENDMENTS

SECTION 1

The by-laws of the MYASP may be amended, repealed, or added to, or new by-laws may be adopted by the vote of two-thirds of the members present at the Annual Meeting or at any other meeting called for that purpose, provided notice has been given as required by Article IV, Section 4 of these by-laws, and the members have been furnished with the proposed amendments to these by—laws along with notice of the meeting.

SECTION 2

All officers elected March 15, 1993 shall serve from April 1, 1993 until November 1993. All officers thereafter shall serve from December 1st until the following November elections.

Accepted, March 1, 1993
James Brooks, Director