



Articles of Organization

Western Lehigh United Soccer Club

As Signed: xxxxxx xx, 2017

ARTICLES OF ORGANIZATION WESTERN LEHIGH UNITED SOCCER CLUB

ARTICLE I: NAME

The parent organization shall be known as the WESTERN LEHIGH UNITED SOCCER CLUB which includes both the intramural association called WESTERN LEHIGH YOUTH SOCCER referred to as the "Association" and the competitive club called the WESTERN LEHIGH UNITED SOCCER CLUB referred to as the "Club". Hereinafter, these articles refer to the "Club".

ARTICLE II: LOCATION

The principal office of the Western Lehigh United Soccer Club ("the Club") shall be located at all times in Lehigh County, Pennsylvania. The Club may have such other offices within or outside the State of Pennsylvania as the business of the Club may from time to time require.

ARTICLE III: PURPOSE

Section 1. General Purpose

The Club is organized for the purpose of furthering and promoting for youth and their families the development of the sport of soccer in the greater Lehigh Valley area of Pennsylvania, and surrounding areas through the education, organization, and training of youth in the area; to organize youth soccer; to receive gifts, legacies and donations from any source to be used solely for promotion of the health, welfare, education and recreation of the youth and their families of the greater Lehigh Valley area and surrounding areas through the organization of this Club as it relates to the sport of soccer. The Club will provide playing opportunities for intermediate and advanced players in local and regional competitive leagues.

Section 2. Funds

The Club may charge fees and accept personal, corporate and governmental grants or gifts to secure the funds necessary for the activities of the Club, as well as provide for the acquisition, maintenance or use of real estate for the performance of this Club's stated purpose.

- a.) Funds shall be required for the purchase of training aids, equipment, and services, as well as other items, to further the objectives of the Club. The principle source of these funds shall be donations from the community and fees charged to players and proceeds from Club-hosted tournaments.
- b.) No part of the funds of the Club shall inure to the benefit of , or be distributable to its members, officers, or other private persons, except that the Club shall be authorized and empowered to pay reasonable compensation to the Technical Director, Director of Coaching for girls, Director of Coaching for boys, Club Registrar, and for any other services necessary for the effective operations of the Club and services rendered.
- c.) All checks written will require a signature from the President and the Director of Finance.
- d.) Upon the dissolution of the Club, the Executive Board shall, after payment of all liabilities of the Club, dispose of all assets of the Club to an organization or organizations operated exclusively, at that time, as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Executive Board shall determine.

Section 3. Non Profit Status

This Club is not organized for pecuniary profit, and it shall not have any power to issue certificates of stock, dividends or ownership certificates. No part of the net earnings of this Club shall inure to the benefit of any member, director, officer or individual. The balance, if any, of all funds received by the Club from its operation, after full and complete payment of all debts and obligations shall be held, accumulated and distributed exclusively for carrying out the purpose of this Club, consistent with the laws and regulations applicable to tax exempt, non profit organizations under the Internal Revenue Code of 1986. The Club shall not carry on any activities not permitted to be carried on by an organization exempt from federal income tax under the 501(c)(3) of the Internal Revenue Code of 1986.

Section 4. Non Discrimination

No person shall be denied membership or participation in the activities of the Club due to race, sex, religion, national origin or any other characteristic protected under applicable federal, state or local law.

ARTICLE IV – AFFILIATIONS

The Club shall work closely and cooperate with other youth athletic clubs of the Lehigh Valley, including by not limited to Lehigh Valley Youth Soccer League, Northern Valley Youth Soccer League, Eastern Pennsylvania Youth Soccer Association, and United States Youth Soccer Association.

ARTICLE V: MEMBERSHIP

Section 1. Qualifications for Membership

Club membership shall be granted to:

- a) The parents or legal guardians of all soccer players for whom a membership fee has been paid.
- b) Coaches, assistant coaches, team managers and trainers of all Club soccer teams.
- c) All officers, directors, managers or coordinators of the Club.

Section 2. Monthly Meeting

The monthly meeting of the membership of the Club shall be held the third (3rd) Sunday of every month for transaction of such business as may come before the meeting. There will be a Club meeting held every June for the purpose of electing the Board of Directors as outlined in these Articles.

Section 3. Notice of Monthly Meeting of Membership

The Board of Directors shall cause Notice of the monthly Meeting of the Membership to be electronically mailed to each member of the Club area prior to the monthly meeting date.

Section 4. Place of Meeting

The Board of Directors may designate any place within the greater Lehigh Valley area as the place of the monthly Meeting of the Membership.

Section 5. Special Meeting

The Board of Directors of the Club may call and hold a Special Meeting of the Membership at such time and place as they shall determine, upon notice as is provided in Section 3 of this Article V. Additionally, twenty-five (25) members of the Club upon written request to the President of the Club shall have the right and power to call a Special Meeting of the Membership.

Section 6. Quorum

A majority of the current members of the Board of Directors of the club shall constitute a quorum for the transaction of business at any meeting of the membership.

Section 7. Organization

The President of the Club shall call the meetings of Membership to order and act as Chairperson thereof. In the absence of the President, the Vice President shall act as Chairperson of the meeting. The Director Of Communications shall act as Secretary of all meetings of the Membership, but in the absence the presiding officer may appoint any person to act as Secretary of the meeting.

Section 8. Order of Business

The order of business at all meetings of the membership, unless otherwise determined by the affirmative vote of a majority of the members present at any meeting, shall be determined by Robert's Rules of Order.

a.) Robert's Rules of Order shall govern in all cases wherein they do not conflict with the Articles.

b.) Order of Business shall follow the following framework:

1. Call to Order
2. Roll Call
3. Minutes of the previous meeting
4. Correspondence
5. Director of Finance Report
6. Reports of Board members
7. Reports of Special Committees
8. Old Business
9. New Business
10. Miscellaneous Items
11. Adjournment

Section 9. Balloting

Upon the demand of any member, the vote upon any question before the meeting shall be by ballot. If such demand is made, the presiding officer shall appoint Inspectors of Election, not to exceed three (3) in number, to receive and take charge of ballots.

Section 10. Rules

All meetings of the Membership shall be conducted in accordance with Robert's Rules of Order.

Section 11. Member Voting Privileges

Voting rights of the membership:

a) Membership Votes. All coaches, assistant coaches and parents or legal guardians of a soccer player assigned to an organized Club team shall vote at all meetings of the membership.

b) Board of Directors.

Each member of the Board of Directors shall be entitled to one (1) vote on each matter submitted to a vote of the membership at any meeting of the membership.

Section 12. Proxies

Voting by proxy is prohibited.

Section 13. Attendance and Participation in Meetings

Any member of the Club shall have the right to attend and speak at all meetings of the membership. Each team shall have at least one representative present. A representative may only represent a team that they are a member of. The failure of a team to have less than 100% attendance shall forfeit your referee fees for the fiscal year.

Section 14. Termination of Membership Status

Club membership shall be terminated:

- a) For the failure of any member to remain in good standing with respect to the prompt payment of all fees and charges;
- b) Due to a member's disregard, violation or breach of the rules and regulations of the Club; or
- c) Upon a two thirds (2/3) vote of the Board of Directors.

Section 15. Duties and Administration of Members

Members shall:

- a) Each coach, assistant coach, and manager is responsible for the conduct of his players.
- b) Each coach has responsibility for his team's training and performance within the requirements stipulated by these Articles.
- c) Each assistant coach shall assist the coach and will perform duties of the coach in the coach's absence.
- d) Tournament registration, League registration, Player registration, and Financial payments for team activities for each individual team will be the responsibility of the team manager with the assistance of both the team head coach and the club registrar.
- e) A player selection committee will consist of the Team Coaches.
- f) A coach, and at least one (1) assistant coach shall be selected and nominated by the Director of Coaching for each team in that age division and submitted to the Executive Board for its approval, which shall be given pursuant to majority vote. This shall occur prior to each session of play.
- g) Duties of members involved with special assignments will be determined by the Executive Board.

ARTICLE VI: DIRECTORS

Section 1. General Powers

The business and affairs of the Club shall be managed by its Board of Directors. The Board of Directors shall consist of the duly elected officers of the Club and the powers will include, but are not limited to:

- a) To purchase, take, receive, lease, take by gift, devise or bequest, or otherwise acquire, own, hold, improve, use and otherwise deal in and with real or personal property, or any interest therein, wherever situated for the benefit of the Club.

- b) To sell, convey, mortgage, pledge, lease, exchange, transfer and otherwise dispose of all or any part of the Club's assets.
- c) To purchase, take, receive, subscribe for, or otherwise acquire, own, hold, vote, use, employ, sell, mortgage, lend, pledge, or otherwise dispose of, and otherwise use and deal in and with, shares or other interests in, or obligations of, other domestic or foreign corporations, whether for profit or not for profit, associations, partnerships or individuals, or direct or indirect obligations of the United States, or of any other government state territory, governmental district or municipality or of any instrumentality thereof.
- d) To make contracts and guaranties and incur liabilities, borrow money at such lawful rates of interest as the Board of Directors may determine, issue Club notes, bonds, and other obligations, and secure any of the Club's obligations by mortgage or pledge of all or any of the Club property, franchises and income, and to guarantee the obligations of other persons.
- e) To lend money for its corporate purposes, invest and reinvest its funds, and take and hold real and personal property as security for the payment of funds so loaned or invested.
- f) To elect or appoint agents of the Club, and define their duties.
- g) The Board of Directors may, by resolution, provide for such other standing or special Committees as it from time to time deems desirable, and discontinue the same at its pleasure. Each such committee shall have such powers and perform such duties, not inconsistent with law, as may be assigned to it by the Board of Directors. If provision be made for any such committee, the members thereof shall be appointed by the Board of Directors and shall serve at the pleasure of the Board. Vacancies in such committees shall be filled by the Board of Directors.
- h) To make and alter Bylaws for the administration and regulation of the affairs of the Club.
- i) To indemnify any director or officer or former director or officer or volunteer of the Club as is provided for herein.
- j) To cease Club activities.
- k) To have and exercise all powers necessary or convenient to affect any or all of the purposes for which the Club is organized.
- l) The club will maintain an untruthful insurance policy with a minimum of \$100,000 coverage. This covers every member of the Board of Directors and will be paid by the club.

Section 2. Number and Term of Office

The number of directors and officers of the Club shall be six and such other ex officio, non-voting persons as may be appointed by the Board of Directors, from time to time. The term of office for all members of the Board of Directors shall be for a two (2) year term from the first day of August.

The officers and their order of succession shall be:

1. President
2. Vice President
3. Director of Communications
4. Director of Finance
5. Director of Fields/Equipment
6. Director at Large

No two or more offices may be held by the same person.

Section 3. Qualification for Board Membership

Any member of the Club over eighteen (18) years of age shall be eligible for election to the Board of Directors. It is recommended that no two individuals from the same household or related individuals serve on the Board of Directors at the same time.

Section 4. Board of Director Meetings

There shall be at least four (4) regular meetings of the Board of Directors, one per each quarter. The Board of Directors shall determine the date and time each meeting is to be held.

Section 5. Special Meetings

Special meetings of the Board of Directors may be called by or at the request of the President or any four (4) members of the Board of Directors.

Section 6. Notice

Notice of any special meeting shall be given at least twenty four (24) hours prior thereto by oral, telephonic, electronic, or written notice, delivered or mailed, to each Director at his or her contact on file with the Club. If mail, such notice shall be deemed to be delivered when deposited in the United States Mail. Any Director may waive notice of any meeting and the attendance at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board of Directors need be specified in the notice or waiver of notice of such meeting.

Section 7. Quorum

A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, provided that if less than a majority of the Directors are present at such meeting, a majority of the directors present may adjourn the meeting from time to time without further notice. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors. Members of the Board of Directors of the Club may participate in a meeting of the Board of Directors by conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other and participation in a meeting pursuant to this provision shall constitute presence in person at such meeting.

Section 8. Vacancies

Any vacancy occurring in the Board of Directors must be filled within ninety (90) days by the affirmative vote of a majority of the Directors then in office, even if less than a quorum of the Board of Directors. A Director so elected shall be elected for the unexpired term of his or her predecessor in office or the full term of such new Directorship.

Section 9. Resignation

Any Director may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein. If no time is specified, it shall take effect at the time of its receipt by the Director of Communications, who shall record such resignation noting the time of its reception. The acceptance of a resignation shall not be necessary to make it effective.

Section 10. Removal

The entire Board of Directors or any individual Director may be removed from office, with or without cause, at a meeting called expressly for that purpose by the two-thirds (2/3) vote of the Board of Directors or upon the vote of a majority of the members entitled to vote at an election of Directors. In case the entire Board or any one or more of the Directors are so removed, new Directors may be elected at the same meeting for the unexpired term of the Director or Directors so removed. Failure to elect Directors to fill the unexpired term of the Directors so removed shall be deemed to create a vacancy or vacancies in the Board of Directors.

Section 11. Presiding Officer

The President of the Club shall be the presiding officer at all meetings of the Board of Directors. In the absence of the President, a Vice President named by the President and/or approved by the majority in attendance shall act as Chairperson of the meeting. The Director of Communications of the Club shall act as Secretary at all meetings of the Board, or in his or her absence the Board of Directors meeting may designate any person to act as Secretary.

Section 12. Order of Business

The order of business at all meetings of the Board of Directors, unless otherwise determined by the affirmative vote of a majority of the members of such Board present at any meeting, shall be determined by the presiding officer.

a.) Robert's Rules of Order shall govern in all cases wherein they do not conflict with the Articles.

b.) Order of Business shall follow the following framework:

1. Call to Order
2. Roll Call
3. Minutes of the previous meeting
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Section 13. Conflict of Interest

No contract or other transaction between the Club and one or more of its Directors or any other corporation, firm, association or entity in which one or more of its Directors are Directors, officers, or financially interested, shall be either void or voidable because of such relationship or interest or because such Director or Directors are present at the meeting of the Board of Directors or a committee thereof which authorizes, approves or ratifies such contract or transaction or because his, her or their votes are counted for such purpose, if any of the following occur:

a) The fact of such relationship or interest is disclosed or known to the Board of Directors or committee which authorizes, approves, or ratifies the contract or transaction by a vote or consent sufficient for the purpose without counting the votes or consents of such interested Director.

b) The fact of such relationship or interest is disclosed or known to the Board Members entitled to vote and they authorize, approve or ratify such contract or

transaction by vote or written consent.

c) The contract or transaction is fair and reasonable to Club.

Common or interested Directors may be counted in determining the presence of a quorum at a meeting of the Board of Directors or a committee thereof which authorizes, approves, or ratifies such contract or transaction.

Section 14. Informal Action by Board of Directors

Any action required to be taken without a meeting of the Board of Directors if written consent setting forth the action so taken shall be signed by all of the members of the Board of Directors. Such written consent shall have the same force and effect as a unanimous vote of the Board of Directors and may be stated as such in any article or document.

ARTICLE VII: BOARD OF DIRECTOR ELECTIONS

Any qualified member of the Club may run for election to the Board of Directors. Prior to the May monthly meeting of the Membership, a member who wishes to become a candidate for the Board of Directors shall submit his or her name and the position on the Board that he or she is interested in to the D.O.C. At the June monthly meeting, the D.O.C. shall present the list of the candidates to the membership along with the list of Board positions up for election. Each position will be voted on separately, with a plurality of the votes cast being sufficient to elect a candidate to any particular position. All elected officers shall take office on August 1 following the July election.

a) The Board of Directors shall be elected in July for a term of two years. Re-election is permissible.

b) The President, Director of Finance, and the Director at Large shall be elected every odd year.

c) The Vice President, Director of Communications, and Director of Fields/Equipment shall be elected every even year.

d) All elections shall be by secret ballot. A simple majority of votes by the qualified members present and voting is necessary for election.

e) Qualified members shall be any current Club member in good standing, not to exceed three per team.

f) One individual may represent multiple positions or teams if the individual is fulfilling the requirements of each position.

ARTICLE VIII: OFFICERS DUTIES AND RESPONSIBILITIES

The following sections outline the basic duties and responsibilities of each Director. The Board of Directors may assign additional duties and responsibilities to any Director or may change any duties and responsibilities from one Director to another at its discretion. Each Director shall appoint any number of volunteers to help him or her carry out their responsibilities. Basic duties and responsibilities of each Executive Board Director shall be:

a) The President shall preside at meetings. In his/her absence other Directors shall preside at said meeting based on the framework outlined in the by-laws.

b) Identify and recruit volunteers to assist board members.

c) Accept/review requests from members to waive registration and uniform fees due

to financial hardship.

- d) Create programs to promote membership in the club.
- e) Establish player registration fees.
- f) The Board of Directors shall have the responsibility of the Club during the period between meetings.
- g) Any action taken by the Board of Directors can be appealed at the next Club meeting.
- h) Be physically present at no less than two meetings per quarter.
- i) Shall be considered a quorum when at least three voting members of the Board of Directors are present.
- j) All decisions shall be determined by majority vote.
- k) Members of the Board of Directors may offer motions at Club meetings, second motions and vote.
- l) The presiding chairperson shall vote in case of a tie.

Section 1. President

The President is the Chief Executive Officer of the Club and in general supervises and controls all of the business and affairs of the Club. In order to be elected President, a person must be a member of the Club and have served in another Board position for at least one (1) year. The President may:

- Preside at the monthly meetings of the Board and the Club.
- Sign deeds, mortgages, bonds, contracts or other instruments which the Board has authorized to be executed.
- Supervise and coordinate the activities of the Board and the Club.
- Act as the Club's representative to the local leagues, or appoint another member of the Board of Directors to do so.
- Act as the Club's general representative in all matters.
- Appoint special committees deemed necessary to conduct the business of the Club
- Act as an ex officio member of all committees.
- Appoint a committee of three (3) persons from the qualified members, of which none may be officers, to audit the books and accounts of the Director of Finance and to provide a written report annually to the membership.

Section 2. Vice President

The Vice President may:

- Act as the Club's representative to the local league in absence of the President.
- In absence of resignation of the President, the Vice President shall succeed to the power of President.
- He/She shall supervise the Club Registrar which will be a compensated position with no voting rights.
- Oversee operations of the annual Club tournament and appoint volunteers as appropriate.
- He/She shall serve on the Conduct and Disciplinary Committee.

Section 3. Director of Communications (DoC)

The DoC records and maintains information on the Club's business activities and communicates information to Club members and others outside the Club.

The DoC may:

- Send out all notices for business meetings.
- Maintain and update Club bylaws, policies, procedures and job descriptions.
- Maintain and update addresses and phone numbers of Board members and

- committee members.
- Count votes and/or ballots at all business meetings.
- Attend to all correspondence, other than that which pertains to the scheduling of Club games and registration of players and matters connected therewithin.
- The DoC shall record the minutes of all meetings. These minutes shall be presented for approval at the following meeting.
- Collect and hold clearances for all Board members, coaches, trainers, etc. Must have PA State Police, PA Child Abuse, and FBI if you haven't lived in PA for 10 straight years. 2015 was the first year of clearances so current ones are good for 5 years. Collect Concussion certificates every year from all coaches.
- Coordinate the maintenance of the club website and monthly electronic newsletter.
- The DoC shall furnish game schedules and results, promotional material, news items and notices to the media.

Section 4. Director of Finance (DoF)

The DoF is the Chief Financial Officer of the Club. She or He will be directly supervised by the President and Vice President in all aspects of club finance. The DoF will act as the intermediary between the Club and a for profit accounting firm to:

- Collect monthly individual team account information to provide financial analysis for Club meetings.
- Provide monthly financial statements for the Board and at monthly club meetings.
- Collect all monies due the Club.
- Make all required disbursements of Club funds.
- Reconcile all accounts.
- File all required tax returns.
- Verify and maintain the Club's insurance coverage.
- Invest excess funds.
- Make arrangements for any authorized loans.

Section 5. Director of Fields/Equipment (DoFE)

The DoFE may have the following responsibilities:

- Coordinate the maintenance of field lines, size and location of fields.
- Contract with Lehigh County, Emmaus, Macungie, Allentown or other municipalities, parks and schools for the rental or reserved use of their facilities.
- Locate land to be used for soccer fields.
- Identify opportunities for the Club to expand its base of practice and playing fields.
- Tracking of field rentals to teams, providing reports to DoF.
- He/she shall coordinate the purchase, distribution, and collection of all equipment.
- Maintain and inventory all Club property.
- Oversee implementation/organization of the Club's uniform policies/procedures.
- He/She shall have a sub-committee of two persons of his choosing to act as Field Coordinator and Equipment Coordinator.
- Provide monthly report to the Board and Club regarding activities of the physical assets and activities of the Coordinators.
- Present report at monthly Meeting of Membership listing all Club property, current location, and any equipment that has been removed from the inventory during the current year.

Section 6. Director at Large (DaL)

The DaL will serve in an emeritus capacity to the President and provide consultive services and expertise that have been developed in their prior position of Board President.

ARTICLE IX - Compensated Positions

All compensated positions should include job descriptions, requirements/qualifications and should be subject to annual evaluations in June by the BOD that are published to the membership. Annual objectives must be submitted by compensated personnel to the BOD for approval prior to the beginning of the fiscal year.

a) Technical Director

The Technical Director:

- Will sit on the Board of Directors as an advisor with no voting rights. Responsible for the design and implementation of technical programs for the Club upon approval of the Board of Directors
- Responsible for ensuring that technical programs are current with latest updates from U.S. Youth Club Soccer
- Assist with miscellaneous unspecified administrative duties in order to complement the day-to-day running of the Club
- Responsible, in conjunction with the Board of Directors, for appointing all coaches and also, when necessary removing them
- Responsible, in conjunction with the Board of Directors, the appointment of Directors of Coaching for both boys and girls and also, when necessary, removing them
- Working directly with the Directors of Coaching and providing guidance, coach development, training program design, and including at times the delivery of training sessions
- Implementation of a recreation soccer program to supplement the travel teams
- Act as a liaison with the Technical Directors from other local and regional clubs

The Technical Director will possess the following;

- At least five (5) years experience coaching in Club-based youth soccer programs
- Demonstrate the ability to communicate with young players of various levels and abilities
- Strong practical playing ability at the professional, semi-professional, or college level
- Strong interpersonal skills with solid written and oral communication skills
- Computer literacy, including the ability to work with standard word-processing (Word, Excel, and PowerPoint) tools
- Proven ability to influence adults and articulate concepts to large audiences
- Demonstrate leadership qualities
- Integrity and follow morally and ethically sound standards

- Good organizational skills and administrative skills with good time management
- Have a dynamic personality with innovative ideas and strong motivational skills
- A player development policy that is in line with the Club's mission and objective
- Be responsible with a mature personality
- Committed to working non traditional hours, nights and weekends
- A valid driver license and insurance

b) Director of Coaching for Girls

- Shall report directly to the Technical Director and the Board of Directors
- Train and monitor the team coaches and help them plan and implement practice sessions. Design and administer a continuing education program for the team coaches. Conduct coaches clinics. Bring experts such as state, regional, and national staff coaches, to present clinics.
- Bring Referee Instructors to educate the coaches and the parents on the rules of the game.
- Design and administer the team tryouts.
- Design the training priorities for each age group and level.
- Organize supplementary skill clinics and camps for the players.
- Assist Technical Director with planning, organizing and implementing a developmental Program.
- Create a college recruiting information program and educate the players and parents on college playing opportunities.
- Educate the players and the parents about the playing opportunities beyond the club level, such as the ODP, and encourage the best players to try out for the ODP.
- Assist with the creation of a suitable library of books, videos and articles for all the team coaches to access.
- Promote the club within the community and help with public relations.
- Expected to attend Club Meetings.

The Director of Coaching for Girls will possess the following;

- Organizational Skills
- Leadership Skills
- Coaching Ability
- Motivation to Succeed
- Possesses Developmental Oriented Philosophies vs. Result Oriented philosophies
- Teaching Skills / Communication Skills
- Is he/she in it for the good of the game
- Possess strong practical coaching experience at the youth level.
- Demonstrate ability to relate to and communicate with young players of all levels, from recreational to top select.
- Possess strong practical playing ability at the professional, semi-professional and/or college varsity level.
- Possess strong interpersonal skills with solid written and oral communication skills.
- Possess proven ability to influence adults and articulate concepts to large audiences.

- Committed to working a non-traditional schedule of afternoons, evenings, and weekends
- Have a dynamic personality with innovative ideas and strong motivational skills.

c) Director of Coaching for Boys

- Shall report directly to the Technical Director and the Board of Directors
- Train and monitor the team coaches and help them plan and implement practice sessions.
- Design and administer a continuing education program for the team coaches.
- Conduct coaches clinics. Bring experts such as state, regional, and national staff coaches, to present clinics.
- Bring Referee Instructors to educate the coaches and the parents on the rules of the game.
- Design and administer the team tryouts.
- Design the training priorities for each age group and level.
- Organize supplementary skill clinics and camps for the players.
- Assist Technical Director with planning, organizing and implementing a developmental Program.
- Create a college recruiting information program and educate the players and parents on college playing opportunities.
- Educate the players and the parents about the playing opportunities beyond the club level, such as the ODP, and encourage the best players to try out for the ODP.
- Assist with the creation of a suitable library of books, videos and articles for all the team coaches to access
- Promote the club within the community and help with public relations.
- Expected to attend Club Meetings.

The Director of Coaching for Boys will possess the following;

- Organizational Skills
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- Possess strong practical coaching experience at the youth level.
- Demonstrate ability to relate to and communicate with young players of all levels, from recreational to top select.
- Possess strong practical playing ability at the professional, semi-professional and/or college varsity level.
- Possess strong interpersonal skills with solid written and oral communication skills.

- Possess proven ability to influence adults and articulate concepts to large audiences.
- Committed to working a non-traditional schedule of afternoons, evenings, and weekends
- Have a dynamic personality with innovative ideas and strong motivational skills.

d) Club Registrar

The Registrar will have the following responsibilities:

1. New Seasonal Year Registration Process (steps 1-4 must be done by July 1)
 - EPYSA (www.epysa.org)** everything is under Membership Services
 - a) Start Annual Participation Registration
 - b) Risk Management for all Board members(have to have Registrar, President, and DOF to be able to move forward)
 - c) Annual Membership Form(used to be called RG1) for individual clubs
 - d) My Age Groups
 - e) Registration for Coaches(all must have clearances or they can't be added to roster)
2. Club contact for EPYSA
3. Approve all teams that register for EPYSA except LVYSL
4. Club contact and schedule all Cup games in the Spring
5. Attend Club meetings to provide updates from Leagues and EPYSA
6. Track Club Registration in June
7. Answer any questions that teams may have regarding registering for a league
8. Oversee league reps within the club
9. Attend all league meetings for Registrars
10. Work with Field Coordinator and schedule league games at all fields that are assigned to our Club.
11. Enter home games for Fall and Spring season into DELCO, PAGS, or LVYSL website. All league reps can do if they are comfortable doing
12. Communication with ref assignor throughout the year when weather is an issue and fields need to be closed.
13. Forward all team approvals to each league so League Registrars can approve.

ARTICLE X: DISCIPLINARY ACTION AND GRIEVANCES

Section 1. Suspensions

Any player, coach, or assistant coach of the Club who conducts him/herself in an unsportsmanlike manner may be suspended by the Club from the field of play. Likewise, any spectator may be suspended from the sidelines.

Section 2. Review

Any player, coach, or assistant coach of the Club who is red-carded or ejected from the game for a major infraction may appear before the Conduct and Disciplinary Committee, which consists of the Vice President, Technical Director, Directors of Coaching for both Boys and Girls within six (6) days of the ejection, at which time it will be determined whether further disciplinary action shall be taken by the Club. It is the responsibility of the team coach to inform the head of the Conduct and Disciplinary Committee, which is the Vice President, of the ejection so that a hearing

may be scheduled with a majority of the Conduct and Disciplinary Committee present.

Section 3. Failure to Appear

Any party called before the Conduct and Disciplinary Committee who without due cause fails to appear at the Committee's review is indefinitely suspended. It then becomes that party's responsibility to contact the head of the Committee to arrange for a new hearing.

Section 4. Length of Suspension

Suspensions are issued in terms of number of games and may overlap into succeeding playing seasons.

Section 5. Appeal

Any party who has been disciplined by the Conduct and Disciplinary Committee has the right to appeal to the Board of Directors. The meeting to hear the appeal shall be scheduled at the earliest time a quorum of the Board can be assembled, but in any case no later than four (4) days after the request to appeal has been made either to the head of the Conduct and Disciplinary Committee or to the president of the Club.

Section 6. Grievances

Any member of the Club in good standing has the right to submit to the Board of Directors any grievances. The grievance will be presented in writing to the entire Board. Written grievances should include the nature of the grievance, a statement of facts leading up to the grievance, any corroborating evidence or witnesses to the facts, and any remedy that is being requested. Copies of the written grievance will be distributed to all affected parties. The Board will address all written grievances at the next regular Board meeting. The party submitting the grievance will be informed in writing of the Board's resolution of the grievance.

ARTICLE XI: Dissolution of the Club

Upon the dissolution of the Club, the Board of Directors shall, after paying or making provisions for the payment of all its liabilities of the Club, dispose of all of the assets of the Club exclusively for the purposes of the Club in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time of dissolution qualify as an exempt organization or other organization under 501(c)(3) of the Internal Revenue Code, as amended, (or the corresponding provisions of any future United States Internal Revenue law) as the Board of Directors shall determine.

ARTICLE XII: Miscellaneous

Section 1. Fiscal Year

The Club fiscal year shall be on a calendar year basis from August 1 through and including July.

Section 2. Waiver of Notice

Whenever any notice is required to be given under these Bylaws or by law, waiver of notice in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein shall be deemed equivalent to the giving of

such notice.

Section 3. Construction

Words and phrases herein shall be construed as in the singular or plural number according to the context. Whenever the masculine gender is used, females as well as males shall be deemed to be included.

ARTICLE XIII: BYLAWS

Bylaws may be adopted, altered, repealed or amended for the Club by the following method:

Section 1. Method of Adopting

1. The Director of Communications shall notify each member of the time, date, and place of the readings of these Articles. A typed copy of these Articles shall be sent in advance to all qualified members. These Articles shall be read at two (2) consecutive meetings of the Club.
2. Voting shall be by secret ballot.
3. It shall take the affirmative vote of at least two-thirds (2/3) of the qualified members present and voting, following the second reading, to adopt these Articles.

Section 2. Effective Date

The Articles shall become effective immediately upon their adoption.

Section 3. Filing of the Bylaws

1. The President and the Director of Communications must sign the Official Copy of the Articles.
2. The Director of Communications shall keep in his possession the Official Copy of these Articles.

Section 4. Method of Amending

1. The Director of Communications shall notify each qualified member of the time, date, and place of the meeting at which amendments are to be read and adopted. Printed copies shall be sent to all qualified members in advance of the first meeting.
2. Voting shall be by secret ballot.
3. All amendments to the Articles shall be read at two (2) consecutive meetings of the Club.
4. It shall take the affirmative vote of at least two-thirds (2/3) of the qualified members, present and voting, to amend these Articles.

Section 5. Effective Date of Amendments

1. Amendments shall become a part of these Articles immediately upon their adoption.

Section 6. Filing of Amendments

1. The President and the Director of Communication must sign the Official Copy of all amendments to these Articles.

2. The Director of Communications shall keep in his possession the Official Copy of these amendments to the Official Copy of the Articles.
3. The Director of Communications shall attach Official Copies of all amendments to the Official Copy of the Articles.
4. The Director of Communications shall make the proper notations on the Official Copy of the Articles at any Article, Section, or Subsection referred to or affected by an amendment.

Approved and adopted as amended at the Club's xxxx xx, 2017, Monthly Club Meeting.

President
Western Lehigh United Soccer Club

These Articles of Organization are constituted this
_____ day of _____
as approved by the Club membership.

PRESIDENT

DATE

DIRECTOR OF COMMUNICATIONS

DATE