

**CONSTITUTION
and
BY-LAWS
of the
FREEHOLD SOCCER LEAGUE,
Incorporated
of
Freehold, New Jersey
A Corporation Not for Profit**

Established 1971

**Revised 10/28/02
Effective 8/1/02**

Freehold Soccer League
CONSTITUTION

ARTICLE ONE
NAME

The Corporate title of the organization shall be “The Freehold Soccer League Incorporated, of Freehold, New Jersey” hereinafter referred to as “the League” or “League”.

ARTICLE TWO
SEAL

Its common seal shall be a solid circle one and $\frac{3}{4}$ inches in diameter, displaying upon its face in raised letters the following legend around the circumference, “The Freehold Soccer League Incorporated, of Freehold, New Jersey”, and across the center, “Established 1971”.

Corporate Seal

ARTICLE THREE
Purpose

Its purpose shall be to promote the game of soccer, for the youth of the Freehold area, by providing opportunities to play on Recreational and Travel Teams and to participate in soccer related activities while reinforcing the spirit of fair play and sportsmanship.

ARTICLE FOUR
Colors

The representative colors of the Freehold Soccer League shall be royal blue and gold.

ARTICLE FIVE
Membership

Sec. 1 GENERAL MEMBERSHIP. Freehold Soccer League membership shall be composed of all recreational and travel team players, their coaches, parents and league volunteers.

Sec. 2 VOTING MEMBERSHIP. Each registered team (Recreational and Travel) will have one (1) vote on all matters presented for a vote to the membership. The team vote shall have its vote cast by the Team Coach. In the absence of the coach, the Assistant Coach shall cast the vote. If neither can be present, a parent or other team representative, may with written authorization, cast the team vote. The team representative must be present to cast the team vote.

A coach or team representative may act for only one registered team and cast only one vote on all matters presented For a vote to the membership, regardless of the number of teams he/she is involved.

If a coach or member is suspended or expelled, it will not affect the voting rights of that team.

To retain their vote in a League election, the travel team must be represented by the Coach, Assistant Coach, parent or other team representative at a minimum *of 75%* of the meetings prior to said election, Boy’s and Girl’s Recreational Teams must attend two thirds (2/3) or 4 of 6 monthly meetings, in season, as follows: BOY’S - July through December; GIRL’S – January through June. Any team absent from three (3) consecutive meetings shall lose their voting privileges on all matters presented for vote to the membership for one year.

The League Secretary, under the supervision of the President, shall keep an accurate attendance record of every Recreational and Travel team meeting.

- Sec. 3 All members shall be entitled to attend all meetings and participate in general League activities.
- Sec. 4 Any coach accepted as a voting member shall within thirty (30) days after receiving notice of such acceptance, sign the Constitution and By-Laws, or his/her acceptance shall be null and void.
- Sec. 5 All resignations of voting members shall be submitted in writing to the Secretary of the League.
- Sec. 6 All League property shall be returned to the League upon resignation.

ARTICLE SIX **TRUSTEES**

- Sec. 1 The elected officers of this League shall be, President, First Vice President, Second Vice President, Secretary, Treasurer, and Training and Development who shall serve as the Trustees.

In case of a vacancy, the un-expired term may be filled at a special meeting, called for that purpose.

- Sec. 2 All officers of the League shall assume office at the close of the meeting at which they were elected.
- Sec. 3 A simple majority of the voting membership is required to elect any officer of the League.
- Sec. 4 In the first ballot, in case any of these officers fail to receive a majority vote, a second vote shall be taken on the three highest candidates; and upon like failure a third ballot on the two highest. If this results in a tie, balloting shall continue until one candidate receives the majority of the votes cast.

ARTICLE SEVEN

Recreation teams and Travel teams of this League shall hold regular monthly meetings on the first Monday of each month. The Travel and Recreational coaches shall nominate its representatives for election by the voting membership. This nomination must be held at its regularly scheduled November monthly meeting.

ARTICLE EIGHT **Board of Directors**

- Sec. 1 The Board of Directors shall consist of the President, First Vice President, Second Vice President, Secretary, Treasurer, Training and Development, MOSA Representative, Township Liaison, Fields, Tournament Director, Boy's Rec Commissioner, Girl's Rec. Commissioner, and Referee Coordinator.
- Sec. 2 No member shall be elected to the Board of Directors until she or he has been a member of the League one year prior to the election.
- Sec. 3 Members nominated to be President must have 2 years Board of Directors experience with one year being either Travel Team Coordinator or Recreation Coordinator (Boys/Girls).
- Sec. 4 Members nominated to be First (1st) Vice President must have 1 year of Board of Directors experience as either Travel Team Coordinator or Recreation Coordinator (Boys/Girls).
- Sec. 5 Anyone nominated to the Board of Directors must be present to accept the nomination or submit, in writing acknowledgement of his or her acceptance of the nomination.
- Sec. 6 The Second Vice President/ Travel Team Coordinator shall be elected by the Travel Team Coaches only.
- Sec. 7 Any individual affiliated with another soccer club, within a League, as a travel team coach, board member or official, cannot hold a position on the Board of Directors of the Freehold Soccer League.

ARTICLE NINE

Duties

Sec. 1 Clause 1 The President shall preside at all League meetings; maintain order and decorum; faithfully and impartially enforce the Constitution and By-Laws; decide all questions of order, subject to an appeal to the members; announce the business before the meeting in the order in which it is to be acted upon; duly receive and submit all proper motions and propositions presented by members; put to vote all seconded questions and announce the results; restrain debates within the rules of order; appoint all League Committees other than those that may be elected. He or she shall not have a vote on any matter except a deciding vote in case of a tie.

Clause 2 He or she shall call all special meetings through the Secretary.

Clause 3 The President shall have the express authority by his or her actions alone to cause the League to be indebted charged or in some other way become financially obligated for expenditures not in excess of Five Hundred Dollars (\$500.00). He or she shall have the authority to authorize expenditure of greater sums only with the consent of the majority of the Board of Directors.

Sec. 2 Clause 1 In the absence of the President, the First Vice President shall perform all his or her incumbent duties. In the absence of both the President and the First Vice President, the Second Vice President shall perform all the incumbent duties of the President. In the absence of the President and both Vice Presidents the procedures described in ARTICLE TEN, SECTION FOUR shall become operable.

Sec. 3 Clause 1 The Secretary shall keep fair and impartial minutes and records of the League meetings, and distribute them within a timely matter as determined by the Board of Directors.

Clause 2 He or she shall attend the annual meeting and every Board of Director's meeting in which he or she shall have the requisite books and papers at the appointed time and place of such meeting. In the absence of the Secretary, the Treasurer shall assume the duties of the Secretary. In the absence of both the Secretary and Treasurer, the Second Vice President shall assume the responsibilities. If none of the parties named shall be present, the meeting chairman shall appoint a person to act as recording secretary for the meeting.

Clause 3 The Secretary shall notify all Officers and Committees of their election or appointment, provided they were not present when so elected or appointed. He or she shall give all active members at least forty-eight (48) hours notice of any regular or special League meeting.

Clause 4 The Secretary shall maintain a separate record of the Constitution and By-Laws and any revisions of the same.

Clause 5 The books, papers, Corporate Seal and documents of the League in his possession shall always be subject to the inspection of any active member, but shall not

be taken from his or her possession without the authority of the majority of the Board of Directors.

Sec. 4 Clause 1 The Treasurer shall keep a just and true record of all League funds and securities.

Clause 2 The Treasurer shall have charge and custody of and be responsible for all funds and securities of the League; keep a correct amount of all League receipts and disbursements in a book provided for that purpose; and render to the League a statement of his or her books at the annual meeting of the League. He or she shall also render interim monthly reports of his or her books to the Board of Directors.

Clause 3 The books, papers and documents of the League in his or her possession shall always be subject to the inspection of any active member, but shall not be taken from his or her possession without the authority of the majority of the Board of Directors.

Sec. 5 The Auditors, as selected by the Treasurer and approved by the Board, shall examine the annual and all other financial reports, tax returns and appropriate documentation presented to the Board of Directors within one hundred and twenty days (120) days of the end of the fiscal year.

ARTICLE TEN Meetings

Sec. 1 The annual meeting of this League shall be held at 8:00pm, on the first (1st) Monday of every December. The Directors shall determine the place of the meeting. The meeting will be for the purpose of holding elections and for the transactions of such other business as may come before the meeting.

At least 20 voting members must be present at the annual meeting before business may be conducted.

Sec. 2 The regular meetings of the Board of Directors shall be held at 8:00 pm, on the fourth (4th) Monday of every month, unless otherwise deemed by the Board of Directors. The Board of Directors shall determine the place of the meeting.

A majority of the Board of Directors shall constitute a quorum for the transaction of business at any regular or special meeting of the Board of Directors, but if less than a majority of the Board is present at the said meeting, no binding action shall be taken.

Sec. 3 Special League meetings may be called by the President at his or her discretion; or on the written petition of seven (7) active members of the League and three (3) members of the Board of Directors; such petition defining the reason thereof. Under no circumstances shall any business other than that specified in the petition be transacted.

At least the League Secretary shall give forty-eight (48) hours notice of such meetings to each voting member.

The President shall call special meetings no later than twenty-one (21) days after the receipt of such petition.

Sec. 4 In the absence of the President, First Vice President and the Second Vice President from any regular or special League meeting, a chairman pro tem may be chosen by a majority vote of the members present.

ARTICLE ELEVEN Charges

Sec. 1 CLAUSE 1 All charges brought against any officer or member shall be laid before the Board of Directors, who at a regular or special meeting refer said charges to a disciplinary committee of three members, either appointed by the President or by motion from the floor should the President fail to act. No charges will be accepted unless submitted in writing and signed by the individual(s) bringing the charges.

CLAUSE 2 Charges shall be brought before the Board of Directors no later than thirty (30) days following the initiation of said charges. The disciplinary committee shall thoroughly investigate said charges and report the result to the Board of Directors at the next regular meeting after such appointment, unless additional time is needed, or extra time was originally granted them. No report from the disciplinary committee will be accepted unless in writing.

CLAUSE 3 The officer or member being charged shall have the right to appear and be heard by the Board of Directors at the meeting when the charges are introduced and also at the meeting when the Board announces the results of its investigation and the action to be taken.

CLAUSE 4 The Board of Directors shall take such action, as they deem appropriate as a result of their investigation.

Sec. 2 CLAUSE 1 No officer or member of this League shall be permanently removed or expelled unless he or she has been served with written notice of the time and place of the meeting at which the Board of Directors will hear the charges presented.

CLAUSE 2 The officer or member being charged shall be furnished a written notice by the Secretary of the League listing the charges being brought against him or her, at least seven (7) days prior to the meeting in order that he or she may have an opportunity to prepare a defense.

Sec. 3 The President, or by motion from the floor should the President fail to act, may temporarily suspend the officer or member being charged, from discharging his or her official functions until said charges are disposed of, if deemed appropriate. Immediately upon receiving notice of such suspension from the Secretary, he or she shall deliver to the Secretary, all money, effects or other League property thereof in his or her possession, until the cause of such suspension is removed.

Sec. 4 When an officer or member is expelled, the First Vice-President shall demand, and the officer or member shall deliver to the Sergeant-at-Arms all League property.

Sec.5 Any officer or member shall have the right to appeal to the voting membership any disciplinary action taken by the Board of Directors regarding the suspension or expulsion. Notice of the intention to appeal must be given to the League Secretary within thirty (30) days of the member's notification of said action.

ARTICLE TWELVE

The Constitution and By-Laws can only be amended by a two-thirds (2/3) vote of the Board of Directors.

Freehold Soccer League **BY-LAWS**

ARTICLE ONE Order of Business

The following shall be the order of business at the meetings of this League.

Sec. 1 Annual Meeting

1. Roll Call
2. Reading of the minutes of the previous annual meeting
3. Collection of dues and/or fines
4. Secretary's Report
5. Treasurer's Report
6. Auditors Report
7. President's Report
8. Committee Reports
9. Bills and Communications
10. Unfinished business
11. Nominations and Election of Officers
12. New Business
13. Final Roll Call
14. Motion for Adjournment

Sec. 2 Special Meetings

1. Roll Call
2. Business of Special Meetings
3. Final Roll Call
4. Motion for Adjournment

Sec. 3 Board of Directors Meetings

1. Roll Call
2. Reading of the minutes of the previous meeting
3. Collection of dues and/or other fines
4. Treasurer's Report
5. Committee Reports
6. Bills and Communications
7. Unfinished Business
8. New Business
9. Final Roll Call
10. Motion for Adjournment

ARTICLE TWO
Rules of Order

The following Rules of Order will be considered part of the By-Laws and binding upon the meetings of this League.

1. No motion will be stated unless moved and seconded, nor will it be open for consideration unless stated by the President.
2. After the President has stated a motion, it will be in the possession of the League, but if there are no objections, it may be withdrawn at any time before a decision or amendment.
3. When a question is before the meeting, no motion will be in order except:
 - a. To be put to vote.
 - b. To amend the motion.
4. A motion to declare a vote null and void, because of an error, will be in order if submitted immediately after taking the vote.
5. An amendment may be only amended once.
6. All motions, unless fixed by law, will be decided by a majority vote.
7. All resolutions shall be recorded in the minutes.
8. No motion to adjourn will be in order, until the regular business of the meeting has been completed.
9. It will take a two-thirds (2/3) vote of the Board of Directors to add, amend, suspend or repeal any of these rules of order or by-laws upon a second meeting on the issue.
10. No report from a Special Committee will be accepted unless in writing.
11. All questions of order not provided for by these rules will be governed by the usual parliamentary rules as set forth in Robert's Rules of Order.

