

**CONSTITUTION OF
THE SOUTH JERSEY GIRLS SOCCER LEAGUE**

As Revised April xx, 2018

ARTICLE I

The name of this Organization shall be the SOUTH JERSEY GIRLS SOCCER LEAGUE (hereinafter referred to as "SJGSL" or "the League").

ARTICLE II

PURPOSE

The purpose of this league shall be to develop in those associated with this organization the skills of soccer and the ideals of good sportsmanship, honesty and loyalty through competition in the game of soccer among players under nineteen (19) years of age within Southern New Jersey, as well as carded coaches, trainers and parents. This League shall be established as a non-profit, educational organization.

ARTICLE III

AFFILIATION, REPRESENTATION AND HEADQUARTERS

SECTION 1 (AFFILIATION)

This League shall be affiliated with the United States Soccer Federation ("US Soccer" or "USSF") and may be affiliated with one or more state or regional youth soccer associations.

SECTION 2 (REPRESENTATION)

The President of the South Jersey Girls Soccer League shall appoint the league representative, and any alternate representatives, as necessary to any affiliated state or regional youth soccer association. All representatives shall be members of the SJGSL Executive Board and may hold other positions on the board. Such appointments shall be with the concurrence of the Executive Board.

SECTION 3 (OFFICIAL ADDRESS)

The official address of this League shall be within the playing area of the SJGSL in the State of New Jersey, which official address shall be determined by the President with the concurrence of the Executive Board on an annual basis.

ARTICLE IV

MEMBERSHIP

SECTION 1 (CLUBS)

The League shall consist of clubs with youth teams. Clubs shall qualify and be accepted for membership as provided herein.

All clubs presently a member of the SJGSL, at the time of the approval of this constitution, are Member Clubs. New Member Clubs shall be accepted into this League upon meeting the following requirements:

- 1) All applicants must comply with the requirements for admission as promulgated by the Executive Board.
- 2) Each application shall include a certification, executed by an officer authorized to do so on behalf of the applying Member Club, stating that the Club will adhere to the Constitution of the SJGSL and its Rules and Regulations.
- 3) The Club certifies that it will have access to a field for each three (3) 11 v 11 teams and three (3) 9 v 9 teams, and three (3) 7 v 7 teams which are in the Club and will be playing within the SJGSL. If the club is using the same field(s) for 9 v 9 and 7 v 7 there must be one field for every three (3) small sided teams.
- 4) The Club receives the recommendation of the SJGSL's Vice-President.

A member in good standing is a Club that is not otherwise subject to loss of voting rights, or membership due to failure to comply with the League Constitution or Rules and Regulations.

SECTION 2 (APPLICATIONS)

Application for membership shall be made in writing and shall be filed with the General Secretary of this League. All applicants must comply with the requirements for admission included in Section 1 and as otherwise promulgated by the Executive Board.

SECTION 3 (QUALIFICATIONS)

The SJGSL Executive Board shall have the power to determine qualifications of and acceptance, or rejection, of any application for club or team membership using as a criterion its Constitution and the SJGSL Rules and Regulations. The decision of the Executive Board to approve or deny the application for admission is not appealable. Only applications approved by the Executive Board will be presented to the General Membership for final approval.

Any application can be challenged by the Membership or by any board member at the time of presentation to the membership for voting.

SECTION 4 (DUES)

Each Member Club shall pay a playing season membership fee for each team registered.

SECTION 5 (DIVISIONS)

This League shall have age divisions in accordance with the recommendations of US Soccer.

SECTION 6 (FINAL AUTHORITY)

Final authority shall at all times rest with the Membership. Any substantive decision of the Executive Board shall be brought to the attention of the Membership at the meeting following the decision. Any such decision may be overruled by a properly conducted two-thirds (2/3) vote of the Membership present. For the purpose of this section, 'substantive' shall be defined as affecting or impacting on the operation of this League as a whole.

SECTION 7 (REMOVAL OF MEMBER CLUB)

A club or team may be expelled from Membership for violations of the Constitution and/or the Rules and Regulations of the SJGSL, upon the recommendation of the Executive Board.

The decision to remove a Club must be confirmed by a two-thirds (2/3) vote of the Membership in attendance.

SECTION 8 (PROPERTY RIGHTS)

No Member Club will have any right, title, or interest in any of the property or assets, including any earnings or investment income of this organization, except in the event as provided in Article XVI upon the dissolution of the League.

SECTION 9 (LIABILITY OF MEMBERS)

No Member Club of this organization will be personally liable for any of the League's debts, liabilities or obligation.

SECTION 10 (TRANSFER OF MEMBERSHIP)

Membership in this organization is nontransferable.

ARTICLE V
GOVERNMENT

This League shall be governed by its Constitution and the SJGSL Rules and Regulations and by the By-Laws of the US Soccer Federation, and any state or regional youth soccer association, to which this League may become affiliated.

ARTICLE VI
LEGISLATIVE AND JUDICIAL POWERS

SECTION 1 (MANNER OF VOTING)

Each member club shall designate a representative and an alternate representative who is authorized to vote on behalf of the club. In all matters that shall be properly presented before the Membership, each club in good standing shall have the right to cast one (1) vote for each team represented. The members of the Executive Board who are not representing a member club/team, with the exception of the President, will be permitted to cast one vote each on any motion presented to the general membership. The President shall have no vote except in case of a deadlock when he shall have the privilege of casting the deciding vote.

Votes may only be cast by the officially recognized Club Representative, Alternate Club Representative or Club President as identified by the Club and disclosed to the League at least fourteen (14) days before the vote in question. Rules governing the suspension and reinstatement of voting privileges shall be as promulgated by the Executive Board. No Member Club is authorized to vote by proxy on the behalf of another Member Club.

ARTICLE VII
OFFICES AND COMMITTEES

SECTION 1 (OFFICERS)

The Officers of this organization shall be a President, a Vice President, a General Secretary, a League Registrar, a Recording Secretary, a Games Commissioner for each division, a Treasurer, and at least one (1) Member-at-Large, so that there will be a minimum of nine (9) officers.

The Executive Board may, by majority, vote to add additional members-at-large for the current playing year.

This group of officers shall include the state and/or regional youth soccer association representative and alternate representative appointed pursuant to Article III, Section 2

of this Constitution, if applicable. Any two or more offices may be held by the same person, except the offices of President and General Secretary as long there is still a minimum of nine (9) officers.

SECTION 2 (ELECTION BY MAJORITY VOTE)

It shall be necessary for any person to be elected to an office of this League to receive a majority of the votes cast. Contested elections shall be by ballot. Balloting shall continue until the offices are all filled.

In the event there is more than one candidate for the same office, the candidate receiving a simple majority of votes cast shall be the winner. If no candidate receives a majority, each subsequent balloting shall include only those candidates who receive the first and second highest votes in the immediately preceding ballot.

SECTION 3 (PRESIDENT'S DUTIES AND POWERS)

The President shall preside at all meetings of this organization; appoint all committees; appoint a Parliamentarian; enforce the Constitution, League Rules and such Rules and Regulations as may be adopted by the Membership, with the consent of the Executive Board; call such meetings as are herein provided; supervise the affairs of this League; may sign all checks with the Treasurer when the same shall be duly authorized by the Executive Board; sign all contracts and documents of this organization with the General Secretary when the same shall be duly authorized by the Executive Board or Membership may from time to time direct.

The President shall co-chair the ratings committee with the Vice President.

SECTION 4 (VICE PRESIDENT)

The Vice President shall perform all the duties and exercise all the powers of the President during his absence or incapacity, and shall be responsible to perform such additional duties as requested by the President and/or the Executive Board.

The Vice President shall co-chair the ratings committee with the President.

The Vice President shall assist in the maintenance of and give approval for the content of the league website.

SECTION 5 (RECORDING SECRETARY)

The Recording Secretary shall keep a record of all proceedings of this organization.

The Recording Secretary shall also be responsible for recording attendance at the general membership the League Executive Board meetings.

SECTION 6 (TREASURER)

The Treasurer shall collect and receive all dues and monies, take charge of the books and accounts in connection with the financial affairs of this organization; deposit all monies in the name of this organization with a depository which shall be named by the Executive Board; pay all bills against this organization after the same shall be approved by the Executive Board; report the state of the finances of the League at every meeting and whenever requested to do so by the President or the Executive Board.

SECTION 7 (GENERAL SECRETARY)

The General Secretary shall determine and specify the voting eligibility of those club representatives in attendance at SJGSL meetings as provided by Article VI, 'Legislative and Judicial powers'.

The General Secretary shall sign, with the President, all contracts and other documents of this organization, which shall be authorized by the Executive Board.

The General Secretary will maintain any and all incident/injury reports submitted by member clubs to the SJGSL Executive Board, and take the appropriate action.

The General Secretary shall receive and investigate applications for new membership into the League and present the applications to the Executive Board for review.

The General Secretary shall receive and administer all appeals of any decisions of the Grievance Committee or the Executive Board.

SECTION 8 (GAMES COMMISSIONER)

There shall be a Games Commissioner for each Division of play. Each Games Commissioner will be responsible for monitoring the conduct of members regarding game related issues. The Games Commissioner will review all match reports submitted by officials and shall notify team representatives of any fines, sanctions, or suspensions that have been levied against their team(s) or club. Any issues not outlined in the SJGSL rules may be referred to the Executive board for review and penalty.

The appropriate Games Commissioner shall hold the pass of any player or coach sent off by a referee or otherwise suspended by the Executive Board, and initiate such suspension in any electronic roster system maintained by the league, where applicable.

The appropriate Games Commissioner shall maintain an up to date total of all cards for individual players and coaches, reporting the status of suspensions to the Board.

SECTION 9 (MEMBER-AT-LARGE)

One or more Members-at-Large may be created. A Member-at-Large shall be responsible for performing such duties as requested by the President and/or the Executive Board.

One Member at Large shall act as the Referee Liaison, and shall be responsible for coordinating the directives and needs of the league to each of the appointed assignors. The referee liaison shall address all initial referee issues raised by the membership. The referee liaison shall also be responsible for reviewing rules of competition, and referee fees yearly and submitting recommended changes to the Executive Board for approval.

SECTION 10 (REGISTRAR)

The Registrar shall be responsible for creating, opening, maintaining, and closing the league “registration event” for each season on the league website, and to approve for play for teams registered to the league after base criteria are met.

The registrar shall be responsible to reject any teams registering incorrectly and to contact the team so they may correct their registration.

The registrar shall report to the board semiannually on the state of the league growth, or in the case of attrition how many teams from each age group.

During the playing season, the Registrar shall assist the Games Commissioners in investigation of possible roster violations when necessary.

SECTION 11 (EXECUTIVE BOARD)

The Executive Board, which consists of the officers as defined in Article VII Section I, shall have the power to formulate League rules, to fine and/or suspend those who shall violate the provisions of the Constitution, the League Rules and Regulations of this Organization, adjudicate all protests and differences among the Member Clubs. At all meetings of the Executive Board a simple majority shall constitute a quorum for the transaction of business. Each member of the Executive Board shall have one (1) vote.

SECTION 12 (GRIEVANCE COMMITTEE)

A Grievance Committee shall be created when necessary. It shall consist of three (3) members and an alternate; two (2) of these persons shall not be members of the Executive Board, but shall be appointed by the President. The President shall appoint the Chair of the Committee. No member of a Grievance Committee shall have a conflict of interest with the clubs involved in a grievance. The Grievance Committee shall make its recommendation to the Executive Board.

SECTION 13 (ELECTION OF OFFICERS)

The Officers of this organization shall be elected on an alternating basis by ballot at the SJGSL Annual Meeting to serve a term of two (2) years or until their successors shall be elected. The President, the Recording Secretary, the Treasurer, the Div. I Games Commissioner, the Div. III Games Commissioner, and the Div. V Games Commissioner shall be elected on even numbered years. The Vice-President, the League Registrar, the General Secretary, the Div. II Games Commissioner, the Div. IV Games

Commissioner, and the Member at Large shall be elected on odd numbered years. The nominees for offices of the organization shall normally be made known to the Membership at the meeting immediately preceding the Annual Meeting. However, this clause shall not prevent a nominee to be first named at the Annual Meeting. The President shall designate the Chair of the Nominating Committee. The Nominating Committee shall consist of five (5) members of the Organization. They shall have been active members of the league for at least one (1) year, but may not be Officers or otherwise members of the Executive Board. The Committee members shall be appointed by the President and approved by the Executive Board. They shall be appointed no later than 60 days prior to the Annual Meeting. The Nominating Committee shall submit, to the Executive Board, its report at least 30 days prior to the Annual Meeting. The nominees shall be made known to the Membership at least 30 days prior to the Annual Meeting.

Nominations from the floor may be made no later than the last League Meeting prior to the Annual Meeting by submitting an application to the Chairman of the Nominating Committee. A member nominated from the floor may accept nomination either in writing or in person. An acceptance in writing is valid when delivered to the General Secretary.

Only active members of this organization shall be eligible to be candidates for an elective or appointive office. A candidate for the Presidency shall have been an active member of the organization for at least two (2) years. Members should make known to the Nominating Committee their wishes to hold office. A member accepting nomination by the Nominating Committee need not be present.

“Active” is defined as a candidate who during the entire period in question served as a member club head or assistant coach, club representative or alternate representative, or member club officer.

ARTICLE VIII

MEETINGS

SECTION 1 (ANNUAL MEETING)

The Annual Meeting of the SJGSL shall be held in the month of April of each year.

SECTION 2 (REGULAR MEETINGS)

Regular meetings of this Organization shall be six (6) times during the seasonal year, at a time and location pre-determined and made known by the Executive Board at the Annual Meeting. Any changes from this regular place and time shall be communicated to the General Membership no later than ten (10) days prior to the next regular meeting.

SECTION 3 (SPECIAL MEETINGS)

Special Meetings of this Organization, or of the Executive Board, may be made by the call of the President upon written notice to all concerned, or upon written demand of fifteen percent (15%) of the Member Clubs to the President, in which case a meeting shall be called by him or her within fourteen (14) days of the receipt of such demand.

ARTICLE IX

QUORUM

The presence of Member Club representatives or alternates comprising one-half (1/2) plus one (1) of those eligible to vote, as set forth in Article VI, Section 1, shall constitute a quorum to transact business at any meeting of this Organization.

ARTICLE X

AMENDMENTS

In order to amend this Constitution, a proposed amendment shall be submitted to the Executive Board at least twenty-one (21) days prior to the next scheduled meeting. The Executive Board shall then evaluate the proposed amendment and report on it at the next scheduled Membership meeting, a written copy of the proposed amendment shall be sent to each Member Club. Club representatives not present at the meeting when the Executive Board makes its report shall be contacted by the General Secretary about the proposed amendment. At the Membership meeting, the proposed amendment shall be voted on. A two-thirds (2/3) vote of those members present shall be required for the proposed amendment to be passed.

ARTICLE XI

JURISDICTION

The Executive Board shall have full jurisdiction over all Member Clubs in all matters connected with this Organization as delineated in Article V (Government). The Executive Board shall have the power to suspend or expel any Member Team, Coach, Representative, Player, or other person under its jurisdiction, for violations of this constitution or league Rules and Regulations. It shall, furthermore, have the power to impose such fines and/or penalties, as it may deem reasonable and proper.

ARTICLE XII

HEARINGS

SECTION 1 (HEARINGS)

No party shall be entitled to a hearing for an alleged offense if the penalty for such offense is no greater than a mandatory suspension as stated in SJGSL Rules and Regulations.

However, should the penalty be greater than the mandatory suspension, then such party is entitled to a hearing provided a request is made in accordance with the designated procedures.

SECTION 2 (EVIDENCE AT HEARINGS)

A party may be found guilty of an offense by the submission of written or documentary evidence in place of live testimony against such party. However, the penalty imposed may be no greater than one (1) calendar year's suspension in such case. For a penalty to be greater than one (1) year, written or documentary evidence shall not be substituted for live testimony, unless the party who may be penalized waives such requirement.

ARTICLE XIII

APPEALS

SECTION 1 (APPEAL PROCEDURE)

An appeal from a decision of the Grievance Committee, if any, may be taken to the Executive Board. An appeal from a decision of the Executive Board may be taken to the Membership of the SJGSL. Appeals to any state and/or regional youth soccer association or US Soccer are determined by the Appellate Procedure in their publications.

SECTION 2 (APPEAL TO EXECUTIVE BOARD)

An appeal from a decision of the Grievance Committee to the Executive Board must be submitted in writing and accompanied by the appropriate fee, \$100.00. The appeal must be submitted to the SJGSL General Secretary within seventy-two (72) hours of receipt of the decision of the Grievance Committee. Should the appeal be successful, the fee shall be returned.

SECTION 3 (APPEAL TO THE GENERAL MEMBERSHIP)

An appeal to the General Membership from a decision of the Executive Board must be submitted to the SJGSL General Secretary within seventy-two (72) hours of receipt of

the decision of the Executive Board. Such appeal papers must be accompanied by the fee, which is \$100.00. Should the appeal be successful, all appeal fees shall be returned.

ARTICLE XIV

VACANCIES

SECTION 1 (PRESIDENT)

Should the Office of the President of this Organization become vacant by reason of death, resignation, disqualification or otherwise, the Vice President of this Organization shall hold such office for the unexpired term.

SECTION 2 (ALL OTHER OFFICERS)

Should the office of the Vice President, General Secretary, Registrar, Recording Secretary, Treasurer, Games Commissioner, or Member-at-Large become vacant by reason of death, resignation, disqualification or otherwise, the President shall appoint a successor or successors to fill such vacancy with the concurrence of the Executive Board. Such concurrence shall be determined by a majority vote of the Executive Board, and such successor or successors shall hold office for the unexpired portion of the term, not to exceed one year. If the unexpired remaining term exceeds one year, the position will be filled by appointment by the Executive Board until the next scheduled regular election. The newly elected officer will serve the second year of the term, and regular elections will continue as provided in Art. VII, Section 13.

SECTION 3 (SIMULTANEOUS VACANCIES)

Should there be a simultaneous vacancy in the offices of the President and Vice President, then such offices must be filled by an election of the General Membership, which election shall take place with at least thirty (30) days notice to the Member Clubs, and no later than sixty (60) days after the second vacancy. In the interim, however, the Executive Board shall elect, temporarily, an interim President.

SECTION 4 (IMPEACHMENT)

The General Membership shall have the sole power of impeachment. No officer shall be found guilty and expelled without the concurrence of two-thirds (2/3) of the Representatives present and entitled to vote. Prior to any impeachment action, a fair and a complete disciplinary process must be carried out; such a process is described in Robert's Rules of Order.

SECTION 5 (REMOVAL OF OFFICERS)

The Executive Board may remove any officer elected, or appointed by the board, whenever in its judgment the league's interests would be best served, by majority vote of the entire Executive Board. The removal will be without prejudice to the contract rights, if any, of the officer so removed.

ARTICLE XV

CEASING OF ACTIVITIES

SECTION 1 (METHOD)

The organization may be dissolved by filing a certificate of dissolution with the Secretary of State upon the recommendation of the Executive Board and with a two-thirds (2/3) vote of the Member Clubs in attendance.

SECTION 2 (PLAN)

The Executive Board will designate three members and one officer to prepare and present a Plan of Dissolution and to coordinate the dissolution of the League in accordance with New Jersey state law.

SECTION 3 (DEBTS AND LIABILITIES)

All debts and liabilities shall be paid as a priority upon dissolution. No funds shall inure to the benefit of the members except as otherwise permitted under state law and as provided herein. To the extent that assets exist after compliance with state laws governing dissolution, the Executive Board shall donate the remaining assets to each Member Club on a pro-rata basis for each team registered to play in the League during that playing year, or as otherwise proposed by the Executive Board and approved by a majority vote of the General Membership.

ARTICLE XVI

LEAGUE SELECT TEAMS

The South Jersey Girls Soccer League shall endeavor to sponsor League Select teams.

ARTICLE XVII

LEAGUE ADMINISTRATOR

At the discretion of the Executive Board, a League Administrator can be hired to perform day-to-day duties of the League. The Executive Board shall receive and review all applications to determine the most qualified person for the position.

The duties of the League Administrator shall be determined and governed by the Executive Board, as set forth here and pursuant to any agreement entered into between the parties, including, but not limited to:

The League Administrator shall also be responsible for notifying the membership of changes to time or location scheduled meetings.

The League Administrator shall be responsible for scheduling and rescheduling of games, cancelling of games, review of secondary pass applications, scheduling and setting up league membership meetings.

The League Administrator shall always have an up to date employment agreement outlining current salary, approved by the board and signed by the Administrator, League President, and the General Secretary. The agreement will run from August 1st of the first year until July 31st of the next year, and automatically renew every year until one of the parties terminates the contract, or any member of the board requests a review of the agreement. Until such time, the last signed agreement shall be considered up to date and valid.

ARTICLE XVIII

BOOKS, RECORDS, FISCAL YEAR, AUDITS

SECTION 1 (BOOKS AND RECORDS)

The organization will prepare and maintain correct and complete books and records of account and will also keep minutes of the meetings of its members, Executive Board, and committees, and will keep at the registered or principal office a membership book giving the names and addresses of all representatives of Member Clubs entitled to vote. All books and records of the organization may be inspected by any member, or any proper interested person, at any reasonable time.

SECTION 2 (FISCAL YEAR)

The fiscal year of the organization will begin on the first day of July and end on the last day of June in next immediate year.

SECTION 3 (AUDITS)

The Executive Board will be obligated to obtain an independent audit of the books and financial records of the League no later than sixty (60) days after the presentation of each final approved budget of the League.

ARTICLE XIX

CONTRACTS, CHECKS, DEPOSITS, AND FUNDS

SECTION 1 (CONTRACTS)

The Executive Board may, by resolution duly adopted, authorize any officer or officers, agent or agents of the organization, in addition to the officers so authorized by this Constitution, to enter into any contract or to execute and deliver any instrument in the name of and on behalf of the organization. Such authority may be general, or confined to specific instances.

SECTION 2 (GIFTS AND CONTRIBUTIONS)

The Executive Board may:

- (a) Accept on behalf of the organization any contribution, gift, bequest, or devise of any type of property ("donations"), for the general and special charitable purposes of the organization, on such terms as the Board approves;
- (b) Hold such funds or property in the name of the organization or of such nominee or nominees as the Board may appoint;
- (c) Collect and receive the income from such funds or property;
- (d) Devote the principal or income from the donations to whatever benevolent and charitable purposes the Board may determine;
- (e) Enter into an agreement with any donor to continue to devote the principal or income from the donation to such particular purpose as the donor may designate and after approval of such agreement by the Board devote the principal or income from that donation according to the agreement.

SECTION 3 (DEPOSITS)

All funds of the organization will be deposited from time to time to the credit of the organization in such banks, trust companies, or other depositories selected by the board.

SECTION 4 (CHECKS, DRAFTS, ORDERS FOR PAYMENT)

All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the organization's name will be signed by such officer or officers, agent or agents of the organization and in such manner as determined by the Executive Board by resolution. Absent this determination, the instruments will be signed by the treasurer, and countersigned by the president or the vice-president of the organization.

ARTICLE XX

ORDER OF BUSINESS

The Order of Business at all Meetings shall be as follows:

- 1) Roll Call
- 2) Minutes of Previous Meeting(s)
- 3) Financial Report
- 4) Minutes of Executive Board Meeting(s)
- 5) Communications
- 6) Report of the General Secretary
- 7) Report of Other Officers
- 8) Reports of Committees
- 9) Old Business
- 10) New Business
- 11) Miscellaneous Items
- 12) Good and Welfare

The latest edition of Robert's Rules of Order shall govern all Meetings.