



CONSTITUTION & BYLAWS

CONSTITUTION

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ARTICLE I - Foundation

The Upper Township Soccer Association (UTSA) has been established as a nonprofit organization to foster the development of youth soccer in Upper Township.

ARTICLE II - Mission Statement

The mission of this organization is to instill in the youth of our township, the principles of good citizenship, good sportsmanship, and teamwork, through knowledge of and association with the competitive sport of soccer.

ARTICLE III - Affiliation

The association will partake in programs provided by the Township of Upper and the New Jersey State Youth Soccer Association referred to as RECREATION LEAGUE SOCCER. These Leagues will be of a RECREATION only nature and there will be no scores recorded, standings kept or playoffs scheduled. The Association will encourage participation in its widest possible definition. To this end, no child will be denied the opportunity to play because of lack of ability in the RECREATION SOCCER LEAGUE.

Additionally there will be a competitive boy's program and a competitive girl's program affiliated with the South Jersey Soccer League and the South Jersey Girl's Soccer League respectively, and referred to as TRAVELING SOCCER. Participation in the TRAVELING SOCCER LEAGUE will be decided by tryouts, and playing time dictated by the coach and guidelines of the UTSA.

Article IV - Board of Directors

Section 1: The Board of Directors shall consist of the President, Vice President of Boys Recreation, Vice President of Girls Recreation, Vice President of Traveling, the Treasurer the Secretary and Director of Recreation Referees. They shall be nominated at least one week prior to the annual election and shall serve a one year term or until their successors have been duly elected. These officers shall be eligible to succeed themselves in office. The most recent past president will serve on the Board of Directors for one year, following his resignation, as a non voting advisor.

Section 2: The Board of Directors shall be responsible for the policies of the League, the team organization and the playing rules. A quorum for the transaction of business by the Board of Directors shall consist of at least 50% of all members of the Board. They may act at all times by a simple majority vote of the quorum, except as described in Article X pertaining to the amendment of the By-Laws.

Section 3: The Board of Directors shall be empowered to act for the full membership on all matters except as follows:

- (1) Election and replacement of officers.

Article IV - Meetings

- Section 1:** The annual meeting of the UTSA shall take place in the month of November to coincide with the officer elections.
- Section 2:** The regular meetings of the UTSA shall be held in the months of March, May, and August.
The date, time and place will be selected by The Board of Directors.
- Section 3:** The total number of individual teams present will constitute a quorum. All action shall be decided by a plurality vote of those teams present at the meeting.
- Section 4:** Each team shall be represented by at least one coach at a minimum of three-fourths of all League meetings during the course of any given year. It is the responsibility of the head coach to see that this requirement is met. In the event that a team does not meet this requirement during a given year, the Board may replace the coach and/or coaching staff for that team for the following year. The Secretary will maintain the attendance record for teams and officers.
- Section 5:** All meetings, with the exceptions noted in Article XII of the Bylaws, shall be open to all adult personnel associated with or interested in any part of the program, but only voting members or the appropriate committee members (in the case of committee meetings) may vote.
- Section 6:** Each voting member as described in Article II of the Bylaws will be entitled to one vote during an election or in any voting situation during a general meeting. In the event that a voting member holds more than one position in the organization he/she shall only be entitled a single vote. No votes may be cast by mail or proxy.
- Section 7:** No General Meeting will be held without prior notice to the membership. Notice may be by telephone call, letter, or newspaper announcement.
- Section 8:** All meetings will be conducted according to Robert's Rules of Order. The order of business at all General Meetings shall be as follows:
- Call to order
 - Minutes and Acceptance thereof
 - President's Report
 - Treasurer's Report
 - Traveling Report
 - Committee Reports
 - Unfinished Business
 - New Business
 - Adjournment
- Section 9:** The Board of Directors shall meet the monthly or as required by the president. the date, time and place to be decided by the president.
- Section 10:** Meetings of the Board of Directors may be called by the President or upon written request of three members of the Board, to the President.

BYLAWS

ARTICLE I - Name and Organization

- Section 1:** The name of this nonprofit organization shall be the Upper Township Soccer Association, hereinafter referred to as **UTSA**.
- Section 2:** The location of this organization shall be the Township of Upper, Cape May County, New Jersey.
- Section 3:** Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all liabilities of the Corporation, dispose of all the assets of the Corporation by donation to a charitable organization, and nothing will be kept for personal gain.

ARTICLE II - Voting Membership for Election of Officers

- Section 1:** The Voting Membership shall be composed as follows:
- (1) All current officers of the league
 - (2) The Certified coaches of each participating team
 - (3) All coordinators of the league
 - (4) Every member is entitled to one and only one vote regardless of the number of positions the individual holds within the organization.

ARTICLE III - Registration

All players wishing to register must fulfill the requirements of Article VII Section 1 of the Bylaws and will be eligible for the league or team defined under Article VIII of the bylaws.

Dates for all registration will be established on a year to year basis and advertised in the local news publication. Fees for registration are set by the UTSA Board of Directors and a late fee will apply to anyone not registering by the announced deadline.

RECREATION LEAGUES FALL & SPRING SEASONS:

Registration will take place on or before May 31st of each year for playing fall / spring season. Late registrations for will be accepted at anytime during the year and late fees will apply.

KINDERGARTEN (& SPRING SEASON ONLY) REGISTRATION:

Registration for the Kindergarten Season & the Recreation Spring Only Season occurs during the month of February preceding the start of the league.

TRAVELING LEAGUE REGISTRATION:

Girls U-11 through U-14 fall / spring season. Boys U-9 through U-14 fall / spring season. Out of town players can be invited to register only after all reasonable attempts to solicit UT residents have been exhausted and only with approval of the Traveling League Vice President. **NO LATE REGISTRATIONS WILL BE ACCEPTED!**

TRAVELING "WINTER BALL" REGISTRATION:

High School ages - boys and girls traveling registration will be on or before Oct. 31st. U-15 through U-19 Teams will be formed depending upon number of registrations.

ARTICLE IV - Officers

Section 1: The Officers of the League shall be as follows:

- (1) President
- (2) Vice President - Traveling Program
- (3) Vice President - Girls Recreation Program
- (4) Vice President - Boys Recreation Program
- (5) Treasurer
- (6) Secretary
- (7) Director of Recreation Referees

Section 2: The duties of the Officers shall be as follows:

(1) President- The president shall call and conduct all meetings according to the bylaws. He / She shall be the Executive Officer in charge of carrying out policies approved by the Board of Directors. He / she shall be the Chairman of the Board of Directors and shall be an ex officio member of all of the committees except the Nominating Committee. He / She shall be in charge of all public relations and publicity including such matters as awards, presentations and opening day ceremonies, if any. He / She shall be the principal interface between the league and The Upper Township Recreation Board and any other organization with whom the UTSA affiliates in developing, promoting and coordinating soccer programs within Upper Township.

To qualify as a candidate for president, a person must have a minimum of four years coaching experience in UTSA and must demonstrate a deep understanding of the game and its rules. The president shall be the alternate signatory for all checks and upon completion of his/her term, will serve on the executive committee as an advisor for one year.

(2) VP- Traveling

Vice President-Traveling shall assist the President as directed, shall have full powers to act in all matters in the absence of the President. He/She shall direct the activities of the Registration, Purchasing and Facilities Development Committees for the traveling programs. He/She will be responsible for increasing parental involvement and enhancing our coaches certification & training programs. He/She shall be the liaison between the UTSA and all the traveling league coordinators. All UTSA information to the UTSA Teams' Head Coaches shall go through the Vice President. Additionally the VP shall be responsible for the distribution of team photos, t-shirts, equipment tracking, distribution & collection (in conjunction with the UT Recreation Department).

(3) VP-Girls Recreation

Vice President - Girls Recreation shall assist the President as directed and shall have full power over the Girls Recreation Program. He/She will be responsible for increasing parental involvement and enhancing our coaches certification & training programs. He/She shall be the liaison between the UTSA and all the girl's league coordinators. All UTSA information for the league shall go through the Vice President. Additionally the VP shall be responsible for the distribution of team photos, t-shirts, equipment tracking, distribution & collection (in conjunction with the UT Recreation Department).

- (4) **VP-Boys Recreation** Vice President - Boys Recreation shall assist the President as directed and shall have full power over the Boys Recreation Program. He/She will be responsible for increasing parental involvement and enhancing our coaches certification & training programs. He/She shall be the liaison between the UTSA and all the girl's league coordinators. All UTSA information for the league shall go through the Vice President. Additionally the VP shall be responsible for the distribution of team photos, t-shirts, equipment tracking, distribution & collection (in conjunction with the UT Recreation Department).
- (5) **Treasurer** The Treasurer shall be in charge of the deposit and distribution of the League's funds. The Treasurer shall make an annual report and be prepared to render other reports as requested by the President. The Treasurer shall be Chairman of the Finance Committee and be responsible for the annual UTSA budget to be presented to the UT Recreation Board.
- (6) **Secretary** The Secretary shall record and distribute minutes of all meetings to all Board members and shall announce all meetings as required in these bylaws. He/She shall handle all League correspondence, maintain the League's supply of stationery and perform such other secretarial duties as necessary.
- (7) **Director of Recreation Referees** The Director shall be responsible for keeping an active list of recreation referees. Prior to each season the Director shall provide a training session for all those who are going to referee which will entail the rules for the different recreation leagues as well as their responsibilities as referees. The Director shall also keep a record of the games each referee has worked so that they receive proper payment at the end of the year.

Most importantly all the Leagues' Membership shall be responsible to promote and uphold the UTSA Rules, Policies and Mission Statement.

ARTICLE V - Election of Officers

- Section 1:** The Board of Directors shall select a nominating committee from the UTSA Membership, to prepare and present a slate of officers for election at the Annual Meeting. This committee will be chaired by the current League Secretary. Other nominations for league officers may be made from the floor at any October meeting or in writing, to the election committee chairman, no later than 7 days prior to the Annual Meeting. Nominations may only come from the current UTSA Membership. Nominations for the various offices shall be made separately. Candidates for President shall oppose only those candidates nominated for that Office and so on down the line. The nominating committee shall be responsible to receive and count the votes.
- Section 2:** Officers of the League shall be elected by a majority vote, of the Voting Membership as described in Article II Section 1 of the Bylaws, at the Annual Meeting. In the event of a tie, ballots will be recast for the tied position(s). All voting shall be done by closed ballot, except when unopposed. If an office is unopposed the Secretary shall then cast one ballot for those officers nominated for that office.
- Section 3:** **TERM** - Each elected officer shall serve a term of 1 year with no limit to the number of consecutive terms that may be served. If an officer fails to complete a term the

President will make an appointment to that office and, with the approval of the Board of Directors, the new officer will complete the remaining portion of that term.

ARTICLE VI-Officer Candidacy

Any voting member, 18 years old or older with 2 years UTSA coaching experience, shall be eligible for nomination as an officer of the League. The position of President has additional requirements see Article IV, Section 2, Subsection (1).

ARTICLE VII- League Membership

Section 1: PLAYERS - Any youth will be eligible to play in the League who meets the following requirements:

- (1) Is a resident or student of Upper Township, Cape May County, NJ
- (2) Has written permission from a parent or legal guardian which also certifies they are physically fit to play.
- (3) Meets the age requirements as stated under the rules in Article VIII of the Bylaws for Rec participation or FIFA requirements for travel.
- (4) Conforms to any other rules which the Board may see fit to establish regarding eligibility.

Section 2: COACHES - All coaching personnel as described in Article IX of these bylaws.

Section 3: OFFICIALS - All officials serving the League in that capacity.

Section 4: COORDINATORS / ASSIGNORS - All persons who have been selected to coordinate a league or league activity. Their responsibilities and duties shall be spelled out by the Board of Directors.

Section 5: The Board of Directors shall have the authority, by vote of the majority, to suspend any member whose conduct is considered detrimental to the best interests of the program as outlined in Article II of the Constitution.

Section 6: The Board of Directors shall have the authority to act in cases of serious misconduct of any youngster. It shall have the authority to suspend or suitably deal with any violation of the spirit of these bylaws as outlined in Article II of the Constitution.

ARTICLE VIII - Organization

Section 1: The League shall be organized as follows:

- (1) The recreational portion will primarily involve intra-town play. It will consist of a coed Kindergarten League and, thereafter, two leagues (boys and girls). Each league shall in turn consist of several grade appropriate divisions, defined prior to the start of the fall season, to accommodate the number of registered players. These are as follows:
 - (a) Kindergarten League - youngsters currently enrolled in a state certified Kindergarten program will be able to participate in a single season held in the spring of their Kindergarten school year.
 - (b) Girls Recreation -girls Grade 1 thru 8 as of the appropriate soccer year.

- (c) Boys Recreation - boys and girls Grade 1 through 8 as of the appropriate soccer year.
- (2) The travel division shall consist of those teams sponsored by UTSA to participate in appropriate South Jersey Soccer League. Eligibility shall be limited to those youngsters selected for play on these teams. Age requirements shall conform with FIFA regulations.

Players will not be permitted to play out of their age bracket unless these conditions exist (a) the player is currently enrolled in High School and there is no age appropriate team for them to play on or (b) they are exercising the grade appropriate play up rule described below.

Each request will be reviewed on a case by case basis!

Grade Appropriate, Play-Up Rule:

The “grade appropriate” play up rule is recognition of the hardship created by the difference between the New Jersey Youth Soccer Calendar and the New Jersey Department of Education School Calendar.

Children entering the traveling program with birth dates that fall between August 1st and September 30th will play grade appropriate. This rule applies beginning 3/2/99 and only for the formation of new teams. Any traveling teams that existed before this date will continue to use the cutoff date of July 31st to determine eligibility.

Section 2: The soccer year conforms to that defined by the FIFA and runs from August 1st through July 31st of the succeeding calendar year.

Section 3: Problems, questions and interpretation of these requirements will be resolved by the Registrar on a case by case basis. The Registrar may consult with the Board of Directors if they deem it necessary.

ARTICLE IX - Coaching Personnel

Section 1: Each team shall be supervised by one head coach and no more than three designated assistant coaches. The head coach shall be appointed by the Coaches Selection Committee for the Traveling Program and the League Coordinator for the Recreation Program. Each Traveling head coach shall be assigned their assistants while each Recreation head coach may choose one assistant and may be assigned additional assistants. Coaching personnel shall be selected based on the following qualities:

- (1) their good character
- (2) their ability to work with youngsters
- (3) a reasonable knowledge of the game of soccer
- (4) their willingness to conform to these bylaws and the goals of the league

Section 2: Travel Team Coaching candidates must contact the Coaches Selection Committee

Chairman and submit an application (available from the President & at signups) for the desired position prior to May 15th for that upcoming season. (Winter ball coach applicants must submit their applications by October 1st.)

The Coaches Selection Committee shall interview all new applicants in late May and inform all applicants of their decision by the first week of June. The committee shall also review the existing coaching staffs and make changes as deemed necessary.

ANY MID-SEASON COACHING CHANGES ARE SUBJECT TO THE SAME APPLICATION AND INTERVIEW PROCEDURE. THIS SHALL BE ARRANGED ON AN EMERGENCY BASIS BY THE TRAVELING VICE PRESIDENT IN CONJUNCTION WITH THE COACHES SELECTION CHAIRMAN.

The selection committee evaluates each candidate according to the following considerations, which are neither prioritized nor weighted:

- a. Experience coaching or playing organized soccer.
- b. Certification as a recreational soccer coach.
- c. Recommendations from parents or soccer coach.
- d. Experience coaching other sports.
- e. Residency in Upper Township.
- f. Willingness to work with other coaches.
- g. Interview questions.
- h. Eagerness to promote and uphold the UTSA Bylaws & Constitution.

The following requirements must be met by all appointed traveling coaches.

- a. All head and assistant coaches must be 18 years of age.
- b. All head and assistant coaches must hold a USSF "F" license or higher.
- c. Newly appointed coaches not holding at least an "F" license have until the start of the season to achieve it.

Section 3: Each head coach shall be responsible for the actions of their assistants, their players and their fans. Furthermore, all involved must set the proper example for the youth participants by adhering to the highest ideals of good sportsmanship. The good of every child involved should be kept uppermost in the minds of the persons responsible for putting the teams on the fields.

The head coach may **not** release an assistant who in their opinion is not acting in the interest of the program but they shall report this individual to the UTSA immediately. **A coaching term is for one full year and interested members must apply for reinstatement at the end of each spring season for the upcoming season.**

Section 4: **ALL RECREATION AND TRAVELING** coaches must comply with all the rules and certifications set forth by their respective affiliated leagues and the UTSA.

Section 5: **The Board of Directors** will have the power, by vote, to dismiss or suspend any coach whose action is detrimental to the League goals as outlined in Article II of the Constitution. Such suspended persons shall have the right to appeal the suspension

by requesting, in writing, to the League President a reconsideration of the suspension and a re-vote.

ARTICLE X- Amendments

Section 1: The Bylaws of the UTSA may be amended as follows:

- (a) Any member, in good standing, at any regular UTSA meeting may present proposed amendments.
- (b) The president shall appoint a committee of three members, including the author of the amendment, to draft the change and report back at the next general membership meeting.
- (c) The proposed amendment(s) will then be presented to the UTSA at that meeting and discussion from the floor will be opened. Upon the close of discussion the proposal will be tabled until the next Executive Board Meeting, where a vote will be taken.
- (d) The amendment must be passed by two-thirds vote of the quorum of The Board of Directors. The results of the vote shall be announced at the next General Meeting.
- (e) Once an amendment has been voted on, the result of that vote may not be changed for a minimum of 2 calendar years.

ARTICLE XI - League Rules

Section 1: RULES OF PLAY - The Official FIFA rules shall be accepted as the official League rules with such exceptions stated under Division rules. Further exceptions may be proposed annually by the Rules Committee and approved by the Board of Directors. Changes in the rules during the season can be approved by the Board only on recommendation by the Rules Committee.

Section 2: (Rec. Conferences Only)

Brothers/sisters of players and children/brothers/sisters of coaches shall be assigned to teams in the following manner:

- (1) Brothers/sisters of players - A newly admitted player who has a sibling on a team in the same division for which they are eligible, shall be assigned to that team if they so desire.
- (2) Children/brothers/sisters of coaches - The rules as set forth in 1 above shall equally apply to the above specified relations of coaches.

Section 3: (Rec. Conferences Only)

No practices under any guise shall be held prior to the official equipment pickup date for that season. During the season the total number of hours of practice per week shall not exceed 1.

Section 4: PROTESTS - In keeping with the stated purpose of the League, the decisions of the officials shall be final. No protests shall be allowed based upon judgment of the officials.

Section 5: EQUIPMENT - The League will furnish each player with a soccer uniform. Each child is responsible for the equipment issued to them, and head coach of each team is responsible for seeing that all equipment is turned over to the Recreation Department by the specified return date. No child should be allowed to keep equipment from one

year to the next. Parents assume a liability for the current replacement cost of equipment when they register the child. Any child who fails to return their uniform will not be eligible to participate in soccer or any other UT sponsored program. Uniforms in part or whole may not be worn for any other purpose other than participation in the UTSA program and special school functions. ***(ex: uniforms may be worn for team day, but not for any indoor soccer program)***

Section 6: Items such as soccer shoes (optional) and shin guards (mandatory) will not be supplied by UTSA. Each child is responsible for obtaining such equipment

Section 7: TEAM FORMATION AND DRAFTING ORDER
Recreation League

Each player shall be drafted and assigned by computer, the drafts will strive to balance the teams with the intent of equalizing the competitive balance within the division. Players may be reassigned by the league coordinator only. Every request for reassignment will be dealt with on a case by case basis.

Travel League

Travel team selection will be based on announced tryouts, open to League members registered for that particular season. Sessions scheduled will be no more than 2 hours long with a minimum of 2 sessions and a maximum of 3 sessions. Selection will be made by the coach(es) and supervised by the League Coordinator and all traveling teams' candidates will be notified by phone on the same specified date. Selection must be completed by July 1st to permit team registration for summer soccer tournaments.

High School Winter Ball Teams must complete their tryouts and selections at least 2 weeks prior to the start of their season start.

A minimum of 16 and maximum of 18 players will be selected for 11v11 teams. A total of 14 will be selected for 8v8 teams. Any UT residents must be accepted first before any outside players may be considered. If any additions must be made after players are cut the added players must come from those players cut prior to going outside the township to solicit players. All player addition must be consistent with all the rules of the affiliated league and UTSA

Section 9: ROSTERS

- (1) The Registration Committee shall make the final determination of eligibility for all players.
- (2) Rosters for travel teams will be based on youngsters registering in the general registration.
- (3) A player selected to play on a traveling team may also play in the Recreation League. In doing so a player commits themselves to both teams and may jeopardize their position on the travel team if that commitment is not honored.
- (3) Nonresidents, who complete one soccer year in the UT Traveling

Program, are grand fathered in as residents for the following registration period.

Section 10:TRADES - No trades shall be made of any players except by the League Coordinator.

Section 11:TRAVEL TEAMS

- (1) Before a travel team is planned, it must be ascertained that UTSA will sponsor a travel program for the particular age bracket.
- (2) Travel teams will be formed if and only if: (a) that specific age bracket is well established in the Recreation League formation of this particular age bracket team will not jeopardize that Leagues numbers. (b) there is adequate interest and a sufficient number of registered UT players for that age group and (c) the UTSA can provide the competent supervision for the team.
- (3) Supplemental travel team fees will be assessed and collected by the Vice President of Traveling to cover the expected higher levels of activities and expenses of that team based on approval of the Board of Directors. In the event any team incurs expenses which are the responsibility of the club, the Board of Directors may levy an additional fee upon that team.
- (4) Expenses and fees associated with non-League sponsored jamborees and tournaments must receive prior approval by the Board of Directors.
- (5) All moneys collected will be incorporated into the League treasury and in accordance with the UT Recreation Board.
- (6) To establish an identity within the UTSA travel leagues, all travel teams will use uniforms (colors & style) as identified by the Board of Directors.
- (7) **Tournaments**
U.T.S.A. will provide and pay for only three (3) tournament applications and patch fees per soccer season. They will be (a) one Pre-Season (our own) (b) one overnight tournament and (c) one local tournament, within 2 hours driving time.

The Tournament Committee will gather and share tournament information with the traveling coaches at a special traveling meeting. The choices will be narrowed down to 2 by each team casting a single vote. From these 2 tournaments one shall be chosen by a simple majority vote, with each team present casting one vote. In case of a tie the floor will be opened up for a period of 10 minutes to allow further discussion. The discussion will then be closed at which time a re-vote shall be taken. In case of a tie on the re-vote a coin flip, by the Traveling Vice President will break the tie.

These are the only 3 Tournaments every Traveling Team must commit to attend. High school age teams can attend the selected Memorial Day Tournament or request alternative date due to players work schedules.

Teams are permitted to attend other tournaments only with the permission of the Board of Directors and entirely at that teams expense, including patches. A written request, for permission, must be made to the Board of Directors at least 6 weeks prior to the tournament.

Teams may not attend a tournament, other than The State Cup, if it will affect regular season play.

(8) **Practice / Training**

Each team will choose practice time and field at the beginning of each season. Boy / Girl U-14 teams will flip a coin to determine first choice and the selection choices will be alternate boy / girl from oldest to youngest until each team has selected a time. Two practice days will be chosen by head coach or designee. Only two practice sessions per week scrimmages or training will be counted as a practice day.

Practices will begin on August 1st of each fall season and February 1st for each spring season. Practice sessions should be no longer than 2 hours and must be attended by a carded, certified coach.

Each team, U-10 through U-14 boy / girl, will have the opportunity to attend a UTSA approved training camp in August at the players expense and each team, may also participate in UTSA approved team training during fall/spring season at players expense. This should be approved by a team vote.

- (9) **FINES** - All fines assessed a team or coach by our affiliated leagues will be reviewed by the Board of Directors and may become the responsibility of that team or coach. Each case will be reviewed on its own merit.

Section 12: Playing Time

Recreation League players shall all play equal time. This means no one player shall play more then one extra period of any other player and players playing the extra period shall rotate from week to week. Also players shall play all field positions equally and shall be rotated every period played.

Traveling League: The UTSA has determined that every player on a **11 v 11** Traveling team must play no less than 20% of each half, for **8 v 8** teams each player must play at least 1/3 of each half. The only exceptions to these playing time requirements are illness, injury, or discipline (i.e. unexcused absence from practice or games). The coaches may choose to have fixed positions or rotate players at his or her own discretion.

ARTICLE XII - Standing Committees

Section 1: The league will have the following standing committees, whose chairmen will report as to the activities of said committees at appropriate meetings of the Board of Directors:

- (1) **RULES COMMITTEE** - The Rules Committee will be appointed by Board of Directors and shall include the League Coordinator and any volunteers involved in that league. They shall be responsible for an annual review of the League Rules and shall recommend changes, additions, or deletions of same to the Board of Directors as they deem fit.
- (2) **REGISTRATION COMMITTEE** - The Registration Committee shall be appointed by the Board of Directors and shall include the Registrar as Chairmen. The Registration Committee shall supervise registration and drafts, and shall have such other responsibilities as are set forth in these bylaws. Coaches may not be involved in assigning players to teams or in administrating the Division Drafts in their respective divisions other than as specifically noted in the Bylaws for travel team selection.
- (3) **PUBLICITY COMMITTEE** - The Publicity Committee shall be appointed by the Board of Directors and shall include the Secretary as Chairman. They shall be responsible for all advertising, Newspaper articles and other publicity related activity concerning soccer and League operation.
- (4) **TRAINING COMMITTEE** - The Training Committee shall be appointed by the Board of Directors and shall include the Vice President of Traveling. The Training Committee shall be responsible for the development, training and training programs for players and coaches.
- (5) **FINANCE COMMITTEE** - The Finance Committee shall be appointed by the Board of Directors and shall include the Treasurer as Chairman and two other members as a minimum. The Finance Committee shall be responsible for the preparation of the Financial Statement for submission to the Recreation Department, the annual budget and recommendations of all money raising programs to the Board of Directors.
- (6) **FAIR PLAY COMMITTEE** - The Board of Directors will act as a Fair Play Committee in handling of concerns against any person associated with the UTSA (players, coaches, referees and spectators). A committee chairman, appointed by the President, will act as the focal point for any one wishing to voice a concern. There is a 3-step process currently in place that spells out the actions to be taken by this committee. Every step will be documented and placed into the file of the persons involved.

- (7) **ACHIEVEMENT AWARDS COMMITTEE** - Each year, upon approval by the Board, the President shall appoint a committee consisting of the Registrar and two additional members of the Board to review and propose a list of candidates for the UTSA and Endless Summer Soccer Tournament scholarship monies.
- (8) **COACHES SELECTION & REVIEW COMMITTEE** - This committee shall be comprised of the Board of Directors and is responsible for the interviewing and selection of new coaches as well as a performance review of existing coaches. A chairperson shall be appointed by the President and does not have to be an existing Board of Directors member. No officer shall be part of the decision process of any position for which he is an applicant.
- (9) **ENDLESS SUMMER SOCCER COMMITTEE** - This committee will be chaired or co-chaired by any individuals wishing to volunteer and approved by the Board of Directors. It will be their function to promote and fund raise for our annual preseason tournament to be held in August of each year. This committee will work under the umbrella of UTSA and it's Board of Directors.

Article XIII - Achievement Awards

Each year UTSA announces it's intention to offer achievement awards to some graduating high school soccer players, who are planning to further their education at an institution of higher learning. Seniors who feel that they meet the requirements should fill out an application form, available through any current member of the Board of Directors, and submit it to the address below to the attention of "Achievement Awards Committee". Applications must be received by the first Monday in May and applicants must meet the following requirements:

- Member of the Upper Township traveling soccer program for 3 years
- Participation in UT recreation program
- Current high school senior with a GPA of 2.5 or higher
- Member of your high school soccer team 2 years or more
- Active in community (civic, church, and / or school)

Each application should include proof of involvement in the any listed activities, including letters of recommendations from your traveling coach and High School Coach as well as from your coordinator(s) of your civic, church or school organization.

Article XIV - The Endless Summer Soccer Tournament

The purpose of this tournament is to raise monies to improve our program and our facilities, and to provide seed money to each player on the current U14 teams. This seed money shall be used for traveling to a special summer soccer tournament. These monies will also allow the UTSA to provide awards to

individuals through our "Achievement Award Program" as described in Article XIII of the bylaws.

At the conclusion of the Tournament the tournament committee will make a recommendation, in writing, of how the all raised funds are to be distributed. These recommendations shall be made to the Board of Directors who may approve or amend the recommendations. The recommendations must be presented by September 30th following the tournament.

ARTICLE XV - U-14 TRAVELING SOCCER TRIP

- (1) As part of its program, the UTSA will support a Soccer Trip for the U-14 Boys and U-14 Girls teams (collectively referred to in this by-law as the "Teams") to Europe. This trip is intended to nurture the physical, educational and philosophical growth of the players. Therefore, the trip that is decided upon should not only include soccer and its heritage, but should also have elements that expose the players to the educational opportunities, geographic differences and cultural diversity of the world. In short, while being soccer oriented, the Soccer Trip should also raise the players awareness of the opportunities the world has to offer. The determination of whether or not a proposed Soccer Trip meets the criteria set forth in this paragraph shall be within the sole discretion of the Board of Directors.
- (2) The choice of the Soccer Trip is to be made by the coaches, of the Teams. The soccer aspect of the trip must include team training or tournament play and a cultural exchange with other participating teams. The Soccer Trip must be well planned with a clear and fully defined itinerary lasting approximately 7 to 10 days. The UTSA strongly encourages the Teams to select the same Soccer Trip and travel together. The proposed Soccer Trip for each team shall be submitted in writing, to the Board of Directors, by October first of the year prior to the year the proposed trip is scheduled. If no proposal is made by a team by the October first date, the Board of Directors may chose for that team one of three tournaments that have been pre-approved by the UTSA and that team must make a travel decision prior to November first of the year prior to the year the proposed trip is scheduled.
- (3) A Soccer Trip Manual shall be maintained by the UTSA which shall, at a minimum, contain;
 - (a) Guidelines for Fundraising as may, from time to time, be revised by the Board of Directors.
 - (b) Itineraries of previous Soccer Trips approved by the Board of Directors.
 - (c) Itineraries of various Soccer Trips submitted to the Teams by vendors and selected for inclusion by the Board of Directors.
 - (d) Timelines and financial information for each fundraising event conducted by the Teams to finance their Soccer Trip for at least the last three years.

Each Team will have access to this manual and will be responsible to maintain it and up-date it during their U-14 year.

- (4) Fundraising for the Soccer Trip will be permitted for the coaches and players of the Teams under the umbrella of the UTSA. Fundraising, and the distribution of fundraising proceeds, shall be done strictly in accordance with such Fundraising Guidelines as the Board of Directors shall establish in the Soccer Trip Manual and as the Board of Directors may, from time to time, modify, refine or otherwise change.

If any team does not abide by the Fundraising Guidelines and the spirit of those guidelines, the Board of Directors may withdraw its approval of that team's Soccer Trip refuse that team permission to travel and prohibit that team from raising funds under the umbrella of the UTSA. Interpretation of the meaning, spirit or effect of any Fundraising Guideline shall lie solely with the Board of Directors. The Teams, if in doubt, may petition the Board of Directors for interpretation of any fundraising guideline; but this interpretation shall be sought and received prior to that team taking action on the issue raised by such petition.

- (5) As provided in Article XIV, some funding of the Soccer Trip may be provided by the UTSA. This determination will be made annually by the Board of Directors and may vary from year to year, team to team and player to player. The Board of Directors will consider the support it has received from the team, parents and players in advancing the goals of the UTSA, including, but not limited to, volunteering time, procuring ads and otherwise objectively contributing to the success of the Endless Summer Soccer Tournament. At a minimum, to receive any funds from the UTSA, a player must have been a rostered UTSA player for the U-14 season and must have participated in the Endless Summer Soccer Tournament on a UTSA team as a U-14 player.

A player or coach who has played or coached in the UTSA program and leaves the UTSA program to play elsewhere, then returns, may not be eligible to receive any funds from the UTSA for the Soccer Trip. Final decisions for monetary eligibility will be at the discretion of the Board of Directors.

If it is determined that a player, coach or team is not abiding by the provisions and spirit of the guidelines for fundraising and the distribution of fundraising proceeds, all, or a portion, of the funds previously awarded may be withdrawn and recovered by the UTSA. Any such determination shall be made by the Board of Directors after considering such facts or explanation as the player, coach or teams may present.

RULES AND REGULATIONS

FUND-RAISING AND DISTRIBUTION

- (1) An individual account is established for each player and coach upon receipt of a \$200.00 deposit from that player or coach.
- (2) Once a deposit is received, the Association then credits the player's account with an amount recommended by the Endless Soccer Tournament Committee and approved by the Board of Directors. The amount for each player will be determined by the player's/parent's involvement with the Endless Summer

Soccer Tournament (selling of ads, volunteer hours to the tournament, etc.). (The Associations donation will only be applied after the deposit has been made).

- (3) Individual fund-raising activities will be tracked and credit will be added to the individual player's account balance.
- (4) Group fund-raising activities will be divided among those players and coaches participating in the fund-raising activity, and again, the player's or coach's individual account balance will be credited. A coach's participation in a group fund-raising activity results in a share of the funds raised being credits both to the coach's account and the account of the coach's child.
- (5) Once the total has been reached in an individual player's or coach's account, additional fund-raising credits for this player or coach will then be credited back towards the deposit.
- (6) Once the player's or coach's total trip has been covered and the deposit returned, any additional fund-raising efforts will be placed in an account and credited to the player or coach to go towards transportation (bus to and from airport), uniforms/warm-ups, and any other agreed upon amenity approved by the Board of Directors.
- (7) Once that player or coach has met and reached all expenses listed above, any additional fund-raising efforts will be equally divided among his or her team members' accounts of those members that have participated in two-thirds of the group fund-raising activities.
- (8) Once the team and its coaches have reached all expenses listed above, any additional fund-raising efforts will be equally divided among the accounts of those members of the other team that have participated in two-thirds of the group fund-raising activities.
- (9) At the conclusion of the fund-raising, the Board of Directors may award a stipend to the coaches in an amount up to the amount awarded to the players on that team.
- (10) Fund-raising for the annual Soccer Trip cannot begin until after the Endless Summer Soccer Tournament has concluded.

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