

CONSTITUTION,
BY-LAWS,
RULES AND REGULATIONS
OF THE
GRANITE COUNTRY YOUTH SOCCER ASSOCIATION

Amended May 13, 2009

SECTION I. CONSTITUTION

Article I

The name of this organization shall be the Granite Country Youth Soccer Association and will be known as GCYSA for all purposes hereinafter enumerated. It shall be a non-profit organization.

Article II

GCYSA shall teach good sportsmanship, educate youth participants and adult sponsors in the fundamentals of the game of soccer, promote the game of soccer through sponsorship of regularly scheduled soccer competition, and conduct such other educational activities that shall be deemed appropriate to the promotion of youth soccer activities.

Article III

GCYSA shall control and represent all members that fall within its boundaries. This boundary will include all of Burnet and Llano Counties. Individuals from outside of this boundary may participate in the GCYSA by signing the proper registration forms if they do not live in an area served by another soccer organization.

Article IV

GCYSA may be affiliated with and be subject to the authority of The Capitol Area Youth Soccer Association.

Article V

Membership in the GCYSA shall be on a seasonal basis and will consist of the following:

- A. Registered participants - Those individuals who have paid the dues and properly completed all forms set by the Board of Directors of GCYSA.
- B. Parents or Guardians of Registered Participants.
- C. Adult coaches, members of the Board and other duly appointed officials of the GCYSA.

Members from within categories A and B above shall not have voting powers as outlined within this constitution.

Adult coaches, members of the Board and other duly appointed officials of the GCYSA shall have the right to vote in the annual elections for positions filled via elections.

Article VI

The fiscal year for the GCYSA shall be from July 1 to June 30.

Article VII

GCYSA shall be governed by a Board of Directors (hereinafter referred to as the Board) elected by a majority of the voting members present at the annual meeting held each May or June. The members of the Board shall all serve for a one-year term commencing July

1. *The Board positions denoted with an asterisk (*) will serve as the Executive Committee.* The Executive Committee's function is to address issues that come up between Board meetings, to report and make recommendations to the Board for the next Board meeting.

- *President (voting member)
- *Executive Vice-President (voting member)
- *Secretary (voting member)
- *Treasurer (voting member)
- *Vice President, Division IV (voting member)
- *Vice-President Division III(voting member)
- *Vice-President Select (voting member)
- Registrar (voting member)
- Vice President, Facilities (voting member)

Upon the recommendation of the GCYSA Board, the President may appoint annually or as needed the following non-voting positions:

- Referee Commissioner
- Equipment Coordinator
- Concessions Coordinator
- Public Relations Coordinator
- Player/Coach Development Coordinator
- CAYSA Liaison

This list is not all inclusive of the coordinators and committee members that may be needed as the GCYSA membership grows.

Article VIII

The annual meeting of the GCYSA shall be held each year during the months of May or June, at which time any members as prescribed in Section I, Article V, may vote. The order of business shall be as follows:

- A. Meeting called to order.
- B. Approval of minutes of last meeting.
- C. Unfinished business.
- D. Report(s), if any, of chairmen of standing committees.
- E. Report(s) of officers.
- F. Amendments, if any, of Constitution, By-Laws, or Rules.
- G. Election of officers.
- H. New business.
- I. Adjournment.

Special meetings of all voting members may be called at anytime by the Board of Directors.

All meetings of the GCYSA shall be conducted in accordance with the latest edition of Roberts Rules of Order.

Article IX

Amendments to the Constitution, By-Laws, and Rules of the GCYSA may be made at any general meeting of the Board of Directors. Only the members of the Board of Directors with the right to vote shall vote on Amendments to the Constitution, By-Laws, or Rules of the GCYSA. A minimum of one week's notice must be given for the meeting and the fact that an amendment to the Constitution, By-Laws, and Rules will be proposed must be publicized. A 2/3 vote of all attending members present will be sufficient to approve changes. Any proposals to amend the Constitution, By-Laws, and Rules must be made in writing to the Secretary.

Article X

In the event of a vacancy on the Board, the remaining Board members may appoint a successor by 2/3 vote.

Article XI

In the event the GCYSA is dissolved or ceases to function, the assets and properties of the association shall be transferred first to any succeeding youth soccer organization that operates within the boundaries of the GCYSA. If no such organization exists, the assets and properties will be transferred to the Capital Area Youth Soccer Association

SECTION II. BY-LAWS

Article I

The President of the GCYSA shall have the following responsibilities:

- A. Preside at all general meetings of the GCYSA.
- B. Preside at all meetings of the Board of Directors.
- C. Appoint delegates to any soccer association or league meetings.
- D. Submit an annual report in writing at the annual meeting.
- E. Shall keep himself/herself informed of all activities within the GCYSA.
- F. Be responsible for and coordinate the activities of all members of the Board and appointed coordinators and committees.
- G. Have an audit made of all financial records once a year by an individual other than the Treasurer.
- H. In the absence of a CAYSA Liaison, assign a current active Board member to attend monthly CAYSA meetings.

- I. Shall cast the deciding vote in the event of a tie at any meeting in which he/she presides or waive the right to do so.
- J. Shall serve as ‘signee’ for contracts (on behalf of GCYSA) after prior approval of such contracts by the Board.
- K. May appoint other individuals or committees to assist in carrying out his/her duties and responsibilities.
- L. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.

Article II

The Executive Vice-President of the GCYSA shall have the following responsibilities:

- A. Succeed to the powers of the President in his/her absence.
- B. Be primarily responsible for public relations, scholarship programs, Community Sponsorship Program, seasonal fund raising, coordination of summer camp, team pictures, and serve as liaison between the League and the community.
- C. Shall assume responsibility for all insurance matters, including but not limited to informing the Board about the insurance coverage, handling claims (including follow-up) and dealing with any insurance problems that might arise.
- D. Shall (in the absence of the President) serve as “signee” for contracts (on behalf of GCYSA) after prior approval of such contracts by the Board.
- E. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.

These responsibilities may be carried out through the support of various appointed coordinators and committees.

Article III

The Secretary of the GCYSA shall have the following responsibilities:

- A. Attend all General Meetings and Board Meetings and record the minutes of all meetings.
- B. Maintain a mailing list of all members and sponsors.
- C. Maintain Association records.
- D. Provide correspondence to community sponsors as needed.
- E. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.

Article IV

The Treasurer of the GCYSA shall have the following responsibilities:

- A. Be responsible for auditing all banking deposits and withdrawals.
- B. Maintain accurate accounting of all funds received and disbursed and be prepared to submit a financial report at all Board meetings.
- C. Prepare a written financial statement for the annual general meeting.
- D. Supervise the collection and documentation of registration fees at sign ups.
- E. Develop budgets and aid in the preparation of a presentation for funding to the City of Marble Falls, coordinating with the President and input from the Board of Directors.
- F. Pay all bills when due and authorized.
- G. Follow-up on returned checks as needed.
- H. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.

Article V

The Registrar of the GCYSA shall have the following responsibilities:

- A. Responsible for registering all players in a database and registering them with CAYSA.
- B. Coordinate the Fall and Spring Registration Procedure with the help of other Board members.
- C. Work closely with the Treasurer to collect player fees.
- D. Work with coaches and teams to produce player cards as deemed necessary.
- E. Maintain all birth certificate records as required.
- F. Inform the President and the Board of the Seasonal Dates put forth by CAYSA.
- G. Attend all required Registrar meetings held by CAYSA and/or STYSA.
- H. Keep President aware of any database changes that will affect the process by which GCYSA does registration, as well as report any program changes that may be beneficial to the league.
- I. Review Registration reconciliation report and financial payment due CAYSA with President prior to submitting to CAYSA. Submissions must be done timely.
- J. Maintain all registration forms and team rosters.
- K. Maintain the “*Kidsafe*” program for all coaching staff and Board.
- L. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.

Article VI

The GCYSA Vice-President Division IV (U-6 through U10) shall have the following responsibilities:

- A. Assign players to teams so as to have teams as balanced as possible.
- B. Compile statistical information on players, teams, and divisional standing. Supply this information to Press Secretary as necessary for news releases.
- C. Prepare a schedule for each age group. Publish this schedule prior to the start of the season.
- D. Acquire sufficient coaches for each team.
- E. Prepare practice and game schedules for each age group responsible for.
- F. Hold a pre-season coaches orientation meeting
- G. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.
- H. Enforce all GCYSA/STYSA rules and policies that apply to U6-U10 teams, coaches and players.
- I. Review all GCYSA/STYSA rules and policies that apply to U6-U10 teams, coaches and players at the beginning of each season and recommend changes to the GCYSA Board.

Article VII

The Vice-President of Division III shall have the following responsibilities:

- A. Assign players to teams so as to have teams as balanced as possible.
- B. Compile statistical information on players, teams, and divisional standing. Supply this information to Press Secretary as necessary for news releases.
- C. Assign practice and home-game schedules for each team
- D. Submit seasonal commitment forms to CAYSA.
- E. Acquire sufficient coaches for each team.
- F. Educate the DIII coaches about the CAYSA/STYSA season rules and procedures.
- G. Serve, when necessary, as liaison to the GCYSA DIII teams in disciplinary matters.
- H. Enforce all GCYSA/STYSA rules and policies that apply to all GCYSA Division III U11-U19 teams, coaches and players.
- I. Assist the GCYSA DIII coaches with continuing education license upgrades.
- J. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.
- K. Review all GCYSA/STYSA rules and policies that apply to Division III U11-U19 teams, coaches and players at the beginning of each season and recommend changes to the GCYSA Board.

Article VIII

The Vice-President of Select shall have the following responsibilities:

- A. Administer all try-outs in accordance with CAYSA and STYSA rules.
- B. Compile statistical information on players, teams, and divisional standing. Supply this information to Press Secretary as necessary for news releases.
- C. Assign practice and home-game schedules for each team
- D. Submit seasonal commitment forms to CAYSA, WDDOA and STYSA.
- E. Acquire sufficient coaches for each team.
- F. Educate the “select” coaches about the CAYSA/STYSA season rules and procedures.
- G. Serve, when necessary, as liaison to the GCYSA select teams in disciplinary matters.
- H. Enforce all GCYSA/STYSA rules and policies that apply to all GCYSA select teams, coaches and players.
- I. Assist the GCYSA “select” coaches with continuing education license upgrades.
- J. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.
- K. Review all GCYSA/STYSA rules and policies that apply to select teams, coaches and players at the beginning of each season and recommend changes to the GCYSA Board.

Article IX

The GCYSA Vice-President of Facilities shall have the following responsibilities:

- A. Secure the use of sufficient practice and game areas for the league.
- B. Coordinate marking out of fields prior to the start of each season.
- C. Coordinate field maintenance and repairs with City of Marble Falls or other third party contractors.
- D. Determine the playability of GCYSA fields.
- E. Develop and maintain field lighting program.
- F. Develop and maintain field and concession stand duties and security thereof.
- G. Report damages to the facilities to the Board and police as needed.
- H. Organize and maintain adult league scheduling and payment status of all outside organizations using GCYSA facilities per the “Field Use Policy” Submit all monies received for field usage to the Executive Vice-President and/or Treasurer.
- I. At the end of each season, prepare a report outlining needed improvements, specific repairs, equipment needs and plans for accomplishing facility upgrades.

- J. Shall serve as “Board Member on Duty” and be at the field on game day from 7:45 am to 12:15 pm at least two times per season or find another Board Member willing to work in their place. Dates to be determined upon scheduling of games.

Article X

Non-voting positions shall have the following responsibilities as outlined.

A. Equipment Coordinator

1. Issue and maintain an inventory of all equipment balls, uniforms, nets, field lining equipment and any other equipment required for efficient seasonal operation.
2. Collect, inventory, and report the serviceability of all equipment to the Board at the end of each season.
3. Provide game balls.
4. Order trophies for all teams at the end of each season.
5. Inventory and order uniforms for each season.
6. Report to the Vice-President of Facilities.

B. Referee Commissioner

1. Acquire enough referees for all games of the GCYSA.
2. Schedule referees for all regular season, post season, and special event games authorized by the Board of Directors.
3. Coordinate referee clinics and conduct tests for all referees.
4. Distribute schedules to all referees.
5. Submit pay requests to the President for check disbursements.
6. Referee Commissioner must comply with all requirements set forth by USYSF/TSSAS inclusive of maintaining the assignors designation.
7. Report to the President.

C. Public Relations Coordinator

1. Coordinate with the President responsibility for public relations and serve as liaison between the League and the community.
2. Responsible for inserting all ads and communication to the papers that the Board deems necessary.
3. Be the site administrator for the GCYSA website. Present to the Board and/or Secretary information to be placed on the website.
4. Supply all information through any and all entities that will provide GCYSA’s information to the communities we serve.
5. Responsible for all banner changes and scheduling for displaying registration banners twice a year (prior to each season start).
6. Reports to the Executive Vice-President.

D. Concessions Coordinator

1. Stock and inventory all goods to be sold.
2. Delegate opening and closing of the concessions in conjunction with other Board members as needed.
3. Responsible for sign up sheet for volunteers.
4. Responsible for deciding on sales prices.
5. Generate concessions work/volunteer schedule per team/age group during games in coordination with League schedules.
6. Turn funds into the Executive Vice-President and/or Treasurer for depositing.
7. Responsible for refreshments during yearly camp.
8. Coordinate the end of season team celebrations.
9. Report to the Vice-President of Facilities.

E. Player/Coach Development Coordinator

1. Coordinate player and coaching educational opportunities and ensure those opportunities are properly communicated and made available to the Vice-Presidents, players and coaches of GCYSA.
2. Monitor the professional development of all GCYSA coaches.
3. Provide an end of season report to the Board on (a) the educational development of GCYSA coaches and (b) education programs made available to GCYSA coaches and players during the year.
4. Assist the Vice-Presidents with tryouts and training programs.
5. Is not affiliated with any other soccer association or club within the South Texas Youth Soccer Association (STYSA) either personally or indirectly with their dependents.
6. Report to the GCYSA President.

Article X

The President, Executive Vice-President, and Secretary shall constitute an emergency committee on matters demanding immediate attention where it is impossible to call a meeting of the full Board.

Article XI

The Board of Directors shall transact all business of the GCYSA, and shall have the power to enforce the Constitution, By-Laws, and Rules of the GCYSA. It shall have the power to settle all disputes, appeals, or protests that may arise. Meetings will be scheduled by the President.

A member of the Governing Board may belong to any team or club from the member leagues or associations, but in the event of any grievance involving his team or club, he may not act in its behalf, nor be entitled to vote on the grievance.

Article XII

The address of the GCYSA shall be P.O. Box 401, Marble Falls, Texas 78654.

Article XIII

The Board of Directors shall have the power to set up rules governing the regular season, post season, and special events competition. This shall include the power to interpret or expand the rules as necessary to secure an orderly season and the power to set registration fees.

Article XIV

There shall be notice to all voting board members in order to hold a meeting of the Board of Directors. A majority of the Board shall constitute a quorum at any meeting of the Board. The majority of votes shall be sufficient to decide all questions put to a vote. The members of the Board of Directors with voting rights shall be solely responsible for voting on resolutions enacted by GCYSA.

SECTION III. RULES AND REGULATIONS

I. Teams

- A. Team names shall bear no resemblance to religion or nationality.
- B. Teams shall participate only in games approved by the GCYSA Board of Directors.
- C. Team sizes shall be determined by the Board and CAYSA.
- D. Every effort will be made to balance team strengths within any one age division.
- E. A Region or Area shall not form leagues on a major and minor basis within any, or all of its divisions.
- F. Retention of players on any team shall be limited to the coach's child(ren).
- G. A player shall become a member of a team only after paying the registration fee as set by the Board, filling out the proper registration forms and having them accepted by the Board.
- H. A player shall not be a member of more than one STYSA team at a time.

II. Registration

- A. Age divisions shall be comprised of players who meet prevailing CAYSA and STYSA rules.
- B. Any team playing a player who is over-age or who is not a registered member or who is in violation of Rule 1(H) shall forfeit the game(s) in which that player takes part.
- C. Proof of age shall consist of a birth certificate, baptismal papers, Board of Health records, passport, or alien registration card issued by the United States Government or certification by school registrar.
- D. If insufficient players are registered to make any or all age divisions, a lesser number may be formed. Such divisions shall be classified on the basis of the oldest player.

Furthermore, if insufficient players are registered, boys and girls may be combined on the same team.

- E. No player may register without the written consent of a Parent or Guardian.
- F. No registration of players shall be accepted after the fourth week of the beginning of a season. When an exception is granted, the GCYSA Board of Directors shall set the final date for registration of players.
- G. Teams shall not be formed after the CAYSA deadline. When an exception is granted, the GCYSA Board of Directors shall set the final date for formation of teams.

III. Transfers

- A. A player may transfer from one team to another within one region or from one region to another, after the following conditions have been met:
 - 1. Approval of both coaches of the teams involved.
 - 2. Approval of the appropriate GCYSA Vice-President
 - 3. Approval of player and parent.
- B. No transfer of players shall be accepted after the fourth week of each season or any date set by CAYSA. When an exception is granted, the GCYSA Board of Directors shall set the final date for transfer of players.

IV. Competition

- A. Four (4) teams per division shall constitute the minimum required for league competition.
- B. League Champions shall be determined by a system devised by the Board prior to the start of the season. If league standings are used in any form, then a win will count as three (3) points and a tie will count as one (1) point.
- C. It shall be mandatory to play a regularly scheduled league game, unless valid reason for non-appearance is supplied to the Board.
- D. In case of postponed games, the Board shall have full power to re-schedule games, so long as the schedule does not conflict with VII(a).
- E. Coaches or other officials shall not enter the field of play, unless requested by the referee.
- F. Minimum team rosters for play shall be dictated by prevailing CAYSA and/or FIFA rules.
- G. The Vice-President of Facilities, Referee Commissioner and/or appropriate Vice-President shall have the authority to postpone games due to inclement weather or other special circumstances.
- H. In case of conflicting colors, the designated home team shall change uniforms.
- I. In CAYSA league games, playoffs and tournaments the rules of the competition shall apply.

V. Divisional Differences

Team formations shall be in accordance with STYSA rules and GCYSA rules or policies.

VI. Substitution

- A. Substitutions shall be unlimited. Substitutions may be made with the consent of the referee, at the following times:
 - 1. Prior to a throw-in in your favor.
 - 2. Prior to a goal kick by either team.
 - 3. After a goal, by either team.
 - 4. After an injury, by either team, when the referee stops play.
 - 5. At half time.
- B. Each registered player of the team that is present must play at least 50% of the game. If a player is suspended, notification must be given to the appropriate field official.
- C. Coaches may not exclude a player from participating in at least 50% of the game unless the coach notifies the referee prior to the start of each half that the player is subject to illness or disciplinary reasons.

VII. Duration of Season

- A. The official season of GCYSA shall be September 1st of each calendar year through the last day of May. Exceptions to this season shall be approved by the GCYSA Board of Directors.
- B. All GCYSA leagues, tournaments, competitions, clinics and training camps must be approved by the GCYSA Board of Directors.

VIII. Proper Dress

- A. Each registered player shall be issued a uniform consisting of jersey, shorts, and socks. Such uniform shall be properly marked in accordance with the drawing attached to the Rules and Regulations.*
- B. In order to compete, a player must be dressed as follows:
 - 1. Issued jersey tucked into shorts.
 - 2. Issued shorts.
 - 3. Issued socks pulled up.
 - 4. Regulation soccer shoes, gym shoes or sneakers (with or without rubber cleats) are permissible in all GCYSA competition.
 - 5. Shin guards are required in all GCYSA practices and competition.
 - 6. In the event of inclement weather, players may wear long pants in lieu of shorts. The jersey may be worn over other garments, but must be the outer garment.

IX. Coaches and Officials

- A. Referee and/or Assistant Referee(s) for GCYSA competition shall be assigned by the Referee Commissioner.
- B. Referees and/or Assistant Referee(s) shall at all times impose the Rules and Regulations of competition as designated by GCYSA and the FIFA rules in general.
- C. Referees shall at all times put great emphasis on the welfare of players and officiate the game in a manner inducing clean competition and good sportsmanship.

X. Coaches and Officials

- A. It shall be the duty of each coach and official to:
 - 1. Conduct himself in a manner becoming a member of GCYSA.
 - 2. At all times encourage clean competition and good sportsmanship.
 - 3. To train and coach their respective team to the best of their ability.
 - 4. To enforce the Rules and Regulations of GCYSA and FIFA.
 - 5. Participate in positive coaching that instructs and encourages players during GCYSA games. Sideline coaching shall be limited to two coaches from each team and they shall be limited to the sidelines between the two penalty areas. Negative comments and complaints about refereeing shall not be allowed.
 - 6. Coaches and officials shall assume responsibility for any League equipment issued to them by the Equipment Manager and shall return same to him when requested by him or at the end of the season or pay replacement value of the equipment.

XI. Injuries

Any injury to, or damage caused by a GCYSA participant shall be reported to the President as soon as possible.

XII. Protests

A coach may protest conditions and other factors that affect the outcome of a game, safety of the players or integrity of the competition. Parents, players and bystanders may not make protests. Issues involving referee judgment (such as discretionary calls) may not be protested.

The coach must register the protest within 15 minutes of the end of the game in the following manner:

- 1. The coach shall write "protest" on the game card (game report) where their signature is required. The coach shall write the basis of the protest on the game card, then sign below the explanation.
- 2. In games where game cards are not used, the coach shall write the basis of the protest on any available paper, sign below the explanation, and present the protest to the referee.

The referee will present the game card and (or) written protest to the Referee Commissioner, who will present it to the GCYSA President.

The protest shall be referred to the Executive Committee for resolution. The Executive Committee shall first determine whether the protest meets the requirements stated above and, if so, schedule a hearing to obtain information from both sides of the issue. The Executive Committee shall conduct the hearing in accordance with Texas state law then rule on the protest as determined by a simple majority.

Note: Competitions scheduled by CAYSA, STYSA or others may have their own protest procedures, which may supersede those written above.

XIII. Miscellaneous

Charging, obstructing or contacting the goalkeeper in an intentional or reckless manner is not permitted.