

**Chapter 1**  
**Constitution and By-Laws**  
**Of The**  
**Greater Longview Soccer Association**

**1. General**

**1.1 Article One**

The name of this organization shall be **Greater Longview Soccer Association, Inc.** hereinafter referred to as the association or the GLSA.

**1.2 Article Two**

This Association is affiliated with the **North Texas State Soccer Association.** Ultimate affiliation is with the **United States Soccer Federation.**

**1.3 Article Three**

**Within the city limits of Longview, Spring Hill, White Oak, and the Hallsville I.S.D. and the adjacent areas as determined by North Texas State Soccer Association, the purpose of the Association will be:**

- A. To advance and promote the game of soccer.**
- B. To provide the opportunity for fun, recreation, skills, and fair play through team competition.**
- C. To develop the highest ideals of sportsmanship and fellowship.**
- D. To provide competent leadership for attainment of a successful soccer program.**

**1.4 Article Four**

No part of the net earnings of the association shall insure to the benefit of, or distribution to it's members, officers, or other private persons except that the association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions for furtherance o the purposes set forth in Article 1.3 hereof. 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 any political campaign or candidate for public office. Not withstanding any other provisions of these Articles, the Association shall not carry on any other activities not permitted to be carried on:

- A. By an organization exempt from Federal Income Tax under section 501 (c)(3) of Internal Revenue Code of 1954 or corresponding provisions of any future United States Internal Revenue Law.
- B. By an organization, contributions to which are deductible under section 170 (C)(2) of the Internal Revenue Code of 1954 or corresponding provision o any future United States Internal Revenue Law.

## **1.5 Article Five**

The Fiscal year for the Association will begin on September 1 and end August 31 of the following year.

## **1.6 Article Six**

The headquarters of the Association shall be any appropriate meeting place approved by the voting membership, in the City of Longview, Gregg County, Texas.

## **2. Membership**

### **2.1 Article One**

The members of the Association shall consist of the voting members, sustaining members, and associate members.

### **2.2 Article Two**

Voting members shall consist of members of the Executive Committee of the Association and the official delegate from each member team in good standing each of whom shall be entitled to one vote at all General Association Meetings. The official team delegate or the Association President may authorize an alternate delegate for any given meeting by notifying the Secretary prior to the commencement of the meeting for which the alternate will apply. No delegate or alternate will be entitled to vote on behalf of more than one team.

### **2.3 Article Three**

Sustaining members (non-voting) shall be the parents or legal guardians of those athletes participating in the Association program.

### **2.4 Article Four**

Associate members (non-voting) shall be those institutions, organizations or person not having a child participating in the Association program, but evidencing a continuing interest in advancement of the game of soccer.

## **2.5 Article Five**

The Executive Board shall determine further qualifications and requirements for membership.

## **3. Government**

### **3.1 Executive Committee**

The Executive Committee:

- A. Shall consist of the Executive Board and the commissioners
- B. Shall manage the affairs of the Association. A simple majority of the Executive Committee constitutes a quorum.
- C. Shall have a term in the office of one year with no limit to the number of consecutive terms allowed. Their term of office is from June 1 through May 31 of the following year.
- D. Can be a member or an official of a team.

### **3.2 Executive Board**

The Executive Board:

- A. Shall consist of the Officers of the Association;

- President
- Vice President - Fields
- Tournament Director
- Secretary
- Treasurer
- Boys' Director of Player Personnel
- Girls' Director of Player Personnel
- Rules, Appeals & Discipline Chairperson
- Referee Representative
- Immediate Past President, Member at Large & Parliamentarian
- Competitive Director
- Adult Director

- B. Shall be members in good standing in the Association and, except for the Adult Director, Referees' Representative and Competitive Director, shall be elected by the majority vote of the Voting Members present at the General Meeting. The Referees' Representative shall be nominated by the Longview Soccer Referee Association and approved by the voting membership of the GLSA. The Competitive teams shall elect the Competitive Director. The Adult League Team Managers shall elect the Adult Director.

- C. Will transact all business of the organization. A two-thirds majority of the Executive Board member shall constitute a quorum for transacting business.
- D. Shall hold three General Meetings during the year.
- E. May cast one vote at Executive Committee meetings. In the event of a grievance involving his team, the said member may act in its behalf nor be entitled to vote on the grievance.
- F. Shall cast, or appoint members to cast, Association votes at meetings of North Texas State Soccer Association.
- G. Will enforce the Constitution and bylaws, Rules, and Laws of the Association.
- H. Will have the power to settle all disputes or protests.
- I. Will coordinate with North Texas State Soccer Association to set rules of play and all requirements for registration of players under its jurisdiction.
- J. Will determine which age groupings will be offered for each season.
- K. Will establish player's fees.
- L. Will employ an Independent Public Accountant to conduct an audit, which will include preparation of necessary financial statement and tax return for prior fiscal year.
- M. Is authorized to employ an Administrative Assistant. This Assistant will serve as an ex-official member of the Executive Board.
- N. Shall approve any fund-raising efforts by individual Association members. Without prior approval, individual fund-raising efforts are prohibited.
- O. No Executive Members shall be related as spouse, son, daughter, mother, father, aunt, uncle, or cousins.

### **3.3 Commissioners**

The Commissioners:

- A. Shall be as follows:

- 5U Boys
- 5U Girls
- 6U Boys
- 6U Girls
- 7U Boys
- 7U Girls
- 8U Boys
- 8U Girls
- 9U Boys

9U Girls  
10U Boys  
10U Girls  
11U/12U Boys  
11U/12U Girls  
13U/14U Boys  
13U/14U Girls  
15U/16U Boys  
15U/16U Girls  
17U/19U Boys  
17U/19U Girls

- B. Shall be appointed by the Boys/Girls Director of Player Personnel and approved by majority vote of the Executive Board.
- C. Shall be responsible for organizing the teams and managing the affairs of their respective age groups.
- D. Shall report to their respective Director of Player Personnel.

### **3.4 President**

The President shall be charged with the overall administrative and executive functions of the Association, as chief Executive Officer, the President.

- A. Will be chairman of the Executive Committee.
- B. Will preside at the General Meetings.
- C. Will assign duties to all officers as required.
- D. Will appoint such additional committee, as he deems necessary to carry out the function of the association.
- E. Will make the final decision on game cancellations due to weather or other causes.
- F. Will take prudent, reasonable action in cases not covered herein, and such authority is implicit in the office.
- G. Will chair the training committee.

### **3.5 Vice President - Fields**

The Vice President - Fields:

- A. Will assist the President in performance of his duties.
- B. Will assume and exercise all the powers of the President in his absence.

C. Shall be chairman of the Constitution and By-Laws Revision Committee.

D. Will coordinate and supervise all field maintenance.

### **3.6 Tournament Director**

The Tournament Director:

A. Will chair the following committee:

a) Tournament Committee

### **3.7 Secretary**

The Secretary:

A. Will record the minutes of all meetings, attend to all correspondence, and keep the records of the Association.

B. Shall keep a complete list of all registered players.

C. Shall keep on file permanent original records of the Association.

D. Concession- stand activities.

E. Will chair the Publicity committee.

F. Will coordinate all rescheduling of games through Referee Assignor.

G. Shall be responsible for decisions for Registration and submitting current rosters to NTSSA.

### **3.8 Treasurer**

The Treasurer:

A. Will collect all monies of the Association and keep detailed account of all expenditures thereof.

B. Will pay bills approved by the Executive Board.

C. Will sign all checks on the Association bank account; of checks larger than \$499.99 will countersigned by either the President, or one of the two Executive Board members designated on the bank's check-signing card. Any capital expenditure in excess of \$2000.00 must be approved by the general membership.

D. Will submit a written report at the annual General Meeting, and a verbal report at any other General Meeting upon request of any member of the Association.

- E. Will make records available for audit at the end of his term by a C.P.A. appointed by the Executive Board.

### **3.9 Boys Director of Player Personnel**

The Boys Director of Player Personnel:

- A. Will chair Boys Player Personnel Committee.
- B. Will be responsible for assigning players to teams according to GLSA By-Laws.
- C. Will supervise the Commissioners of each age division.

### **3.10 Girls Director of Player Personnel**

The Girls Director of Player Personnel:

- A. Will chair Girls Player Personnel Committee.
- B. Will be responsible for assigning players to teams according to GLSA By-Laws.
- C. Will supervise the Commissioners of each age division.

### **3.11 RA&D Chairperson**

The Rules, Appeals, and Discipline Chairperson:

- A. Shall be responsible for presenting RA&D Committee decisions to the Executive Board. This Committee shall be responsible for resolving matters concerning rules, protests, appeals, and discipline for Association play. The Committee shall rule on questions within five days after receipt of the injury.
- B. Shall chair the RA&D Committee. The Committee shall require three members for a quorum and shall serve for one year. The Committee will consist of the Chairperson, Referee Liaison, and five members appointed by the chairperson and approved by Executive Board, one each from the categories below:
  - 1. Coach of Boy's Team.
  - 2. Coach of Girl's Team.
  - 3. Member at Large.
  - 4. Member at Large to act as Secretary.
  - 5. Member at Large who is neither referee nor coach.

### **3.12 Competitive Director**

The Competitive Director

- A. Shall be responsible for communications between all registered competitive teams to GLSA.
- B. Shall be responsible for coordinating competitive players' registration with the Registrar.
- C. Shall serve on Competitive League Committee shall one exist.
- D. Shall submit names of Competitive coaches for approval of the Executive Board.
- E. Shall chair the committee on coaching education, shall one be appointed.

### **3.13 Referee Representative**

The Referee Representative:

- A. Shall be a registered Referee.
- B. Shall report the activities of the GLSA Referee Association.

### **3.14 Adult Director**

The Adult Director:

- A. Shall be responsible for communications between all registered adult teams to GLSA.
- B. Shall be responsible for coordination adult registration with the GLSA Registrar and office administrator.
- C. Shall serve on the Adult League Council.
- D. Submit names of adult coaches and managers.
- E. Be elected annually by the adult team managers and ratified by the Executive Council. The GLSA President shall appoint an adult director, if the position is unfilled.

### **3.15 Committees**

- A. Nominating Committee

The Nominating Committee shall present a slate of Association officers for the upcoming year. The Slate will be presented at the April meeting prior to the Annual General Meeting. The Nominating Committee shall consist of the current Association President and the immediate two past Presidents plus two



Members at Large approved by the Executive Board. Should any of the three Presidents be unable to serve on this committee, the Executive Board shall elect a Member at Large to fill vacancy.

- B. Standing Committee
  - 1. Sponsor Committee
  - 2. Equipment Committee
  - 3. Award Committee
  - 4. Capital Improvement Committee

### **3.16 Appeals of Association Decisions**

Decisions made by the Executive Board or by the General membership of the Association may be appealed to the North Texas State Soccer Association. Appeal of last resort is to the United States Soccer Federation.

### **3.17 Vacancies**

- A. Executive Committee

In the event of a vacancy occurring among the members of the Executive Committee, The President will appoint a member of the Association to fill the vacancy for the unexpired term.

- B. Presidency

If a vacancy should occur in the Presidency, the Vice President/Fields shall succeed to the unexpired term and shall also appoint another member of the Association, with the majority vote of the board, to assume the office and duties of the Vice President/Fields for the remainder of the unexpired term.

- C. Other

The President, with majority vote of the Executive Board, shall fill any vacancy not covered elsewhere through appointment until the next Annual General Meeting.

- D. Declared Vacancy

Any member of the Executive Committee who shall be absent for any three meetings during his term of office, unless such absence is excused by the remaining body of the Executive Committee, may have his office declared vacant by the Executive Committee.

- E. Forced Resignation

Any member of the Executive Committee shall be required to resign following a vote of no confidence in his ability to remain in office. Any three voting delegates must simultaneously petition for such a vote. The petition must be submitted in writing to the Executive Committee which shall in turn review the petition and forward copies of the same to all voting members

within fourteen days of receipt of such petition. The vote of no confidence must be passed by majority of voting delegates present at the next meeting, after all member teams have been given fourteen days written notice of such pending petition.

## **4. General Meetings**

### **4.1 General Provisions**

#### **A. Parliamentary Procedure**

Parliamentary procedure, as specified by Robert's Rules of Order, shall govern Association Meetings. The President is responsible for order at all meetings.

#### **B. Succession Order**

The Succession order for Presiding Officer at any Association meeting will be as follows:

Director of Facilities

Rules, Appeals and Discipline Chairperson

Treasurer

#### **C. Open Meetings**

Association meetings are open to everyone; all affiliated members are invited to attend and discuss any matter. To do so, you shall contact the Association. State what you wish to discuss, and ask to be put on the agenda. You will be notified of the date of the meeting. All delegations should have one spokesman. The President officer may place a time limit on discussions.

#### **D. Closure**

Any officer presiding over a meeting may close to the general membership at any portion of the meeting at the officer's discretion.

#### **E. Binding Resolutions**

Resolutions and decisions passed by a majority vote of the members at any General Meeting will be binding upon all affiliated members.

### **4.2 General Meetings**

#### **A. Meeting Date**

This Association shall hold three General Meeting. The February and the August meeting shall be held in conjunction with team assignments. The General Meeting will be held, followed by team assignments. The first Tuesday of May shall be the day of the third meeting.

#### **B. Order**

The order of business for the February and August meeting shall be:

1. Call to Order
2. Approval of minutes of previous meeting
3. Communications
4. Unfinished business

5. Reports of Officers and Committees
6. New business
7. Adjournment

#### **4.3 Annual General Meeting**

**A. Meeting Date**

The Annual General Meeting shall be held the first Tuesday in May at a place and time to be designated by the President.

**B. Order**

The order of business shall be:

1. Call to order
2. Approval of minutes of previous meeting
3. Communications
4. Unfinished business
5. Reports by chairperson of Standing Committees
6. Reports of Officers
7. Election of Officers
8. New business
9. Adjournment

#### **4.4 Special Meetings**

**A. President Call**

Additional General Meetings may be held upon call from the President.

**B. Membership Request**

One-fifth of the voting membership may request, in writing, that the President call a General Meeting for a specific purpose. The President shall call the meeting within ten days.

#### **5. Amendments**

##### **5.1 Process for Submitting Amendments**

- A. Amendments to the Constitution, By-Laws, Rules, and Laws of the game must be submitted to the secretary in writing prior to June 1<sup>st</sup>. This will allow for review by Executive Board before the August General Meeting. The amendment will be discussed, and if needed amended, and voted on at the August General Meeting by the membership.
- B. Amendments to the Constitution, By-Laws, Rules, and Laws of the game must be submitted to the Secretary in writing prior to December 1<sup>st</sup>. This will allow for the review by the Executive Board before the February General Meeting. The amendment will be discussed, and if needed amended, and voted on at the February General Meeting by the membership.

- C. The Secretary will post the proposed amendment, etc. on the Web Site after the Executive Board has reviewed. Handouts of the amendment will be available for distribution to the membership before the General Meeting.
- D. No Amendments, etc. shall be proposed and adopted at Annual General Meeting held in May.

### **5.2 Approval**

Adoption of amendments requires an approval of a two-thirds majority vote by the voting members present.