

# **RIVER CITY YOUTH SOCCER LEAGUE**

## **BY LAWS**

**Approved February 2024**

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### 1 MEMBERSHIP

**1.1** Membership in the River City Youth Soccer League or RCYSL, also known as the League, shall be by affiliated Clubs. To be eligible to play in RCYSL: Each Club must submit:

**1.1.1** an annual affiliation application,

**1.1.2** all required registration materials,

**1.1.3** financial reports as requested by the required due date, and

**1.2** All Club Teams must wear the colors assigned to that Club. Club Colors may only be changed with League Board approval. Club colors are as follows:

**1.2.1** Arden Park (AP): Maroon and White

**1.2.2** British-American (BAC): Red and Black

**1.2.3** Del Dayo (DD): Blue and Gold

**1.2.4** Fulton-El Camino (FEC): Kelly Green and Black

**1.2.5** Rosemont (RMT): Green (not Kelly) and White

**1.2.6** Sierra Oaks (SO): Blue including Navy Blue

**1.2.7** Saint Ignatius (SI): Gold and Green

**1.2.8** Union FC: Red, White and Royal Blue

**1.2.9** No black shirts allowed

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### 2 ORGANIZATION

**2.1** The governing authority of RCYSL shall be vested with the Board of Directors (BOARD). The Board shall have the right and authority to:

**2.1.1** Enforce the RCYSL Constitution.

**2.1.2** Modify and enforce the RCYSL Bylaws.

**2.1.3** Modify and enforce the RCYSL Rules and Regulations.

**2.1.4** Enforce decisions of Affiliated Clubs, RCYSL PAD Committee, RCYSL Sportsmanship Committee, or the officers of RCYSL.

**2.1.5** Modify or reverse any decisions of Affiliated Clubs, RCYSL PAD Committee, Sportsmanship Committee, or the officers of RCYSL.

**2.1.6** Suspend, permanently bar, or otherwise discipline any player, coach, manager, team assistant, referee, Club or League officer from any member team, Club, or the League with proper hearing.

**2.1.7** Impose fines.

**2.1.8** Require matches to be forfeited or replayed

**2.1.9** Place a Club, Team, Player, or Adult in bad standing as defined in CALNORTH PIM 88-1;

**2.1.9.1** May only play teams within home league.

**2.1.9.2** No inter-league/district play

**2.1.9.3** No tournament play

**2.1.9.4** No State Competitions (State Cup, Association Cup, Founder's Cup, State Premier League)

**2.1.9.5** No travel outside of CALNORTH.

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- 2.1.9.6** No participation in the CALNORTH Olympic Development Program
  - 2.1.9.7** No voting power at league, district or state level.
  - 2.1.9.8** If player registration and fees are not received at League by January 1, the club may be denied league affiliation for the following seasonal year.
- 2.2** In the matter of protests and appeals, no person(s) associated with the League, Clubs, or teams may invoke the aid of any court without first exhausting all available remedies within the applicable team, the Club, the RCYSL Board, and CALNORTH as appropriate
- 2.3** The Board shall be comprised of the Managers of each Affiliated Club, the Elected and Appointed Officers
- 2.4** Executive Officers shall be elected annually by the Club Managers prior to the Annual General Meeting. Executive Officers shall be elected by a majority of Club Managers present and voting. League President or Vice-President shall not serve concurrently as a Manager of any Club associated with RCYSL. Officers, other than the League President and Vice-President, may serve concurrently as Club Managers. Officers of RCYSL include:
- 2.4.1** **PRESIDENT.** The President shall preside over all meetings of the Board and the Annual General Meeting. The President shall represent RCYSL at District VI meetings and direct all RCYSL affairs. The President shall appoint non-elected officials and committee chairpersons. Appointees may be removed for cause by a majority vote of the League Board of Directors.
  - 2.4.2** **VICE-PRESIDENT.** The Vice-president shall fulfill the duties of the President in his/her absence; Assist the League President in the operation of the League; Chair League Committees as the League Presidents directs, e.g., League Sportsmanship Committee.
  - 2.4.3** **TREASURER.** The Treasurer shall maintain all financial records of RCYSL. The Treasurer shall deposit all funds of RCYSL in a financial institution approved by the Board. The Treasurer shall provide a complete financial report at the Annual General Meeting and a monthly written

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report. The Treasurer shall gather, monitor and report all Club financial reports. The Treasurer shall authorize audit of League and all Club finances every two years or as frequently as standard accounting practices recommend. Each year the Treasurer shall seek board approval of the accounting firm to be retained for the preparation of all necessary League tax returns. Such tax returns will bear the signature of the Treasurer and President or just the president if the Treasurer also is serving as the tax preparer.

**2.4.4 REGISTRAR.** The Registrar shall be responsible for the proper registration of all Players, Coaches, Other Adults, Teams, and Clubs in RCYSL in compliance with CALNORTH and District directives. The Registrar shall establish League registration policies and procedures. The Registrar shall supervise the recruitment and training of Club Registrars. The Registrar shall represent RCYSL at CALNORTH and District VI Registrar meetings. The Board may approve an annual stipend for the Registrar.

**2.4.5 SECRETARY.** The Secretary shall maintain a written record of all Board meetings and the Annual General Meeting. The Secretary shall keep copies of all correspondence and maintain all records and files of RCYSL including a monthly record of all resolutions voted on by the League Board. The Secretary shall publish League Board decisions as PIM's and in the Bylaws.

**2.5** All Officers will be voting members of the Board. Exception: The League President, or Vice-President in the President's absence, may vote only in case of a tie. Officers that are serving concurrently as Club Managers shall have only one vote.

**2.6** The League President shall appoint individuals to the following positions with Board approval:

**2.6.1 REFEREE COORDINATOR.** The Referee Coordinator shall supervise the recruitment and training of all referees in RCYSL. He/she shall schedule all referee courses and represent RCYSL at the District VI Referee Coordinators meetings.

**2.6.2 COACHING COORDINATOR.** The Coaching Coordinator shall supervise the recruitment and training of all coaches in RCYSL. He/she shall schedule all coaching courses and represent RCYSL at District VI Coaching Coordinator meetings.

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- 2.6.3** PAD COMMITTEE CHAIRMAN. The PAD Committee Chairman shall schedule and preside over all meetings of the RCYSL PAD Committee.
- 2.6.4** SPORTSMANSHIP COMMITTEE CHAIRMAN. The Sportsmanship Committee Chairman shall schedule and preside over all meetings of RCYSL Sportsmanship Committee.
- 2.6.5** SCHEDULER. The Scheduling Coordinator shall create the game schedule for League Recreational teams for the playing season and other playing leagues as requested based on input from age-group coordinators and Club Managers.
- 2.7** Any Club in RCYSL that fails to provide financial reports as League requires, at least quarterly, and 1099INT reports will be responsible for any fines or additional accounting fees that are caused by that failure and may be put in bad standing until provided.
- 2.8** The President may appoint committees as deemed necessary with the advice of the League Board.
- 2.9** The elected Executive Officers of the League shall constitute an Executive Board. The Executive Board of this League shall be composed of the League President, Vice President, Registrar, Secretary, and Treasurer. The League President may invite other League Officials to participate as needed.
- 2.10** The Executive Board shall serve between Board of Directors meetings for either emergencies or to dispose of duties bestowed upon the Executive Board by the Board of Directors. All actions of the Executive Board must be ratified by the League Board of Directors at their next scheduled meeting after such Executive Committee meeting(s).

### 3 MEETINGS

**3.1** The Board shall have regular monthly meetings on the third Wednesday of the month. All Club Managers and League Officers are expected to attend and participate. Fines will be assessed for any Club that does not have an authorized representative in attendance. The agenda for the regular meetings shall be:

**3.1.1** Call to order

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**3.1.2** Roll Call

**3.1.3** Introduction of guests

**3.1.4** Acceptance of Minutes of the previous meeting

**3.1.5** President's Report

**3.1.6** Club Manager Reports

**3.1.7** Officers Reports:

**3.1.7.1** Vice President

**3.1.7.2** Secretary

**3.1.7.3** Treasurer

**3.1.7.4** Registrar

**3.1.7.5** Referee Coordinator

**3.1.7.6** Coaching Coordinator

**3.1.7.7** PAD Committee

**3.1.7.8** Sportsmanship Committee

**3.1.7.9** Scheduler

**3.1.8** Unfinished Business

**3.1.9** New Business

**3.1.10** Good of the Game

**3.1.11** Adjournment

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- 3.2 Fifty percent (50%) of the Board membership shall constitute a quorum
- 3.3 Any changes in the Bylaws or Rules and Regulations shall require approval of the majority of the Board Members present.
- 3.4 Any Board Member may designate a proxy. Club Manager proxies must be listed annually on Club affiliation papers, updated as needed, to be allowed to vote. Any Board member or their designee not present at three (3) regularly scheduled meetings or two (2) consecutive meetings during the year shall be subject to disciplinary action by the Board.
- 3.5 The League Board must keep and maintain an annual record of all resolutions voted on and the results of the voting.
- 3.6 When the League Board has decided an issue, it may not be revisited (1) unless new information is presented that warrants reconsideration, and (2) Board members receive notice that a request has been made to amend a decision and, (3) two-thirds of League Board members vote to amend the decision.
- 3.7 The meetings shall only go into a “Closed Session” under the following circumstances:
  - 3.7.1 The confidentiality of a minor is at issue
  - 3.7.2 The confidentiality of a member during a disciplinary or protest/appeals hearing is at issue (unless said member waives his/her right to confidentiality)
  - 3.7.3 Issues surrounding pending civil or criminal litigation that prohibits a public discussion of the subject.

## 4 RCYSL COMPETITIVE SOCCER

- 4.1 RCYSL shall allow the affiliation of a competitive soccer club such as Union Football Club otherwise known as Union FC each year by a vote of a majority of the Board.
- 4.2 The competitive soccer club will provide the RCYSL league Registrar with a list of coaches and CalNorth registered soccer players each year during registration and or tryouts.



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- 4.3 Additionally, RCYSL will allow affiliated Club teams to participate in the California Competitive Soccer League upon approval of the Club Board and the RCYSL Board.

## 5 RECREATIONAL CLUBS

- 5.1 RCYSL Board shall establish and oversee Recreational Clubs in neighborhoods with League boundaries.
- 5.2 RCYSL Board shall annually approve Club managers and registrars. Such approval shall be sought by Recreational Clubs during the League Board meeting immediately following their respective AGMs. RCYSL Board Officers shall assist Club Boards in the recruitment of these officials as necessary.
- 5.3 Club Boards shall be under the direct oversight of the RCYSL League Board.
- 5.4 Recreational Clubs shall consist of CALNORTH recreational and/or competitive Boys' and Girls' teams.
- 5.5 Recreational Club Managers shall each meet at least bi-monthly with their respective board members.
- 5.6 Recreational Club Managers may appoint additional voting members to one-year renewable terms, e.g., Coaching Coordinator, Fields Coordinator.
- 5.7 Player selection for Recreational Clubs shall be based on completed registration documents and fees and available space in the age group. Tryouts shall NOT be held or used in Recreational Clubs.

## 6 PROTEST, APPEALS AND DISCIPLINARY ACTIONS

- 6.1 The League Board shall annually appoint:

6.1.1 A Protest, Appeals and Disciplinary (PAD) Committee Chairman to hear cases resulting in the send-off of a Coach or Player when accompanied by a Send-Off Report by the referee.

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**6.1.2** A Sportsmanship Chairman to hear and disseminate information where (1) a Match Report was issued; (2) an event occurred which undermines the Ethics form which Coaches and Parents sign; or (3) a party believes that an inappropriate action on the part of a Coach, Player, Referee, spectator or Club Board Member has occurred. Matters not within the oversight of a Club will be handled by the Sportsmanship Chairman.

**6.2** RCYSL shall provide a Match Report Form upon request. A completed form may be sent by the Sportsmanship Chair to the pertinent Club Manager.

**6.3** Discipline, protest, and grievance investigations and proceedings may occur at the Club or League level; such investigations and proceedings shall generally commence at the Club level. Any person involved with or present at Club or League activities may be subject to discipline or other hearing. Notice must be provided to the party subject to discipline, and must include a description of the conduct at issue. A Club or League Board may temporarily suspend a party prior to discipline decision with evidence the party poses a risk of physical harm to (a) member(s) or other(s) affiliated with the Club or League. Discipline or other hearing may include suspension, ban, or other remedial or restorative action. The evidence, findings and decision of discipline or other hearing must be forwarded to the League within seventy-two (72) hours of the decision date.

**6.3.1** Any person, team, club or league may appeal an adverse decision. Communication and appeal in this instance shall be from the Club to the League; from the League to the District or other sanctioning entity. Should any hearing body choose not to hear an appeal, that body may refer the matter directly to the next higher authority.

**6.3.1** At least three (3) members of the RCYSL Executive Board or League Board of Directors shall constitute the League Appeals Committee to hear appeals of Club or Sportsmanship Chair decisions. Any League Board member previously involved in the issue shall not be appointed to the League Appeals Committee, but may be asked to

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present information or evidence.

**6.3.3** Appeals must be in writing, detail the grounds for the appeal, and include all supporting documentation. Appeals must be emailed to the appropriate League/District/sanctioning entity executive officer within seventy-two (72) hours of the appellant's receipt of the decision being appealed.

**6.3.4** An appeal fee of seventy-five dollars (\$75.00) is due by the time of the appeal for items at the League Appeals Committee, in the form of a cashier's check or money order payable to "RCYSL". The appeal fee shall be returned if the prior decision is overturned, or a higher governing body vacates the League Appeals Committee action. Otherwise, the appeal fee shall be retained.

**6.3.5** The League Executive Officer shall set a date for the hearing of an appeal within seven (7) days of receipt. Written notification to all parties to the appeal will occur at least seventy-two (72) hours prior to the hearing date and time.

**6.3.6** The League Appeals Committee shall consider all pertinent information. The parties shall have the opportunity to present their case. The League Appeals Committee decision shall be conveyed, in writing, to all parties within twenty-four (24) hours, with a copy of the decision and pertinent information and findings filed with the League, and District and/or other sanctioning body.

**6.3.7** Appeal decisions shall stand, and be complied with, until such a time as they are overturned by a higher authority.

**6.4** By March of each year each Affiliated Club shall provide the League Referee Coordinator and Sportsmanship Chair one person to serve for one (1) calendar year on the PAD Committee.

**6.5** The PAD Committee Chairman shall schedule meetings as required. A quorum shall consist of at least three (3) members from Clubs not directly involved in the disciplinary action.

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**6.6** Decisions of the PAD Committee may be appealed to the League Board of Directors providing:

**6.6.1** The appeal is submitted in writing to the RCYSL Executive Officer within forty-eight (48) hours of the PAD decision.

**6.6.2** A cashier's check or money order for seventy-five dollars (\$75.00) payable to "RCYSL" is submitted no later than the time of the appeal. The \$75 check shall be returned if the PAD Committee decision is overturned, or a higher hearing body vacates the League Board of Directors action. The fee will otherwise be retained.

**6.7** The PAD Committee shall keep written records of its decisions as required by RCYSL sanctioning entities. Copies must be provided to the League Secretary for inclusion in the League Board minutes.

**6.8** CalNorth or other sanctioning body's Protest, Appeals & Discipline Rules & Procedures Manual shall govern in the event of any conflict or dearth of guidance within this Bylaws Section.

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### 7 PLAYER & COACHES PASSES; COACH LICENSES

- 7.1** To participate in any games, including seeding tournaments, all Players and Coaches must have a current, valid CalNorth pass except for U6 teams if the RCYSL chooses for U6 to not have passes.
- 7.2** Coach & Player passes shall be given to the Referee prior to the start of a match. The Referee shall verify that each pass (1) has not been altered, (2) is valid for the current season, (3) that the picture matches the person, (4) all passes have the same team name and (5) all passes are laminated.
- 7.3** Passes shall be returned to the Coach after the match. If a Player or Coach has committed a violation and been sent off, the pass and Send Off Report will be referred to RCYSL PAD Committee. If the violation did not involve a send-off; a Match Report shall be prepared and referred to the RCYSL Sportsmanship Chair.
- 7.4** Coaches and/or Players that knowingly participate in a match without a proper player pass may be sent off for unsporting behavior and may receive further discipline.
- 7.5** A team shall not start a match, nor continue to play and must forfeit the game if a registered team official -- Coach or Assistant Coach with a valid pass -- is not in attendance at all times during the match.
- 7.6** Recreational Coaches and assistant coaches must (1) complete at a minimum a USSF Field and Online Module under the new GrassRoots Coaching Program for the age group they will be coaching that season year; (2) complete a coaches' application; (3) submit a copy of their GrassRoots documentation; (4) submit a picture; Participate in a CalNorth sanctioned concussion program with certificate; and (5) permit a background check before a coach pass will be issued. Recreational/Division 4 Exception: The coaching license requirement may be waived, if deemed appropriate, for the first coaching year only.

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### 8 TEAM & COACH RESPONSIBILITIES

- 8.1** RCYSL shall discipline any person who recruits a player from another team before the end of the current season year according to the rules and policies of CalNorth and District VI. CalNorth and District VI rules and policies define “poaching” and “recruitment” of players are follows:

#### **CALNORTH Rule 4:06:04**

Any team which, through its responsible officials, officers, or representatives, attempts to induce a registered player of any team under the jurisdiction of this Association to leave his/her team before the end of the current seasonal year shall be deemed to have committed an offense for poaching and shall be dealt with by the RCYSL Board.

#### **District VI Policy 2.2, RECRUITMENT**

- 2.2.1 No adult affiliated with a program (administrator, coach, parent or booster) shall actively recruit a player rostered on an active team from another League for participation in their program for the seasonal year.
- 2.2.2 The following activities are considered recruitment:
- 2.2.2.1 Providing incentives to players such as reductions in fees, trips, uniforms and other equipment.
  - 2.2.2.2 Using a position of authority to coerce a player. This may include adults involved with the District ODP program, adults involved with clinics and soccer schools, adults involved with High School programs or other non-affiliated programs such as indoor soccer.

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2.2.3 Violation of the recruiting prohibition will be sanctioned per the CALNORTH Team Manual for such violations.

**8.2** RCYSL affiliated competitive Coaches and Teams shall follow all District VI Playing League directives if they differ from RCYSL directives. If District VI Playing League requirements are not stated, RCYSL's shall be followed.

**8.3** Recreational Teams [Division 4]:

**8.3.1** The Host Club is responsible for providing (1) a safe and properly equipped field at the scheduled time and (2) three proper size balls. The field shall have distinctive lines, approved flags or cones at each corner, and approved nets and goals. The host Club shall also provide the appropriate referees as explained in Sec. 9.

**8.3.2** The Referee determines if a field is safe and properly equipped at the scheduled game time.

**8.3.3** The Visiting Team Coach shall complete a Match Report about any Host Club that fails to provide (1) the required playing field; (2) trained Referees in proper attire at the scheduled or (3) any other problem. The Match Report shall be submitted to the proper authority as outlined in the Match Report form.

**8.3.4** If the Match Report involves Referee issues, the Match Report shall be forwarded to the RCYSL Referee Coordinator within 48 hours. If the Match Report is not received within 48 hours, the RCYSL Referee Coordinator may impose a \$50.00 fine to the responsible Club for each offense unless the offense was due to circumstances completely beyond the control of the Club.

**8.3.5** Any Recreational [Division 4] team that is unable to appear at the scheduled game time shall call their own Club Manager and the opposing Coach to reschedule the game at least 48 hours before game time.

**8.3.6** If a team fails to appear at a scheduled game and does not make or show an attempt to make contact, the coach of the team will be suspended and that team shall be responsible for paying all referee fees for the game not played. Additionally, the team failing to appear will pay all

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referee fees if the game is rescheduled. It will be at the discretion of the opposing team who showed up to the game, as to whether or not the game will be rescheduled. If the game is not rescheduled, it will show as an unplayed game not a forfeit.

**8.3.7** Players shall play at least ½ of each game unless they are ill or injured, subject to disciplinary action, or request to play less than ½ of the game.

**8.3.8** The Referee and the opposing Coach must be notified prior to the start of the match of any players who will not play one-half of the match as outlined in 8.3.7.

**8.3.9** Coaches are responsible for the control of their players, parents and spectators before, during, and after the match.

**8.3.10** The Referee may send off a Coach due to actions of players, parents, and spectators.

**8.4** The Hosting Club Manager or Referee is solely responsible to determine playable field conditions prior to matches scheduled that day. No Coaches may cancel games without prior mutual consent of their Club Managers. (Games are played in the rain unless deemed unsafe)

## 9 REFEREES

**9.1** All Under-10 matches shall be played using a one-man or three-man referee system. Referees shall be currently certified by United States Soccer Federation.

**9.2** It is recommended that all Under-6 and Under-8 matches be played using a one-man referee system and the center referee must be currently certified by the United States Soccer Federation.

**9.3** Coaches may serve as Assistant Referee, but shall not serve as center referees in their own divisions. Relatives of players may serve as Referees, but shall not serve when their relative's team is playing.

**9.4** Center Referees shall be at least two age groups older than the players.

**9.5** Both Coaches must agree before the match to any exceptions to Sections 9.1 -9.4. Once both coaches have agreed, they may not use the exceptions to protest the match.



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- 9.6** The Referee shall allow each Coach to make written comments on the game card at the conclusion of each match. He/she should include the name and phone number of each Coach making written comments.
- 9.7** The appropriate RCYSL Officer shall provide a copy of a completed Match Report Form to any individual associated with a particular match and to the individual's Club Manager for review upon request.

## 10 ADDITIONAL RESPONSIBILITIES

- 10.1** The League and each Club shall provide their Registrar with (1) a computer that is password-protected to aid in maintaining security and confidentiality of Player and Adult records, (2) a printer and (3) a photocopier. **No personally-owned computers shall be used for registration.** The League Secretary shall be provided a laptop or storage device that is password-protected to use for League purposes.
- 10.2** League and Clubs shall abide by the deadline dates listed in the perpetual calendar in Attachment 1.
- 10.3** The League President and Executive Board shall prepare training materials and train all new League & Club Board members using the guidelines in the orientation checklist in Attachment 2.
- 10.4** CalNorth Registration access shall be provided to Club Registrars and Managers upon the completion of required forms.

## 11 LIABILITY PROTECTION

All Officers of RCYSL shall be covered against personal liability claims by the California Youth Soccer Association (CalNorth) for performing acts and duties directly related to the work of RCYSL. Club Boards may purchase liability insurance from CalNorth's insurer to protect their board members from personal liability claims.

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### **12 DISSOLUTION**

Should RCYSL be dissolved, all assets remaining after payment of all debts shall be turned over to CalNorth for the express purpose of the development of youth soccer.

### **13 RULES OF ORDER**

The Rules contained in Robert's Rules of Order shall govern this League in all cases in which they do not conflict with the Constitution, Bylaws, Rules and Regulations of RCYSL.

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### ANNUAL BOARD MEETING THEMES

#### Attachment 1

<b>December</b>	League AGM Notice sent to all League Families
	Election of League Officers
	Field Availability Determined for next year
<b>January</b>	Year End Financial Statements Clubs & League
	Clubs submit Club Application for Affiliation to League
	Committee Reports due (see October)
	Club Field Improvement Proposals to League
	League AGM
	Consideration of Proposed Constitution changes if any
<b>February</b>	Player Fee & Policies regarding registration
	Clubs Schedule Referee & Coach Clinics
	Mandatory meeting for all Club Registrars
<b>March</b>	Recreational Recruitment Fliers – Drafts are due to League Board

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	March 1: Recreational Clubs may begin registration
<b>April</b>	Coach & Referee Handbook Committee commence Handbook revisions
<b>May</b>	
<b>June</b>	Plan Recreational Mandatory Coach Meeting & Recreational Seeding Tournament
	Quarterly Financial Reports Due
	Adult Fingerprinting Results Due
<b>July</b>	Recreational: Pre-Seeding information Due
	Recreational: Master Team Lists Due

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<b>August</b>	Insurance Seasonal Year Begins (August 1 to July 31)
	Recreational: Seeding Meeting and Mandatory Coach Meeting
	Seeding Tournaments: Recreational & Competitive [the latter may be in late July]
	U16 and U19 season begins
<b>September</b>	Playing Seasonal Year Begins for U8 – U14 (September 1 to August 31)
	Quarterly financial reports due
	League Proposals to CalNorth to change Constitution, By Laws, Rules, etc.
<b>October</b>	Recreational: Mid-Season Adjustments
	Appoint Committees for next season and for AGM:
	By-Law Changes
	Membership
	Tournaments
	Budget & Finances
	Constitution Changes
	Nominations

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	Registration
	Coaching
	Organization
	Referees
	PAD Committee
	Registration
<b>November</b>	Start Field Permit Procedure for next seasonal year
	Start Field Insurance Certificate Procedure for next seasonal year
	Final decisions on Proposed Tournaments & dates
	Club Managers: Submit Financial reports, AGM date, Club Policies, Constitution, By-Laws, Club Board of Directors, including Club Manager, Referee Coordinator (Certified)
<b>December</b>	District Cup & Soccerfest Tournaments

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### LEAGUE BOARD MEMBER ORIENTATION MATERIALS

#### Attachment 2

1. League Board Member Roster
2. Perpetual Calendar -- Important Deadlines
3. Annual League Budget
4. Most Recent Treasurer Report
5. League Constitution
6. League By-Laws
7. League Standing Rules
8. Application for Club Affiliation (most recent)
9. League Website information
10. Tournaments
  - a. League
  - b. Outside of League
  - c. How to Locate and Apply
11. League Registration Manual
12. Other to be determined