



Wisconsin Youth Soccer Association, Inc.

By-Laws, Rules and Regulations

RULE 6001 RULES OF ORDER

All meetings of this Association shall be conducted in accordance with Robert's Rules of Order, unless otherwise provided for in the Constitution or By-Laws.

RULE 6002 QUORUM

A quorum shall have been formed when fifty percent (50%) plus one of the voting members, in "GOOD STANDING" of the recognized committee or board present. The recognized members are listed members of the committee or board registered with the WI Youth Soccer Association, Inc. (WYSA, Inc.).

RULE 6003 ELECTED OFFICERS AND REPRESENTATIVES

Section 6003.a.

The elected officers and representatives of this Association shall consist of the members of the WYSA, Inc. Executive Committee. The WYSA, Inc. Executive Committee shall be: the President, the Vice President, the Secretary, the Treasurer, the Executive Director and the immediate Past President.

Section 6003.b.

The President shall be elected in odd numbered years at the Annual General Meeting (AGM) and shall serve a two (2) year term. The President shall be responsible for presiding at all meetings of the Board of Directors and the Executive Committee and appointing all committees (standing and ad-hoc) and program directors serving the Association except as herein provided. S/He shall serve as an ex-officio member of each committee and shall have one vote on each committee. In the event of a vacancy in representation to the WSA Board of Directors or in an office other than that of President, the President may appoint a successor to complete the term of office. The President shall be a US Youth Soccer / USSF Delegate. The President will act for and represent the WI Youth Soccer Association, Inc. in the handling of the day-to-day business of the Association.

Section 6003.c

The Vice President shall assume the duties of President when the President is absent. S/He shall be elected in even numbered years at the AGM and shall serve a two (2) year term. S/He will act as a liaison between the WYSA, Inc., Region II, and US Youth Soccer on recreational growth and development. The Vice President is to be the chairperson of the committees in charge of the Wisconsin State Championships Tournament for boys and girls, and the Region II Regional Championships Tournament. The Vice President shall be a US Youth Soccer / USSF delegate.

Section 6003.d.

The Secretary shall assume the duties of the President and Vice President in the absence of both aforementioned Officers. S/He shall maintain records of meetings. S/He shall maintain all correspondence and communications essential to the conduct of the business of the Association. S/He shall be elected at the AGM in odd numbered years and shall serve a two (2) year term. The Secretary shall be a US Youth delegate.

Section 6003.e.

The Treasurer will be responsible for the financial affairs of the WYSA, Inc. This will include:

1. maintaining adequate systems for controlling, recording and reporting on all income, expenses, assets and liabilities.
2. preparing financial statements. The Treasurer will be responsible for meeting all statutory financial requirements, including filing of State and Federal tax returns. S/He shall be elected at the AGM in even numbered years and shall serve a two (2) year term. The Treasurer shall be a US Youth Soccer delegate.



Wisconsin Youth Soccer Association, Inc. By-Laws, Rules and Regulations

Section 6003.f.

The Executive Director is an employee of the Association serving as the chief professional officer, responsible for the day-to-day operation of the State Office. The Executive Director reports to the WYSA, Inc. Executive Committee through the President. The Executive Director is a non-voting member of the WYSA, Inc. Executive Committee.

Section 6003.g.

Four (4) representatives of the WI Youth Soccer Association shall be elected to serve on the Wisconsin Soccer Association Executive Board. Each representative shall serve a two (2) year term, with two (2) Representatives being elected at the AGM in even numbered years and two (2) representatives elected at the AGM in odd numbered years. These youth representatives shall also serve as members of the WI Youth Soccer Association Board of Directors. These persons will not be voting members of the Executive Committee, but will be voting members of the Board of Directors.

RULE 6004 PROGRAM DIRECTORS

Section 6004.a.

The President, with the concurrence of the Board of Directors, appoints chairpersons of these committees except as herein provided. The President will determine duties and committees specifications. These persons will not be voting members of the Executive Committee and only the Olympic Development Program (ODP) Director and the State Youth Referee Administrator (SYRA) will be voting members of the Board of Directors.

Section 6004.a.1. SOCCER ACROSS AMERICA DIRECTOR

The duties of this director are to plan, coordinator and schedule the WYSA, Inc. Soccer Across America program.

Section 6004.a.2 OLYMPIC DEVELOPMENT PROGRAM DIRECTOR

This director shall be responsible for the administration of the WYSA, Inc. Boys and Girls Olympic Development Programs. This director shall chair and select membership and maintain an advisory board. This director, in combination with the WYSA, Inc. Director of Coaching, shall assist in the selection of coaches at all levels. Other duties shall include, but not limited to, arranging tryout dates, organizing player recruitment and tryout procedures, budget preparation and oversight, and organization and oversight of players attending Region II ODP camps and games.

Section 6004.a.3 STATE YOUTH REFEREE ADMINISTRATOR

The duties of this director shall be a liaison between the WYSA, Inc. and the State Referee Committee, assist in scheduling referee clinics and workshops and assist in scheduling of referees for the Wisconsin State Championships Tournament.

Section 6004.a.4 RISK MANAGEMENT DIRECTOR

The duties of the Risk Management Director will be to determine and assess risk factors facing the WYSA, Inc. develop recommendations and guidelines that the general membership should follow. The Risk Management director shall play a major role in determining insurance liability for the organization and will make recommendations for policy development in risk management areas to the Executive Committee.

Section 6004.a.5 TOPSOCCER PROGRAM DIRECTOR

The duties of this director are to plan, coordinate, and schedule the WYSA, Inc. TOPSoccer program in conjunction with the US Youth Soccer TOPSoccer program.

Section 6004.a.6 TOURNAMENT SANCTIONING DIRECTOR

The duties of this director would be to chair the Tournament Sanctioning Committee. The committee's duties are to sanction tournaments within the WYSA, Inc. organization, following established guidelines.



Wisconsin Youth Soccer Association, Inc.

By-Laws, Rules and Regulations

Section 6004.a.7 APPEALS COMMITTEE DIRECTOR

The duty of this director is to serve as the chairperson of all appeals that must be heard by the WYSA, Inc. If their club shall be involved, the WYSA, Inc. President will appoint another person to act as Appeals Committee Director for the individual case.

Section 6004.b

Program Directors can be recommended for replacement by a two-thirds (2/3) majority vote of the Board of Directors.

RULE 6006 DISTRICTS

Section 6006.a

A district is a geographical area of the territory of the WYSA, Inc. A District may consist of a single Club or may encompass multiple clubs. A major role of a District is the registration of WYSA, Inc. member clubs and players within that District. The configuration of Districts is determined by the WYSA, Inc. Board of Directors.

Section 6006.b

District Commissioners shall be elected by member clubs within their district to form a District Board. Recommended officers include Chairperson, Vice Chairperson, Secretary/Treasurer or Secretary and Treasurer. One member of the District Board shall serve as a District Representative to the Board of Directors of the WYSA, Inc. Recommended terms of office are two (2) years with the Chairperson elected in odd numbered years and the Vice Chairperson elected in even numbered years. The District will have one official registrar appointed by the District, with the concurrence of the State Registrar.

Section 6006.c

The District Board, in order to be held in "GOOD STANDING" shall conduct all business affairs of their district, including:

Section 6006.c.1 enforcing the By-Laws, Rules and Regulations of the WYSA, Inc.

Section 6006.c.2 scheduling and approving all competitions to be played under the auspices of their District

Section 6006.c.3 scheduling or assisting in scheduling all officiating personnel for the scheduled games

Section 6006.c.4 approving all educational, promotional and training programs to be held under the auspices of their District

Section 6006.c.5 meeting at least twice each year and sending notices of the minutes of all District meetings to the WYSA, Inc. President in a timely fashion

Section 6006.c.6 verifying that each District club has paid annual dues

Section 6006.c.7 verifying that their District has paid member club annual dues to the State Registrar

Section 6006.d

A district not in "GOOD STANDING" may lose its representation on the WYSA, Inc. Board of Directors.



Wisconsin Youth Soccer Association, Inc. By-Laws, Rules and Regulations

RULE 6007 GENERAL MEMBERSHIP MEETINGS

Section 6007.a

There shall be an Annual General Membership (AGM) Meeting during the first quarter of each calendar year for the purposes of election of officers and Wisconsin Soccer Association (WSA) Representatives, consideration of a budget for the next fiscal year, consideration of amendments to the Constitution and By-Laws, Rules and Regulations and any other necessary business.

Section 6007.b

A special General Membership Meeting may be called by:

1. the President of the WYSA, Inc.,
2. a majority vote of the WYSA, Inc. Board of Directors, or
3. a petition by 25% of the member clubs

Notice of a special General Membership Meeting along with its agenda shall be provided to member Clubs by the Secretary of the WYSA, Inc. at least thirty (30) days prior to the meeting.

RULE 6008 ANNUAL DUES

Each affiliated member club shall pay annual dues (per current approved fee schedule). Annual dues may be changed only at a General Membership Meeting in conjunction with the annual budget.

RULE 6009 DISCIPLINE (FINES)

Fines of up to \$100.00 for noncompliance with the rules and regulations of the WYSA, Inc. may be assessed by the District or State Committee. Fines of up to \$250.00 may be assessed only by the WYSA, Inc. Executive Committee. Fines of up to \$1000.00 may be assessed only by the WYSA, Inc. Board of Directors.

RULE 6010 PRIORITY RULES

No rule shall be passed by the WYSA Inc. inconsistent with the By-Laws and Rules of the US Youth Soccer Association (USYSA) or US Soccer (USSF). The articles of incorporation, by-laws, policies and requirements of the USSF take precedence over and supercede the governing documents of the WYSA, Inc. to the extent applicable under state law. The WYSA, Inc. and its members will abide by those articles, by-laws, policies and requirements.

RULE 6011 AMENDMENTS

Any proposal or motions to amend the By-Laws, and Rules and Regulations of this association must be made in writing to the secretary of the Association sixty (60) days prior to the Annual General Meeting (AGM). The Secretary shall send out all proposals to the member Clubs and the Board of Directors thirty (30) days prior to the AGM.



Wisconsin Youth Soccer Association, Inc. By-Laws, Rules and Regulations

RULE 6012 FISCAL YEAR BUDGET

The fiscal year shall be August 1 to July 31

The Treasurer will prepare monthly financial statements for presentation to the Board of Directors in a manner prescribed by the Board of Directors.

The Treasurer will present a financial report to the members including the following:

1. Budget and actual figures for the most recently completed fiscal year
2. Budget, results to date and projected fiscal year totals for the current fiscal year
3. The budget for the next fiscal year
4. Narrative explanation of all significant trends or changes in these statements

This financial report will be presented to the Executive Committee at least sixty (60) days before the AGM. This report will be presented to the Board of Directors at least forty-five (45) days before the AGM. The Board of Directors approved financial report will be sent to all WYSA, Inc. members at least fifteen (15) days before the AGM.

The financial statements must be approved by a majority affirmative vote of the delegates attending the AGM.

RULE 6013 MEMBER VOTING RIGHTS

Section 6013.a

Each member Club, in “GOOD STANDING” shall have voting powers as set forth in the constitution and By-Laws of this Association. Voting shall be as follows:

1 to 750 members.....	one (1) vote
751 to 1500 members.....	two (2) votes
1501 to 2500 members.....	three (3) votes
2501 to 4000 members.....	four (4) votes
4001 to 6000 members.....	five (5) votes
6001 or more members.....	six (6) votes

Section 6013.b

Member Clubs in “GOOD STANDING” shall be entitled to have representatives at a General Membership Meeting, for voting purposes, as detailed above. All entitled votes may be exercised by the representatives present even if not all are present at the time of the vote. Votes of a member club, in “GOOD STANDING” may be cast only by the President of that member Club or his/her designee. The designee must be a member of that club. Designees must present to the WYSA, Inc. a proxy signed by the president of the member club in order to be allowed to cast that club’s vote(s). An individual may cast votes for only one member club.

Section 6013.c

Only member clubs in “GOOD STANDING” may cast votes at a General Membership Meeting. Members of the WYSA, Inc. Executive Committee, members of the WYSA, Inc. Board of Directors, Committee Chairpersons, and Program Directors may not vote at the AGM except in their capacity as a representative of a member Club. The only exception is that the President may cast a vote in the case of a tie.



Wisconsin Youth Soccer Association, Inc. By-Laws, Rules and Regulations

RULE 6014 PROTESTS AND APPEALS

Section 6014.a

The Appeals Committee shall consist of three (3) impartial members of the WYSA, Inc., appointed by the WYSA, Inc. President. Each member shall have one (1) vote. The Chairperson shall cast a vote only in case of a tie.

Section 6014.b

All appeals will be in accordance with the WYSA, Inc. appeals policy.

RULE 6015 RECOGNITION

This Association shall recognize suspensions and other rulings of other US Youth Soccer affiliated State Associations of which it has been officially notified and which comply with the US Youth Soccer rules and regulations.

RULE 6016 JURISDICTION

Every club shall have jurisdiction over its internal affairs, except as herein provided otherwise. Notification of suspensions or expirations of suspensions shall immediately be sent to the WYSA, Inc. Secretary and to the Secretary of the appropriate District.

RULE 6017 RESPONSIBILITY

Each team, league and member club shall take all precautions necessary to prevent disorder at games. Failure to comply shall be referred to the Board of Directors for appropriate action.

RULE 6018 REPRESENTATION

Section 6018.a

No dispute, claim, protest or appeal shall be presented to or defended in the Association except by a bona fide member club of the WYSA, Inc.

Section 6018.b

No legal action may be instituted by any player, team, league, club or association unless and until all avenues of recourse have been exhausted within the WYSA, Inc. and US Youth Soccer.

RULE 6019 NON-AFFILIATED TEAM

Teams affiliated with the WYSA, Inc. playing with teams not affiliated with the United States Soccer Federation (USSF) or in tournaments not sanctioned by USSF shall be assessed a fine (per current approved fee schedule).

RULE 6020 PERMITS

Section 6020.a

Permits must be acquired from the Executive Committee for all games other than those sponsored or promoted by the WI Youth Soccer Association. A request to play an interstate exhibition game in Wisconsin must be submitted in writing with the proper fee to the Executive Committee at least ten (10) days prior to the game. Failure to comply shall result in a fine (per current approved fee schedule).



Wisconsin Youth Soccer Association, Inc.

By-Laws, Rules and Regulations

Section 6020.b

Request to host a tournament must be accompanied by the required fee and proper form completely filled out, in accordance with the WYSA, Inc. policy. All information is to be sent to the WYSA, Inc. Tournament Committee.

Section 6020.c

Notification of Travel Out of State: The WYSA, Inc. notification of travel policy requires that all affiliated teams traveling out of state must notify the WYSA, Inc. in writing no less than:

1. Ten (10) days in advance for interstate competitions and
2. to be in accordance with the ninety (90) day notification set forth in USSF policy regarding international competitions. Notification of travel must be submitted on the Association's approved forms available on the WYSA web site. Teams, players and coaches must be in "GOOD STANDING" at the time of the event. Membership benefits may not apply to those teams attending events not sanctioned by an affiliated US Youth Soccer State Association.

RULE 6021 PLAYER REGISTRATION

Section 6021.a

A player may be registered to only one affiliated US Youth Soccer affiliated Youth Club.

Section 6021.b

Once a player is registered to a club, they are eligible to play.

Section 6021.c

Any player registered to a club is bound to that club for the entire seasonal year (Aug 1 – July 31) unless that player requests a transfer or is released.

Section 6021.d

A player may be released involuntarily only if the player is unable to play for one of the following:

- d.1. The player has violated the rules of the USSF or this State Association or National State Association member through whom the player is registered
- d.2. The player has moved beyond a reasonable travel distance from the registering club (determination of what is reasonable is subject to WYSA, Inc. approval).
- d.3. The player suffers a season ending injury.

Section 6021.e

Player passes will take the form of an intra club pass. A player will be able, at the club and coaches discretion, to play on multiple teams within the registering club. The club pass is sanctioned by the WYSA, Inc. and shall be recognized by all member clubs.

Section 6021.f

Clubs/Teams must register within their own geographical district. With the approval of the District in which a team is registered, teams may play in any District/League that is willing to accept them. No individual District/League may be forced to accept any team from another District. It is up to the individual League(s) in a District to establish their own criteria for acceptance into the League as well as promotion and relegation criteria. This information will be kept on file with the WYSA, Inc. Director of Leagues.



Wisconsin Youth Soccer Association, Inc. By-Laws, Rules and Regulations

RULE 6022 SUSPENSIONS

Section 6022.a

Affiliated teams playing against suspended teams or clubs or Associations shall be assessed a fine (per current approved fee schedule).

Section 6022.b

Any team, club or association using a suspended player or players in any sanctioned game shall be assessed a fine (per current approved fee schedule) and will forfeit the game.

Section 6022.c

In any game under the jurisdiction of this Association, the referee must report the name of a player ordered off the field and this player's pass must be submitted to the League's Game Commissioner with the referee's report. A suspended player may not participate in the reply of the game. A suspension herein referred to shall mean a player will not be able to participate in his/her team's regularly scheduled league or State Championships games until the number of suspended games is satisfied. If a player is suspended for more than one (1) game, **NO EXHIBITION GAME SHALL COUNT IN THEIR SUSPENSION** and a complete tournament shall count as two (2) games. A game suspended player shall not participate in any type of game whatsoever.

Section 6022.d

Referee assault can be physical acts against the referee or the referee's personal property. All assaults must be reported to the WYSA, Inc. President.

Section 6022.e

Any Club official who creates a problem situation will be dealt with by the WYSA, Inc. Board of Directors.

RULE 6023 OPEN/RESERVED DATES

No open dates will be permitted except those established by this Association or by US Youth Soccer.

RULE 6024 EXECUTIVE COMMITTEE AND DIRECTORS

A Director may be a member of a club or district, but in the event of any grievance involving said club or district, that director may not act in its behalf nor vote in the grievance. In order to provide balance to the WYSA, Inc. Executive Committee membership, the Secretary and Treasurer may hold office in either club or district. The President and Vice President shall, however, not be an officer of a club or district.

RULE 6025 FEES

Section 6025.a

Registration fees must be submitted per the published deadline dates of this Association. Proper documentation and identification of all Teams, including Team names in each age category and the names of all the players on each Team must be submitted via the Association's designated membership registration process. Furthermore, each Team and consequently each player must be identified as being either "Classic" or "Recreational". Any Club, League or Association failing to comply with this rule will be assessed a fine (per current approved fee schedule) and is subject to suspension and loss of "GOOD STANDING" status.



Wisconsin Youth Soccer Association, Inc. By-Laws, Rules and Regulations

Section 6025.b

A debt of any Club or Association or person of this Association shall be paid within the deadline prescribed. Failure to comply shall result in suspension.

Section 6025.c

The annual financial statements of the WYSA, Inc. will be reviewed by professional accounting firm selected by the WYSA, Inc. Executive Committee. A copy of this report shall be available at the Annual General Meeting (AGM).

RULE 6026 UNSPECIFIED MATTERS

This Association is fully empowered to decide all matters not specifically provided for in the Constitution, By-Laws, Rules and Regulations of this Association.

RULE 6027 SAFE ENVIRONMENT

The role of the WYSA, Inc. is to promote and nurture the advancement of the sport of soccer in the State of Wisconsin. The WYSA, Inc. strives to provide a safe environment that fosters mutual respect and offers our children the opportunity to develop athletically and socially. As such, the WYSA, Inc. requires that coaches, referees, volunteers and administrators do not have a history of criminal or violent behavior. The WYSA, Inc. adopts (subject to any contrary requirements in state or local laws) criteria established by the USSF regarding the prohibition of sexual and physical abuse.