

Pendleton Youth Soccer Association By-Laws

ARTICLE I

NAME

The name of this corporation shall be Pendleton Youth Soccer Association, Inc. (hereinafter "PYSA"). For convenience and clarity, this organization shall be authorized to use the abbreviations PYSA on checks, press releases, etc.

ARTICLE II

LOCATION AND OFFICES

The principal office of PYSA shall be located in the State of Indiana. The address of the resident agent of PYSA required by the Indiana Not-For-Profit Corporation Act of 1991 may be, but need not be, identical with the principal office of PYSA. The address of the principal office and the designation of the resident agent may be changed from time to time as authorized by the Board of Directors.

ARTICLE III

NATURE OF THE ORGANIZATION

SECTION ONE.

PURPOSE AND GOVERNING PROVISIONS

This corporation is organized for the purpose of providing youth with an opportunity to learn and play the game of soccer and in doing so, also learn the principals of good sportsmanship, honesty, cooperation, teamwork, and respect for authority. PYSA is administered consistent with the policies and procedures of Indiana Youth Soccer Association (hereinafter "IYSA"), United States Youth Soccer Association (hereinafter "USYSA"), United States Soccer Federation (hereinafter "USSF"), and the United States Olympic Committee (USOC).

The said corporation is organized exclusively for charitable and educational purposes, including for such purposes, the making of distribution to organizations that qualify as exempt organization under 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code. The corporation shall be deeded a public benefit corporation.

SECTION TWO.

PROGRAM

To achieve its objectives, PYSA will provide a supervised, orderly, and progressive program of instruction (curriculum) and competitive soccer games. All officers, directors, players, parents, sponsors, and supporters shall bear in mind that the attainment of exceptional athletic skills or the winning of a game is secondary, and that the molding of future adults is of primary importance. Directors of the club (through the Board of Directors) shall strive to provide reasonably equal benefits and opportunities to all registered players whether recreational, instructional, or travel.

SECTION THREE.

AFFILIATION

PYSA shall be affiliated with the IYSA, USYSA, and USSF and shall comply with their rules.

ARTICLE IV

MEMBERSHIP

SECTION ONE. ELIGIBILITY. Membership shall be open to anyone showing interest in promoting the game of soccer and the objectives and the programs of PYSA as stated herein, upon fulfilling such conditions as PYSA may establish. The Membership shall be liable for membership dues that the Board of Directors stipulates.

PYSA will not discriminate against any individual on the basis of race, color, religion, age, sex, or national origin.

SECTION TWO. CLASSES OF MEMBERSHIP. Membership shall consist of the following four classes:

1. **PLAYER MEMBER.** Any player for whom PYSA has registered for the soccer season shall be deemed a **PLAYER MEMBER** for 12 months from the date of paid registration with PYSA. Such members shall be non-voting and shall pay no dues or fees beyond the amounts assessed at registration, except for assessments which may be made to cover expenditures of approved activities of PYSA.

In the event a **PLAYER MEMBER** is 18 years of age or greater, he/she shall have the right to vote at the Annual General Meeting and any special meeting of the membership of PYSA. When an eligible **PLAYER MEMBER** has the right to vote, their corresponding **PARENT(S)/GUARDIAN** relinquishes their representative vote at the Annual General Meeting and any special meeting of the membership of PYSA.

2. PARENT(S)/GUARDIAN OF A PLAYER MEMBER. Members who are Parent(s)/Guardians of a player that are in good standing and have met all financial obligations to PYSA shall have the right to vote at the Annual General Meeting and any special meeting of the membership of PYSA. PARENT(S)/GUARDIAN of a PLAYER MEMBER shall have one vote per PLAYER MEMBER. See PLAYER MEMBER (Article IV, Section Two, 1) for special situations where PLAYER MEMBER is 18 years of age or greater.
3. STAFF MEMBER. Any adult, 19 years or older, who PYSA has authorized and compensated to supervise, instruct, demonstrate, test, evaluate, or render medical assistance to any player members in the course of objectives and programs of the Corporation shall be deemed a STAFF MEMBER. STAFF MEMBERS shall be non-voting.
4. BOARD OF DIRECTORS. All persons on the Board of Directors of PYSA shall be members and each shall have a right to exercise one vote on any and all matters and business brought before the Board of Directors of PYSA with the exception of the annual meeting or special meetings brought to vote before the membership. Board of Director Members maintain their "PARENT(S)/GUARDIAN of a PLAYER MEMBER" voting rights in annual meetings or special meetings brought to vote before the membership.

SECTION THREE

TERMINATION OR SUSPENSION

Membership may be terminated by resignation or action of the Board of Directors. Membership termination by the Board of Directors shall be by a two-thirds majority vote at any duly constituted meeting. The Board of Directors shall have the authority to discipline or suspend or terminate the term of office of any member of any class when conduct of such person is considered detrimental to the best interest of PYSA. The member involved may be suspended immediately and shall be notified of the general nature of the charges at least seven (7) days prior to the meeting of Board of Directors to vote on the members' termination.

The terminated member will be given the opportunity to appear at an appeals meeting to answer such charges. The terminated member has 30 days from date of termination to file an appeal with the Board of Directors. An appeals meeting will be held within seven (7) days of an appeal meeting request. No lawyer shall represent any member at a hearing of a dispute or claim.

In case of a PLAYER MEMBER, the Board of Directors shall give notice to the representative PARENT(S)/GUARDIAN MEMBER. The PARENT(S)/GUARDIAN MEMBER shall appear, in the capacity of an advisor to the player, with the player, before the appeals committee, which shall have full power to suspend or revoke the player's right of future participation by majority vote. The coach of the PLAYER MEMBER also has the right to attend an appeals meeting as an advisor to the PLAYER MEMBER.

The appeals committee shall be comprised of a minimum of 3 members of the Board of Directors. The appeals committee reserves the right to request or deny the presence of any other member of PYSA other than the member(s) appearing before the appeals committee.

ARTICLE V

BOARD OF DIRECTORS

SECTION ONE.

NUMBER OF DIRECTORS

The number of directors shall be at least three (3) but no more than fifteen (15).

SECTION TWO.

BOARD MEMBERS

Members of the Board of Directors shall include the President, Vice President, Secretary, Treasurer, and Registrar.

SECTION THREE.

ELIGIBILITY

Any adult, including, but not limited to parents or guardians of PLAYER MEMBERS, STAFF MEMBERS, coaches, referees, sponsors, accomplished soccer personalities and/or persons who have been, for at least a full year, active in supporting and promoting the objectives and programs of Pendleton Youth Soccer Association, Inc., may be elected to serve as members of the Board of Directors.

SECTION FOUR. DUTIES OF BOARD OF DIRECTOR MEMBERS AND OTHER ASSIGNED RESPONSIBILITIES

1. THE PRESIDENT. The President shall preside at all meetings of directors, discharge all the duties which devolve upon a presiding officer, and perform such other duties as the Code of Bylaws provides or the Board of Directors may prescribe.
2. THE VICE-PRESIDENT. The Vice President shall perform all duties incumbent upon the President during the absence or disability of the President, and perform such other duties as this Code of By-Laws may require or the Board of Directors may prescribe; provided that if the Board of Directors shall elect more than one Vice-President, their right to act during the absence or disability of the President shall be in the order in which their names appear in the resolution, or resolutions, electing such Vice-President. The Vice-President will oversee the risk management and fundraising functions of PYSA.
3. THE TREASURER. The Treasurer shall keep correct and complete records of account, showing accurately at all times the financial conditions of PYSA. He shall be the legal custodian of all monies, notes, securities, and other valuables which may, from time to time, come into the possession of PYSA. He shall immediately deposit funds of PYSA in reliable banks or other depositories to be designated either by the Board of Directors, and shall keep such bank accounts in the name of PYSA. He shall furnish at meetings of the Board of Directors, or whenever requested, a statement of the financial condition of PYSA and shall perform such other duties as this Code of By-Laws may require, or the Board of Directors may prescribe.
4. THE SECRETARY. The Secretary shall attend all meetings of the Board of Directors, and shall keep, or cause to be kept, in a book provided for the purpose, a true and complete record of the

proceedings of such meetings, and shall perform a like duty for all standing committees appointed by the Board of Directors, when required. All approved proceeding minutes shall be posted within 30 days on the PYSA website. He shall attend to the giving and serving of all notices of PYSA, and shall perform such other duties as this Code of By-Laws may require, or the Board of Directors may prescribe.

5. REGISTRAR. Responsible for the registration of PYSA members and the certification thereof; Responsible for enforcing all State and National Rules, Bylaws, and policies and procedures governing player registration and team assignment; Responsible for the storage and maintenance of records of PYSA regarding the registration of teams and players within PYSA, and ensure the confidentiality of player information; Inform PYSA of the activities of IYSA as it relates to tournaments, clinics, rule changes, and other matters of interest to PYSA.
6. ACADEMY DIRECTOR. The PYSA Academy Director is responsible for working closely with the PYSA Director of Player and Staff Development in creating, communicating, and implementing a holistic development model for all players that train and compete within the PYSA u7/8, u9, u10 Academy program while working closely with the coaches of this program as well as the Directors of Rec Plus and Rec and u6. The scope of the position shall include:
 - a. Provide assistance to PYSA Director of Player and Staff Development and Academy staff throughout the club year to include the implementation of established development targets by age (and Academy program), curriculum maps by season, session ideas, and coach development/mentoring, and identification of players;
 - b. Take lead in solidifying Academy staff from current club year to next;
 - c. Assist the PYSA Director of Player and Staff Development in planning and conducting skills courses and clinics throughout the winter training period (November – March);
 - d. Create schedules for each Academy team each season (fall and spring) with the help of the PYSA Director of Player & Staff Development (as needed);
 - e. In collaboration with the PYSA Director of Player & Staff Development, plan and conduct successful Academy evaluations (tryouts) each summer (June) for upcoming club year;
 - f. In collaboration with the PYSA Director of Player & Staff Development, plan and conduct identification opportunities of players throughout the club year;
 - g. Assist with any planning and/or conducting of summer camps after tryouts (June and/or July);
 - h. Use of film/video/supplemental curriculum resources to reinforce implemented program curriculum and encourage at-home training;
 - i. Communicate with the PYSA Director of Player & Staff Development the success (and strain) within the age-appropriate targets, objectives, lessons, and activities for PYSA Academy players;
 - j. Engage PYSA Academy families (the “why” to what is being delivered to our players, differences between our PYSA programs, and rally support and desire to volunteer and get involved);
 - k. Plan/organize, communicate, and lead pre-season, in-season, and post-season meetings and evaluations with players and families of the PYSA Academy program (with the assistance of Academy staff);
 - l. Attend meetings as established by the PYSA Board of Directors;
 - m. Assist with planning and execution of any future events hosted by PYSA;

- n. Assist with planning and attend future PYSA functions and fundraising events/campaigns;
 - o. Assist with field set-up, tear down, and maintenance for PYSA training and/or game sites as applicable;
 - p. Communicate in consistent manner pertinent information to PYSA Academy player and families;
 - q. Ensure all PYSA mandated certifications have been completed, as well as by Academy staff;
 - r. If coaching teams, responsible for conducting post-season evaluations for players and families;
 - s. Conduct post-season evaluation of PYSA Academy coaches.
7. UPPER RECREATIONAL DIVISION DIRECTOR. The PYSA Upper Recreational Division Director is responsible for working closely with the PYSA Director of Player and Staff Development in creating, communicating, and implementing a holistic development model for all players that train and compete within the PYSA u7 and higher rec programs while working closely with coaches of these programs as well as the Directors of Academy and Lower Rec Division. The scope of the position shall include:
- a. Provide assistance to PYSA Director of Player and Staff Development and Rec Plus and Rec staff throughout the club year to include the implementation of established development targets by age (program), curriculum maps by season, session ideas, and coach development/mentoring, and identification of players;
 - b. Take lead in solidifying Rec Plus and Rec staff from current club year to next;
 - c. Assist the PYSA Director of Player and Staff Development in planning and conducting skills courses and clinics throughout the winter training period (November – March);
 - d. Create teams and schedules for the Rec Plus and Rec programs each season (fall and spring) with the help of the PYSA Director of Player & Staff Development (as needed);
 - e. In collaboration with the PYSA Director of Player & Staff Development, plan, create, and communicate plans for the Rec Plus and Rec programs mid-Spring and through the summer for next club year;
 - f. In collaboration with the PYSA Director of Player & Staff Development, assist with identification opportunities of players (for the PYSA Academy program) throughout the club year;
 - g. Assist with any planning and/or conducting of summer camps after tryouts (June and/or July);
 - h. Use of film/video/supplemental curriculum resources to reinforce implemented program curriculum and encourage at-home training;
 - i. Communicate with the PYSA Director of Player & Staff Development the success (and strain) within the age appropriate targets, objectives, lessons, and activities for PYSA Rec Plus and Rec players;
 - j. Engage PYSA families (the “why” to what is being delivered to our players, differences between our PYSA programs, and rally support and desire to volunteer and get involved);
 - k. Plan/organize, communicate, and lead pre-season, in-season, and post-season meetings and evaluation with PYSA Rec Plus and Rec staff (with the assistance of the PYSA Director of Player & Staff Development);

- l. Attend meetings as established by the PYSA Board of Directors;
 - m. Assist with planning and execution of any future events hosted by PYSA;
 - n. Assist with planning and attend future PYSA functions and fundraising events/campaigns;
 - o. Assist with field set-up, tear down, and maintenance for PYSA training and/or game sites as applicable;
 - p. Communicate in consistent manner pertinent information to PYSA Rec Plus and Rec families;
 - q. Ensure PYSA mandated certifications have been completed by PYSA Rec Plus and Rec staff;
 - r. If coaching teams, responsible for conducting post-season evaluations for players and families.
8. LOWER RECREATION DIVISION DIRECTOR. The PYSA Lower Recreational Division Director is responsible for working closely with the PYSA Director of Player and Staff Development in creating, communicating, and implementing a holistic development model for all players that train and compete within the PYSA Micro-Kickers and u6 Rec programs while working closely with the coaches of these programs as well as the Directors of Upper Rec Division and Academy. The scope of the position shall include:
- a. Provide assistance to PYSA Director of Player and Staff Development and Micro-Kickers and u6 Rec staff throughout the club year to include the implementation of established development targets by age (program), curriculum maps by season, session ideas, and coach development/mentoring;
 - b. Take lead in solidifying Micro-Kickers and u6 Rec staff from current club year to next;
 - c. Assist the PYSA Director of Player and Staff Development in planning and conducting skills courses and clinics throughout the winter training period (November – March);
 - d. Create schedules for the Micro-Kickers and u6 Rec programs each season (fall and spring) with the help of the PYSA Director of Player & Staff Development (as needed);
 - e. In collaboration with the PYSA Director of Player & Staff Development, plan, create, and communicate plans for the Micro-Kickers and u6 Rec programs mid-Spring and through the summer for next club year;
 - f. Assist with any planning and/or conducting of summer camps after tryouts (June and/or July);
 - g. Use of film/video/supplemental curriculum resources to reinforce implemented program curriculum and encourage at-home training;
 - h. Communicate with the PYSA Director of Player & Staff Development the success (and strain) within the age appropriate targets, objectives, lessons, and activities for PYSA Micro-Kickers and u6 Rec players;
 - i. Engage PYSA Micro-Kickers and u6 Rec families (the “why” to what is being delivered to our players, differences between our PYSA programs, and rally support and desire to volunteer and get involved);
 - j. Plan/organize, communicate, and lead pre-season, in-season, and post-season meetings and evaluation with PYSA Micro-Kickers and u6 Rec staff (and with the assistance of the PYSA Director of Player & Staff Development);
 - k. Attend meetings as established by the PYSA Board of Directors;

- l. Assist with planning and execution of any future events hosted by PYSA;
 - m. Assist with planning and attend future PYSA functions and fundraising events/campaigns;
 - n. Assist with field set-up, tear down, and maintenance for PYSA training and/or game sites as applicable;
 - o. Communicate in consistent manner pertinent information to PYSA Micro-Kickers and u6 families;
 - p. Ensure PYSA mandated certifications have been completed by PYSA Micro-Kickers and u6 staff;
 - q. If coaching teams, responsible for conducting post-season evaluations for players and families.
9. **DIRECTOR OF PLAYER AND STAFF DEVELOPMENT.** Responsible for creating, communicating, and implementing a holistic development model for all players that train and compete for PYSA while working closely with and providing support to all directors and coaches serving within PYSA, up to and including U6 and Microkickers, Recreation Plus and Recreation, and Academy programming. The scope of the position shall include:
- a. Provide assistance to PYSA program directors and staff throughout the club year to include development targets by age (and program), curriculum maps by season, session ideas, coach development/mentoring, and identification of players;
 - b. Assist the PYSA program directors in solidifying staff from current club year to next;
 - c. Plan and conduct skills courses and clinics throughout the winter training period (November-March);
 - d. Work closely with PYSA program directors to create schedules for each season (fall and spring);
 - e. Plan and conduct successful Academy evaluations (tryouts) each summer (June) for upcoming club year;
 - f. Plan and conduct identification opportunities of players throughout the club year;
 - g. Consider planning and conducting summer camps after tryouts (June and/or July);
 - h. Use of film/video/supplemental curriculum resources to reinforce implemented program curriculum and encourage at-home training;
 - i. Work closely with the PYSA program directors in understanding success (and strain) within the age-appropriate targets, objectives, lessons, and activities for all PYSA players;
 - j. Engage PYSA families (i.e. the “why” to what is being delivered to our players, as well as the differences between our programming, rally support and get involved);
 - k. Provide oversight to pre-season, in-season, and post-season meetings and evaluations with players and families of PYSA programming (as delivered by PYSA program directors and staff);
 - l. Attend meetings as established by the PYSA Board of Directors;
 - m. Assist with planning and execution of any future events hosted by PYSA;
 - n. Assist with planning and attend future PYSA functions and fundraising events/campaigns;
 - o. Assist with field set-up, tear down, and maintenance for PFC training and/or game site(s) as applicable;

- p. Communicate in timely and consistent manner pertinent information to players and families of PYSA;
 - q. Ensure all PYSA program directors have completed and maintained all PYSA mandated certifications;
 - r. If coaching teams, responsible for conducting post season evaluations for players and families;
 - s. With the assistance of PYSA program directors, conduct post season evaluation of coaches.
10. FIELD OPERATIONS DIRECTOR. Responsible for the scheduling and coordination of volunteers for the following items: concession stand, field work, pictures, fundraiser and perform such other duties as this Code of By-Laws may require, or the Board of Directors may prescribe.
- a. Field work consists of parking, lining fields, mowing, portable toilets, and communication with the park.

SECTION FIVE

ANNUAL MEETINGS ELECTION AND TERM OF DIRECTORS

At each Annual Meeting of the Board of Directors, to be held on the second Tuesday of June, but no later than June 30th, the voting members, in good standing, shall elect new Board of Director members to hold office for two years from July 1st until June 30th, of the term to which he/she is elected and until his/her successor has been elected and qualified, or until his/her resignation or removal from office.

The offices of President, Treasurer, and Registrar shall be elected on odd years. The offices of Vice President and Secretary shall be elected on even years. The operational positions of Academy Director, Director of Player and Staff Development, Upper Division Rec Director, Lower Division Rec Director, and Field Operations Director are operational STAFF positions and will be filled via an application and interview process. This will be an annual contract for each position to be renewed at the Annual Board of Directors meeting with the approval of the Board of Directors each year on July 1. STAFF members currently filling these positions are required to inform the Board of Directors in writing their intent to remain or resign from their current operations position by March 1 of each year, barring any emergency situations. Any STAFF positions needing to be filled for the following term will be posted no later than April 1 to allow adequate time for interested parties to apply and interview. STAFF positions need to be filled no later than May 30, to be approved in the Annual Board Meeting in June.

SECTION SIX

BOARD OF DIRECTORS MEETING

The meetings of the Board of Directors will be determined and set on an annual basis, meeting date, time and location will be advertised ten (10) days prior to each monthly meeting. A minimum of six (6) meetings will be held each year. Each Board Member is required to attend at least 75% of the meetings

per year. Failure to meet this requirement may lead to termination as a Board Member. All Board of Directors meetings shall be open to all members for the first hour of a regularly scheduled meeting. Executive voting sessions will follow the open session in a closed forum. A simple majority vote shall be required for passage of any motions at a Board of Directors Meeting (except membership termination as stipulated in Section 3 herein).

SECTION SEVEN

FINANCIAL REPORTING

The Board of Directors has the fiduciary responsibility to create and set a fiscal year budget to be completed and approved by the Board of Directors by the May board meeting. The Board of Directors has the responsibility to distribute the budget to interested members at the annual meeting. The goal of the budget is to sustain PYSA in its current state and provide for future growth of PYSA.

SECTION EIGHT

QUORUM

A two-thirds majority of the whole Board of Directors shall be necessary to constitute a quorum.

SECTION NINE

VACANCIES

Vacancies during the term of any Director shall be filled by appointment by the Board of Director, subject to ratification by a two-thirds vote. Any person appointed to fill a Director vacancy shall serve for the balance of the term of the vacating Director.

ARTICLE VI

AMENDMENTS TO CONSTITUTION AND BYLAWS

Motions to amend the Constitution and by-laws of PYSA shall require two-thirds majority vote of the membership. Amendments to the constitution and the by-laws may be made only at the annual meeting.

IN WITNESS WHEREOF, the Board of Directors of PYSA have prepared and approved the foregoing By-Laws as passed and enacted by the Board of Directors this 11th day of June, 2024.

Andrew Cooper, President

Jonathan McClure, Vice President

Brian Aker, Treasurer

Hope Greathouse, Secretary

Jillian Gray, Registrar