

MADISON EAST SOCCER CLUB CONSTITUTION AND BYLAWS

- I. Purpose. The Madison East Soccer Club ("the Club") is an unincorporated, non-profit association dedicated to promoting youth soccer in the Madison East High School attendance area ("east Madison"). The Club's purposes are:
- A. To help organize as many teams as are necessary to accommodate all children who reside in east Madison who are interested in playing soccer.
 - B. To help place children onto teams who are new to the area or are not on an existing team and wish to play soccer.
 - C. To make playing soccer affordable and to provide financial assistance to players in need.
 - D. To maintain and improve soccer fields in east Madison.
 - E. To encourage and train soccer coaches and referees in east Madison.
 - F. To represent the interests of the Club and its members in the Madison Area Youth Soccer Association ("MAYSA") and the Wisconsin Youth Soccer Association ("WYSA").
 - G. To do whatever else is necessary and appropriate to promote youth soccer.
- II. Members.
- A. Qualifications. A team of players shall be eligible to become a member in the club. Each team shall be one member. A team shall apply to the registrar for membership and shall be accepted or rejected based on qualifications to be established by the board of directors. Member teams may include all or some players that do not reside in east Madison.
 - B. Dues. The board of directors may establish by resolution classes of members and a fee required of each member.
 - C. Representatives. Each member shall designate an individual representative for the purpose of voting, receiving notices, and conducting any other business between the Club and the member. Absent specific designation the coach listed on the most recent team roster shall be deemed the designated representative for the purpose of giving notice to the member. Each team representative shall have one vote at member meetings.

- D. Membership Meetings. The annual meeting of members shall be held in August at such time and place as designated by the board of directors. At each annual meeting the members shall elect the board of directors and conduct such other business as is appropriate. Special meetings of the members may be called by the president or board of directors. Notice of a meeting shall be provided to designated representatives by any reasonable means at least 3 days prior to the meeting and shall include an agenda for the meeting.

III. Directors.

- A. Powers. The affairs and property of the club shall be managed by the board of directors who shall be elected at the annual meeting of members.
- B. Number and Titles. There shall be five (5) directors who shall have the following titles and duties:
1. President. The president will preside over all Club meetings and generally supervise direct and control the affairs of the Club. The president may appoint volunteers to committees or positions to assist in performing club functions. The president will represent the Club at MAYSA and WYSA functions. The president will maintain a working relationship with officials and staff of local government bodies and agencies, such as schools, parks and recreation boards, that may have authority over activities and matters affecting the Club. The president may authorize any other director to perform duties in his or her place.
 2. Vice President. The vice president will preside over Club meetings and direct and control the club's affairs at the president's direction or if the president is unwilling or unable to do so.
 3. Registrar. The registrar will organize and conduct player recruitment and registration activities. The registrar will assign new players to teams, encourage and facilitate the formation of new teams and make roster changes and realignments, cooperating with MAYSA as necessary.
 4. Treasurer. The treasurer will maintain Club financial records and accounts and report to the board and membership as required,

recommend the annual member fees and authorize disbursements for Club expenses. With the assistance of the registrar, the treasurer will collect member fees, pay required dues and fees to affiliated organizations, and disburse funds for such expenses as may be necessary. The treasurer will have primary responsibility, with assistance of other board members, to prepare an annual budget for board consideration and approval.

5. Secretary. The secretary will record and distribute the minutes of all Club meetings and other communications to board members and team representatives. The secretary will prepare press releases and notify members and the public of Club meetings and activities as needed.
- C. Election. Board members will be elected annually by a majority of members present at the annual meeting. Board members will remain in office until a successor is duly elected.
 - D. Compensation. Board members shall not be paid for performing designated responsibilities but may, with board approval, be reimbursed for out of pocket expenses incurred in the performance of board responsibilities.
 - E. Vacancies. A board member who is absent from three consecutive meetings will be automatically removed from the board unless excused by a majority vote of the attending board members. If a board member is so removed or otherwise resigns the remaining board will fill the vacancy by a majority vote. A board member so chosen will serve as if elected at the previous annual member meeting.
 - F. Board Meetings. The board of directors shall hold at least three meetings each year. The meetings will be scheduled before the fall soccer season, before the spring soccer season, and after the spring soccer season. Any two members may call additional board meetings on five days notice. Board meetings are open to all interested parties.

IV. Finances.

- A. Depository. The treasurer will place all funds paid to the club in a financial institution designated by the board of directors.

- B. Budget. The treasurer will prepare an annual budget with the assistance of and for approval by the board of directors based on a fiscal year ending July 31. The board will approve a budget and review the club finances at the meeting before the fall soccer season.
 - C. Disbursements. The treasurer is authorized to make disbursements on accounts and expenses included in the approved budget without further board approval. Disbursements not included in the budget must be approved by the board. All disbursements will be made by check.
 - D. Dissolution. Upon dissolution of the Club any unused funds will be distributed for the benefit of youth soccer to a qualified non-profit organization selected by the board.
- V. Amendment. This constitution may be amended by a majority of members present at an annual or special meeting.