



OWASSO SOCCER CLUB BYLAWS

As amended June 2011

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ARTICLE I NAME

The name of this organization shall be the Owasso Soccer Club. Herein referred to as OSC. The competitive portion of OSC shall be known as the Northeast Oklahoma Football Club. Herein referred to as NEOFC. A special program supported by OSC is "The Official Program for Young Athletes with Disabilities" herein referred to as TOPSoccer.

ARTICLE II *Mission Statement*

The purpose of the OSC shall be to function as an incorporated member club of the Green Country Soccer Association (herein referred to as GCSA); to promote the development of soccer through the establishment of youth programs, training and education and; to organize soccer teams to participate and compete in soccer competitions.

ARTICLE III MEMBERS

Section 1

Membership, with voting rights, in the OSC shall be open to parents, and/or guardians of players, coaches, referees and players 16 years of age or older. Membership, without voting rights, shall be open to players 15 years of age and younger. Voting rights pertain to elections of officers and at special request meetings.

Section 2

Players and parents and/or guardians of players shall be admitted to membership in the OSC upon acceptance, by either the OSC, of a properly completed GCSA registration form and payment of the player's individual registration fee as established by GCSA and the OSC. Coaches shall be admitted to membership upon the acceptance, by either the OSC, of a properly completed coach's registration form. Membership duration for recreational coaches shall be for one season (as seasons are defined by GCSA).

Referees shall be admitted to membership after officiating 10 games for OSC and/or NEOFC. Membership duration for referees shall be indefinite so long as the referee officiates at least 10 OSC and/or NEOFC games per single season. Should a referee fail to officiate at least 10 OSC and/or NEOFC games in a single season, their membership will be suspended until such time as the 10 game requirements is met.

ARTICLE IV OFFICERS

Section 1

The officers of the OSC shall be a President, First Vice-President, Second Vice-President, Secretary, and Treasurer.

Section 2

- A. The **President** shall (a) preside at all meetings of the OSC, (b) represent the OSC at all GCSA meetings, (c) serve as the Club's liaison with the City of Owasso and other outside organizations with whom the Club has contact, and (d) oversee the activities of the other officers to ensure they are properly fulfilling their duties and that the routine activities of the Club are being maintained. He/she shall be an official member of all committees except the Nomination Committee. (e) Is a voting OSC Board member in case of a tie vote.
- B. The **First Vice-President** shall (a) be the Games and Disciplinary chairperson, (b) act as the chairperson of the Spring Trophy Day, (c) perform such duties as may be assigned by the President, (d) in the absence of the President, act with the same power and authority, (e) To ensure a member of the board or an appointee is at the fields during all games. (g) Is a full voting OSC Board Member
- C. The **Second Vice-President** shall (a) be responsible for the care, maintenance and operation of all properties that the OSC is obligated to maintain, (b) be responsible for the maintenance of all the OSC equipment, (c) be responsible for game field preparation, and (d) cancellation of games because of field conditions with the concurrence of (2) other board members. (e) Is a full voting OSC Board member.
- D. The **Secretary** shall (a) record and maintain the minutes of all OSC executive board meetings, general membership meetings and special meetings, (b) provide leadership and coordination to OSC efforts on projects as required, (c) is a full voting OSC Board member.
- E. The **Treasurer** shall (a) receive, disburse and account for all of the OSC funds, which shall be kept in a bank designated by the OSC Executive Board, (b) prepare a financial report for presentation to the Executive Board and general membership at each regularly scheduled meeting, (c) prepare such other financial reports as may from time-to-time be required (d) within 14 days following the end of their term, submit a detailed financial report to the Executive Board for their review and approval E) Work with the OSC Certified Public Accountant (CPA) ensuring required data is transferred. And serve as an interface to the OSC Board with regards to CPA activities. (f) Is a full voting OSC Board member

APPOINTED POSITIONS

- A. The **Registrar** shall (a) serve as the Chairperson of the Registration Committee, (b) be responsible for fulfilling the requirements of the GCSA and the OSC in the registration of individual players and the placement of such players on teams, and (c) be responsible for the promotion of registration activities each season as per an agreed upon yearly contract. This is a negotiated and paid position based on board approval

- B. The **Office Assistance** is a paid position and that person's responsibility will be defined per a contractual agreement.
- C. The **Head Coach** shall be appointed by the OSC President and approved by the elected OSC Executive Board members. The Head Coach shall (a) be responsible for the recruitment and training of coaches, (b) coordinate recreational players clinics, including goalie clinics, and (c) communicate Club information to all recreational coaches.
- D. The **Head Referee / Referee Assignor** shall be appointed by the OSC President and approved by the elected OSC Executive Board members. The Head Referee shall (a) be responsible for recruiting, training and registering all referees in the OSC referee pool, (b) be responsible for implementing the OSC referee evaluation and training program, and (c) oversee and work with the referee assignor(s) to insure proper assignment of referees for progressive development.
The Referee Assignor The referee assignor shall (a) be responsible for the scheduling of all referees for all OSC and NEOFC home matches, (b) schedule referees and fields for all rescheduled OSC and NEOFC home matches, and c) schedule the use of game fields by OSC and NEOFC teams for authorized scrimmages and special practice sessions.
- E. The **Director of Field Marshals** shall be appointed by the OSC President and approved by the OSC Executive Board members. The Director shall be responsible for (a) the Field Marshalling Program as a whole, (b) report to OSC Board on issues the Marshalling Program is facing pertaining to any OSC properties and the conduct of individuals on them, (c) is the OSC interface with Owasso Police Department, (d) has full authority to address any mis-conduct anywhere at any time on any OSC properties up to and including calling the Police to remove an individual, (f) during an emergency event the Director will function as an "Emergency Event Coordinator" to coordinate OSC resources and assist outside emergency services as required.
Note: OSC Board members may need to terminate activities in the Director's absence.
- F. The **Director of Tournaments** is appointed by the OSC President and approved by the OSC Executive Board members. The Director shall be responsible for (a) interfacing with organizations involved in any OSC tournament. (b) report to the OSC Board all issues pertaining to OSC tournaments, (c) Director must have any OSC tournament contacts approved by the OSC Boar, (d) creating, organizing and the operations of the committees required for OSC tournaments, (e) manage the daily activities and operations during play or the tournaments.
- G. The OSC Certified Public Accountant (CPA) will be a Non-OSC member which is appointed by the OSC President and approved by the OSC Executive Board members. The CPA is an independent contracted support agent to handle the financial aspect of the OSC organization. The CPA will: a) create documents and handle all IRS related activities, b) provide guidance to the OSC Board for financial matters as required, c) does not have terms of office, but is a continuous contracted agent, d) CPA support maybe transferred to another agent, if directed by the OSC Board due to cause.

Section 3

The terms of office for all elected officers shall begin on June 1, following the annual meeting at which they are elected. The elected officers of this Club shall serve a (2) year term, or until their successors are elected, with the following exceptions.

- A. The President and Second Vice President shall be elected in even numbered years.
- B. The First Vice President, Treasurer and Secretary will be elected in odd number years.

Vacancies in offices, other than President, shall be filled through appointment by the majority vote of the OSC Executive Board. The First Vice-President shall fill a vacancy in the office of the President and a new First Vice-President shall be appointed on a temporary basis by OSC Officers until the annual meeting in May when regular officer elections are held. The First Vice-President that assumes the office of President due to resignation of that officer shall hold the office of President for the remainder of that term. If the Director of Field Marshals is not filled, the 1st VP will serve as interim Director until one can be appointed.

The term of office for all appointed officers shall be from the date of their appointment to the 31st day of May following their appointment.

Section 4

If any office can not be filled, then an existing office holder can remain on the OSC Board if voted in per that office's approval requirements, therefore, no maximum term limits. No elected member of the OSC Executive Board shall simultaneously serve as an officer of GCSA, unless approved by the OSC Board.

**ARTICLE V
Officers**

Section 1

The Officers of OSC shall consist of the following officers: President, First Vice-President, Second Vice-President, Secretary and Treasurer.

Section 2

The OSC Officers shall have general supervision of the affairs of the Club between general membership meetings, fix the time and location for general membership meetings, make recommendations to the Club, and shall perform such other duties as are specified in these bylaws.

Section 3

Meetings of the Board shall be held a minimum of once per month at a time and place specified by the President. Special meetings of the Board may be called by the OSC President or at the request of three OSC officers.

Section 4

A majority of OSC officers shall constitute a quorum for an OSC Executive Board meeting. No vote shall be cast by proxy. The OSC Board may conduct OSC business using current technology (such as email, teleconferences, and other types of modern communication advantages).

Section 5

Decisions of the OSC Executive Board may be appealed to the Green Country Soccer Association, then the Oklahoma Soccer Association, then to the United States Youth Soccer Association, as appropriate, following the procedures and policies as outlined in the USYSA Official Administrative Rulebook.

Section 6

Any member of the OSC Executive Board that misses three consecutive board meetings shall resign their position if asked to do so by a two-thirds vote of the remaining Executive Board members. Any member of the OSC Executive Board shall resign their Board position if asked to do so by a unanimous vote of the remaining Executive Board members. Any OSC Executive Board member can be removed from office by a two-thirds majority vote of the ballots cast by OSC members present at a general membership meeting or special meeting called for that purpose. Any Executive Board member removed from office shall not be eligible for election to any OSC office for a period of no less than 24 months from the date of removal.

Section 7

All members of the OSC Executive Board will sign an acceptance form for their voted position. The acceptance form will state their positional responsibilities and represent an agreement, that during their term, if they are subject to a disciplinary resolution issued by the OSC Games & Disciplinary Committee, they will resign their position on the board.

ARTICLE VII MEETINGS

Section 1

The general membership meetings of the OSC board shall be held on the second Monday of February, March, April, May, August, September, October, and November, unless otherwise ordered by the OSC Executive Board.

Section 2

At the general membership meeting in March, a nomination committee shall be appointed by the OSC President and approved by the Executive Board. The OSC President shall appoint the nomination committee chairperson. The date and location of the annual general membership meeting for the purpose of electing the Club officers will be set at this meeting.

Section 3

The April meeting shall be the annual nomination meeting and shall be for the purpose of nominating candidates for the elected Club officer positions for that odd or even dated year and for conducting normal business. The nominating committee shall present its list of nominees for the elected Club officer positions. After the nominating committee finishes its presentation of nominees, additional nominees for all elected Club officer positions will be taken from the floor. No one shall be elected during the May annual membership meeting without first being nominated during the April meeting (the only exception being if the nominated candidate(s) for an office choose not to serve in the office between the time they are nominated and the date of the election).

Section 4

The May meeting shall be known as the annual membership meeting and shall be for the purpose of electing the OSC Club officers and conducting normal business. Election for any office with more than one nominee shall be by ballot. Votes shall be counted by the OSC Secretary, with assistance from no more than two club members who are selected from those present by the presiding officer. All marked ballots shall be retained by the Secretary and destroyed after the close of the meeting.

Section 5

Special meetings shall be called by the OSC President or by the request of three OSC Executive Board members. The purpose of the meeting shall be stated in the request and at least seven days notice shall be given prior to the meeting. All OSC members in good standing and are in attendance can vote at this meeting.

Section 6

When approved by a two-thirds vote of the Executive Board members present, any single Executive Board meeting or portion of that meeting may be closed to the public, including members of the Club. Attendance at these closed meetings shall be restricted to the Executive Board members and those requested to attend by the Executive Board.

ARTICLE VIII INDEMNIFICATION

Section 1

Every member of the OSC Board of Directors and employees shall be indemnified by OSC against all reasonable expenses and liabilities, including counsel fees, necessarily incurred by or imposed upon such member of the Board of Directors or employee in connection with any threatened action, pending action or completed action, suit or proceeding, whether civil, criminal, administrative or investigative to which (s)he may become involved by reason of their being a member of the Board of Directors or employee at the time such expenses are incurred, if (s)he acted in good faith and in a manner (s)he reasonably believes to be in or not opposed to the best interests of the OSC. This indemnification shall not apply in such cases where the affected member of the Board of Directors or employee is found to not have acted in good faith or in a manner reasonably believed to be in or not opposed to the best interests of the OSC or where the person is adjudged guilty of a willful misfeasance or malfeasance in the performance of their duties. Provided, that in the event of a settlement, the indemnification herein shall apply only when the Board of Directors approves such settlement and reimbursement as being for the best interest of OSC. The provisions of this section shall be applicable to actions, suits, or proceedings pending at the acts or omissions occurring before the adoption hereof, whether arising from acts or omissions occurring before or after the adoption hereof, and to members of the Board of Directors and employees and other persons who have ceased to render such service, and shall inure to the benefit of the heirs, executors and administrators of the members of the Board of Directors and employees referred to in this section. This indemnity agreement shall not inure to the benefit of any indemnitor, insurer, and surety or bonding company.

ARTICLE IV COMMITTEES and Programs

Section 1

A Nominating Committee shall be appointed by the President, with the approval of the Executive Board during the March general membership meeting. The committee shall consist of at least three members and not more than five members. The OSC President shall select the chairperson. It shall be the duty of the committee to nominate candidates for the offices open to election and present them at the April general membership meeting.

The nominating committee shall make reasonable effort to nominate, for the position of Assistant Registrar, and Registrar if needed, nominees that do not coach, help coach or intend to coach a recreational team.

Section 2

The Games and Disciplinary Committee chairperson shall be the OSC First Vice President. The committee shall consist of at least two, but no more than four members selected by the First Vice President and approved by the Executive Board. At least one of the members shall be a certified referee. No more than one of the committee members may be from outside the OSC membership. Responsibilities of this committee are defined in Section 6 of the OSC Standing Resolutions.

Section 3

The OSC Field Marshal Program (FMP);
OSC has the right and responsible to monitor and address misconduct and uncooperative behavior at any time to anybody within the OSC properties. Problem individuals may be told to leave OSC properties.

The FMP will be lead by the Director. On game days, OSC Parent FMP volunteers will assist the Director in the tasks of the Program and will have the FMP authority on those days only while on-duty. However, the Director will have the FMP authority at anytime they are on OSC properties.

The Owasso Police Department has been pre-coordinated with and will be called to physically remove any individuals refusing to cooperate with FMP personnel. OSC personnel are not to initiate any physical removals.

Any adult referee in uniform can support the FMP in addressing and responding to any behavior issues at any time on game days in the OSC properties. This support does include telling problem individuals to leave and calling the police during games they are officiating.

The FMP will also functions as a coordinating element during bad weather or an emergency. The FMP will assist emergency service agencies once they are on OSC properties. The FMP will also monitor potential weather conditions that could be cause for concern and assist in passing the information thru-out the OSC properties of action to be taken when the decision has been made.

Section 7

All other committees, as shall, from time to time, are deemed necessary to carry out the work of the Club, shall be appointed by the OSC President and approved by the Executive Board.

ARTICLE X

AMENDMENT OF BYLAWS

These bylaws can be amended at a special meeting of the club by a two-thirds majority vote of the OSC members present provided that the amendment(s) has been submitted in writing at the previous general membership meeting or special general membership meeting called not less than two weeks prior to the regular general membership meeting.

ARTICLE XI PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the Club in all cases in which they are applicable and in which they are not inconsistent with these bylaws, the bylaws of the GCSA, and any special rules the Club may adopt.

ARTICLE XII NONPROFIT STATUS - DISSOLUTION

This corporation is not organized for pecuniary profit, nor shall it have any power to issue certificates of stock or declare dividends, and no part of its net earnings shall inure to the benefit of any member, trustee, director, or individual. The balance, if any, of all money received by the corporation from its own operation, after payment in full of all debts and obligations of the corporation of whatsoever kind of nature, shall be used and distributed exclusively for carrying out the purpose of the corporation, as more particularly set forth here in above. Upon the dissolution of the corporation, the board of directors shall after paying or making provision for payment of all the liabilities of the corporation, dispose of all assets of the corporation in such manner, to such organization or organizations organized and operated exclusively for charitable or educational purposes and shall at the time qualify as an exempt organization or organizations under section 501 (c) (3) of the internal revenue law, as the board of directors shall be disposed of by the district court in which the principle office of the corporation is located exclusively for such purpose provided further that in no event of its dissolution or the reimbursement of any sums subscribed, donated or contributed by such director, member or individual for any other purpose.