

BYLAWS AND GENERAL PROCEDURES
OF
THE SANTA ROSA YOUTH SOCCER LEAGUE, INC.
An Educational and Nonprofit Organization



Bylaws

Article 1. Affiliations

1:01 Other Organizations

1:01:01 The Santa Rosa Youth Soccer League (SRYSL) shall affiliate and comply with the authority of the California Youth Soccer Association (CYSA) and the United States Youth Soccer Association (USYSA). Affiliations with other organizations that promote youth soccer are allowed unless expressed prohibited by CYSA and USYSA.

Article 2. Membership

2:01 Boundaries

2:01:01 The geographical boundaries of the League shall coincide with the combined boundaries of the area from which all high schools under the jurisdiction of the Santa Rosa School District draw their student population. Youths who permanently reside within these boundaries are eligible for general membership.

2:02 Membership Classes

2:02:01 There shall be three classes of members designated general members, voting members, and honorary members.

2:02:02 General membership shall consist of all youths officially registered with the League and their parents or guardians.

2:02:03 Voting members shall consist of the Board of Directors of the League, the Board of Directors of each Club, and rostered head coaches of club teams.

2:02:04 Honorary membership shall consist of individuals designated by the Board of Directors in recognition of meritorious service to the League.

2:03 Number of Members

2:03:01 General membership may be limited when League resources are insufficient to meet the demand.

2:04 Membership Responsibilities

2:04:01 All members shall abide by the Bylaws and General Procedures of this League and all applicable rules and regulations of the associations with which the League is affiliated.

2:04:02 All youth applicants for general membership shall annually submit a properly and truthfully completed registration form and full payment of all dues and fees within the time and on the conditions set by the Board of Directors.

2:04:03 No member shall engage the services of any lawyer or attorney until all avenues of approach of protest and appeals procedures are exhausted through the regular channels of the League, CYSA, USYSA, and USSF.

2:05 Termination of Membership

2:05:01 A voting or general member may be terminated on the occurrence of any of the following events:

- A. Resignation.
- B. Expiration of the period of membership, unless renewed on the terms fixed by the Board.
- C. Failure to satisfy or maintain membership responsibilities.
- D. Determination by the Board of Directors that the member failed in a material and serious degree to observe the rules and conduct of the League or has engaged in conduct materially and seriously prejudicial to the purposes and interests of the League.

Article 3. Meetings

3:01 Regular Meetings

3:01:01 Meetings of the BOD will be held monthly, with dates and times determined by majority vote at the first meeting of a new BOD.

3:01:02 The agenda of regular meetings shall be as follows:

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| A. Call to Order | G. Reports of Board Members |
| B. Roll Call | H. Unfinished Business |
| C. Introduction of Guests | I. New Business |
| D. Acceptance of Minutes of previous meeting(s) | J. Good of the Game |
| E. Correspondence | K. Adjournment |
| F. Committee Reports | |

3:01:03 Each BOD member in attendance shall be entitled to one (1) vote. Voting by proxy is not allowed. The President shall cast a vote only when the outcome of the vote will be affected by his/her vote.

3:02 Annual General Meeting

3:02:01 The Annual General Meeting (AGM) shall be called by the President of the League, with the concurrence of the BOD, to be held no later than January 15th of the seasonal year. Notification to all voting members shall be made available at least thirty (30) days prior to the AGM.

3:02:02 The order of business at the AGM shall be as follows:

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| A. Call to Order | F. Proposals for Changes to the Bylaws |
| B. Roll Call | G. Election of At Large Board Members |
| C. Introduction of Guests | H. New Business |
| D. Acceptance of Minutes of Previous AGM | I. Good of the Game |
| E. Board Member and Committee Reports | J. Adjournment |

3:02:03 Each voting member in attendance shall be entitled to one (1) vote. Voting by proxy is not allowed and only those voting members of record in good standing shall be entitled to voting privileges. The President shall cast a vote only when the outcome of the vote will be affected by his/her vote.

3:03 Special Meetings

3:03:01 The BOD shall meet whenever the President deems it necessary, or if he/she is instructed to do so by four (4) or more members of the BOD. Notice must be given to all BOD members at least one day prior to a meeting.

3:04 Quorum

3:04:01 At all meetings of the Board of Directors, fifty percent (50%) of the BOD membership shall constitute a quorum for the transaction of business.

3:04:02 The members present at a regular meeting which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if such action is approved by at least a majority of members required to constitute a quorum.

3:05 Rules of Order

3:05:01 Robert's Rules of Order shall be followed at all meetings of the League unless otherwise agreed by the participants.

Article 4. Directors**4:01 Number**

4:01:01 The governing board, therein after to be known as the "Board of Directors", shall be comprised of five (5) members elected at large, that is not a board member of a club, John Macken (lifetime member) and two (2) representatives from each club.

4:01:02 Honorary board positions may be created. Honorary members are welcome to all board meetings and may participate in discussion, but may not vote.

4:02 Election and Term of Office

4:02:01 The majority of eligible voting members of the League present at the annual general meeting shall elect two (2) at large members of the BOD in even numbered years and three (3) at large members in odd numbered years, who shall serve for a period of two (2) years. The term of office shall commence at the January BOD meeting. The immediate past President shall remain President until a new President is elected. Club representatives to the board shall be reappointed annually by each club.

4:03 Board Positions

4:03:01 The Board shall elect among themselves three officers, a President, Vice-President, and Treasurer/Secretary. The duties of a Secretary will be performed by a paid administrative assistant who shall have no voting privileges.

4:03:02 Other board positions will be defined each year by the President with the agreement of the BOD. These positions may be filled by soliciting volunteers or by appointment.

4:04 Duties and Responsibilities

4:04:01 The President shall:

- A. Conduct all meetings of the BOD.
- B. Appoint standing committees and their chairpersons as needed to meet the goals and objectives of the League.
- C. Manage the administrative assistant to insure that accurate meeting records are kept, correspondence is handled, registration information is collected and reported to CYSA, notification of meetings is given, and League files are maintained.

4:04:02 The Vice-President shall perform the duties of the President on occasions when the President is absent or is unable or unwilling to act as President. Other duties may be assigned annually by the Board of Directors.

4:04:03 The Treasurer shall, with the aid of the administrative assistant:

- A. Receive, and give receipt for, all monies which shall be deposited in a recognized bank in the name of the League.
- B. Make payment of all valid debts with a check bearing two (2) signatures. Valid signatures include the Administrative Assistant's, the Treasurer's, the President's, and the Vice President's.
- C. Exhibit upon request of the President or Board of Directors, the up-to-date books of accounts and financial records of the League.
- D. Prepare an annual League income tax statement and file by May 15th.

4:04:04 Each member of the Board of Directors shall:

- A. Be thoroughly familiar with the Bylaws and General Procedures of the League.
- B. Attend League board meetings.
- C. Attend club board meetings, when requested, for the purpose of advising the club on administrative questions or interpreting the League Bylaws or General Procedures.
- D. Perform their assigned job function.

4:04:05 The Board of Directors shall not assume, or be liable for, the debts or financial responsibilities, either implied or incurred, of any of its members. The directors shall not be personally liable for the debts, liabilities, or other obligations of the League.

4:04:06 All general and voting members shall be covered by the League through CYSA against personal liability claims while performing acts and duties related to the work of the League.

4:05 Authorities

4:05:01 This League shall be governed by its Bylaws and General Procedures, except when these are superseded by CYSA or USYSA.

4:05:02 The Board of Directors will govern the League and its affiliated clubs.

4:05:03 The Board of Directors shall have sole authority for:

- A. Enforcing and interpreting the Bylaws and General Procedures.
- B. Registering affiliated teams.
- C. Making temporary rules or regulations for specific cases or occasions not provided for in the Bylaws and General Procedures, but deemed necessary to carry out the objectives of the League.

4:05:04 The Board of Directors shall have the right and authority to suspend, bar completely, or otherwise discipline any member of this League.

4:05:05 The majority of the voting membership of this League may request, by petition, a hearing for the removal of a member of the Board of Directors at any time.

4:05:06 A committee made up of the League President and the Presidents of each club may expel any board member if he or she misses three (3) regularly scheduled monthly meetings in a row or misses four (4) out of six (6) such meetings.

4:05:07 When the position of an at-large member of the Board of Directors is declared vacant, the President will fill the vacancy by appointment with the confirmation of the Board of Directors. A vacancy in the position of a club representative shall be filled by the club. The new board member shall serve out the remainder of the unexpired term of the board member leaving office.

4:06 Compensation

4:06:01 Directors shall serve without compensation.

Article 5. Committees

5:01 Standing Committees

5:01:01 The Board of Directors will form standing committees each year which are necessary to carry out the goals and objectives of the League. All members of these committees will be members of the League. The Board may delegate to these committees any of the powers and authorities of the Board in conducting the activities of the League.

5:02 Other Committees

5:02:01 The Board of Directors may from time to time designate other committees for the purpose of achieving the goals and objectives of the League. These committees may have members which are not members of the League and will act in an advisory capacity only.

Article 6. Clubs

6:01 Purpose

6:01:01 The League may form clubs for the effective administration of the soccer programs established by the League and CYSA.

6:02 Number

6:02:01 There shall be no limit on the number of clubs.

6:02:02 The formation of a new club will require the approval of the majority of voting members present at an AGM.

6:03 Types

6:03:01 Geographic. This club type will be formed by subdividing the boundaries of the League into smaller areas to form club boundaries.

6:03:02 Functional. This club type may be formed to allow the administration of a League-wide program.

6:04 Duties and Responsibilities

6:04:01 Each club shall form a board of directors which will govern the club and administrate the League soccer program.

6:04:02 Each club board shall appoint two members to serve on the League Board of Directors.

6:04:03 Clubs may adopt rules and regulations which are more stringent than those of the League, but in no case may rules and regulations be less stringent.

6:04:04 Each club must submit complete financial statements to the League each January.

6:04:05 Each club must make payment to the League all valid registration fees and other debts owed the League.

6:05 Boundaries

6:05:01 Boundaries will be set using natural geographic divisions and, whenever practical, with the intent of creating large enough player populations to allow each club to compete fairly. Club boundaries shall be fixed and/or modified by the governing authority of the League before, but not later than the first (1st) of April, preceding the seasonal year.

6:06 Legal Entity Status

6:06:01 The League is the legal entity of the organization. Clubs will have no legal entity status unless approved per 6:06:02.

6:06:02 With approval of the League BOD by a two-thirds (2/3) majority, a Club may become a legal entity and thereby be responsible for their own debts and obligations. Clubs that become separate legal entities must agree in their bylaws to affiliate and comply with the authority of the League.

Article 7. Amendment of Articles of Incorporation, Bylaws and General Procedures

7:01 Articles of Incorporation and Bylaws

7:01:01 Each member may submit proposed changes to the existing Articles of Incorporation or Bylaws to the League. These proposed changes shall be submitted in writing at least 45 days preceding the AGM.

7:01:02 An amendment to the Articles of Incorporation or Bylaws shall be deemed adopted by an affirmative vote of two-thirds (2/3) of the voting members present at the AGM.

7:02 General Procedures

7:02:01 General Procedures can be modified at any time during the year by a two-thirds (2/3) majority vote of the board members present at a Board of Directors meeting.

Article 8. Dissolution

8:01 Disposition of Assets

8:01:01 Should the League be dissolved and no other local youth soccer organization created, all assets remaining after payment of all debts shall be turned over to the CYSA for the express purpose of the development of youth soccer. Should other leagues be created to replace the League, then all assets remaining after the payment of all debts shall be turned over to the new leagues. The portion of assets received by each league shall be equal to the percentage of player population resident within each league's boundaries.

8:01:02 Should a club be dissolved and no other clubs created, all assets remaining after payment of all debts shall be turned over to the League. Should other clubs be created, then all assets remaining after the payment of all debts shall be turned over to the new clubs. The portion of assets received by each club shall be equal to the percentage of player population resident within each club's boundaries.

General Procedures

9:01 Authorities and Responsibilities

9:01:01 The rules contained herein shall govern members of the League in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of the League. All competition shall be governed by the procedures stated herein unless the rules of a specific competition determine otherwise.

9:01:02 Clubs may deem fit to include rules and regulations more stringent than those included herein, but in no case may rules and regulations be less stringent.

9:01:03C Each club shall be responsible for the conduct of its coaches, managers, players and club members. It is the responsibility of each team to ensure that its actions on or off the field do not bring disrespect upon their club or the League. Each team shall also see that their fans behave in a proper and respectful manner.

9:01:04L The League shall establish an organization which provides three levels of play (Competitive - Division 1, Developmental - Division 3, and Recreational - Division 4).

9:01:05 The League is primarily responsible for the enforcement of procedures with section numbers followed by an "L". The Clubs are primarily responsible for the enforcement of procedures with section numbers followed by a "C". No letter indicates joint responsibility.

9:02 Administration

9:02:01L The functional United Club shall administer Division 1 programs. The geographic clubs shall administer Division 3 and Division 4 programs.

9:02:02L The League shall:

- A. Maintain legal entity status, specifically as a non-profit California corporation.
- B. Maintain a post office box, telephone, message machine and fax machine.
- C. Prepare and file federal and state tax returns, payroll taxes and other employee/subcontractor tax information. It shall retain copies of these records, as required by the Internal Revenue Service and Franchise Tax Board.
- D. Establish bank accounts as needed.
- E. Pay all District V and CYSA player registration, playing league and tournament fees.
- F. Maintain minutes and financial statements of each monthly board meeting.
- G. Obtain at least three competitive bids for purchases over \$1000.
- H. Establish clubs and club boundaries.
- I. Notify the Club Presidents in writing within 30 days of any amendments to the Bylaws or General Procedures.
- J. Present written invoices to each club for all monies owed the League.
- K. Maintain an insurance claim file and forward all required reports to CYSA within 30 days of reported injury.
- L. Obtain proof of insurance forms as requested. Fees will be paid by the League. Requests must be received at least 30 days prior to intended use.
- M. Appoint at least one representative to serve as its official District V board representative.
- N. Review District Board minutes at each League Board meeting.
- O. Fund raise only for special league-wide events approved by the BOD.
- P. All expenditures that exceed the budgeted amount in each category must be approved by a two-thirds (2/3) majority of the BOD.

9:02:03C Each Club shall:

- A. Establish bank accounts as needed, provide the League with account numbers and a copy of bank signature cards.
- B. Provide previous year detailed financial statements and contractor information to the League by February 15th of each year.
- C. Maintain minutes of each board meeting.
- D. Appoint two (2) representatives as defined in the Bylaws, to serve as its official SRYSL board representatives. An alternate representative may attend a board meeting and vote for the club they represent if notification of identity is received by the League from the club president or board representative.
- E. Review League Board minutes at each Club Board meeting.
- F. Ensure that all injury claims against the medical insurance be complete and on the proper form. All reports of injuries must be submitted to the Club Secretary within 72 hours of the injury. The Club Secretary shall verify the accuracy of the information and forward all claims to the League Administrative Assistant.
- G. Fundraise as necessary to meet the financial needs of their programs.
- H. Submit written operating procedures annually by March 1.
- I. Submit financial statements by the 15th of each month, indicating income, expenses and assets.
- J. Monitor and control use of League and Club resources (equipment, bank accounts, etc.) to insure these resources are used only for youth soccer related activities. Any use of resources for non-CYSA sanctioned activities require approval of the appropriate BOD. Teams must get club BOD approval; clubs must get league BOD approval.
- K. Ensure that two unrelated adults are present at all youth soccer events sponsored by SRYSL.
- L. Collect and keep game scorecards for all Club home games and be able to retrieve information in a timely manner in the event of questions about a game. (Game cards may be discarded one month after the end of the playing season).

9:03 Registration

9:03:01 Definitions:

Youth: An amateur player who has not attained his/her nineteenth (19th) birthday, before the first day of August of the seasonal year in which he/she applies for registration.

Registered Player: A youth player who has completed a registration form and paid or received a scholarship for the registration fee.

Scholarship Player: A player who was unable to pay more than the annual per player registration fee assessed by the League on the Clubs.

9:03:02 All youth, regardless of age, gender, race or religion, or financial ability, must be provided an equal opportunity to participate.

9:03:03L A league-wide registration date shall be set at the February BOD meeting.

9:03:04C Geographic clubs must support the league-wide registration date. Clubs may have other registrations, but must have a registration on that date.

9:03:05L A league-wide annual per player assessment shall be established at the February BOD meeting. Assessments may vary by playing Division or age group, but must be the same for all players in the same category. Allowable discounts, such as for multiple player families, may be established by each club, although such discounts will not affect the portion of per player assessment due the League. League registration fees will not be levied for scholarship players.

Clubs that accept players registered in another club before June 30 for Division 3 and July 31 for Division 4 can request the League portion of the registration fees from the releasing club. Clubs must honor these requests.

9:03:06C Clubs must support the league wide registration fees. Clubs may have fund raisers or ask for donations as part of registration, but no additional mandatory fees are allowed. Select teams (Division 1 and 3) may levy additional fees as needed.

9:03:07L The League shall establish and maintain a scholarship fund equal to \$1 per registered player to cover CYSA fees for scholarship players. This fund will be reviewed as part of the annual budget. Funds will be withdrawn from the scholarship fund each season to fund scholarships exceeding 500 players.

9:03:08C Each club shall establish its own scholarship program, criteria, and limits for participation.

9:03:09C All players are required to submit a properly completed player registration form to the Club Registrar. Players must register with the same name as on birth certificate or other CYSA approved verification document. The submission of a signed player registration form binds that player to their designated team for the seasonal year, unless he or she is granted a transfer.

9:03:10C Birth dates for first time or not previously registered players must be verified by birth certificate or other CYSA approved verification document. Approved documents include a United States Birth Certificate, a certified Notification of Birth, a United States Board of Health Record, a Certificate issued by the Immigration and Naturalization Service attesting to age, or certification of an American citizen born abroad issued by appropriate government agency. A United States Alien Registration Card or a California State Driver's License shall be sufficient proof of age, except in those competitions which specifically state otherwise. Hospital, Baptism, or religious certificates will not be accepted.

9:03:11C Each Division 1 or 3 team and each U19, U16 or U14 Division 4 team shall be responsible to submit one (1) current photograph for each player, coach and assistant coach for use on member cards.

9:03:12C Any teams which have the same name (e.g. club's name) must be identified by a numerical suffix or a different name. The same team name shall not be used for more than one team in the same age group.

9:03:13C Club Registrars shall submit to the League Administrative Assistant, all player registration information, team rosters, registration fees and scholarship requests by the dates below. Each team official (i.e. coach, assistant coach, manager, etc.) shall be listed on the team roster. Each team must have at least two adult team officials who are unrelated to each other. Late registrants may be added to teams after these dates. Division 4 player transfer requests made after team rosters are submitted to the league must have approval of the team's club board of directors.

Division 1 (U10-U16) - May 31st Division 3 - June 15th Division 4 - July 15th

Division 4 team's second adult official must be submitted on or before August 15th and must be available to attend most team functions.

9:03:14L All necessary registration material received from club registrars shall be transferred to District V and/or CYSA.

9:03:15L The League shall have first call on all players registered with this League.

9:03:16L Transfers to or from another league shall be approved by the President or the Administrative Assistant with concurrence of the effected Club President. Denial of a transfer request must be by a vote of the League BOD.

9:03:17C: Players may register with any club. Once officially registered, the player is bound to that club for the playing season unless a transfer is approved.

9:03:18L Any teams formed for play outside the regular season of September through November must use officially registered players only. Teams playing with unregistered players will not be considered affiliated with the League.

9:03:19 Any Club within SRYSL may register teams with US Club.

9:04 Team Formation Procedures

9:04:01L The League shall establish consistent criteria in terms of age, gender and number of players.

9:04:02C For geographic clubs, unless otherwise sanctioned by the League BOD, play shall be divided among teams of equal age grouping as follows, and all competition will adhere to these age divisions. Division 4: Under 19, Under 16, Under 14, Under 12, Under 10, Under 8, Under 6. Division 3: Age classifications may be either the same as Division 4 or age pure (i.e., single year as in 9:04:03C Division 1). Calendar dates defining the age groupings will be the same as those defined annually by CYSA.

9:04:03C For Division 1 teams, unless otherwise sanctioned by the League BOD, play shall be divided among teams of equal age groupings as follows, and all competition will adhere to these age classifications. Under 19, Under 18, Under 17, Under 16, Under 15, Under 14, Under 13, Under 12, Under 11, Under 10. Calendar dates defining the age groupings will be the same as those defined annually by CYSA.

9:04:04C Division 1 competitive teams will be selected via league-wide tryouts and team selection will be completed by April 30th.

9:04:05C Division 3 developmental teams will be selected via geographic club-wide tryouts. Tryouts may not begin before May 1 for age groups U16 and younger. The first U10, U12 and U14 tryouts each season will be scheduled by each club participating in Division 3 on the first weekend in May. Team selection must be complete by May 31st for age groups U16 and younger. If more than one team is formed per age group, the coaches will alternately select players to form teams of relatively equal strength. Players may not try out in two clubs at the same time. If a league-wide registration day should be scheduled for after May 1st, clubs shall have at least one additional tryout for all age groups after the May league-wide registration day.

9:04:06C Division 4 recreational teams will be formed with the goal of equal strength teams. Team formation will be complete by the league scheduling meeting.

9:04:07C Players may request to play up or down an age group. Requests must be approved by the club. Playing down is allowed only in Division 4 competition, and only if a completed "Request to Play Down" form is submitted and the request is to play down only one age group, e.g., U12 to U10. Clubs should retain copies of the request form until the end of the playing season.

9:04:08C The maximum number of players to be on a roster of an U10 team is 13.

9:05 Rules of Play

9:05:01 The Rules of Play shall be the "Laws of the Game", as published by the Federation Internationale de Football Association (FIFA), with those modifications stated herein. All contests

sanctioned by this League shall abide by the "Laws of the Game", and the modifications as published by the League in "Rules and Guidelines for Coaches".

9:05:02 All league and tournament games shall be played under the Rules and Regulations of the League as amended each year.

9:05:03 Players wearing orthopedic casts, air-splints or metal pins shall not be eligible to participate in any game.

9:05:04 Charging the goalkeeper shall not be permitted at any time when he/she is within his/her own penalty area. The penalty for charging the goalkeeper shall be a caution (yellow card) and an indirect free kick from the point of the foul, unless the goalkeeper had control of the ball at the time of the charge. If the goalkeeper was in control of the ball, the penalty shall be a caution (yellow card) only.

9:05:05 Coaches, assistant coaches and team managers shall abide by the following:

- A. Coaching from the sidelines (giving directions to one's own team on points of strategy and position – is not recommended but is permitted provided no mechanical devices are used and the tone of voice is informative and not a harangue.
- B. Coaches, assistant coaches and any other person that may be coaching will station themselves on the opposite sides of the field and will confine their coaching to ten yards either side of the half-way line.
- C. A coach will not call out alleged or otherwise indulge in a running commentary of infractions of the "Laws of the Game."
- D. A coach will not dispute or question the calls or decisions of the referees.
- E. A coach may address the referee only: prior to the start of the game, when making substitutions, to draw attention to an injured player and when addressed by the referee.
- F. A coach or player shall not enter the field of play except prior to the start of the game, at half time and at the end of the game or to aid an injured from either team (after receiving the referee's permission) or whenever beckoned onto the field by the referee.
- G. Coaches shall not provoke, intimidate or enter into a dispute with coaches, players or fans of the opposing team.
- H. If a coach violates any of the above paragraphs, the referee shall be obligated to give the coach a verbal warning and/or order the coach off the field, the referee shall make a report to the appropriate SRYSL Referee Coordinator and SRYSL PAD Committee.
- I. A coach who is reported ("sent-off") for a second time shall be suspended for the remainder of the season by the SRYSL PAD Committee.
- J. Fans and spectators should be removed a safe distance away from the touchlines to provide the necessary space for safe play. Violations of Paragraph A through F by a team's substitutes or fans shall be deemed as committed by the respective coach, if in the opinion of the referee, the coach makes little or no attempt to control the situation.
- K. If a coach is sent-off the field of play, he/she must leave the playing area or the game will not continue. The coach may not return to any sanctioned match for his/her team until after his/her hearing and any suspensions have been served.

9:05:06C Where colors of uniforms are similar, the home team must effect a change to colors which are distinct from those of the opponent. Goalkeeper colors must be distinct from either team and either team must be ready to effect a change if requested by the referee.

9:05:07C The home team shall be responsible for the condition of the grounds, the proper field markings and proper equipment. Nets, corner flags, or cones are expected for each game. However, games may be played even if the home coach has been unable to locate the nets and/or flags/cones. It is the responsibility of both teams to provide a game ball for referee selection.

9:05:08 Players may be substituted only during stoppage of the game. The number of substitutions shall be unlimited unless a competition superseding the jurisdiction of this League specifically determines otherwise. A substitute shall not enter the field of play until given a signal by the referee. Substitutions may be made at the following times:

- A. Prior to a throw-in, in your favor.
- B. Prior to a goal kick, by either team.
- C. After a goal by either team.
- D. After an injury on either team, when the referee stops play.
- E. At half time.

A player cautioned by the referee must be replaced by a substitute at the time of the caution.

9:05:09C The referee shall require that both teams enter all the appropriate information on a CYSA Game and Referee Report Form prior to the start of a game.

- A. For Division 1 or 3 competition and the U14, U16 and U19 age groups for Division 4 competition, the referee shall verify the identity of the player with his/her member pass. The referee shall collect the passes of those players and coaches who are participating in the game. The referee must allow no player into the game without a member pass. Division 1 or 4 teams must list player's names and numbers on the Game and Referee Report Form. The referee shall also require that the coach or manager of each team sign the Game and Referee Report Form to verify that the information entered on the form is correct.
- B. Upon completion of the game, the referee shall check the Game and Referee Report Form for accuracy before signing and deliver it to the proper authority within forty-eight (48) hours, holidays excluded. The member pass of any ejected player and a supplementary 24 Hour Ejection Report should be included, if applicable.
- C. Prior to the game, the referee shall make sure that each player's equipment is in proper order.
- D. A Game and Referee Report Form must be filed for every game.
- E. In the event of a forfeited game, the winning team must submit a Game and Referee Report Form made out listing the players for their team; it must be noted on the card "Forfeit" and submitted to the proper authority within the stipulated time (see "B" above). A postmark dated within the stipulated time will be deemed as proper compliance with this regulation.

9:05:10C The winning team is responsible for calling the proper authority in charge of the competition within 2 days of the game, to notify him/her of the outcome. Both teams shall call in the case of a tie.

9:05:11C In the event both teams do not show up for a scheduled game, and the referee rules the ground playable, then both teams shall be assessed with a loss.

9:05:12C Forfeit of a game by a score of 1- 0 shall occur as a result of:

- A. A team delaying the start of a scheduled game more than fifteen (15) minutes without the sanction of the proper authority.
- B. An ineligible participant (usually a player or coach without proper registration, a player or coach under suspension, or a player without a legal transfer).
- C. A team unable to field the minimum number of players to start fifteen (15) minutes after the game's scheduled start time, or after play has begun, through injury, ejection or other cause.
- D. A home team unable to provide individuals acceptable to the visiting team to referee a scheduled game in the event of a no-show of the scheduled referees. After substitute referees have been accepted and a game started, this rule no longer applies.**

9:05:13 The referee's judgment with regard to the physical condition of the field and its acceptance for play, the actual happenings and occurrences related to the conduct of the game, and those prerogatives granted the referee by the "Laws of the Game", shall not be challenged.

9:05:14 All SRYSL Division 3 players must play one-third (1/3) of each and every game and Division 4 players must play one-half (1/2) of each and every game. Teams violating this requirement shall be subject to disciplinary action which may include forfeiture of the game. Any exception (discipline, injury or lack of fitness) to this rule requires notification of the referee prior to the start of the game, unless the injury occurred during the game. [Note: Due to the nature of the game, every player may not be able to play exactly 1/3 or 1/2 of each game. Every coach, however, MUST make an honest attempt to comply with this requirement.]

9:05:15C Clubs may adopt special rules for the Under 6, Under 8, and Under 10 age groups. Clubs participating in inter-club play at this age level must coordinate and agree on playing rules.

9:05:16C Division 4 players may not wear bandanas other than for medical reasons.

9:06 Game Times, Players on the Field, and Ball Specifications

9:06:01 The length of games, numbers of players on the field, and ball specifications shall be as follows:

Age Group	<u>U6</u>	<u>U8</u>	<u>U10</u>	<u>U11</u>	<u>U12</u>	<u>U13</u>	<u>U14</u>	<u>U15</u>	<u>U16</u>	<u>U17</u>	<u>U18</u>	<u>U19</u>
Minutes/half	15	20	25	30	30	35	35	40	40	45	45	45
Halftime	10	10	10	10	10	10	10	10	10	10	10	10
Players on field	6	7	8	11	11	11	11	11	11	11	11	11
Min. players to start	4	5	6	7	7	7	7	7	7	7	7	7
Ball Size	#3	#3	#4	#4	#4	#5	#5	#5	#5	#5	#5	#5

(Rule 9:05:15 may apply)

9:06:02C No tiebreakers will be used unless otherwise specified by the rules of a specific competition.

9:07 Send Off and Caution Procedures

9:07:01 Send Off. If a player or coach is sent off, then the referee shall deliver the player card (if applicable) and a completed Ejection Report or Send Off Report within 24 hours to the proper authority as follows:

- Intra-club games - Club Referee Assignor or Coordinator
- Inter-club games - League Referee Coordinator (League PAD Committee)
- District V Playing League games - District V PAD Committee Chairperson

The player or coach involved is ineligible to attend league or tournament games until disciplinary action has been completed and the player card is returned.

9:07:02C Cautions. Any coach receiving a caution during a game may be observed on two future dates by no fewer than two club board members to evaluate his/her behavior. If judged to be in violation of the general procedures or rules of the game, he/she will be asked to explain his/her conduct to the board and be subject to possible disciplinary action.

9:07:03 Coaches should be shown a yellow card if formally cautioned.

9:08 Scheduling

9:08:01L The league shall organize and chair a league-wide scheduling meeting.

9:08:02L The number of games and playing season start and end dates for Division 4 teams shall be determined by the League BOD at the May BOD meeting.

9:08:03L Playing divisions and game schedules for Division 4 teams shall be established at a league-wide scheduling meeting. Playing divisions may have no fewer than 4 and no more than 12 teams. Every effort should be made to form flights of similar number of teams when more than one flight per age group is formed. Teams may not be scheduled for more than one game per day in regular season play.

9:08:04L The League Scheduler shall be the final authority for scheduling of all inter-club playing divisions and all master field schedules for Division 3 and 4 competition.

9:08:05C Division 4 practices shall not start before August 1 for U6 through U16 teams. U19 Division 4 practices and Division 3 practices shall not start before the completion of the school year for Santa Rosa City Schools.

9:08:06L Games must not be scheduled earlier than allowed by field permits.

9:08:07C Clubs shall cooperate with inter-club playing schedules to support clubs with insufficient teams in an age group.

9:08:08C Clubs shall complete team formation in time to participate in league-wide scheduling. Volunteers for scorekeepers and to perform scheduling tasks at the meeting shall be provided by the clubs.

9:08:09C Club Schedulers shall be responsible for schedule changes. Schedule changes must be communicated to the League Scheduler within 48 hours (except for Belluzzo Fields).

9:08:10C Score keepers shall send a copy of final playing standings to the League Administrative Assistant at the end of the playing season.

9:08:11C All Division 3 home games will have 3 referees scheduled and the center referee shall be an adult.

9:09 Equipment

9:09:01L Fields within league boundaries (except U6 fields) shall be equipped with goal posts and tie-down equipment.

9:09:02 Goal posts shall be supplied and repaired by the League. Goalpost maintenance, such as painting, shall be the responsibility of the clubs.

9:09:03C Fields within club boundaries shall be provided with nets, corner flags or cones and a method of safely hanging nets.

9:09:04C Goal posts on non-permanent soccer fields shall be moved into place at the beginning of the playing season and securely tied down during the playing season. At the end of the playing season, goal posts on non-permanent soccer fields shall be removed and chained in a secure location.

9:10 Fields

9:10:01L Field use permits for all fields will be applied for by the League, as requested. Fees will be paid by the League. Field permit requests for the calendar year should be made by January 31st. Special requests should be received at least 90 days prior to intended use. Copies of field permits will be given to the requesting parties and the League Scheduler.

9:10:02L Financial support for field maintenance of existing fields shall be annually budgeted by the League.

9:10:03C Clubs shall provide regular maintenance, as needed, for fields within their boundaries that are not maintained by local government or schools.

9:10:04C Clubs shall be responsible for field layout and marking for each field within their boundaries. Nominal dimensions (in yards) by age group are:

Age Group	Min/Max Width	Min/Max Length	Penalty Area	Goal Area
U6	20/30	30/40	6x12	6x12
U8	35/50	50/70	10x20	10x20
U10	40/50	70/80	14x35	6x19
U12	50/65	90/110	18x44	6x20
U14 and older	60/70	100/120	18x44	6x20

9:10:05L The decision to close fields in bad weather shall be made by the owners of the fields, in collaboration with the Fields Coordinator and/or the President. Other individuals may be assigned by the League to be responsible for specific fields. Of course, the referee on the field may suspend a game if warranted by weather conditions.

9:10:06C A team training on or playing on a clearly wet or posted closed field is subject to a fine of \$100. The team will forfeit all games until the fine is paid.

9:11 Trophies

9:11:01L Participation trophies for all Under 6 and Under 8 players shall be purchased and provided by the League. Trophies will be delivered to club age group coordinators for distribution to the teams.

9:11:02L Trophies for all Division 4 playing divisions (Under 10 and older) shall be purchased and provided by the League. Teams receiving trophies shall be as follows:

<u>Number of Teams in Division</u>	<u>Places Receiving Trophies</u>
4 to 5	1st & 2nd
6 to 8	1st, 2nd, & 3rd
9 to 12	1st, 2nd, 3rd, & 4 th

9:11:03C Score keepers for Division 4 playing divisions will provide the League Trophy Coordinator with final standings immediately following the final game of the season. Trophies will be distributed by league scorekeepers.

9:12 Referee Fees

9:12:01 League wide minimum center referee fees for regular season league games are as follows:

U17-19	\$15.00/game	U11-12	\$8.00/game
U15-16	\$10.00/game	U10	\$8.00/game
U13-14	\$10.00/game	U8	\$5.00/game

9:13 Local Tournaments

9:13:01C Division 1 tournaments shall be organized by the United Club. All CYSA tournament sponsorship fees will be paid by the Club. Tournament proceeds, if any, will be retained by the Club.

9:13:02L Division 3 or 4 tournaments shall be organized and chaired by the League. All CYSA tournament sponsorship fees will be paid by the League. Tournament proceeds, if any, will be retained by the League.

9:13:03L Tournament Chairpersons will submit a budget for approval by the BOD at least three months before the tournament date. Tournament Chairpersons shall submit a complete tournament financial statement to the League within one month after the tournament date.

9:13:04C Volunteers to serve on tournament committees shall be provided by the club, if requested.

9:13:05 Informal tournaments or "Jamborees" may be held if approved two weeks in advance by the District 5 Commissioner and the League President. Jamborees may not keep standings, distribute awards nor charge an entry fee, although teams may be asked to contribute a nominal amount for expenses incurred such as fields and referees. Jamborees may not be held on weekends when the league is hosting a tournament.

9:14 Recruitment

9:14:01 Both the League and the Clubs are encouraged to recruit adult volunteers for all aspects of the soccer program.

9:14:02C Team representatives are not to recruit players who do not reside within their club or league boundaries. "Recruitment" means asking players to attend a tryout or implying likely acceptance as a team member.

9:14:03C Team representatives are not to recruit players who have been rostered on another team.

9:15 Training Programs

9:15:01L The League shall provide training programs and/or informational meetings, as needed, for Club Presidents, Registrars, Treasurers, Coaching Coordinators, Referee Coordinators, Schedulers, Division III Coordinators, and Field Coordinators.

9:15:02L Coaches training programs will be coordinated between CYSA and Club Coaching Coordinators by the League Coaching Coordinator. At least four F level and one E level course should be conducted in Santa Rosa each year.

9:15:03L Referee training programs will be coordinated between CYSA and Club Referee Coordinators by the League Referee Coordinator. At least three new referee training and four refresher courses should be conducted each year.

9:15:04C Each club shall provide, if requested by the League, a location and volunteer monitors for:

- A. At least one F-level coaching course per year,
- B. At least one E-level coaching course every other year, and
- C. One new referee training course per year and one referee refresher course per year.

9:16 Public Relations and Communications

9:16:01L The League shall be the primary contact with:

- A. District V and CYSA,
- B. Local government, and
- C. The local news media.

All material for inclusion in the newspaper shall be submitted to the League Administrative Assistant.

9:16:02L The League mailing list may not be sold to outside parties. In addition, League members' personal information shall not be distributed to outside parties without prior approval of the League Board of Directors.

9:16:03C The Clubs shall be the primary contact with parents, players, coaches and referees.

9:16:04C The distribution of most printed information (handbooks, registration announcements, parent guides, playing schedules) to general members shall be done by the Clubs.

9:16:05C Clubs are required to submit any information to be generally distributed to SRYSL members outside their club to the Executive Committee of the League for approval prior to distribution.

9:16:06C Clubs may establish web sites. All use of personal information (photos, names, addresses, telephone numbers, etc.) requires the written permission of the individual or the parent or guardian, if a minor.

9:16:07C Teams or individuals are restricted from establishing web sites which imply any affiliation with Santa Rosa Youth Soccer League or its clubs.

9:16:08C Teams shall be responsible to monitor their fans at games and practices to control unnecessary or excessive noise levels (such as car horns, air horns, stereos, musical instruments) that impact nearby residents. After receipt of a written warning, a team is subject to a fine of \$100 for a second incident. The team will forfeit all games until the fine is paid.

9:17 Publications

9:17:01L The League shall prepare and/or update annually a Coaches Handbook. Handbooks for each coach and assistant coach will be made available to each Club for distribution.

9:17:02C Clubs shall prepare and distribute to its members a Parents Handbook and periodic newsletters as each club deems necessary.

9:18 Colors

9:18:01L The representative colors of the League shall be blue and gold.

9:18:02L Clubs may select any representative colors as long as they are not similar to the colors of another club. The following are the approved colors:

Annadel	Maroon, gold, white, black
Central	Royal blue, Navy blue, white
Kenwood	Gold, black, white
Laguna	Forest green, white, black
Northwest Oaks	Teal, purple, white, black
Rincon Valley	Red, white, black
United	Royal blue, gold, white

9:19 Protests and Appeals

9:19:01 Only violations of the Bylaws and General Procedures of the League, misapplication of the "laws of the game", or violation of club rules and regulations -- provided the latter are within the framework of the Bylaws, General Procedures and Specific Rules of SRYSL -- shall be proper subjects to be considered for action. Judgment calls by referees during a game cannot be protested.

9:19:02C In all Club matters, the BOD within each Club shall provide procedures for protests and the hearing of an appeal. Not until that procedure has been completed, and an adverse decision rendered on the matter in question, will it be forwarded to the League. Upon rendering a decision, the Club shall forward a copy of its evidence, findings and decision to the Administrative Assistant of the League for future reference. All pertinent information must be forwarded within fourteen (14) days of the Club's decision.

9:19:03L Should the matter being protested involve teams engaged in inter-club play, the initial protest must be tendered directly to the League Administrative Assistant.

9:19:04 Protests or appeals are to be in writing and delivered to the League and Club within five (5) calendar days (Sundays and holidays excluded) following the date of the Club decision on the matter under protest or appeal. The proper fee must be enclosed.

9:19:05L The fee for submitting an item for Protest and Appeals Committee review is \$50.00. This fee will be returned if the protest or appeal is upheld. It will be retained if the protest or appeal is denied, unless the decision of the Committee is overruled by a higher authority.

9:19:06L The Protest and Appeals Committee of the League will notify both sides of the protest or appeal and invite both parties to attend the hearing. The parties involved shall have the opportunity to present their case. The committee will consider all pertinent information and render a decision. The decision of the Protest and Appeals Committee will be conveyed in writing to both parties involved and to the Club and League Board of Directors.

9:19:07L Any decision rendered by the Protest and Appeals Committee of the League may be appealed to the full BOD. Such appeal must be postmarked within forty-eight (48) hours of receipt of the Protest and Appeals Committee decision being appealed. The League Administrative Assistant shall set a date for the hearing of the appeal to the BOD. This date shall be within thirty-one (31) days of the date of the decision rendered by the Protest and Appeals Committee.

9:19:08L At the BOD's hearing, the Chairman of the Protest and Appeals Committee shall present the findings of the Committee to the BOD. The parties involved shall have the opportunity to present their case. The decision of the BOD shall be conveyed by the League Administrative Assistant in writing within seven (7) days of the decision.

9:19:09 Upon receipt of any adverse decision, appeal may be made to the next higher authority.

9:20 Controlled Substance Prohibition/Logo on Uniforms

9:20:01C The use and/or consumption of any alcoholic beverages or other controlled substance, immediately before, during, or immediately after the playing of any youth soccer game, is expressly prohibited.

9:20:02C Any player, team official, club official or any other member of the club who violates this prohibition shall be subject to disciplinary action and/or suspension by the BOD.

9:20:03C The equipment of teams and players, including team banners, flags, uniforms, warm-ups, and team and player equipment bags, in all State Cup, Association Cup, and State Playing League games shall only have those markings that are consistent with the purpose of this Association. Logo's, trademarks, emblems, or any other insignia expressing, promoting, or otherwise symbolizing alcohol, tobacco, or controlled substances (drugs) are specifically prohibited.

9:21 Team Travel/Hosting Procedures

9:21:01 Except for State Cup and Tournaments, teams playing games (hosting or traveling to) with non-District V teams must notify the District Commissioner and receive authorization to play at least one week prior to the game. (This requirement applies to exhibition and/or practice games.)

9:21:02 Any team desiring to travel outside the jurisdiction of CYSA (United States, Canada or Mexico) must submit a properly completed "Application for Travel" form to the District Commissioner along with a \$10 fee at least 30 days prior to the first game. Requests to travel outside of the United States, must be submitted 90 days prior to the first game with a \$25 fee payable to USSF included.