

# **Rancho Cordova Soccer Club Bylaws**

## **AGM November 21, 2011**

### **1.0 Club Name and Purpose**

#### **1.1 Name**

This organization shall be known as the Rancho Cordova Soccer Club (RCSC).

#### **1.2 Principal Location**

The principal office for the transaction of the business of RCSC is located in the County of Sacramento, State of California.

#### **1.3 Purpose**

- a) The RCSC mission is to develop, promote, and administer the game of soccer within the area of Sacramento County, California, known as Rancho Cordova, Gold River, Anatolia and Mather for children through age eighteen. The RCSC provides positive and safe soccer opportunities to players at all levels, from those just beginning to learn the game of soccer to those with advanced skills.
- b) The Corporation is organized for exclusively religious, charitable, educational and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under said Section 501(c)(3) of the Internal Revenue Code of 1986.

#### **1.4 Profit or Gain**

RCSC does not contemplate pecuniary gain or profit to the members thereof and it is organized for non-profit purposes.

## **2.0 RCSC Affiliations**

### ***2.1 Membership in Youth Soccer Associations***

In order to support the RCSC mission and provide league and tournament play for RCSC teams, RCSC will join at least one or may join several United States Soccer Federation affiliated youth national, regional, state, or local soccer associations.

RCSC is an affiliated branch of, and complies with the authority of the American River Youth Soccer League (ARYSL), and through ARYSL, the California Youth Soccer Association (CYSA), the United States Soccer Federation (USSF), and the Federation Internationale de Football Associations (FIFA).

### ***2.2 Precedence of Governing Rules and Procedures***

The RCSC Bylaws and Operating Procedures shall govern, except when these are superseded by the Bylaws and Operating Procedures of the soccer associations that RCSC joins. In games or tournaments open to multiple soccer associations, RCSC teams shall comply with the rules and authority of the association whose player passes RCSC teams use for a particular game or tournament.

### ***2.3 Rules of Play***

The Rules of Play shall be the “Laws of the Game” as published by FIFA with those modifications stated within the Operating Procedures.

### **3.0 RCSC Regulations**

When there is a question on the procedures not covered by these bylaws, then the most current edition of Robert's Rules of Order will prevail.

#### **3.1 Membership**

- a) Membership in RCSC shall be open to all parents or legal guardians of the properly registered youth as well as coaches, assistant coaches, referees, board members, and committee members.
- b) The authorized number and qualifications of the members of RCSC, the different classes of membership, if any, the property, voting, and other rights and privileges of members, and their liability to dues and the method of collection thereof, shall be set forth by the Bylaws and Operating Procedures.
- c) Player registration fees shall be the principle source of Club funding.
- d) Persons not playing the annual registration fee by virtue of not having children in the soccer program, but who serve as coaches or current Board Members shall be deemed voting members.
- e) All members shall abide by the Bylaws, Rules and Regulation and Policies of the RCSC.
- f) The BOD will recommend to the membership the rules, policies and fees required for the efficient conduct of the RCSC business, recognizing that the RCSC is an amateur, nonprofit athletic organization.

#### **3.2 Financial Responsibility**

RCSC shall not assume, nor be liable for, the debts nor the financial responsibilities, either implied or incurred, of any of its members.

#### **3.3 RCSC Team Colors**

The representative colors of RCSC teams shall be green and white. All jerseys will have the Rancho Cordova Soccer Club approved recreational logo in the top left quarter panel. When you are the home team you will wear the white recreational jersey.

#### **3.4 Recreation Team Uniforms**

Each player shall wear a RCSC approved recreational team jersey, black socks, and black shorts.

#### **3.5 Competitive Team Uniforms**

Club uniform selection and uniform orders will be the responsibility of the Assistant Manager. Competitive teams may choose any style/manufacturer for their team uniform, but must be approved by the Board. The primary jersey may be either green or black in color. Alternate jerseys will be white in color. All jerseys will have the RCSC approved Competitive crest on the front of the jersey.

Shorts may be either green, black or white in color. Socks will be either green or black in color with an alternate pair of white socks.

### **3.6 *Recreation Team Participation Awards***

At the conclusion of the regular season, participation awards shall be given to all players regardless of division of play. No divisional winner or runner-up awards shall be given to teams participating in any Recreational program governed by RCSC. Appropriate disciplinary action will be taken against any person, group, or team that violates these prohibitions or the prohibitions set forth by associations the club is affiliated with.

### **3.7 *Insurance***

Neither RCSC nor anyone associated with RCSC is liable for any expenses incurred for supplies, medical treatment, or transportation while participating in any function dealing directly or indirectly with RCSC.

All players registered with RCSC will be covered by insurance obtained by RCSC. The insurance may be the medical insurance program specified by the soccer association which RCSC joins or a group insurance policy purchased directly by RCSC. Players may carry multiple insurance policies through membership in multiple soccer associations. In the case of multiple insurance coverage, primary coverage for games and tournaments shall be through the medical insurance associated with the player passes used for a particular game or tournament.

### **3.8 *Amendments***

These Bylaws may be altered, amended or repealed and new Bylaws adopted when necessary by a simple majority of the Board of Directors (BOD).

### **3.9 *Dissolving the Club***

The property of RCSC is irrevocably dedicated to youth recreational (charitable) purposes, and no part of the net income of assets of this organization shall ever inure to the benefit of any director, officer or to the benefit of any private individual. Upon the dissolution of RCSC, its assets remaining after payment of, or provision for payment of all debts and liabilities of RCSC, shall be distributed to a non-profit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code. If RCSC holds any assets in trust, such assets shall be disposed of in such a manner as may be directed by decree of the supervisor of the superior court of the county in which RCSC has its principal office, upon petition therefore by the Attorney General, or by a person concerned in the liquidation, in a proceeding to which the Attorney General is a party.

## **4.0 RCSC Structure**

### **4.1 Club Management**

The RCSC is managed by a BOD, whose duties; responsibilities and election are governed by the RCSC bylaws. The term of the BOD shall be from January 1 through December 31 of that elected year.

### **4.2 Election of Board of Directors Members**

- a) Candidates for Club Manager position must have served at least one term on the BOD prior to their candidacy. In the event that no candidates meeting these qualifications are available, anyone from the general membership may run. The intent of this restriction is to fill this critical position with people who are already experienced with the operations of the BOD.
- b) Candidates for Assistant Manager position must have served at least one term on the BOD. In the event that no candidates meeting these qualifications are available, anyone from the general membership may run. The intent of this restriction is to fill these critical positions with people who are already experienced with the operations of the BOD.
- c) Each individual seeking a position on the BOD must announce their candidacy for a specific position on the BOD, either in person or in writing (1) not later than one regular board meeting prior to the AGM and (2) not less than 21 days prior to the AGM. In the event that more than one candidate is seeking a specific BOD position, a good faith effort must be made by the BOD, within 5 days of the notification referenced in (1) and (2) above, to notify each candidate for that position of the identities of all candidates for that position.
- d) Election of members to the BOD shall be by written ballot at the AGM, and the results shall be tabulated and announced at that same meeting. BOD positions not filled through the election procedures during the AGM shall become appointed positions appointed by the RCSC Manager until the next AGM.

### **4.3 Board of Directors Members Duties**

- Enforce and interpret the Bylaws, and Club rules and regulations.
- Approval of all coaches, team names and banners represent RCSC.
- Review, revision and approval of Club Bylaws, Rule and Regulations.
- Make all decisions not covered by the by-laws and/or operating procedures.
- Approve the annual RCSC budget.
- Approve all RCSC fund raising activities.
- Club discipline to include suspension of Club members or officers.
- Instruction to the Club Manager to make clear to all coaches at the first coaches meeting that any appeal or protest must be taken to our Manager before taking it to the League.

- Approve all expenditure of RCSC funds.
- Conduct the Annual General Meeting (AGM) open to all members.
- Provide an annual financial statement (Jan – Dec).

#### **4.4 Board of Directors Members Compensation**

As a token compensation, any full board member that completes the duties and responsibilities of their appointed position(s) to the satisfaction of the Full Board is entitled to reimbursement for the basic registration fee for one player. This player can be a child of which they are a parent or legal guardian. Should they wish to donate the right of reimbursement to another player, they may do so by naming a specific player or the credit may be donated to the scholarship program. Reimbursement benefit is limited to one player registration fee per person (regardless of the number of positions held).

#### **4.5 Removal of a Board of Directors Member**

In the event any BOD member is accused of not performing in the best interest of the youth or exhibiting behavior or performance detrimental to either individuals or the RCSC or in material violation of the Bylaws or Operating Procedures of the RCSC a hearing process can be instituted by any RCSC member as follows:

- A RCSC member (the “complainant”) may request a hearing by sending a written notice to the RCSC Manager. The written notice shall describe in detail the factual basis for the complaint.
- The RCSC Manager shall convene a Board meeting within thirty (30) days of receipt of such notice and notify all principals within fifteen (15) days, in writing of the date and time of the hearing. A copy of the notice shall be provided to the party against whom the complaint was made (the “respondent”).
- At the Board meeting, the complainant, the respondent, any witnesses and any other RCSC member wishing to appear on the issue may appear and request to make a presentation to the Board. The Board shall determine the order in which presentations may proceed, the length of the presentations, and whether any witnesses or other evidence will be considered.
- The Board will then adjourn to executive session and render a decision on the matter. Findings will include: a) unjustified; b) censurable action; or c) justified complaint. All findings of the Board shall be final and conclusive on the parties.
- If a censurable action is found, the RCSC Manager shall issue a letter of reprimand to the respondent RCSC member. It must detail the nature of the complaint, and the rationale for the board’s finding. If a similar incident occurs and another complaint is lodged, the Board will take note of the notice of censure in considering further action.
- If a justified complaint is found, the Board has two options regarding the respondent:

- a. Suspension from the RCSC BOD for a period of time to be specified by the board; or
- b. Removal as an active member in the Club.

(Any action taken against a parent will not affect the eligibility or assignment of that parent's child.)

- Two-thirds majority of the Board members present at the hearing must make findings of censurable action or justified complaint by the board. A quorum must be present.
- The Board member that is either a complainant or respondent shall not be entitled to participate in the executive session or in the voting on the action to be taken.

#### **4.6 RCSC Duties of Officers**

The Club membership, at the Annual General Meeting, shall elect Club officer as follows:

**Duties of Manager:** The Manager shall be the chief elected officer of the Club and shall have the responsibility for the management of the Club. As needed, the Manager shall appoint all non-elected board positions. The Manager schedules, conducts and controls monthly meeting and other meeting that require the attendance and/or BOD approvals. The Manager oversees the assistant manager to insure their responsibilities are carried out. The Manager shall be the official spokesperson for the Club. The Manager and the treasurer shall submit an annual budget for board approval. The Manager shall be the Club's official representative at American River Youth Soccer League Meetings (ARYSL). The Manager shall sign all contracts on behalf of the club and shall be a signer on all checking and savings accounts associated with the RCSC. The Manager may sign, with the Secretary or any other proper officer of the Corporation thereunto authorized by the BOD, any deeds, mortgages, bonds, contracts, or other instruments which the BOD has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the BOD or by these Bylaws to some other officer or agent of the Corporation, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the BOD from time to time. The Manager is authorized to co-sign checks. The Manager shall email the Board agenda and meeting reminder notice at least one week before the meeting. The Manager abstains from voting and may vote to break ties.

**Duties of Asst. Manager:** The Assistant Manager shall arrange facilities for monthly and annual meetings, coach meetings, team parent meetings, and any other meetings as needed. The Assistant Manager shall also act as parliamentarian during meetings, preside over regularly scheduled meetings in the manager's absence represent the club at ARYSL meetings in the Managers absence. The Assistant Manager shall oversee the Competitive coaches and teams. The Assistant Manager will set up and supervise the competitive tryouts The Assistant will be the club representative for the ARYSL Goal Rush Tournament committee. The Assistant Manager is authorized to co-sign checks associated with the RCSC and sign contracts in the absence of the Club Manager.

**Duties of Treasurer:** The Treasurer will help the manager prepare the annual budget for Board approval. The Treasurer will maintain RCSC finances, report monthly to the Board, and prepare records for outside audit as directed by the board. The Treasurer prepares all papers pursuant to the tax-exempt status of RCSC and ensures RCSC tax returns are prepared and filed. The Treasurer shall give a receipt for all monies which shall be deposited in a recognized bank in the name of the Club. All accounts shall be paid by check and shall bear two (2) signatures. The treasurer's and Secretary's alternate signatories or the Manager and Assistant Manager. The Treasurer maintains detailed records of funds received and expenditures. Treasurer shall be a signer on all bank accounts associated with the RCSC.

**Secretary:** The Secretary shall be the chief Records officer of the club and will record and keep all club minutes and records safe. The Secretary shall distribute the monthly minutes from the prior meeting at least one week before the next meeting to all members by E-mail. Maintains and updates the RCSC Bylaws and records all official RCSC correspondence. The Secretary is authorized to co-sign checks.

#### ***4.7 Appointed Board Positions***

The Manager will appoint, subject to Board approval, volunteers to the following positions:

**Duties of Referee Coordinator:** To organize and oversee referee training classes, council referees as needed, and maintain written positive feedback as well as suggestions for referee improvement within the club. Referee Coordinator must insure assigned referees are familiar with current rules for League play. The Referee Coordinator schedules referees for all home games Coordinates with the club Treasurer the payment of referees who officiate home game. The Referee Coordinator will also monitor pay scale in surrounding club and report to the board that information as requested.

**Duties of Field Coordinator:** To obtain use permits and self help requests for the season including renovation dates, practice, game, and tournament dates, through the RCPD and FCUSD as needed. The Field Coordinator and volunteers will ensure the fields are maintained and set up for soccer play each season by repairing turf, replacing goal posts, filling holes, and monitoring the watering, ect. Obtains proof of insurance and distribute to responsible parties (RCPD and FCUSD).

**Duties of Registrar:** The contract registrar shall schedule registration dates, coordinate and communicate registration information, register all teams with ARYSL and CCSL per ARYSL, CCSL and RCSC rules, and develop player passes. Register all players and coaches with the League Registrar and dissemination of all information concerning registration. The Club Manager shall interview and nominate a Registrar contractor to the BOD for approval.

**Duties of Age Group Coordinators:** Form teams for their designated age Group. Gather required information from coaches and recruit coaches as needed. Responsible for disseminating information from the Manager and the

BOD to the coaches and teams in their respective age groups.  
Notify teams who are responsible for set up and take down of the fields.  
Communicate to the coaches during the season with RCSC information.

**Duties of Coaching Coordinator:** The Coaching Coordinator is responsible for in-house coaching Clinics. The Coaching Coordinator schedules all clinics with the help of League Coaching Coordinator and designates information to Age Group Coordinators. Assists age group coordinators in recruiting qualified coaches as needed. The Coaching Coordinator deals with coaching complaints and parent complaints.

**Duties of Equipment Coordinator:** Equipment Coordinator is responsible for obtaining, maintaining, distributing and collecting team equipment to each RCSC coach, and nets for each soccer field.

**Duties of Picture Coordinator:** Picture duties include soliciting bids and obtaining Board approval for annual team pictures. Responsible for scheduling and notifying teams of picture dates/times, and distribution of finished pictures to teams.

**Duties of Uniform Coordinator:** Include selection and pricing of recreational team uniforms with Board approval. Responsible for ordering, inventorying, and distribution (selling) of uniforms at early registration dates and on the website.

#### ***4.8 Board of Directors Meeting***

- a) The business and affairs of the Corporation shall be managed by its BOD.
- b) Size and Terms. The number of directors shall be fixed by the BOD, but in no event shall be less than (3). Each director shall hold office for one year unless duly removed. Each director must be reelected at the regular annual meeting.
- c) Regular Meetings. This club will hold regular board meeting monthly. The Annual General meeting (AGM) of the BOD shall be held in November of each year the day of which shall be called by the Club Manager. The BOD may provide the time and place for the holding of additional regular meetings with notice.
- d) Special Meetings. Special meetings shall be announced by any of these methods, telephone, e-mail or mail in advance of said meeting. Special meetings may be called by any member of the Board to deal with club business. Official business may be conducted during special meetings by e-mail or telephone however, all voting must conclude before 58 hours has past since question was offered to members.
- e) The Board of Directors, at the Presiding Officer's discretion, may close part or all of a Board of Directors meeting to the general public if the topic of conversation will be of a private or highly sensitive nature.
- f) Any member of the Board of Directors will disqualify themselves from voting on any issue directly affecting a team which he/she coaches or any other situation that he/she has a conflict of interest.
- g) The Board of Directors, at the Manager's discretion, may conduct business via email for issues that require action prior to the next regularly scheduled

Business Meeting. The conduct of such business shall be considered a closed meeting, requiring communication only among the Board members.

E-mail votes will observe the following procedure:

1. The proposer is responsible for fully documenting the issue as well as for answering any questions raised by the Board during the review period. Responses to any questions should be forwarded to the entire Board.
2. The Secretary will be responsible for sending out the documentation for review, calling the motion, collecting responses, and publishing the results.
3. The review period will be a minimum of 48 hours after distribution of the issue's documentation. Once the review period is complete, the motion will be called by the Secretary, and the Board members will have an additional 48 hours to respond to the call. The number of Board members voting will be considered as those present for the vote. If the number of Board members voting does not represent a quorum, the item will be tabled to the next scheduled Board of Directors meeting.

#### **4.9 Meetings**

Regular meetings of the Board of Directors will be held monthly on an established day of the week following the parent League established day of their regular meetings within 30 days after the Annual General Meeting. The agenda for regular meetings shall be as follows:

- A. Call to order
- B. Roll Call
- C. Introductions of guests
- D. Minutes of previous meeting
- E. Correspondence
- F. Treasurer's report
- G. Manager's report
- H. Assistant Manger's report
- I. Board Member's report
- K. Old business
- L. New business
- M. Good of the game
- N. Next meeting...date, time, place
- O. Adjournment

The BOD shall meet other times whenever the Manager deems it necessary, or if requested by four or more members of the Board.

All meetings of the BOD shall be presided by the Manager or Assistant Manager and will consist of at least 1/2 of the voting members of the Board. For voting purposes, the one-person-one-vote rule applies with a simple majority for approval.

The order of business at the AGM shall include but not necessarily be limited to the following:

- A. Call to order
- B. Roll Call
- C. Election of Officers
- E. Minutes
- F. Reports:
  - 1. Manager
  - 2. Assistant Manger
  - 3. Secretary
  - 4. Treasurer
- G. Old Business
- H. Proposals for change of Constitution, Bylaws. Rules, Policies, and Procedures
- I. New Business
- J. Good of the game
- K. Results of election
- L. Next meeting date, time, and place
- M. Adjournment

#### **4.10 Quorum**

A majority of the number of directors constitute a quorum for the transaction of business at any meeting of the BOD. A quorum shall not be established if more than 50 percent of such quorum is related by blood or marriage or otherwise have joint financial interests, such as business partnership, ect.

If less than a majority is present at a meeting, a majority of the directors present may adjourn the meeting from time to time without further notice.

## **5.0 Rules and Regulations**

### **5.1 The Document**

This document provides explanations and descriptions of the Standing Rules. Policies and Regulations adopted by the RCSC, to promote the sport of Soccer within the community. It is the objective of the RCSC to develop soccer skills, and enjoyment of recreational soccer, for players, coaches, parents, and referees and to promote life long fitness and soccer enjoyment. The following items and the Club Fair Play Policy listed separately shall be considered part of our bylaws and constitution even though not listed in them.

### **5.2 ARYSL Game Requirement and Restrictions**

- a) All players, coaches, and assistant coaches must have a valid ARYSL player or coaches pass and present it to the Referee(s) before the start of the game. The Referee shall retain the pass card of any ejected (red card) player or coach and it should be forwarded to the P.A.D. Committee Chairperson within 24 hours.
- b) All players must play **at least one-half** of every regular and tournament game *unless* the coach decides that a player may not play in a game for disciplinary reasons. Reasons include unexcused absences from practices and/or player misbehavior at practices or games. Such action shall not extend beyond one game for each offense. Any player present who is not expected to play at least one-half of the game due to disciplinary or health reason must be so named and identified to the opposing coach and referee prior to the start of the game.

- c) All spectators and substitutes shall remain two yards away from the Touch Line of the field. No person, except photographers may stand by the goal line or corner areas.
- d) Forfeiture of Games- All teams should be aware that the following situations exist in which forfeiture of a game is probable. Unless a team can show very strong mitigation circumstances, a protest based on the following violations shall result in forfeit of the game protested.
  - 1) Not playing each player at least half of each game that the player is available and permitted to play. Coaches must inform both the opposing coach and the referee(s) if any uniformed player present is to play less than half of the game.
  - 2) Playing a player who is not registered on the team.
  - 3) Playing a player who is over age, i.e., above the CYSA age bracket for the division in which the team is registered.
  - 4) Not showing up for a game or showing up more than 15 minutes after the scheduled game time. (If at least seven (7) players and a coach are at the field within fifteen (15) minutes, another five (5) minutes is allowed for the late team to get organized and start to play).
  - 5) If a team chooses to play a tournament during a normally scheduled league game, unless they have rescheduled it .

e) Game Times and Ball Specifications

<b>Division</b>	<b>Length of Game</b>	<b>Ball Size</b>
U-19	2-45 minute halves	#5
U-16	2-40 minute halves	#5
U-14	2-35 minute halves	#5
U-12	2-30 minute halves	#4
U-10	2-25 minute halves	#4
U-8	2-20 minute halves	#3
U-6	4-08 minute quarters	#3

## 6.0 RCSC Rules of Conduct

RCSC and its members support conduct and behavior that is consistent with good sportsmanship. The following code of conduct is expected from RCSC members.

### 6.1 Coaches Responsibilities

- The Coach is responsible for the management and conduct of the team at all practices and games.
- Coaches must remain at practices and games until ALL players have been picked up.
- The coach is responsible for instructing the players in APPROPRIATE soccer fundamentals and skills, as well as good sportsmanship and development of a soccer team.
- The home team coach for the first game scheduled on any game day shall be responsible for field setup (paint lines, set up nets and corner flags) for that day.
- The home team coach for the last scheduled game of the day shall be responsible for the take-down of nets and corner flags and returning the equipment to the netkeeper. (NOTE: If there are no teams waiting to use the field, take down the nets.

- The coach is responsible for notifying the Age Coordinator of any player who had dropped out or moved, immediately upon gaining knowledge of this occurrence.
- Coaches and/or assistant coaches must have medical release forms for all players during all games and practices.
- Coaches are responsible for the safekeeping and distribution of player cards
- Coaches MUST report any game related injuries by 1) contacting the Club manager, and 2) submitting an accident report form found on the website on the coaches tab.

## **6.2 Coaches Code**

- Soccer is a game for happiness
- The laws of soccer should be regarded as mutual agreements, the spirit of which should be respected and unbroken
- Visiting teams and spectators are honored guests.
- No advantages except those of superior skill should be sought.
- Officials and opponents should be treated and regarded as honest.
- Accept official decisions without anger no matter how unfair they may seem, winning is desirable, but winning at any cost defeats the purpose of the game.
- Losing can be a triumph when the team has given its best.
- The ideal is the greatest good to the greatest number.
- In soccer, as in life, treat others as you would have them treat you.

## **6.3 Players Code**

- Play the game for the game's sake.
- Be generous when you win.
- Be graceful when you lose.
- Be fair always no matter what the cost.
- Obey the laws of the game.
- Work for the good of your team.
- Accept the decisions of the officials with good grace.
- Believe in the honesty of your opponents.
- Conduct yourself with honor and dignity.
- Sincerely applaud the efforts of your opponents and teammates.

## **6.4 Parents and Spectators Code**

- Children need more positive example than criticism.
- Make athletic participation a positive experience for your child and others.
- Relieve competitive pressure, not increase it. A child is easily affected by outside influences.
- The opponents are necessary friends. Without them your child could not participate.
- Applaud good plays by your team and by members of the opposing team.
- Between the exuberance of the winner and the disappointment of the loser, we find a person called a referee. They all follow the same creed: to watch every move of every player and to call the game to the best of his/her ability. Do not openly question his/her judgment, and never the honesty of that judgment. He/she is a symbol of fair play, integrity, and sportsmanship.
- Accept the results of each game. Encourage the child to be gracious in victory by working towards improvement.

- □ Be kind to your child's coach and officials. As a volunteer giving personal time and money to provide a recreational activity for your child, the coach provides a valuable community service, often without reward other than the satisfaction of having served. A child's values and behavior in sports are guided by parental attitude at games towards their child, the opposing team, the officials, and the coach. Criticism and disrespect for officials and opponents by overbearing parents bent on immediate success rather than long range benefits undermines the sport's purpose and adds undue stress to the game. This level of negative stress taxes the child's coping abilities and contributes to behavior not in keeping with the spirit of the game.

## **6.5 Tobacco and Alcohol**

The use of tobacco products (cigars, cigarettes, pipes, chewing tobacco, etc.) or alcohol products (beer, wine, distilled liquors, etc.) is prohibited at or near any RCSC game or practice field.

## **6.6 Drug-Free Policy**

RCSC is a "drug-free" organization. Any use of illicit or illegal substances by any player or coach shall be cause for immediate suspension and disbarment from RCSC.

## **6.7 Complaints**

Any and all complaints, which are to be registered with RCSC, shall be done so in writing. Complaints should contain an explanation of the complaint and must contain the following information:

- Name, signature, address and phone number of the person filing the complaint.
- Date and time of occurrence.
- Names of parties involved, if known.

RCSC will not, and cannot act upon verbal or unsigned complaints. All complaints must be mailed to RCSC, attention Club Manager, or emailed to the Club Manager.

## **7.0 Sponsor Recognition and team Sponsors**

The Club may accept sponsors. Permission for the Club to accept sponsors must be obtained by a majority vote of the BOD. All sponsor monies will be used for the good of the Club as determined by the BOD. Competitive teams can have individual sponsors and all monies collected by a select team can be used by said team. There shall be no sponsorship recognition displayed on any team uniform without prior approval of the BOD.

## **8.0 Conflicts of Interest**

### **8.1 Purpose**

The purpose of the conflict of interest policy is to protect this tax-exempt Organization's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest application to nonprofit and charitable organizations.

## 8.2 **Definitions**

**Interested Person:** Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

**Financial Interest:** A person has a financial interest if the person has, directly or indirectly, through business, investment, or family: (a) An ownership or investment interest in any entity with which the Organization has a transaction or arrangement, (b) A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or (b) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial. A financial interest is not necessarily a conflict of interest. Under Section 3.2, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

## 8.3 **Procedures**

**Duty to Disclose:** In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

**Determining Whether a Conflict of Interest Exists:** After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

### **Procedures for Addressing the Conflict of Interest**

- a) An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b) The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c) After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the
- e) governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with

the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

**Violations of the Conflicts of Interest Policy**

- a) If the governing board or committee has reasonable cause to believe a member has Failed to disclose actual or possible conflicts or interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b) If, after hearing the member’s response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

**8.4 Records of the Proceedings**

The minutes of the governing board and all committees with board delegated powers shall contain:

- (a) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest is present, and the governing board’s or committee’s decision as to whether a conflict of interest in fact exists.
- (b) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

**9.0 Compensation**

A voting member of the governing board who receives compensation, directly, from the Organization is precluded from voting on matters pertaining to that member’s compensation.

The above Bylaws were approved and adopted by the Board of Directors of the Corporation on the

\_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

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**Secretary**

