

Updated 1-13-03

Duneland Soccer Club Constitution

Article 1

Name

The name of the club shall be the Duneland Soccer Club, Inc.

Article 2

Territory

The territory shall be that of Duneland School Corporation and appropriate neighboring regions as approved by the Board of Directors of the Club.

Article 3

Purpose

The purpose of the Club shall be promotion, development, regulation and control of youth and adult soccer within the territory under the jurisdiction of the Duneland Soccer Club, Inc.

Article 4

Affiliation

The Club in association with the Northwest Indiana Soccer Association and Indiana's Men and Women Soccer Associations.

Article 5

Membership

Section 1 (Qualification) Any parent having children participating in the Duneland Soccer Club, Inc.

Section 2 (Qualification) Any person demonstrating an active interest in the Duneland Soccer Club, Inc.

Section 3 (Acceptance) The Duneland Soccer Club, Inc. Board of Directors shall have sole power to determine qualification for membership and to accept or reject any applicant.

Section 4 (Failure to Maintain Affiliation) The failure of any member to maintain affiliation as herein provided shall be cause for immediate forfeiture of membership.

Section 5 (Disaffiliation) Any member who reflects disrespect upon the Club, creates a disruptive influence on the discipline, or good order of the Club, may have membership suspended by the Board of Directors.

Article 6 Administration

This club shall be governed by its Constitution and By-laws.

Article 7 Amendments to Constitution

For the good of the Club, any article of Constitution or by-law may be altered, amended, or repealed at any meeting by a two-thirds (2/3) vote of duly recognized voting members providing the proposed amendment has been submitted in writing to the President at least thirty (30) days in advance of the particular meeting. The proposal is to be read at two (2) monthly meetings with a vote occurring at the second meeting.

Article 8 Board of Directors

Section 1 (General Powers) The authority of the Club shall be vested in a Board of Directors consisting of the Officers of this Club, namely the President, Vice President, Secretary, Treasurer, and three (3) Executive Board Members.

Section 2 (Executive Board) The Executive Board members shall consist of:

- a) The Registrar-Voted by the membership.
- b) Coach Representative-Voted by the membership.
- c) Parent and Player Representative: Any active member other than a coach in the Club voted by the membership.

Section 3 (Board of Directors Duties)

- a) The Board of Directors shall transact all business of the Club directly or by delegation of its authority to such persons whom it may from time to time designate.
- b) The Board of Directors shall enforce the Constitution and By-laws of the Duneland Soccer Club, Inc.
- c) The Board of Directors may demand and expect to receive such papers, books, documents, and accounts for the Officers review which it may from time to time require. It may investigate and correct or demand to be corrected unfavorable conditions which may develop in the organizations of its members. It may suspend a person under its jurisdiction guilty of violation or breach of the rules of this Club.
- d) The Board of Directors will settle any disputes between two or more members of the Club and do anything which it may deem necessary and expedient to enforce the purpose of this Club. In all matters of controversy its decisions shall be final.

Section 4 (Officers) The Officers of this Club shall consist of the President, Vice President, Secretary, Treasurer, and three (3) Executive Board Members.

Section 5 (Absence) If any Officer absent from three (3) consecutive regular Club meetings, the Board of Directors may revoke the officer her/his right to hold- office for the UN-expired term.

Section 6 (Vacancy)

- a) In the event a vacancy occurs in any office other than that of President, the President may appoint a temporary successor to fill the unexpired term.
- b) In a vacancy of the President, the Vice-President will fill the unexpired term.

Section 7 (Term of Officers)

- 1. President will be elected for one (1) year.
 - a) In order to be eligible to become President, a member must have attended six (6) meetings of the previous year.
- 2. Vice-President will-be elected for one (1) year.
- 3. Secretary will be elected for one (1) year.
- 4. Treasurer will be elected for one (1) year.
- 5. Registrar will be elected for one (1) year.
- 6. Coach Representative will be elected for one (1) year.
- 7. Parent Representative will be elected for one (1) year.

Section 8 (Officers Order of Succession)

- a) President
- b) Vice-President
- c) Secretary
- d) Treasurer
- e) Registrar
- f) Coach Representative
- g) Player and Parent Representative

Article 9 Election

Section 1

- a) Election of Officers shall be held in the month of December.
- b) The Officers shall be elected by separate balloting by a majority of the votes cast.
- c) In addition to nominees, a slate of a new Board for the offices of President, Vice President, Secretary Treasurer, Registrar, Coach Representative and Parent Representative will be presented by a Special Committee appointed in October by the Board.
- d) Nominations will be accepted at the month of November's membership meeting.
- e) Final nominations from the floor will be accepted at the December meeting.
- f) The ballots will be counted by the Secretary.
- g) The elected Board Officers will take office effective July 1.

Article 10
Right to Vote

Section 1 (Right to Vote) In all matters which are properly presented to the Board of Directors, each officer and qualified member shall have the right to cast one (1) vote.

- a) A qualified member is anyone who has attended at least one (1) monthly meeting in the previous six (6) months.
- b) In cases of a tie vote, the President's vote shall be decisive (per Robert's Rules of Order).

Article 11 Meetings

Section 1 (Club Meetings)

- a) Monthly Club meetings to be scheduled by the Board of Directors.
- b) A majority of qualified members will be defined as members present at the monthly meetings.

Section 2 (Board of Directors Meetings)

- a) As called by the President of the Club.

Section 3 (Quorum)

- a) Club meetings - A quorum shall be constituted of four (4) officers, or over one half, to be present in order to conduct the business of the Club.
- b) Board of Directors meetings - a majority of the duly elected Board of Directors.
- c) If a quorum is present, the affirmative vote of a majority of the voting qualified members present shall be the act of the membership.

Section 4 (Special Meetings)

- a) Special meetings of the Club may be called at any time by the President or upon written request of ten (10) qualified voting members to the President.
- b) The special meeting shall be called within two weeks of such request.

Section 5 (Written Notice)

- a) For all special meetings the Secretary shall give written notice to all members concerned.
- b) Such notice shall bear the signature of the Secretary.
- c) In the case of special meetings the intent of that meeting shall be so indicated on that notice, and no business other than that specified shall be considered.

Section 6 (Guests)

- a) Guests may attend Club meetings at the discretion of the President and should be so indicated in meeting minutes.

Article 12 Matters Not Provided For

Any matter not provided for in this Constitution shall be determined by the Board of Directors of the Club and decisions so made shall be final and binding.

Article 13 Removal of Office

Section 1 (Removal)

- a. An elected Officer may be removed from office for any of the following reasons:
 1. Actions in violation of the Constitution or By-Laws of the Club.
 2. Dereliction of duty and incompetence in office.
 3. Misappropriation of funds.

- b. Any elected officer may be removed for reasons stated in Paragraph (a) above [Article 13, Section 1, Paragraph (a)] using the following procedures:
 1. A "Petition For Removal of Officer", with twenty-five (25) or more signatures of qualified voting members, stating in detail the reasons for removal, shall be presented to the Board of Directors.

 2. The accused Officer shall have fourteen (14) days to file a written "Answer To Petition For Removal of Officer".

 3. The Board of Directors shall appoint a Grievance Committee that will consist of no less than five (5) members and shall not include members of the Board of Directors or members who signed the Petition For Removal Of Officer.

 4. Grievance Committee shall investigate the charge and hear from both parties: the accused and the accuser(s) of the charges within twenty-eight (28) days of the presentation of the petition. The Grievance Committee shall file a written report of its findings-of-fact with the Board of Directors.

 5. The Board of Directors shall schedule and give written notice to qualified voting members of the Special Meeting to vote on the Petition For Removal Of Officer. The Special Meeting shall take place not less than 72 hours and not more than seven (7) days after receipt of the written notice. It shall be assumed that the written notices will be received by the qualified voting members within two days after the date of mailing. Removal shall be by a two-thirds (2/3) vote of the qualified voting members present.

Article 14

Player/Coach Development Council

Section 1 (Objective)

- a. The objective of the Development Council is to promote and enhance the further skills and abilities of the players and coaches of the Duneland Soccer Club.

Section 2 (Officers)

- a. The Development Council will consist of five (5) officers: Chairman, Development Manager, Program Director, In-House Coaches Representative, and Traveling Coaches Representative.

b. All officers of the Development Council will be elected for a one (1) year term. All elections that pertain to the officers of the Development Council will follow the same rules, procedures and time frames as outlined by the DSC Constitution and its By-Laws.

Section 3 (Decisions)

a. All decisions made by the Development Council must be made with a majority vote of the duly elected members of the Development Council.

Section 4

a. The Development Council will be responsible for establishing the recommended guidelines for player and coach development that will cover all age groups. This will include everything from our philosophy to the recommended drills for the various age groups.

Section 5

a. The Development Council will promote and conduct all clinics and camps to be sponsored by the DSC.

Section 6

a. The Development Council will promote and oversee all outside camps and clinics other than those conducted by the DSC. This will be done in an effort to gain more knowledge as a club in an effort to pass more knowledge on to its players and coaches.

Section 7

a. The Development Council will oversee and monitor all tryouts as to be conducted by such coaches and or teams for player selection purposes. The Development Council will also provide the selection criteria and guidelines to be followed for such tryouts and player evaluations.

Section 8

a. The Development Council will oversee and evaluate all player requests for transfers and/or player advancements. Their findings will be documented with the DSC. Their opinions and recommendations will be provided to the respective coaches, parents and players. The Development Council does reserve the right to override any decisions if it feels there is any inherent risk to any of the parties involved.

Section 9 (Appeal Process)

a. A player, coach or parent will have the right to an appeal to decisions made by the Player/Coach Development Council.

The following procedure will be followed:

1. All appeals will be typed and in the form of seven (7) copies.

2. All appeals will be heard by the Board of Directors.
 3. Player/Coach Council will turn over to the Board of Directors all documentation involved in the complaint.
 4. The Board of Directors will then review all documentation.
 5. The Board of Directors will then have a closed meeting involving all parties to the complaint including the members of the Player/Coach Council.
 6. Directly following, the Board of Directors will have a closed meeting where a vote will be taken.
 7. All decisions of the Board of Directors will be that of a majority vote.
 8. All decisions of the Board of Directors from this point on will be considered final in all ways.
 9. Decision will then be announced to all parties concerned.
- All documentation will be kept in a file by the Secretary of the Board of Directors.

Revision Log

Revision Date	Purpose of Change	Date Accepted
5/91		6/91
7/91		8/91
8/91		9/91
11/91		1/92
1/92		2/92
3/92		4/92
4/92		5/92
8/92		9/92
10/92		11/92
11/93		2/94
	Revised Article 10 Section 1 – Under 6 program details no longer included in by-laws	
2/96	Created electronic copy and neutered verbiage	3/96
9/96	Revised Article 10 Section 1 – Under 8/10 program details no longer included in by-laws	9/96
12/5/97	Modified Article 8 Section 7 item 1a – removed requirement for president to hold prior office – removed [<i>have held one other office in the Club and</i>] Removed Article 8 Section 7 item 8[<i>All officers will be limited to three (3) consecutive years in the same office.</i>]	