

GREATER  
WICHITA FALLS  
SOCCER ASSOCIATION  
BYLAWS

and

RULES AND REGULATIONS

revised

Spring 2007

# GREATER WICHITA FALLS SOCCER ASSOCIATION

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## **STATEMENT OF POLICY BY THE GWFSA BOARD OF DIRECTORS**

"Each person having any responsibility whatsoever for a team participating in GWFSA is responsible for reading and understanding these rules. In the event charges of infraction of these rules are made against a captain, coach, player, manager and/or team representative, claims by said accused person of ignorance of these rules will not be considered a viable defense to said charges. It is each team's responsibility to see to it that each person having any responsibility for the team receives a copy of these rules and that copies are made available, read and understood by all of the team's coaches, players and/or representatives."

"The bylaws and rules of GWFSA were written for the benefit of the association and its players. While the bylaws and rules are intended to be comprehensive and thorough, it should be understood that not all situations, circumstances, and events can be anticipated, and therefore, covered precisely. Further it is recognized that on occasion conflicting rules or statements may occur. Therefore, it shall be the firm policy of this Board in resolving such conflicts to exercise its authority to override and/or interpret these rules and bylaws in keeping with their intent and purpose and in the best interest of the association and the spirit of the game."

# GREATER WICHITA FALLS SOCCER ASSOCIATION

## BYLAWS

### ARTICLE I

#### NAME, TYPE, DURATION, PURPOSE MEMBERSHIP, PLACE OF BUSINESS

- Section 1      Name and Type of Organization  
The name of the organization shall be the Greater Wichita Falls Soccer Association, and it is a Texas non-profit corporation.
- Section 2      Duration and Purpose  
The period of duration is perpetual. The purpose shall be to foster, promote and advance the cause of soccer within the Greater Wichita Falls area and to guard the interests of its members as more fully stated in the Articles of Incorporation, fully adopted herein by reference.
- Section 3      Team Names  
The teams will be recognized by their respective names. Team names that are ethnically recognized will not be accepted.
- Section 4      Subordinate Associations  
Clubs and subordinate associations and affiliated teams, having so qualified, may be admitted to membership in good standing upon payment of their membership fee and upon agreeing to abide by the Articles of Incorporation, By-Laws and Rules and Regulations of this association, and upon submitting their constitution and/or by-laws for approval by the Executive Board.
- Section 5      Charitable Purpose  
The association is organized exclusively for charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (C)(3) of the Internal Revenue Code of 1954 and regulations (or the corresponding provisions of any future United States federal tax law.)
- Section 6      Membership  
Members of the association shall consist of the Executive Board members, Executive Committee members, and all teams in good standing, including registered players, parents or legal guardians of players, coaches, and managers, with the governing responsibilities and voting rights as provided in the Bylaws of this association.
- Section 7      Place of Business  
The principal office of the association shall be in Wichita Falls, Wichita County, Texas. The mailing address for the association shall be Greater Wichita Falls Soccer Association, PO Box 4612, Wichita Falls, Texas 76308.

### ARTICLE II GOVERNMENT

- Section 1      Governing Body  
The governing body of this organization shall be the Executive Board.
- Section 2      Business Transactions  
The Executive Board shall transact all business and manage the affairs of the association. It shall enforce the Articles of Incorporation, Bylaws, and Rules and Regulations of the association, the laws of the game, and the rules and regulations of the State and National associations of which this association is a member.

Section 3

Officers and Committees

The Executive Board shall consist of the following elected voting officers: President, First Vice President, Second Vice President, Third Vice President, Secretary, Treasurer, Registrar, Players Advocate, and Referee Representative (who shall be elected by the Referee Association.)

The Executive Committee shall consist of the following additional persons (who shall act as an advisory council to the Executive Board): Girls and Boys Commissioners of each division, and the Chairman of each currently existing committee. The President may create new committees and appoint new chairpersons as deemed necessary. The number of new committees shall be limited to a maximum of three at any given time. There shall be one Coordinator for each area community with three or more teams. The Commissioners and Coordinators shall be appointed by the Executive Board.

Section 4

Board and Committee Meetings

Executive Board meetings may be held at the discretion of the President, with a minimum of one monthly meeting to be set during the soccer season. A majority of five will constitute a quorum.

Executive Committee meetings will be held at the discretion of the Executive Board. A simple majority will constitute a quorum.

Section 5

Absenteeism

Any member of the Executive Committee who shall be absent from three consecutive meetings of said committee shall have his office declared vacant at the discretion of the Executive Committee.

Section 6

Non-Elected Vacancies

The Executive Board shall appoint a replacement for any non-elected position on the Executive Committee.

Section 7

President Duties

The President shall be the principal executive officer of the association and shall in general supervise and control all of the business and affairs of the association. He or she shall preside at all meetings of the Executive Board, Executive Committee and general meetings of members. He or she may enter into any and all contracts and agreements authorized by the Executive Board on behalf of the association and may sign all writings evidencing such agreements or as otherwise necessary to the fulfillment of his or her duties as President. He or she shall not be authorized to enter into agreements on behalf of the association for the conveying of association owned real or personal property, personal service contracts: borrowing money, encumbering or in any manner pledging association property, or expending association money for any single purpose (whether by one or more payments) in an amount exceeding \$1,000.00, without having first obtained the express written approval of the Executive Board. The association's Articles of Incorporation, Bylaws and Rules and Regulations and other such duties as may be prescribed by the Executive Board from time to time.

Section 8

1st Vice President Duties

The First Vice President shall succeed to the office of the President, preside in his or her absence, and act as chairman of the appeals and discipline committee. He or she will also keep copies of all violations, reports of misconduct, and minutes and decisions of all A&D proceedings.

Section 9

2nd Vice President Duties

The Second Vice President shall coordinate membership, recruitment, and placement. He or she shall act as chairman over commissioners and coordinators. He or she will be active in the placement of teams in playing divisions and the scheduling. He or she will act as assistant to the President.

Section 10

3rd Vice President Duties

The Third Vice President shall coordinate any fundraisers and any coaches' clinics. He or she will act as assistant to the President.

Section 11

Secretary Duties

The Secretary shall keep minutes of all association meetings and is responsible for league standings. He or she shall be responsible for all correspondence and any other record keeping duties.

Section 12

Treasurer Duties

The Treasurer shall have charge of all dues and fees, and keep an accurate account of income and expenditures, and shall pay all bills approved by the Executive Board. The Treasurer shall also prepare and submit a financial statement of all monies generated and spent annually at the general meeting, and monthly at all Executive Board meetings. A written handout shall be prepared and distributed at the Annual Meetings. Two officer signatures will be required on checks over \$50.00.

Section 13

Registrar Duties

The Registrar shall be in charge of registration of players.

Section 14

Players Advocate Duties

The Players Advocate shall coordinate with the First Vice President on Appeals and Discipline. He or she will act as liaison between coaches, players, etc., and the Appeals and Discipline Committee. He or she will assist in the training and education of coaches.

Section 15

Referee Representative Duties

The Referee Representative shall act as a liaison between the Referee Association and the Executive Board.

Section 16

Appeals and Discipline

The Appeals and Discipline Committee (hereinafter referred to as the A&D committee) has the authority to suspend members from participation for violations of the Rules and Regulations of this association or conduct detrimental to the association.

The A&D Committee will have charge of investigating and determining all reported violations of Rules and Regulations of this association and as may be directed by the association President. The A&D Committee will consist of the following voting members: The First Vice President, will act as its chairman, another elected officer and three of the following: any other appointed Member of the Executive Committee or any coach of record or referee in good standing with the GWFSA. The A&D Committee members and four alternates will be selected by the Chairman on a soccer year basis (from September 1 through July 31 of the following year). The A&D Committee will meet on an as needed basis, and a majority vote of all members will decide all matters. Decisions of the A&D Committee may be heard by the Executive Board and the North Texas State Soccer Association Appeals and Discipline Committee through the appropriate procedures.

Section 16.1

Procedure for Filing Appeals

Procedure for filing appeals with the Executive Board shall be as follows:

1. Decisions of the Appeals and Discipline Committee, any other existing committee, or the action of a particular officer, commissioner, committee chairman, or area coordinator, are appealed to the Executive Board of this Association. This appeal must be made and concluded prior to appealing such decisions or actions to NTSSA or USSF.
2. All appeals to the Executive Board must be submitted in writing and received within five (5) days of the appealed decision. All appeals shall be accompanied by a \$25.00 fee (cash or cashier's check). If the appeal is upheld by the Board, the fee will be returned. If it is denied, the fee will be forfeited to the treasury of this Association. In the case of appeals regarding individual suspensions, the Board may waive or request a \$25.00 fee.
3. The Board, at its discretion, may when requested in writing to do so, extend the time limit for filing appeals, but in no case shall an extension of more than ten (10) days be granted.
4. All appeals to the Board must be made in writing to the President who will then notify the Secretary of the Board and all the members of the Board. In cases of controversy as to timely receipt of appeals, the postmark date (postage meter not acceptable) will govern mailed appeals, and actual date of in-hand receipt (not left in mailbox) will govern hand-delivered appeals.

5. Upon receipt of appeal, properly submitted, the President shall set a time and place for the hearing and will advise all appropriate parties. Such hearing settings are solely the responsibility of the Board, but all such hearings must be scheduled within ten (10) days of receipt of the appeal and the appealing party is bound to present all information and evidence relative to the appeal at the hearing.
6. Decisions of the Executive Board may be appealed to the North Texas State Soccer Association and thereafter to the United States Soccer Federation. In no event shall any person or persons or organizations under the jurisdiction of this Association resort to the Courts until all appeal procedures have been exhausted. For violations to this rule, the offending party shall be subject to the sanctions of suspension and fines as set forth by the United States Soccer Federation, and shall be liable for all expenses incurred by defending each court action, including but not limited to court costs, attorney fees, reasonable compensation for time spent by the GWFSA and the NTSSA officers and members in responding to and defending against allegations in the action, including responses to discovery and court appearances, travel expenses, and the expenses for holding special meetings necessitated by the Court action.
7. All decisions at all levels of the appeal process shall stand and be of full force and effect until changed by a higher authority.

Section 17      Commissioners and Chairman Duties

The Commissioners shall be active in player placement within their age divisions, and shall serve on any placement committees within their divisions. They shall be responsible for obtaining proper registration with dues and fees, and sending all monies to the Treasurer and necessary paperwork to the Registrar.

Section 18      Complex Duties of the Executive Board and Appointed Executive Committee

All members of the Executive Board, elected officers, and members of the Executive Committee, appointed commissioners and coordinators, shall serve a one week duty period during each spring and fall playing season. The week of duty will start on Saturday morning and end on Friday night of the following week. This duty will consist of being present at the complex each day of the week a game is scheduled, unlocking the buildings and gates, turning the lights on and off and locking the buildings and gates.

Section 19      Elections and Terms of Office

Elected Officers shall be elected for a term of two years and may succeed themselves in office. Elections shall be held at the Annual Meetings, or at a Special Meeting called for the specific purpose of elections, if no quorum is present at the Annual Meeting. The President, First Vice President, Secretary and Registrar shall be elected in even numbered years. The Second Vice President, Third Vice President, Treasurer and Players Advocate shall be elected in odd numbered years. An Executive Officer that desires to seek election to another office must first resign the office he/she is holding prior to election. Only one member of a family may serve on the Executive Board at a time.

Terms of office shall run June 1st of appropriate year to May 31st of appropriate year with odd and even terms as stated, being based on the year of the annual general meeting. No elected officer shall hold more than one office at a time.

In the event of vacancy occurring in any elected office, other than the President, prior to the end of term, the Executive Board shall elect successor to the office. If the First Vice President is unable to assume the office of President in the event of vacancy in that office, a successor will be elected at a special association meeting.

Any officer may be removed by two-thirds vote at a special association meeting. Any officer may resign at any time by written notice of such resignation to the President or Secretary.

**ARTICLE III  
GENERAL MEETINGS**

Section 1      Annual Meeting  
The Annual Meeting shall be held on any Thursday in April.

Section 2      Representation and Voting Members  
Each team registered in the current soccer season shall be represented by an appointed delegate to the Annual General Meeting and any general, regular or special meeting, and each team's delegate shall be a member-at-large. Delegates may cast only one vote per represented team. Each member of the Executive Committee who is not the coach of record for a registered team will be allowed one vote. Only team delegates, Executive Board members and applicable Executive Committee members shall be voting members at the general meetings.

Only one (1) vote per person present at all meetings will be allowed.

Roll will be taken. Anyone appearing-other than the coach, assistant coach or manager must be at least the age of 16 years, must have a written proxy, and only one proxy per person present will be allowed. That is, each team must appear and be represented by a single person, and each person present at the meeting may appear for and represent only one team.

Section 3      Regular Meetings  
Regular meetings may be held on any day and time established by the President or Executive Board.

Section 4      Special Meetings  
Special meetings may be called by the President, Executive Board or upon request of not less than twenty (20) voting members. The President shall call all such meetings.

Section 5      Quorum  
One-fourth (1/4) of voting members in good standing shall constitute a quorum for transacting business. The voting members present at a duly organized meeting may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum.

Section 6      Place of Meetings  
The Executive Board may designate any place within Wichita Falls, Texas, for meetings. If a place for a meeting is not designated, then meetings will be at the Greater Wichita Falls Soccer Association Youth Soccer Complex at 5511 Southwest Parkway, Wichita Falls, Texas 76310.

Section 7      Notice of Meetings and Agenda  
Written or printed notice, stating the place, day and hour of a general meeting and, in case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than ten (10) or more than fifty (50) days before the date of the meeting, either personally or by first class mail, by or at the direction of the president, or the secretary, or the officers or persons calling the meeting, to each member entitled to vote at such meeting. Only one notice of any regular meeting shall be required. Written notice of the Annual General Meeting shall be given as provided above to each registered team in the current soccer season.

**ARTICLE IV  
AMENDMENTS**

Section 1      Amendments  
The Articles of Incorporation may be amended by a vote of two-thirds (2/3), and Bylaws and association Rules and regulations may be amended by a majority vote of the voting members at the Annual General Meeting or any announced meeting published for that purpose.

**ARTICLE V  
MISCELLANEOUS**

- Section 1      Nonprofit Status  
This Association shall conduct its business in a manner conforming to the purposes as set forth in its Articles of Incorporation and Bylaws, being careful to comply with all rules and regulations as set forth under Section 5 03(C)(3) of the Internal Revenue Code so as to maintain its status as a nonprofit charitable organization.
- Section 2      Dissolution of Association  
Upon the dissolution of the Association, the Executive Committee shall, after paying or making provisions for the payment of all liability of the Association, dispose of all the assets of the Association exclusively for the purpose of the Association in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, humanitarian, religious or scientific purposes as shall the time qualify as exempt organization, or organizations, under Section 501 (C)(3) of the Internal Revenue Code of 1954 (or the corresponding decision of any future United States Internal Revenue rule or regulation), as the Executive Committee shall determine. Any of such assets not disposed of, shall be disposed of by the District Court of any county in which the principal office of the association is then located, exclusively for such purposes or to such organization(s) as said court shall determine, which are organized and operated exclusively for such purposes.
- Section 3      Net Earnings  
No part of the net earnings of the association shall inure to the benefit of any private individual, member or officer of the association (except that reasonable compensation may be paid for services rendered to or for the association affecting one or more of its purposes), and no private individual, member or officer of the association shall be entitled to a share of the distribution of any of the corporate assets on the dissolution of the association.
- Section 4      Political Involvement  
No substantial part of the activities of the association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the association shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.
- Section 5      Fiscal Year  
The fiscal year of the association shall be on September 1 to August 31.
- Section 6      Affiliations  
This association shall be affiliated with, and be in compliance with the Articles of Incorporation, Bylaws, and Rules and Regulations of the North Texas State Soccer Association, as amended from time to time.

**RULES AND REGULATIONS**

**ARTICLE I  
ELIGIBILITY AND, REGISTRATION**

- Section 1      Eligibility
- A.      Under 19 Division: Players under 19 on July 31 of the current soccer season.
  - B.      Under 16 Division: Payers under 16 on July 31 of the current soccer season.
  - C.      Under 14 Division: Players under 14 on July 31 of the current soccer season.
  - D.      Under 12 Division: Players under 12 on July 31 of the current soccer season.
  - E.      Under 10 Division: Players under 10 on July 31 of the current soccer season.
  - F.      Unger 8 Division: Players under 8 on July 31 of the current soccer season.
  - G.      Under 6 Division: Players under 6 on July 31 of the current soccer season.

Note: The current soccer season runs from September 1 through August 31. A player may not register on more than one team during a season. Players are permitted to register and play up from their official age bracket. A player must have attained the age of four (4) years by July 31 to register for the fall soccer season, or by December 31 to register for the following spring soccer season.

