

DISTRICT 7
OF THE UTAH YOUTH SOCCER ASSOCIATION

CONSTITUTION, BYLAWS, AND POLICIES



Proposed Changes and Updates – 2009 District 7 AGM
Submitted by Terri and Dale Baker



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DISTRICT 7
OF THE UTAH YOUTH SOCCER ASSOCIATION
CONSTITUTION, BYLAWS AND POLICIES

DISTRICT 7 CONSTITUTION

1:01 Name

1:01:01 This Association shall be known as District 7, a non-profit corporation.

1:02 Purpose

1:02:01 The purpose of the Association is to develop, promote, and govern youth soccer in within the boundaries of District 7.

1:02:02 The Association shall be organized as a non-profit corporation under the laws of the State of Utah. The Association shall have the right to do and engage in all activities permitted of non-profit corporations under the laws of the State of Utah. The Association shall operate in accordance with Section 501(c)(3) of the Internal Revenue Code.

1:02:03 This Association is one that does not contemplate pecuniary gain or profit to the members thereof, and it is organized solely for non- profit purposes.

1:02:04 This Association does not discriminate on any basis prohibited by applicable law, or USSF Bylaw Section 213(1)(a)(2).

Section 1:02: Changed to make our bylaws consist with UYSA bylaw Section 1:02.

1:03 Colors

1:03:01 The representative colors of this Association shall be Royal Blue and Yellow

Section 1:03: Section was blank in our current bylaws. Added colors Royal Blue and Yellow. Rationale: These colors are the colors of our rec program.

1:04 Affiliation

1:04:01 This Association (District 7) shall be an affiliated member and comply with the authority of the Utah Youth Soccer Association (UYSA), the United States Youth Soccer Association (USYSA) and the United States Soccer Federation (USSF). To the extent permissible under applicable law, this constitution and bylaws shall be consistent with USSF's, USYSA's, and UYSA's articles of incorporation and bylaws. To the extent permissible under applicable law, District 7 and its members shall abide by USSF's, USYSA's, and UYSA's articles of incorporation and bylaws. District 7 shall register all of its players, coaches, teams, referees and administrators with UYSA and timely pay all dues and fees to UYSA, according to accepted practices and policy as set by UYSA.

Section 1:04: Changed to make our bylaws consist with UYSA bylaw Section 1:04.

1:05 Auxiliary and Advisory Organizations



1:05:01 **General** - The Board of Directors may establish, authorize, or recognize auxiliary or advisory organizations of the Association, whether operating as separate not-for-profit corporations or as agencies of the Association, as it may deem appropriate. Auxiliary and advisory organizations shall be subject to such conditions and reviews as the Board of Directors and State Council may determine from time to time. All programs and activities of such organizations shall be consistent with the rules and regulations that apply to the overall exemption of the Association as a not-for-profit organization under Internal Revenue Service and state tax codes.

1:05:02 **Purpose** - The sole purpose of any auxiliary or advisory organization shall be to foster the purposes of this Association.

1:05:03 **Financial Review:** The Association shall have the right to review and inspect the financial records of any auxiliary or advisory organization affiliated with the Association.

Section 1:05: Changed to make our bylaws consist with UYSA bylaw Section 1:05.

1:06 Territories and Boundaries

1:06:01 The territory of District 7 shall be within Cache County and Box Elder County. The Board of Directors shall create/sanction geographical sub-divisions within the District that shall be known as ‘Leagues’:

- League 47 – Bear River/Box Elder – The Bear River and Box Elder High School Areas.
- League 48 - Sky View - The Sky View High School Area.
- League 49 - Logan - The Logan High School Area.
- League - 50 - Mountain Crest - The Mountain Crest High School Area.
- New leagues as needed based on registration numbers and/or new affiliation.

Section 1:06:01: Added the option to add new leagues as needed. This is permissible under UYSA bylaws (Section 1:06)

1:07 AUTHORITY STRUCTURE

1:07:01 District 7 shall be governed by its Constitution, Bylaws, and Rules, which shall take precedence over its Policies, and shall be consistent with the Constitution, Bylaws, and Rules of the Utah Youth Soccer Association (UYSA), United States Youth Soccer Association (USYSA), and the United States Soccer Federation (USFF).

- A. Policy changes passed by the District 7 Board of Directors during the year must be reported to the membership at the next AGM.
- B. Copies of this Association’s Constitution, Bylaws, and governing documents shall be made available to its members through, but not limited to, the internet.
- C. This Association will allow UYSA, upon reasonable notice, to review its basic documents and procedures as may reasonably be required to determine compliance with the UYSA Constitution and Bylaws.

Section 1:07:01: Changed to make our bylaws consist with UYSA bylaw Section 1:07:01.

1:07:02 The governing authority of this Association shall be the Board of Directors as defined in the Bylaws. The Board of Directors of this Association shall consist of elected officers and all others as defined by the Bylaws.



1:07:03 When the District Board Chairperson is absent, the following order of leadership will be followed for the purpose of conducting necessary business: District Vice Chairperson, Director of Coaches, Director of Recreation.

Section 1:07:03: Added Director of Recreation. Rationale: This is a reflection of our order of line of authority, which mirrors UYSA's with the exception of Director of Coaches, which is omitted from the State's bylaws and bod since it's counterpart (Technical Director) is a paid employee.

1:07:04 The Executive Committee shall consist of all members of the District board that have a vote.

Section 1:07:04: Added. Rationale: To define our Executive Committee.

1:07:05 An out of sync District Board meeting can be called in case of emergency by a simple majority vote of the District Board of Directors. Voting to call the meeting can take place by e-mail, with e-mail voting being allowed to take place over no less than a 24 hour period, or until a majority of the board's votes are received. At an out of sync Board meeting, any motions must be passed by a two-thirds margin by the attending members.

Section 1:07:05: Added. Rationale: We currently have nothing in our bylaws that allows us to call an out of sync board meeting if such should become necessary. The voting method is based on current District 7 bod practices.

1:08 ANNUAL GENERAL MEETING

1:08:01 The District Board of Directors shall hold an Annual General Meeting each year during the fourth quarter of the year. Notification shall be made to all affiliated Leagues and/or Clubs at least sixty days prior to the meeting. Notification can be made by mail, publication on the association's website, or by e-mail.

Section 1:08:01: Added how notification can be made. Rationale: Changed to make our bylaws consist with UYSA bylaw section 1:08:01.

1:08:02 The order of business at the Annual General Meeting shall be as follows:

- A. Call to Order
- B. Roll Call and Presentation of the District Board of Directors
- C. Proposals for changes to the Constitution, Bylaws, and Rules
- D. Present next year's Budget for review
- E. Introduction of Candidates
- F. Acceptance of Minutes of the Previous AGM
- G. Election of Officers
- H. Good of the Game
- I. Adjournment

Section 1:08:02: Added line D, I, and added 'Presentation of the District Board of Directors' in line B. Rationale: I felt that our General membership would want to know who our D7 bod is, and that they have a right to know how the board plans to spend their money. Adding the 'Good of the Game' adds an opportunity for an open forum at the close of the AGM, allowing anyone to speak and address concerns or ideas that will improve the program. All of these additions encourage awareness in our general membership, and it is hoped that it will also foster an increase in participation.



1:08:03 All eligible voters shall cast one (1) vote. Each eligible household shall be entitled to one (1) vote. General members must be present to vote. Voting shall be done by secret ballot. A simple majority of eligible votes cast shall be required to determine all issues other than amendments to Association's Constitution, Bylaws or Rules which require a two-thirds vote to change. Votes will be tallied and the newly elected officers shall take office immediately upon election. The State UYSA office must be notified within fourteen (14) days of the result of the election.

Section 1:08:03: Added "General members must be present to vote". Rationale: General members are granted one vote per household, though either parent can exercise that vote. There seems to be no legitimate to purpose in allowing proxy votes.

1:08:04 No paid employee of District 7 shall be entitled to vote.

Section 1:08:04: Changed to make our bylaws consist with UYSA bylaw Section 1:08:06 .

1:09 AMENDMENTS

1:09:01 Any general member may submit an amendment to the Constitution and Bylaws of this Association through any member of the District Board. Changes must be submitted in writing to the District Chairperson, thirty (30) days prior to the Annual General Meeting, and must be circulated to voting members not later than fifteen days prior to the Annual General Meeting.

Section 1:09:01: Changed 45 days to 30 days. Rationale: District bod expressed a desire to make this change some time ago.

1:09:02 Amendments to the Constitution, Bylaws, and Rules of this Association shall be made at the Annual General Meeting, and at Special Meetings of the District Board for such purpose.

1:09:03 An Amendment to the Constitution, Bylaws, and Rules, Shall be deemed adopted by a two-thirds (2/3) majority of the general membership present at the Annual General Meeting, or other meeting called for that purpose. Amendments adopted at the Annual General Meeting shall be effective immediately unless otherwise specified. Changes must be submitted for approval to the UYSA Board of Directors.

1:09:04 Special quarterly meetings may be convened over the next year to fine-tune District Constitution, Bylaws, and Rules until the conclusion of District 7's 2010 Annual General Meeting, with the intent of fine-tuning this major Constitutional/Bylaw rewrite (done this Nov 2009). It is recommended that these meetings be held as part of the District 7 Board of Directors meetings in Feb, May, and August of 2010. At these quarterly meetings, District board members may vote to change District 7 Constitution, Bylaws, and Rules by a two-thirds (2/3) vote of those present. Any changes must be ratified by the Membership at the 2010 Annual General Meeting. After the conclusion of the District 7 2010 Annual General Meeting, Amendments to this Association's Constitution, Bylaws, and Rules may only be done at the District 7 Annual General Meetings or during Special Meetings of the District 7 Board of Directors called for this specific purpose.

Section 1:09:04: Added. Rationale: To facilitate 'fine-tuning' of these proposed bylaws if passed at this AGM.

1:10 DISSOLUTION

1:10:01 Upon the winding up and dissolution of this Corporation, after paying or adequately providing for the debts and obligations of the Corporation, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation, which is organized and operated exclusively for charitable, educational, religious and/or scientific



purposes, and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code. If this Corporation holds any assets in trust, said assets shall be disposed of in such a manner as may be directed by order or decree of the District Court of the County in which this Corporation's principal office is located, upon petition therefore, by any person concerned in the liquidation.

District 7 Bylaws

2:01

Affiliation

2:01:01

This Association recognizes two categories of membership for the purpose of District Board meetings:

A. Voting members:

- Elected members of the District 7 Board
- League Presidents
- Sanctioned Club Representatives
- District Chairman, with only a tie-breaking vote.

Section 2:01:01 – A. Changed: Removed ‘weighted vote’. Rationale: To restore equal voting for each voting District 7 board member in conjunction with voting practices at the UYSA monthly board of directors meetings.

B. Association members who shall have no vote:

- Non-voting members of the board such as the District Registrar and the District Treasurer.
- Parents & Players
- Coaches
- Referees
- Other Association position holders such as the Match Scheduler, Referee Assignor, Secretary, and Appointed Committee members, etc.

Section 2:01:01 – B: Added ‘Other Association position holders such as the Match Scheduler, Referee Assignor, Secretary, and Appointed Committee members, etc.’ Rationale: Consistency with section 2:02:02

C. Membership:

Membership in this Association shall be open to all Leagues desiring to affiliate and which meet the requirements of ‘members in good standing’ as defined in the Bylaws. Individual players, coaches, referees, and administrators are members of this Association through their registered affiliation with a League, Affiliated Club, or other official body of this Association and are subject to the Constitution, Bylaws and Rules of this Association.

Each Affiliated League and Affiliated Club will adhere to the Constitution, Bylaws, and Rules of this Association and will always act in a manner to protect the interests of this Association.

Section 2:01:01-C: Added ‘Affiliated Club’. Rationale: Needed to be added. Consistent with UYSA bylaw section 2:01:01 – C.

2:01:02

Mandatory Registration: All Leagues, Affiliated Clubs, and associations or organizations affiliated with Utah Youth Soccer Association must register every soccer player, every coach, and every soccer team that is sponsored,



financed, coached, or administered by the club, league, association or organization whether they be male or female, members of traveling teams, competitive teams, intramural programs, recreation programs, or house programs. ALL volunteers (administrators, team managers, etc.) must be registered with Utah Youth Soccer Association (UYSA) by completing the Volunteer Disclosure Form within 30 days of appointment.

2:01:03 **Unaffiliated Organization/Teams:** All non-members teams or leagues who are not a part of an organization recognized by the United States Soccer Federation, within the territorial jurisdiction of this Association, shall be deemed as an ‘Unaffiliated Organizations.’ Any registered team or affiliated league playing games with an unaffiliated organization, without written consent of the District and/or UYSA shall face disciplinary action and/or suspension. Teams and individuals, not members of a League or Club affiliated with UYSA may be allowed to participate in UYSA events upon complying with UYSA and District 7 requirements. Permission will normally be granted for occasional ‘friendlies’, but not where it is deemed that such games bestow the benefits of UYSA/District 7 membership to non-affiliated teams without acceptance of the related obligations.

2:01:04 **Affiliation within District 7:** Non-affiliated organizations or groups may request affiliation at any time. Such affiliation is subject to the organization’s willingness to adhere to the Constitution, Bylaws, and Rules of the District, UYSA, USYSA, and USSF. Leagues/Clubs/Organization’s requests for affiliation should be submitted to the District 7 Board of Directors for approval.

Voting credentials of Board officials representing newly affiliated Leagues or Clubs, must be ratified by the District membership at the following Annual General Meeting.

2:01:05 **Non Participation because of ‘Bad Standing’:** Any Team, Club, League, At-Large League, or Individual member of the Association determined to be in ‘bad standing’ will not be allowed to participate in any UYSA activities (tournaments, games, travel, etc.). This includes participating and voting at any and all meetings.

Reasons for ‘bad standing’ include but are not limited to -

- non-payment of fees
- non-compliance of rules and policies

Sections 2:01:02 – 2:01:05: Added to make our bylaws consist with UYSA bylaw Sections 2:02:02 – 2:01:05.

2:02 **DISTRICT ORGANIZATION AND RESPONSIBILITIES**

2:02:01 The governing authority in District 7 shall be composed of the following District Board positions:

- District Chairperson
- Deputy District Chairperson or Vice Chair
- Director of Coaching
- Director of Recreation
- Director of Boys Competition
- Director of Girls Competition
- Director of Referees
- TopSoccer Director
- Risk Management Director
- President of League 47
- President of League 48
- President of League 49
- President of League 50
- Representatives of each Affiliated Club within District 7
- District Registrar (with no voting rights)



- District Treasurer (with no voting rights)
- Other District officers as approved by the District Board (such as a newly affiliated club or league representative vote. Must be ratified at the next AGM).

District meetings shall be held not less than monthly during the playing season and as needed during the rest of the year.

Each member of the Board shall have one vote except for the following: The District Chairperson, who shall have a vote only when the vote is by ballot and in case of a tie vote; and the District Registrar, and District Treasurer who shall not have a vote.

A majority of voting members must be present in order for a quorum to exist and a majority of the quorum votes shall determine all issues, with the exception of the removal of officers and By-law changes, which requires a majority of two-third's.

The District should make a reasonable attempt to advertise district meetings. Advertisement can be made by mail, publication on the association's website, or by e-mail.

Section 2:02:01: Multiple Changes:

Added non-voting board members District Registrar, District Secretary, and District Treasurer.

Rationale: To allow these members to make motions in meetings, add things to the agenda, and to encourage them to be there in an informational capacity and to make regular status reports at monthly d7 bod meetings.

Added Club Representative. Rationale: Position was added at the 2006 AGM, but was never added to bylaws.

Other changes are not significant content changes, but language changes for the sake of clarification of rules stated elsewhere within the bylaws.

2:02:02

Board of Directors: Officers shall be elected during the District 7 Annual General meeting, for two-year (2) terms of office (except as noted below.)

- In odd numbered years, the following positions are up for election: Director of Boys Competition, Risk Management Director, and Director of Coaching.
- In even numbered years, the following positions are up for election: Deputy District Chairperson, Director of Girls Competition, Director of Recreation, Director of Referees, and TopSoccer Director.
- Affiliated Club representatives shall be appointed by their respective clubs.
- Non-voting members of the Board: District Registrar and District Treasurer shall have positions on the board throughout and limited to their employment with the District.

An Election for District Chairperson shall be held at the first regular District 7 board meeting following the District 7 AGM in odd numbered years. The District Chairperson shall be elected by a simple majority for a two(2) year term by the District 7 Board of Directors.



Section 2:02:02 – Paragraph 1 & 2:

*Language was changed in the first sentence to denote that officers of the organization shall be elected at the AGM.
Rationale: Consistent with current practices.*

District Chairperson was removed from the first subsection in the first paragraph.

Rationale: The District Chairperson is not elected at the AGM by the General Membership, but by the District 7 board during the next regular board meeting, as indicated in Paragraph 2, as per current practices.

Second Paragraph has a content change. The change: Current bylaws state that “A two-thirds vote is required to select a new District Chairperson.” (section 2:03:01). The proposal endeavors to allow the District 7 board of directors to elect a Chairperson by simple majority. Rationale: To bring our practices into alignment with UYSA, who’s current procedure allows that the head of the organization is elected, incumbent or not, by a simple majority. (UYSA Section 1:08:05)

No officer of the District board shall hold more than one Board voting position at the same time. An incumbent officer may be removed before completion of his or her term of office by a two-thirds vote of the body that elected him or her.

Each board member must complete a Volunteer Disclosure form (2:01:02) and a Conflict of Interest Disclosure Form. Forms will be completed by each member of the District 7 board of directors upon their first meeting of each calendar year. Failure to do so within the first quarter of the calendar year, will result in placing the Board member in “bad standing” (see 2:01:05).

No voting Board member may hold any paid position within District 7. No voting board member may receive any financial gain, except for the reimbursement of approved expenses incurred in the commission of their duties. (see UYSA section 2:16:01 for more info.)

Section 2:02:02 – Paragraph 4 and 5: Added. Rationale: To comply with Section 2:01:02 and UYSA Section 2:16:01.

The responsibility of each Board member is as follows:

A. District Chairperson -

The District Chairperson shall be elected by the voting members of the District 7 Board of Directors for a two-year term. This election shall be held at the District Board meeting immediately following the District 7 Annual General Meeting in odd years. The District Chairperson shall preside at and conduct meetings of the District 7 Board. The District Chairperson shall be an ex-officio member of all committees and shall supervise all activities of the District. The responsibilities of the District Chairperson shall include, but not be limited to the following:

1. Understanding, implementing and enforcing the UYSA Constitution, Bylaws, Rules and Policies within the District.
2. Understanding, implementing and enforcing the District 7 Constitution, Bylaws, Rules and Policies within the District.
3. Report on the District to the State Board of Directors at each UYSA Board of Directors meeting.



4. Be present at all UYSA Board of Directors, Planning, and State Council meetings, or have a representative in their behalf with a signed proxy, unless otherwise excused.
5. Provide liaison between UYSA Board of Directors and District Board Members.
6. Provide current Bylaws to the UYSA Board of Directors annually.
7. Provide administrative support to Leagues, Clubs, and programs within District 7.
8. Act in behalf of the District when so designated by the District BOD.
9. Ensure all district players, teams, and administrators are properly registered with UYSA.
10. Remit all fees to UYSA in a timely manner, according to UYSA policy.
11. Ensure maintenance of District 7's 501(c)(3) tax status.
12. Supervise all District employees and appointed positions, ensuring their adherence to specified job descriptions and responsibilities as approved by the District 7 BOD.
13. Sign orders on the Treasury.
14. Oversee the timely scheduling of registration drives, registration deadlines, scheduling of monthly District 7 BOD meetings, and District 7 Annual General meetings and BOD elections.

Section 2:02:02 – A: Added minor language changes: “ with a signed proxy” insub- section 4; Added ‘Clubs’ in sub-section 7; Added ‘according to UYSA policy’ in sub-section 10. Sub-section 14 was added to ensure that someone has the prescribed responsibility of making sure that these deadlines are set and/or observed.

B. Deputy Chairperson or Vice Chair

The Deputy Chairperson shall temporarily have the authorities and responsibilities of the Chairperson during his/her absence. If the office of the Chairperson becomes vacant during the term of office, for any reason, the Deputy Chairperson will resume the duties of the Chairperson until such time as the District 7 Board of Directors shall meet in a special session to appoint a new Chairperson. The responsibilities of the Deputy Chairperson shall include but not be limited to the following:

1. Rules and Revision- Overseeing all facets of this area of the program to include: Making sure that changes in the District Bylaws, and Policies are noted in a timely manner and consistent with the current UYSA Bylaws and Policies; Working with the Rules & Revision committee chairperson to assure all procedures are done in a correct and timely manner; Forwarding copies of revised District 7 bylaws and policy changes to UYSA within the allotted time.
2. Protest and Appeals - Overseeing all facets of this area of the program to include working the P & A committee chairperson to assure process is done in a correct and timely manner.



3. Advertising, Publicity/Newsletter: Overseeing publicity for the district.
4. Sign orders on the treasury.
5. Other duties as assigned by the Chairperson.

Section 2:02:02 – B: Removed former sub-section 4 which stated: “Registration: Oversee continued development of this process to include, advertising, automating data processing needs.” This is currently the responsibility of the District Registrar whose responsibilities are supervised by the District Chairman.

C. Director of Coaching

The responsibility of the Director of Coaching shall include but not be limited to the following:

1. Act as a liaison between the District and the State Director of Development or Technical Director.
2. Act as a liaison between the District and the League Coaching Directors or League Presidents.
3. Oversee coaching development and training.
4. Develop training materials and aids for coaches with the District as needed.
5. Coordinate and oversee coach licensing and training in cooperation with UYSA coaching staff.
6. Conduct meetings and other business of the District in the absence of the District Chairperson and Deputy Chairperson.
7. Other duties and responsibilities as assigned by the District Chairperson.

Section 2:02:02 – C: In section 1 added ‘Technical Director’ (as the current UYSA position is called), for clarification. Sub-section 6 was added to be consistent with language in Section 1:07:03.

D. Director of Recreation

The responsibilities of the Director of Recreation shall include but not be limited to the following:

1. Oversee player development within the recreation program, correlating with the various leagues.
2. Developing, implementing and coordinating programs for recreation/developmental players, both girls and boys, with all affiliated entities of the district.
3. Provide liaison between Districts/Leagues in “Developmental” matters.
4. Assist in correlating information for recreational soccer registration.
5. Other duties as assigned by the District Chairperson.



6. Shall Conduct District meetings and other business in the absence of the District Chairperson, the Deputy Chairperson, and the Director of Coaching.

Section 2:02:02 – D: Sub-section 6 was added to be consistent with the language in Section 1:07:03.

E. Director of Boys Competition

The responsibilities of the Director of Boys Competition include, but are not limited to the following:

1. Preside and conduct meetings of the District Boys Competition Board and/or preside and conduct, along with the District Girls Competition Director, over the District 7 Competition committee.
2. Provide liaison between the District 7 Board of Director, and the State Competition Board, in all Boys competition matters.
3. Provide liaison between the District and other Districts in all inter-district level play for Boys.
4. Oversee development and supervision of all the competition programs for Boys within District 7.
5. Along with the District 7 Director of Girls Competition, direct and assist the scheduling of all district level games.
6. Develop alignment of all registered boys teams for the intra district program, and help to recruit and develop teams to fill boys divisions.
7. Provide alignment information to the State competition board and advocate for all State level District 7 boys teams, with regards to the State level competition program, alignment, and scheduling.
8. Along with the District 7 Director of Girls Competition, plan and conduct a coaches meeting for all coaches involved with the intra district competition program before each season (twice a calendar year).
9. Oversee the maintenance of the Boys Standings in the intra district program.
10. Acquire and provide for the distribution of awards for the Boys divisions in the intra district program.
11. Be a resource for all coaches of Boys teams within District 7 with respect to the Association's Bylaws, Rules, and Policies.

Section 2:02:02 – E: Many changes. The only significant change is to indicate a partnership between the Boys Competition Director and Girls Competition director as co-chairs of the District 7 Competition board. Rationale: This is the current practice within District 7. This is also consistent with UYSA practices, which has a single competition board, instead of a Girls competition board and a Boys competition board.



F. Director of Girls Competition

The responsibilities of the Director of Girls Competition include, but are not limited to the following:

1. Preside and conduct meetings of the District Girls Competition Board and/or preside and conduct, along with the District Boys Competition Director, over the District 7 Competition committee.
2. Provide liaison between the District 7 Board of Director, and the State Competition Board, in all Girls' competition matters.
3. Provide liaison between the District and other Districts in all inter-district level play for The Girls.
4. Oversee development and supervision of all the competition programs for Girls within District 7.
5. Along with the District 7 Director of Boys Competition, direct and assist the scheduling of all district level games.
6. Develop alignment of all registered girls teams for the intra district program, and help to recruit and develop teams to fill girls divisions.
7. Provide alignment information to the State competition board and advocate for all State level District 7 girls teams, with regards to the State level competition program, alignment, and scheduling.
8. Along with the District 7 Director of Boys Competition, plan and conduct a coaches meeting for all coaches involved with the intra district competition program before each season (twice a calendar year).
9. Oversee the maintenance of the Girls Standings in the intra district program.
10. Acquire and provide for the distribution of awards for the Girls divisions in the intra district program.
11. Be a resource for all coaches of Girls teams within District 7 with respect to the Association's Bylaws, Rules, and Policies

Section 2:02:02 – F: Many changes. The only significant change is to indicate a partnership between the Boys Competition Director and Girls Competition director as co-chairs of the District 7 Competition board. Rationale: This is the current practice within District 7. This is also consistent with UYSA practices, which has a single competition board, instead of a Girls competition board and a Boys competition board.



G. Director of Referees

The Responsibilities of the Director of Referees shall include, but not be limited to the following:

1. Provide a liaison between the District 7 Board of Directors and the UYSA State Youth Referee Administrator (SYRA).
2. Provide a liaison between the District Board of Directors and the Referee Association.
3. Coordinate with and establish procedures with the Referee Assignor/s.
4. Assist in the continuing development of referees and the referee program within the district.
5. Assist in the recruitment, training, assessment, and upgrading of all referees.
6. Act as a liaison between the District Board and the Referee Assignor.

Section 2:02:02 – G: In Sub-sections 3 and 6, changed Referee scheduler to Referee Assignor, for consistency with current District 7 practices.

H. TOPSoccer Director

The Responsibilities of the TOPSoccer Director shall include, but not be limited to the following:

1. Provide liaison between the District 7 Board of Directors and the State TOPSoccer Director.
2. Organize and administrate all aspects of District 7's TOPSoccer program, including but not limited to: registration, scheduling sessions, recruiting and training coaching, and acquiring special equipment.

Section 2:02:02 – H: This Section was added. Rationale: This position was added to the District 7 board at the 2006 AGM, but was never defined in the bylaws.

I. Risk Management Director

The Responsibilities of the Risk Management Director shall include, but not be limited to the following:

1. Promote an understanding of the laws of the game that pertain to safety, ie: the wearing of shin guards, no jewelry, the proper inflation of soccer balls, field playing surfaces, and goal safety.
2. Support the teaching of coaches and players regarding reasonably safe techniques and methods of play.



3. Implement appropriate training and medical programs to insure fitness of players, prevention and treatment of injuries, serious injury response, etc.
4. Assist District and League volunteers with equipment and supplies inspections to make sure they are safe in accordance with rules, as well as to make sure that playing fields are safe and do not contain dangerous conditions.
5. Promote programs and policies to prevent child abuse in any form.
6. Support and promote recognition and enforcement of ethical standards of behavior by all members of the association.
7. Assist the District as needed with participant (player or volunteer) insurance and claim administration.
8. Assist the District as needed with advice and policy with regards to ethical and safe banking or financial practices.
9. Provide liaison between the District 7 Board of Director, and the State Risk Management director.

Section 2:02:02 – I: Added. Rationale: This position was added to the District 7 board at the 2006 AGM, but was never defined in the bylaws. I contacted Todd McGregor, current District 7 Risk Management Director for his thoughts as to what this position should entail. He thoughtfully provided these recommendations.

J League Presidents

League Presidents are elected by the association members that reside within their league boundaries. They provide a liaison between the District 7 Board of Directors and their perspective leagues. The main purpose of a League President is to represent the interests of the players that reside within their League. Additional responsibilities of League Presidents can be found in section 2:03:01.

K. Club Representatives

Each Affiliated Club with District 7 shall have a representative on the District 7 Board of Directors. These representatives will be appointed by their perspective Clubs and serve to represent the interests of their Club.

L. District Registrar

The District Registrar, as an employee of the District, holds a position on the board that is advisory in nature. This board position is not a voting position. The District Registrar is a member of the District 7 board of directors only as long as they are employed in this position. The Responsibilities of the District Registrar, with regards to the District 7 Board of Directors shall include, but are not limited to the following:

1. Aid District BOD in setting registration dates and deadlines for both the Competition programs and the Recreation program.



2. Aid District BOD in setting fees.
3. Provide at regular intervals, and upon request, reports to the members of the Board of Directors to help them in their duties. These reports could be league lists, team rosters, or other information as needed.
4. Provide information to the district board as needed.
5. Attend State Registrar committee meetings and provide a liaison between the District 7 BOD and the UYSA Registrar.
6. Any additional duties as prescribed by the District Board of Directors.

Other responsibilities of the District Registrar can be found in section: 2:02:05

M. District Treasurer

The District Treasurer, as an employee of the District, holds a position on the board that is advisory in nature. This board position is not a voting position. The District Treasurer is a member of the District 7 board of directors only as long as they are employed in this position. The Responsibilities of the District Treasurer, with regards to the District 7 Board of Directors shall include, but are not limited to the following:

1. Assist the District Board in the preparation of a proposed budget for each fiscal year. Submit the finished annual budget for approval by the District Board prior to the AGM so that it can be presented at the AGM, preceding the season year it becomes effective.
2. Aid the District BOD in setting fees.
3. Provide information to the District Board as needed.

Other responsibilities of the District Treasurer can be found in Section : 2:02:05

Section 2:02:02 – J, L, M: These sections have been added, changed and/or moved. Rationale: This section, 2:02:02, defines the District 7 Board of Directors and their responsibilities to the District Board. Following sections 2:02:03 – 2:03:05 further define these positions with regards to either their duties within their leagues, as employees, or as appointed positions.

Section 2:02:02 –K: This position was added to the District 7 board at the 2007 AGM, but was never defined in the bylaws.

2:02:03 Appointed and Contract positions

Before the start of each season year, the District Board shall appoint the following:



- At least one (1) certified and registered Referee Instructor. The District Referee Instructor shall be directed by the State Director of Assessment.
- One (1) Referee Assessment Instructor, to be certified and directed by the State Director of Assessment.

Funds for both of these positions shall come from the UYSA Referee Development Fund.

Section 2:02:03: Moved from 2:02:04. Minor language changes. No significant content change.

Before the start of each season year, the District Board shall solicit and accept bids for the following positions and services as needed:

- At least one (1) certified and registered Referee Assignor.
- Contract vendors, such as uniform supplier, equipment supplier, paint supplier, photographer, or other vendors as needed.

Section 2:02:03 part 2: Added. Rationale: Reflects our current practices, but ensures that it will be done timely.

District Secretary

This position is appointed by the District 7 Chairperson, and approved by the District 7 Board of Directors. The Secretary shall keep an accurate record of all meetings, handle correspondence, give notice of meetings, and maintain the minutes of all District meetings, and other duties assigned by the District Chairperson and District Board of Directors.

Section 2:02:03 part 3: Moved. Rationale: Moved the description of District Secretary from the District Board of Directors section to this section, defining Appointed and Contract Positions.

2:02:04

Standing Committees

Subject to the approval of the Board of Directors, the District Chairperson may appoint, as needed, the following Chairpersons of Standing Committees and such others as are needed. Appointed Chairperson may then make recommendations for his/her committee to the District Chairperson, subject to ratification of the District Board of Directors.

- Protests and Appeals Committee
- Disciplinary Committee

2:02:05

District Employees

District 7 shall employ fair hiring practices. District 7 does not discriminate based on gender, sex, race, creed, or religion. Employees are supervised by the Chairperson.

All paid employees shall be entitled to two (2) performance reviews during the year. Due to the cyclical nature of their employment, these reviews shall take place within two (2) weeks of the close of the Spring season, and within



two (2) weeks of the close of the Fall season. This review will be made by a committee comprised of the District Chairperson, Deputy District Chairperson, Director of Boys Competition, Director of Girls Competition, and Director of Recreation. The Committee Chair being the District Chairperson. Any input by other members of the Board of Directors must be submitted in writing to this committee two (2) days prior to the evaluation meeting.

The employee will not be present at this meeting, but will be apprised of the committee's evaluation by the District Chairperson, both in person and in writing. The results of this evaluation could result in, but not be limited to: commendation and retention of the employee; remonstrance and retention of the employee; or even dismissal of the employee. Appeals to the results of the evaluation must be made to the Board of Directors at the next regularly scheduled District Board of Directors meeting following the evaluation.

The District 7 Employee Positions and Responsibilities are as follows:

A. District Registrar

The District Registrars duties shall include, but not be limited to the following:

1. All duties listed under District Registrar as stated in Section: 2:02:02
2. Prepare, print, and help distribute all pre-registration and registration information.
3. Be responsible for the annual or semi-annual registration of players in the District to include making prior arrangements for the sign-up, supervising the event, and coordinating with the District Treasurer in accounting for all registrations.
4. Facilitate all registration and online registration of players, administrators, and teams, according to UYSA and District Bylaws, Policies, and Rules, and insure the payment of fees in a timely manner, to UYSA in accordance with their policy.
5. Prepare and maintain records, lists, and reports as needed.
6. Must maintain a working knowledge of, and uphold the Bylaws and Policies of both District 7 and UYSA.
7. Perform all clerical, correspondence, and or other duties as directed by the District Chairperson and/or District 7 Board of Directors.

B. District Treasurer

The District Treasurer's duties shall include, but not be limited to:

1. All duties listed under District Treasurer as stated in section 2:02:02
2. Work with the District Registrar in accounting for all Registration monies and to insure the timely payment of fees to UYSA in accordance with their policy.
3. Shall give an accounting for all monies that are deposited, with all monies being deposited in a federally insured financial institution in the name of this Association. All accounts that are paid by physical check shall bear two authorized signatures. All checks that are electronically



issued must be authorized, by e-mail and documented, by two (2) authorized voting members of the Board of Directors, one of whom must be the District Chairperson and the second should be the next in the line of authority, ie: the Deputy Chairperson, or if not available, the Director of Coaches, etc.

4. May establish a petty cash fund. Purchases are not to exceed \$100.00 and should be used only when a check payment may not be practical. All expenditures from the petty cash fund will be supported by receipts or statements and will be reconciled within not less than one (1) month.
5. Any purchases exceeding \$500.00 not included in the approved budget shall require approval by the Board of Directors.
6. An accounting of the District's financial statements and financial standing shall Be produced when required by the Board of Directors.
7. Shall arrange for periodic audits of Association Leagues and the District financial records and procedures when directed by the District Board of Directors.
8. Shall be bondable by a reputable Bonding Agency and shall be a certified CPA and/or have knowledge of experience in the field of accounting.
9. Shall be responsible for maintaining the 501(c)3 Tax Exemption Status of this Association.
10. Shall sign orders on the Treasury.

C. Match Scheduler

The Match Scheduler's duties include, but are not limited to:

1. Collect field data, such as: field names, addresses, field availability, and restrictions.
2. Gather information from the Competition Directors regarding division alignments, game days for each division, game times, etc.
3. Divide the teams into divisions: by alignment for Competition leagues; and by geographical areas for Recreation leagues.
4. Schedule and send out or post game schedules.
5. Update schedules as necessary.

Other employees may be added by the District Board of Directors as they deem necessary.



Section 2:02:05-A,B,&C: Added and/or expanded. Rationale: So we have some record of the job duties of these positions. I consulted with the current employees in these positions regarding their general job duties. Some of this information came from our current bylaws, some from the State bylaws and some from the employees themselves.

Section A has been expanded some. All additional duties are consistent with current practices.

Section B has one major content change. In sub-section 3: The change is regarding electronic checking. The proposed change would require two board members to submit e-mail approval and for those e-mails to be documented. It also requires that one of those board members be the District Chair, and the other be the next in line of authority. Establishing who the second approval should come from eliminates the appearance of approval being sought by someone favorable to that particular expense and displays a simple approval by procedure

Section C is a simple addition. Rationale: We needed it to define the duties of the Match Scheduler. I consulted Susan Brower, our current Match Scheduler and she thoughtfully provided these recommendations.

2:03 League Organization and Responsibilities

2:03:01 League Definition - A League is the basic administrative unit of the District, which schedules play for recreation/developmental teams in any defined bracket or age level and is responsible for providing a recreational/developmental soccer program for youth residing within its boundaries.

The governing authority in each UYSA League shall be vested in a League Board, which should be composed of the following as needed:

A. League President

League Presidents shall preside at and conduct meetings of the League Board and shall be responsible for establishing and staffing a League Organization in all areas necessary to provide a complete soccer program within the League. League Presidents shall be responsible for implementing and enforcing the UYSA and District Constitution, Bylaws, and Rules within the League. League Presidents have the authority to make decisions without having to call a League Board meeting. Such decisions are subject to ratification by their league boards.

B. League Vice President

The Vice-President shall assist as needed in the supervision and administration of the Recreation and Competitive programs within the League under the direction of the League President.

C. League Director of Boys Competition

The League Director of Boys Competition shall supervise the administration of the Boys Competition teams within the League and may serve as a voting member of the District Competition Board. The League Director of Boys Competition shall also chair meetings of the League Competition Boys Committee, which includes all Boys Competition coaches within the League.

D. League Director of Girls Competition

The League Director of Girls Competition shall supervise the administration of the Girls Competition teams within the League and may serve as a voting member of the District Competition Board. The League Director of Girls Competition shall also chair meetings of the League Competition Girls Committee, which includes all Girls Competition coaches within the League.



E. League Secretary

The League Secretary shall keep an accurate record of all meetings, handle correspondence, give notice of meetings and maintain the files of the League and other duties as assigned by the League President.

F. League Director of Coaching

The League Director of Coaching shall be responsible for providing coaching training and support for all recreation/developmental coaches within the League and shall assist in recruiting coaches as needed.

G. League Referee Coordinator

The League Referee Coordinator shall be responsible for providing referee training, testing, and certification at the Recreation level within the League and shall assist in recruiting referees. The League Referee Coordinator may be tasked with assigning referees to officiate at games.

H. League Registrar

The League Registrar shall be responsible for the annual or semi-annual registration of players in the League to include: making prior arrangements for the sign-ups, supervising the event, and coordinating with the District Registrar and District Treasurer in accounting for all registrations. In cases where the League carries its own 501(c)3, The League Registrar will then be responsible to work with their League Treasurer to account for all registrations.

The League President, subject to approval of the League Board, shall add such other positions as deemed necessary.

2:03:02 **League Elections** - League Board members shall be elected by registered coaches, referee, administrators, and parents of players in the League for a two-year term of office. Elections will be held in either even-numbered years or odd-numbered years: with odd-numbered Leagues holding elections in odd numbered years, and even-numbered Leagues holding elections in even numbered years.

2:03:03 **League Meetings** - League Board Meetings shall be held not less than monthly during the playing season and as needed during the rest of the year. Each member of the Board shall have one vote except for the League President (or League Vice President when acting as President) who shall cast a vote only when the vote is by ballot and in the case of a tie vote. Fifty percent (50%) of the voting board members must be present in order for a quorum to exist and a majority of the eligible votes shall be required to decide an issue. Members must be present in order to vote.

2:03:04 Individual leagues shall have the authority to set their fee structure subject to the approval of the governing District Board and shall be subject to an independent periodic audit.

2:03:05 The League President, subject to the approval of the League Board, may appoint additional officers to assist in the administration of the League, such as:

- A. Field Director - duties may include but not be limited to: securing and arranging for proper marking of fields for the use of the League; shall arrange for placement of permanent, temporary or portable goals as permitted; see that nets are provided for goals at the fields, provide for the safe anchoring of goals; and help coordinate the Leagues efforts to maintain fields in good condition.



- B. Equipment Chairperson - duties may include but not be limited to purchasing, issuing, collecting, inventorying, and accounting for all League equipment to include team equipment issued to coaches.
- C. School Coordinators - A school coordinator should be appointed for each school or small community within the League. The duties of a school coordinator (or Area Leader) shall include but not be limited to: publicizing and promoting school in that area; assisting in registering players/ assigning players to neighborhood recreational teams; recruiting volunteers to serve as coaches, assistant coaches, team parents and referees; and maintaining a good rapport with the local elementary, community and neighborhood officials.
- D. Age-Group Directors - duties may include but not be limited to: supervising the scheduling and assignment of teams in an age-group division; assuring that teams adhere to UYSA, District, and League rule and exhibit good sportsmanship.

Section 2:03: Minor language changes. No significant content changes. This is section 2:05 of the current bylaws.

2:04

Affiliated Clubs

2:04:01

Club Definition: A club must include at least 5 teams with a common name that may be organized without geographic boundaries.

To affiliate, a Club must:

- A. Elect a volunteer Board of Directors
- B. Agree to comply and assure that their membership will comply with District 7's, UYSA's and USYSA's, and US Soccer Federation's Constitution, Bylaws, Rules and Policies
- C. Must submit copies of the Club's Constitution, Bylaws, Rules and Policies to District 7's bod and UYSA's State office
- D. Submit financial information as requested by District 7 and/or UYSA.
- E. Posses a non-profit Utah State Corporate Charter
- F. Posses both a Utah State and Federal IRS tax exempt status
- G. Register all club players, coaches, and administrators in compliance with UYSA and District 7 policy.
- H. notify District 7 and UYSA of changes in their Constitution, Bylaws, Rules and Policies no later than 60 days after their adoption.
- I. Must affiliate and register all players, coaches, and administrators within the District in which the majority of it's players reside.
- J. Must elect or appoint a representative to serve on the District 7 Board of Directors.
- K. Must maintain a minimum of 5 registered teams.

Section 2:04 – Added. Rationale: Current bylaws do not include anything definitive regarding Clubs and their affiliation. This is consistent with UYSA bylaws 1:06:05 and 2:10:01

2:05

Elections

2:05:01

It is the responsibility of governing bodies of the Leagues and District to ensure that elections of their respective officers are held in a timely manner and at appropriate intervals as set forth in these Bylaws (Sections 1:08, & 2:02:02). An opportunity shall be afforded to interested individuals to announce their candidacy for office.



Newly elected officers shall take office immediately upon election. The UYSA state office must be notified within fourteen (14) days of the result of the election.

Section 2:05. Minor language changes. No significant content change.

2:06 Removal and Replacement of Officers

2:06:01 A hearing for the removal of any officer will be held upon presentation, to the governing body over that officer, a petition for removal signed by a number of eligible voters equivalent to at least one-third (1/3) of the eligible voters in attendance at the meeting at which the officer was elected. A two-thirds (2/3) vote of the eligible voters at the hearing shall be required to remove the officer. In addition to the above, petitions for the removal of a League President must be signed by at least 5% of the voting membership of the League.

2:06:02 When any office becomes vacant because of the removal or resignation of the incumbent, the governing body having jurisdiction over the vacant office shall appoint an individual to fill this position on an interim basis. Election shall take place within 120 days of the vacancy by the District Board of Directors.

2:07 Rules of Order

2:07:01 All Meetings of this Association shall be conducted in accordance with parliamentary procedures, with Robert's Rules of Order being the standard reference in the event of dispute.

2:08 Amendments

2:08:01 Amendments to these Bylaws shall be made at the Annual General Meeting of the association or at a special meeting called for that purpose pursuant to Article 1:09 of the Constitution of the Association. (with the exception detailed in Article 1:09:04 of the District 7 Constitution).

Section 2:08: Added final notation to accommodate proposed bylaw addition 1:09:04

2:09 Financial Responsibilities

2:09:01 District 7 specifically disclaims financial responsibility for, and shall not assume nor be held liable for debts, contracts, or other financial obligations, either expressed or implied, of any affiliated League, Club or team or any of coaches, managers, officers, officials or any associate member of any affiliated League, Club or team.

2:10 Conflict of Interest

2:10:01 No member of the District 7 board, Committee member, or Affiliated League officer shall engage in any position or function of the District in an effort to gain advantage for their personal or business gain, with the exception of the District Registrar and the District Treasurer who are employees and shall not have voting rights. Any potential conflict of interest shall be declared in a Conflict of Interest disclosure statement to the District 7 Board of Directors which must be submitted during the first meeting of each calendar year pursuant to section 2:02:02, or upon request by the District 7 Board of Directors. The Board of Directors will investigate and, if necessary, take action for removal of the individual from their position with District 7.



District 7 Board members, Committee members, and League officers may receive reimbursement for board approved expenses.

Members of the District 7 Board of Directors, Committee members, and League officers must disclose any affiliation that might create an actual or perceived conflict of interest. Members subject to this policy shall be considered to have a conflict of interest if:

- A. the Member has existing or potential financial or other interest that impairs or might reasonably appear to impair that Member’s independent, unbiased judgment in the discharge of his or her responsibilities to the Association; or
- B. the Member (or member of his or her family) is an officer, director, employee, member, partner, trustee or controlling stockholder, in any organization which has existing or potential financial or other interest that impairs or might reasonably appear to impair that Member’s independent, unbiased judgment in the discharge of his or her responsibility to the Association. For the purposes of this provision, a family member is defined as a spouse, parent, sibling, child, and any other person that resides in the same household as the Member.

Members who have disclosed a conflict of interest shall not participate in discussions of, and shall abstain from voting on, any pertinent matter under consideration by the Board of Directors. The minutes of these meetings shall reflect that a disclosure was made and that the Member having a conflict or possible conflict of interest abstained from voting. Any Member who is uncertain whether a conflict of interest may exist in any matter may request that the Board of Directors resolve the question in his or her absence by majority vote.

Section 2:10: Changed to bring us into compliance with our proposed bylaw 2:02:02 (paragraph 4) and UYSA bylaw Section 2:16

2:11 Sexual and Physical Abuse

2:11:01 This Association opposes sexual and physical abuse. To the extent permissible under applicable law, the District 7 Board of Directors and affiliated members shall adopt policies consistent with the criteria established to oppose it by USSF.

Section 2:11: Added to make our bylaws consistent with UYSA bylaw Section 2:17

3:00 Registration Rules and Policies

3:00:01 District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Registration. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Section 3. (http://www.utahyouthsoccer.net/bylaws_section3.doc).

The following topics are found in Section 3of the UYSA Constitution, Rules, Bylaws and Policies:

RULE 3:01:01 BOUNDARIES



POLICY: ADJACENT REGISTRATION

POLICY: RESIDENCE CHANGE

RULE 3:01:02 MERGER

RULE 3:01:03 APPROVAL AUTHORITY

RULE 3:02:01 MANDATORY REGISTRATION

RULE 3:02:02 VOLUNTEER REGISTRATION

RULE 3:03:01 SEASONAL YEAR

RULE 3:04:01 REGISTRATION FEE

POLICY: WAIVER OF FEES

RULE 3:04:02 REGISTRATION SUBMISSION & FEE PAYMENT TO STATE

RULE 3:05:01 AGE GROUP DEFINITIONS

RULE 3:05:02 LIMITING AGE

RULE 3:05:03 EQUAL AGE GROUPS

RULE 3:06:01 PROOF OF AGE

POLICY: PLAY-UP RULE

POLICY: PRESENTING FALSE INFORMATION

RULE 3:06:02 TEAM ROSTERS

POLICY: TOURNAMENT TEAMS

RULE 3:06:03 PLAYER ADVANCEMENT

POLICY: PLAYER RECRUITMENT

RULE 3:07:01 MULTIPLE ROSTERING

POLICY: MULTIPLE ROSTERING IN LEAGUE-AT-LARGE

RULE 3:07:02 PLAYER RELEASE

POLICY: RELEASE OF PLAYER BY DISTRICT CHAIR

RULE 3:07:03 PLAYER TRANSFER (Deleted 02/05/05)

RULE 3:08:01 (Use of) PASSES

POLICY: MANDATORY PASSES

RULE 3:09:01 ADULT GAMES

Section 3:00: Added. Rationale: To make our bylaws consistent with UYSA bylaws. Added a link to the UYSA bylaws, Section 3 and an index of that section to make it more user friendly.

4:00

Rules of Play

4:01:01

District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Rules of Play. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Section 4. (http://www.utahyouthsoccer.net/bylaws_section4.doc)

The following topics are found in Section 4 of the UYSA Constitution, Rules, Bylaws and Policies:

RULE 4:01:01 FIFA RULES

RULE 4:02:01 SPORTSMANSHIP

POLICY: FIFA DIMENSIONS

POLICY: COMPETITION FIELDS

POLICY: FIELDS USED BY YOUNG AGE GROUPS

RULE 4:03:01 EQUIPMENT

POLICY: TEAM BENCH AREAS (Recreation & District Programs)



POLICY: TEAM BENCH AND SPECTATOR AREAS (State Competition League Only) (Revised 12/2004)

RULE 4:04:01 GAME TIMES AND THE BALL SPECIFICATIONS

RULE 4:05:02 SIZE OF AGE GROUP TEAMS

POLICY: SUBSTITUTIONS

POLICY: CONFISCATED PLAYER PASSES

POLICY: ALL-PLAY

RULE 4:06:01 PLAYERS' EQUIPMENT

RULE 4:07:01 MIXED TEAMS

RULE 4:07:02 TYPES OF TEAMS

RULE 4:08:01 COACHING FROM THE SIDELINES

POLICY: GAME TERMINATION

POLICY: CONDITIONS OF REPLAY OF GAMES

RULE 4:09:01 REFEREE RESPONSIBILITIES

RULE 4:09:02 REFEREE REPORT TIME FRAME

RULE 4:09:03 MANDATORY REPORT

RULE 4:09:04 REFEREE REGISTRATION

RULE 4:09:05 DISCIPLINARY ACTION FOR NONCOMPLIANCE

Section 4:00: Added. Rationale: To make our bylaws consistent with UYSA bylaws. Added a link to the UYSA bylaws, Section 4 and an index of that section to make it more user friendly.

5:00

Recreational Soccer

5:01:01

District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Recreational Soccer. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Section 5.

http://www.utahyouthsoccer.net/bylaws_section5.doc

The following topics are found in Section 5 of the UYSA Constitution, Rules, Bylaws and Policies:

RULE 5:01:01 PURPOSE

RULE 5:02:01 TEAM ORGANIZATION

POLICY: TEAMS BY NEIGHBORHOOD

POLICY: COACH SELECTION

POLICY: COACHING INSTRUCTION FOR RECREATION/DEVELOPMENTAL PROGRAM

RULE 5:02:02 UNIFORM

POLICY: UNIFORMS AND FOOTWEAR

POLICY: SPONSORSHIP ON UNIFORMS

POLICY: EQUIPMENT

POLICY: SAFEGUARDING EQUIPMENT

POLICY: AGE GROUP COORDINATORS

POLICY: PRACTICES

POLICY: STANDINGS

POLICY: NO-GAME DATES

POLICY: COACH TRAINING

POLICY: AWARDS AND SOCIAL FUNCTIONS



RULE 5:02:03 STANDINGS

Section 5:00: Added. Rationale: To make our bylaws consistent with UYSA bylaws. Added a link to the UYSA bylaws, Section 5 and an index of that section to make it more user friendly.

6:00 General District 7 Competition Rules and Policies

6:00:01 All official District 7, State and District level competition games, shall be played under the ‘Current Laws of the Game’ published by FIFA as modified by USYSA subject to specific rules originated by the UYSA membership and/or the UYSA Competition Board and approved by the UYSA membership and/or District 7 membership at their respective Annual General Meetings or at Special meetings called for that purpose in accordance with Section 1:09 of the UYSA and District 7 Constitution, Bylaws, and Rules.

6:00:02 The District 7 Competition Committee will be responsible for the day-to-day operations of the District 7 Competition program.

6:01 Competition Program Definitions - All competition programs are Coach driven, in that the teams are organized by individual coaches, and not organized through mass registration drives. Teams must register in the league in which the majority of its players reside. Tryouts for State level teams usually begin in mid May, while tryouts for District level teams may not begin before June 1st.

6:01:01 **State Competition Program** - District 7 will comply with the UYSA Bylaw’s, Rules, and Policies as it pertains to the ‘State Level Program’. State Teams are defined, for our purposes, as teams formed within District 7, organized by single age groupings U11-U19, that enter to play in the UYSA state competition program with other teams throughout the state. The X-league is a UYSA state competition program for U9/10 age groups.

6:01:02 **District Competition Program** - The District 7 Competition program contains teams U9 - U19, registered within the leagues and clubs affiliated with District 7 and that register to play within District 7 boundaries.

6:01:03 **Inter District Competition** - Inter District play occurs when a team from one District request to play within another District’s District Competition Program. Inter District play must be approved by the District 7 Board of Directors and the appropriate authority from the other participating District. The Competition Committees for each District shall work together to ensure fair alignment. (District 7 Competition Committee defined in District 7 Bylaw 2:02:02 subsections E and F).

Section 6:01: Updated: Rationale: This section defines the different programs within our District. It has been updated to bring the language current with established practices. Compare with old 6:01 and UYSA 6:01.

6:02 Competition Rules & Policies

6:02:01 **Competition Team Registration** - The following registration format is to be followed by all teams, from all affiliated District 7 leagues and clubs, to be submitted to the league registrars and then to the District registrar. Teams must register in the league in which the greatest number of rostered players reside, as of date of registration. If that number is equal, then the team may choose which league to register in.



The District 7 Board of Directors will set the District 7 registration deadline before each season. Teams registered after the registration deadline must be approved by the District 7 Board of Directors and may be assessed a \$50 late registration fee. The lone exception to the registration deadline is those teams whose players are involved in high school tryouts (U15-U19, girls in the fall, and boys in the spring). The registration deadline and alignment dates will be set by the board as soon as the Utah High School Activities Association sets the soccer tryout date and first game date for the girls' and boys' soccer seasons.

District 7 will comply with UYSA registration policy which states that all State level teams must be processed and submitted to the state no later than July 15th for the Fall season and February 15th for the Spring season.

If each team registration does not satisfy all of the requirements outlined in 1 - 4, it will not be accepted by the league and/or district registrar:

1. A typed (may be computer-generated form) or legibly printed roster for each team completely filled out. A roster must have a minimum of 11 players and a maximum of 18 players (max of 22 for U17 and older; max of 14 and min of 8 for teams playing 8v8 - currently U9-U11) and must have the following information:
 - A. Name of coach, assistant coaches, with license levels, addresses, phone numbers, and e-mail addresses.
 - B. Name and address of Home and alternate playing fields (any play restrictions must be noted, ie: specific days or times the field may not be used). League or City authorizing official must initial roster authorizing the field's use.
 - C. Names of all players listed alphabetically (by last name) with addresses, phone numbers, birth dates, and elementary school areas. Do not list any player on the roster if there is no accompanying signed registration form.
 - D. Must be signed and dated by Head coach and the League registrar.
2. Original copies of the players' registration forms for each player listed on the roster, signed by the players' parent or legal guardian.
3. Any necessary Player action forms for multiple-rostered players, required play-up forms, and/or birth certificates for registering players who do not already have a birth certificate on file with the District.
4. Volunteer Disclosure forms for every coach and adult team volunteer or administrator and Coaches Code of Conduct for each Coach. Volunteer Disclosures are required for every coach, volunteer, administrator once a year (only one needs to be submitted regardless of how many teams that person is associated with). Coaches code of conducts are required every year from each coach, for each team they are associated with.

Section 6:02:01. Added. Rationale: This section is missing in our current bylaws. This added section reflects current practices within D7 and complies with UYSA Section 6:02.

6:02:02

Provisional Teams

District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Provisional teams. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Section 6:02:03.

(http://www.utahyouthsoccer.net/bylaws_section6.doc)



Section 6:02:02: Added. Rationale: To make our bylaws consistent with UYSA bylaws.

6:02:03

Player Passes

All Competition players will be issued an official USYSA member pass. Passes are issued by the District Registrar. All Coaches and Assistant coaches MUST have an official coach pass.

Player/Coaches passes will be computer-generated and will contain:

1. Name of State Organization
2. Name of Player - first and last name
3. Birth date - highlighted with the appropriate color * (Coaches cards have no birth date)
4. Name of Team
5. Team ID number
6. Age Group - highlighted with the appropriate color*
7. Seasonal Year
8. Member ID number
9. Small picture (1" x 1")
10. Signature of District Registrar
11. Must be completely laminated.

*Each seasonal year, the State registrar shall designate which highlighter colors will designate which age groups. Member passes must be highlighted with the appropriately designated colors. (UYSA bylaw 6:02:07)

All players and coaches of legally registered teams must have a legal pass that has been issued by a district registrar in order to participate in games with that team. The referee shall retain any pass not found to be in compliance.

Only individuals properly registered and rostered in accordance with the rules of District 7, UYSA, and USYSA may be issued passes.

All passes issued by District 7 and UYSA are the property of District 7 and UYSA and must be surrendered upon request of District 7 and/or UYSA.

Prior to each match, passes shall be presented to the referee and, upon request, to the representative of the opposing team. The referee shall retain the passes until the conclusion of the match.

Passes of any individual(s) ejected from any match shall be retained after the match by the referee. Also, the pass of any individual who has received a third caution (yellow card) during a playing year shall be confiscated by the referee at the conclusion of the match in which the third caution was received. The referee shall contact the District 7 Chairman by e-mail at: chairman@soccer7.org for instructions on where to mail the confiscated passes and must mail the passes within 48 hours. Coaches must contact the District 7 chairman for instructions on where to pick up their passes once the mandatory 1 game suspension has been satisfied.



Section 6:02:03 – New Section. The majority of this section reflects current practices within D7 and complies with UYSA sections 6:02:04 and 6:02:05. There is one significant proposed change in the last paragraph, which states that when a player or coach pass is confiscated, the referee must contact the District Chairman for instructions on where to mail the passes. As a result, Coaches must also contact the District Chairman for instructions on where to pick up these passes.

Rationale: The reason for this proposed change is simple efficiency. The stickers we use on the back of the cards have instructions for any confiscated cards to be sent to the UYSA office, which is over 100 miles away. This seems a greater inconvenience that is necessary. Additionally, the UYSA registrar committee is recommending that the UYSA change their current policy and recommend that confiscated cards be sent to the District Registrars who are in a greater position to facilitate the return of these cards once the mandatory game suspensions have been satisfied. However, even if the UYSA policy doesn't change, it seems inappropriate for our District level team cards to be sent to the UYSA office, which does not administrate this particular program. If the UYSA policy does change, our District Chairman will be in the best position to tell the referees where to send the cards, and the coaches where to pick them up.

6:02:04 **Criteria for Alignment Process** - depending on the number of teams registered to play within District 7's District program in each age group, teams may be divided into 'divisions'.

Divisions will be determined by the following:

- A. Previous record - wins and losses
- B. Age of players and previous level played.
- C. Experience and license level of the coach.
- D. Number of returning players.

Teams may be aligned in two-year bracket if necessary, ie: U9/10, U13/14, etc.

Teams must be aligned in divisions in compliance with the UYSA play-up policy. Teams will be registered in age according to their oldest player. Teams may not play-up in an older division if it means that players legally rostered on that team will then be in violation of our play-up policy which states that players U9/10 may play up 1 year, U11 - U14 may play up 2 years, and players U15 and older are eligible for unlimited play-up.

The final team alignment for our District competition program will be determined by the District 7 Competition Board. The State competition program's team alignment will be determined by the UYSA competition board following the State Alignment meetings. The state alignment meetings shall be attended by District 7's Boys and Girls Competition directors, where they will advocate for the appropriate best placement of our District 7 State level competition teams.

Section 6:02:04: Changed and Updated. Rationale: To reflect current practices. No significant content changes.

6:02:05 **Coaches Qualifications and Certification**

District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Coaches Qualifications and Certification for State level teams. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Sections 6:02:13 and 6:02:14. (http://www.utahyouthsoccer.net/bylaws_section6.doc)



Additionally, District 7 requires that all Coaches and Assistant coaches of District level teams be required to hold a valid USSF “E” coaching license.

Coaches without licenses may obtain a one year (two consecutive seasons) waiver. This waiver is not renewable, must be approved by the District chairman, and expires at the conclusion of the second consecutive season. The purpose of this waiver is to allow the coach time to take the USSF “E” course, which is offered periodically within our District and sanctioned and taught by coaching staff assigned by the UYSA technical director.

If any games are played with an unlicensed coach coaching, said coach will be brought up on disciplinary charges which may include suspension, and game forfeit.

Section 6:02:05. Updated. Rationale: Added first paragraph to make our bylaws consistent with UYSA bylaws. The rest of the section has been added to reflect current practices within District 7.

- 6:02:06 **How to Change a Head Coach after Registration**
1. Retiring coach must turn in pass to the Registrar.
 2. New Coach must make out a new team roster with includes the following info:
 - New Coach’s, name, address, phone #'s, and e-mail address
 - New Coach’s License level
 - Volunteer Disclosure Form and Coaches Code of Conduct
 - 1" x 1" picture for coaches card
 3. Registrar will then make a coaches card for the new Head coach.

Section 6:02:06: Change. Rationale: This change is proposed to make our bylaws and practices consistent with UYSA bylaw 6:02:23. Note: We currently have a different procedure, so this will mean a change in how we do things.

- 6:03 Referees**
- District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Referees. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Section 6:02:15.
(http://www.utahyouthsoccer.net/bylaws_section6.doc)

Section 6:03: Added. Rationale: To make our bylaws consistent with UYSA bylaws.

6:04 Home team responsibilities

6:04:01 The home team should provide a marked field, nets, ball, goal anchors, and corner flags. If the nets, goal anchors, and corner flags are not in place within 15 minutes after the scheduled game time, the home team will forfeit the game in accordance with criteria as established by the competition committee.

6:04:02 As a general rule, the home team should wear their darker colored jersey and the visitors their lighter one. If there is still a conflict, the home team must change.



Section 6:04: Added: Rationale: Added to reflect current practices and to comply with UYSA bylaw 6:02:17.

6:05 Reporting Scores

6:05:01 It is the responsibility of both coaches to see that the scores of each game are entered on the Internet through our ADG online registration program.

6:05:02 If for any reason a coach cannot enter the game score through the ADG online system, they should send an e-mail to their appropriate District Competition director with the following information:

- Game Number
- Age group and Gender
- Division
- Team names
- Score

6:05:03 Any individual who knowingly falsifies scores will be referred to the Disciplinary Committee.

Section 6:06: Added: Rationale: Added to reflect current practices and to comply with UYSA bylaw 6:02:19.

6:06 Standings

6:06:01 Standings for the District level program will be maintained on the District 7 website at: www.soccer7.org . Standings for the State level program will be maintained on the UYSA website at: www.utahyouthsoccer.net.

6:06:02 Standings will be determined by a point system: three (3) points for a win, one (1) point for a tie, and zero (0) points for a loss. If a team forfeits a game the opposing team will be awarded three points and scored as if the game had been played and won 1 to 0.

6:06:03 **Tie Breakers -** In the case of a tie at the end of a season, the tie will be broken according to the following criteria: in order

1. The winner in head-to-head competition
2. Goal differential (goals scored minus goals allowed to a maximum differential of 4 per game)
3. Least goals allowed
4. Most goals scored (goals scored to a maximum of 4 per game)
5. Shut-out wins (forfeits not counting)
6. Coin toss by the Competition Committee at the pre-alignment
7. If more than two (2) teams are tied, the tiebreaker criteria listed shall be used in the order shown until one team is advanced. If the remaining teams are still tied at this point in the tie-breaking process, they will then be compared beginning again with step 1 until another team is advanced.

6:06:04 If weather conditions, number of teams or lack of playing time does not allow for a full playoff schedule, a modified formula may be used to determine standings. This formula will be approved by the District Competition Board prior to and presented at each season's coaches meeting.



6:06:05 Each Division shall have a first and second place award each season. All teams will start a new season with zero points for team standings.

Section 6:06: Changed. Rationale: Changed to reflect current practices within District 7 and to make our bylaws consistent with UYSA Bylaws 6:02:21 and 6:02:22.

6:07 Other Important (miscellaneous) information

1. If a coach does not have a pass, the team will not be allowed to play and will forfeit the game.
2. If a coach is ejected and no one else has a coaching pass for that team, the game is forfeited and should be abandoned by the referee.
3. If the coach gets a red card, he/she must sit out the next regularly scheduled game.
4. If a player gets a red card, he/she must sit out the next regularly scheduled game.
5. If the referee abandons a game due to the actions of your team or supporters, your team will forfeit the game.
6. You are expected to pay all registration fees at registration. If you do not pay the fees in a timely manner, you may be found in bad standing.

Section 6:04: Added. Rationale: Added to reflect current practices and to make our bylaws consistent with UYSA bylaw 6:02:18

6:08 Game Cancellation and Reschedule Policy

6:08:01 District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Cancelling/Rescheduling Games for teams in the State level Program. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Section 6:02:18. (http://www.utahyouthsoccer.net/bylaws_section6.doc)

6:08:02 The policy for the District level Program is as follows:

- A. Game cancellation requests must be made 72 hours in advance of game day to avoid penalties.
- B. To cancel a game, the following steps should be taken:
 1. Agreement between the two coaches/teams involved
 2. Contact District 7 Referee Assignor at: referee.assignor@soccer7.org
 3. Notify Competitive Director of the cancellation / change.
 4. Contact field coordinator from your area to make them aware of the cancellation and to determine possible reschedule dates and times.

6:08:03 If cancellation request is made less than 72 hours in advance, the four (4) requirements must still be met, with the condition that approval must come from the appropriate Competition Director. There is a risk that the cancellation MAY not be approved which would result in a forfeit for the requesting team.

6:08:04 When rescheduling games, the same 4 requirements must be met:

1. Agreement between the two coaches/teams involved
2. Contact District 7 Referee Assignor at: referee.assignor@soccer7.org



3. Notify Competitive Director of the cancellation / change.
4. Contact field coordinator from your area to make them aware of the cancellation and to determine possible reschedule dates and times.

6:08:05 In the event that the two teams cannot agree on a reschedule, the appropriate Competition Director and/or District 7 Board of Directors may decide the dispute by arbitration.

Section 6:08: Added. Rationale: Section 6:08:01 reflects the cancellation and reschedule policy for the State Program. Sections 6:08:02 – 6:08:05 reflects our current D7 game cancellation and reschedule policy.

6:09 Tournaments

All State and District teams are eligible to enter in-state or out-of-state tournaments. See UYSA Bylaws, section 12:04 for information on how to obtain Travel papers for out-of-state tournaments.

Section 6:09. Added. Rationale: Added to make our bylaws consistent with UYSA bylaw section 12:04.

6:10 Developmental Pass

District 7 accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding The Developmental Pass and its implementation. These Rules, Bylaws and Policies can be found in the UYSA Bylaws under their Sections 6:02:25 & 6:02:26. (http://www.utahyouthsoccer.net/bylaws_section6.doc)

6:10:01 At the District level of play, District coaches may utilize District level players legal registered within UYSA, District 7, and the league or Club in which the team is registered.

Section 6:10: Added. Rationale: Added to make our bylaws consistent with UYSA bylaw section 6:02:25 -and- with current District 7 practices.

6:11 Uniforms

6:11:01 Each player shall have a uniform consisting of a shirt that displays the USYSA/UYSA logo with a number at least eight (8) inches high on the back, a pair of shorts and socks. Shin guards are mandatory. (No AYSO logos - see guidelines below: section 6:01:03).

6:11:02 Uniform and Footwear: Acceptable footwear includes sneakers or cleated shoes that meet the standards of FIFA Law 4 (no toe cleat). Teams should have all of their players in full uniform when on the field of play. When weather conditions dictate, recreational players may wear warm-ups or other clothing under their uniforms.

6:11:03 Sponsorship on Uniforms: Sponsors will be allowed to put logos/names on uniforms under the following guidelines:

- The logo for the sponsor should be of moderate size and shouldn't interfere with the number or USYSA/UYSA logo.
- The sponsor logo cannot be on the back where it can interfere with the number.
- The sponsor logo name cannot be in competition with a national sponsor
- The sponsor cannot be someone who is in competition with UYSA (ie: AYSO)



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- The sponsor logo cannot be something detrimental for youth (alcohol, tobacco, etc.) and must uphold the standards of youth soccer.
- The sponsor logo/name is subject to approval by the District Chairperson.

Section 6:11: Added. Rationale: Added to make our bylaws consistent with UYSA bylaw 6:02:27.

Sections 7 and 10 of our Current bylaws remain unchanged in this proposed bylaw change. However, they are in need of revision. It is strongly recommended that these sections be updated before or at our AGM next year.