

SECTION II

ARTICLE I. OFFICES

2.1.1 PRINCIPAL OFFICE. The principal office of NBYSA shall be within the boundaries of NBYSA's boundaries. It shall be located at the address designated by the NBYSA President.

2.1.2 REGISTERED OFFICE. NBYSA shall have and continuously maintain in the State of Texas a registered agent and a registered office, the location of which will be designated by the NBYSA President and as required by the Texas Non-Profit Corporation Act. The registered agent shall be the NBYSA President unless the NBYSA President designates another to be the registered agent in his/her place.

ARTICLE II. VOTING

2.2.1 VOTING POWERS. Each Officer of the Governing Board shall have one vote per office. Such votes are to be utilized in the day-to-day business of the Board at all monthly and special meetings.

2.2.2 METHOD OF VOTING: At the General Membership meetings, each office of the Governing Board, plus any designated representative from each registered team in good standing, will have one vote.

2.2.3 QUORUM

2.2.3.1 GOVERNING BOARD MEETINGS. Fifty percent (50 %) of the voting power of the Governing Board members that are in good standing shall constitute a quorum at all meetings of the Governing Board.

2.2.3.2 OTHER MEETINGS AND GROUPS. Fifty percent (50%) of the members of any committee or group shall constitute a quorum at such meetings.

2.2.3.3 LOSS OF QUORUM. The members present at any duly authorized meeting may not continue to transact business if a quorum is lost.

2.2.4 MAJORITY VOTE. A majority of votes represented shall decide all questions unless specifically provided otherwise.

2.2.5 GOOD STANDING. A member must be in good standing in order to vote.

2.2.6 PROXY. Votes to which a member Executive Director is entitled may be cast by proxy. To be valid, a proxy must:

1. Be in writing,
2. Be signed by the chief executive officer and one other elected officer of the Executive Committee,
3. Be specific as to issues upon which it may be exercised,
4. Designated by name, the individual (s) who is entitled to exercise the proxy, and
5. Be presented to the NBYSA Secretary before the meeting to which it applies.

2.2.7 VOTING AT AAYSA or STYSA MEETINGS. The designated representative at all AAYSA or STYSA meetings shall be the President of NBYSA, or his/her representative as determined by the AAYSA Constitution and By-Laws.

ARTICLE III. OFFICERS

2.3.1 PRESIDENT. The President shall be the Chief Executive Officer of NBYSA and shall have the following duties and responsibilities:

1. Shall preside at all meetings of the NBYSA Governing Board and Executive Committee, may appoint committees,
2. at any meeting at which he/she presides; cast the deciding vote in the event of a tie or may waive the right to do so,
3. Shall assist the treasurer in preparing and overseeing budgets, approving all expenses for payment, and jointly signing all checks for expenditures,
4. Annually appoint an auditing committee to examine the Treasurer's books to verify his/her financial report before the January Governing Board meeting,
5. Sign jointly with the Treasurer all contracts for NBYSA after the contracts have been approved by the NBYSA Executive Committee or the Governing Board
6. Be responsible for oversight of NBYSA,
7. Exercise such other duties and responsibilities which are necessary or appropriate for the proper management of NBYSA,
8. Keeps the-Board informed as to the contents of all correspondence,
9. Work with other Associations to schedule games outside this Association,
10. Represents the Association to all levels of Government

2.3.2 1st VP/RECREATIONAL COMMISSIONER. Shall succeed to the duties and responsibilities of the President in his/her absence and additionally shall have the following duties and responsibilities:

1. Assist DOC in recruiting of coaches for teams.
2. Advise coaches of coaching education courses and track attendance.
3. Disseminate information on NBYSA programs to parents and coaches.
4. Assist with team formation through referral of players to teams.
5. Maintain a list of teams, contact information, and level of play.
6. Provide team information by league/bracket to NBYSA game scheduler.
7. Attend NBYSA coaches meetings.
8. Coordinate the activities of the appropriate age group commissioners
9. Review league results and take appropriate actions to maintain fair and balanced competition within NBYSA D-IV leagues.
10. Represent these teams and coaches to the Board of Directors.
11. Represent the NBYSA Board of Directors to these coaches and players.
12. Assist DOC with association-wide training at U-10 and below level
13. Approve any players playing at levels above their true STYSA age

2.3.3 The SECOND VP shall have the following duties and responsibilities:

1. Presides over the Discipline, Protest and Grievance Procedures (D&P) Committee.
2. Presides over arbitration process.
3. Serves as Parliamentarian at all meetings.
4. Maintain the NBYSA Constitution, by-laws, Rules and Procedures and submit any proposed changes back to the Board of Directors. He/She shall also submit any changes to AAYSA and STYSA, keeping them currently up to date regarding the constitution and By-Laws.
5. Upon request of a board member will provide a written interpretation of the constitution.
6. Assure any sub club of NBYSA is following NBYSA guidelines and procedures. He/She shall inform any sub club of any issues that risk the relationship of the sub club and NBYSA. He/She will also notify the NBYSA Board of any issues with or nonperformance of any sub club that may jeopardize the relationship between the sub club and NBYSA.
7. Serve as NBYSA contact person for any sub club and routinely update the NBYSA Board on the status of such sub club.
8. Coordinate and enforce any subleases for fields between any sub club and NBYSA.
9. Oversee and coordinate volunteers.

2.3.4 The SECRETARY shall have the following duties and responsibilities:

1. Record the minutes of the Governing Board and Executive Committee meetings and provide copies of each month's minutes for each Board Member.
2. Attend to all correspondence
3. Maintain the records of NBYSA
4. Keep a complete list of the members of the Governing Board and officers of NBYSA."
5. At least thirty (30) days prior to an annual Governing Board meeting, provide written notice as to the date, time and place of such meeting
6. At least thirty (30) days prior to a regular Governing Board meeting provide written notice of any proposed amendments to the Constitution, By-Laws or Rules and Procedures,
7. At least ten (10) days prior to an annual Governing Board meeting provide a
8. Written agenda to each member club and
9. At least ten (10) days prior to any Special Governing Board meeting, provide notice of the meeting, including place, time, and purpose of the meeting to each Governing Board Member and NBYSA Officer
10. Is responsible for all awards of the Association,
11. Is responsible for ordering all Recreational uniforms.

2.3.5 The REGISTRAR shall have the following duties and responsibilities:

1. Serves as Registrar of the Association,
2. Serve as Insurance Advisor
3. Is Chairman of the Nominating Committee,
4. Maintain records of all duly registered NBYSA players and teams
5. Interpret registration and rostering rules to insure compliance with and consistency in application of NBYSA, AAYSA, STYSA and USYSA registration requirements,
6. Provide to the other officers and to the NBYSA Governing Board timely reports on players registered with NBYSA
7. Inform the Governing Board of registration procedures and dates.

2.3.6 The TREASURER shall have the following duties and responsibilities:

1. Collect all funds due NBYSA,
2. Responsibly manage all funds of NBYSA,
3. Keep a detailed account in accordance with generally accepted accounting principles of income and expenditures,
4. Serve as Chairperson of the NBYSA Budget Committee and tournament Budget Committees and assist in preparing and overseeing the annual budgets and any other budgets pertaining to NBYSA operations,
5. Submit a financial report at each regular Governing Board and at each Executive Committee meeting and at the request of the President,
6. With the President, review, approve and pay all bills of NBYSA, and
7. Will cooperate in supplying promptly when requested the financial books and records to appointed auditors, the President or Executive Committee for examination, audit and/or tax related matters.

2.3.7 The DIRECTOR OF REFEREES shall have the following duties and responsibilities:

1. Approve all schedules and resolve any conflicts in scheduling.
2. Reschedule all rained-out games.
3. Insure the presence of referees at all games sponsored by NBYSA.
4. Keep a register of all referees available in the Association area and their standing with the Association.
5. Receive and review all complaints regarding referees from anyone, if provided in writing citing specifics of the complaint. In cases where the complaint is against the Director, the President shall serve in his/her capacity.
6. Will act on any referee complaint in the following ways:
 - a. Censure
 - b. Suspension (temporary or permanent)
 - c. No action
7. Communicate the actions to the protesting parties.
8. Monitor the games of referees under FIFA guidelines to ensure uniform application of laws of the game.
9. Organize Referee Clinic & Re certification meetings on an annual basis.

2.3.8 The DIRECTOR OF SPONSORSHIPS shall have the following duties and responsibilities:

1. Solicit and procure individual and business sponsorships for Association teams
2. Organize and oversee appropriate sponsorship recognition.

2.3.9 The DIRECTOR OF TOURNAMENTS shall have the following duties and responsibilities:

1. Oversee all aspects of NBYSA sponsored tournaments.
2. Solicit and procure other tournament sponsors.
3. Form all necessary tournament committees.
4. Submit tournament applications to STYSA and AAYSA for approval in a timely manner.
5. Insure that tournament mailings are disseminated in a timely manner.
6. Procure security, parking, toilet facilities, shelters, and medical personnel.
7. Procure fields and set up field layouts.
8. Oversee game and referee scheduling.
9. Select and approve all awards and tournament personnel.
10. Develop in climate weather procedures

2.3.10 Removed Section for Former DIRECTOR OF COACHING Position

2.3.11 The DIRECTOR OF OPERATIONS is responsible for ensuring the playing fields are maintained in a safe condition and properly marked for the conduct of all games under the jurisdiction of NBYSA and to this end shall:

1. Maintain a map of all available, playable soccer fields within the operating boundaries of NBYSA.
2. Maintain a map of all locations being used as practice fields by NBYSA registered teams.
3. Periodically inspect the condition of the playing fields for safety and maintenance.
4. Maintain a record of the condition of the playing fields and investigate any reports of safety or maintenance work that needs to be done.
5. Acquire and distribute material and equipment as necessary for the maintenance of the fields.
6. Complete annual STYSA goal certification report.
7. Maintain Fields and Equipment.
8. Coordinate Field Marshals for opening and closing of Fields.
9. Coordinate practice scheduling with appropriate parties.
10. Interface with governing bodies of NBYSA fields (Park's and Rec)

2.3.12 The DIRECTOR OF FUNDRAISING shall be responsible for all fundraising for NBYSA to include:

1. Organize and complete Association fundraisers.
2. Request quotes for fundraisers for the association.
3. Provide assistants with fundraising ideas.
4. Organize Photographs for the association.
5. Over see concessions committee.
1. Coordinate merchandizing with recreational commissioner.

2.3.13 The DIRECTOR OF INFORMATION shall be responsible for promoting NBYSA internally and externally by:

1. Provide information to the local newspapers on any association news.
2. Create newsletter for association, to provide information to coaches, parents, and players
3. Handle all public relations for NBYSA.
4. Be spokes person for the association, for all media.
5. Be responsible for all printed material for NBYSA
6. Help coordinate information for internet.
7. Coordinate with board for NBYSA Handbook.

ARTICLE IV. EXECUTIVE COMMITTEE

2.4.1 NBYSA officers shall constitute an Executive Committee to act on matters pertaining to the daily operation of NBYSA in concert with existing Governing Board policies. An Executive Committee meeting may be called by the President or by a majority of the Executive Committee.

ARTICLE V. NBYSA PLAYER DEVELOPMENT PROGRAM

2.5.1 NBYSA PLAYER DEVELOPMENT PROGRAM In accordance with the stated purpose of the Association, NBYSA shall make every effort to afford to its players a quality program that maximizes player development. Consequently, all aspects of said program will be under the direct supervision of the Director of Coaching and Player Development and his/her staff whose responsibilities are listed in Section 2.3.10 of this document.

2.5.2 AFFILIATION WITH SUB CLUBS NBYSA will strive to develop and maintain relationships with select soccer clubs to afford NBYSA players the ability to continue their development by playing with select soccer clubs. NBYSA will reserve the right to allow a Select club to register its players with AAYSA and STYSA, or any group that would require registration, through NBYSA. NBYSA will provide the Weston Fields to sub clubs on an as available basis and reserves the right to charge usage fees to provide expansion and upkeep of the fields. Any sub club of NBYSA will be subject to all rules, regulations and behavior standards established by NBYSA. Sub clubs are a separate entity and will be neither funded by nor supervised by NBYSA.

2.5.3 PLAYER OR TEAM TRANSFER OR RELEASE – Sub Clubs:

1. Players. A player may play for only one primary sub club registered with NBYSA during each season, and any player registered to a team is bound to that team for the entire season unless there is a case of extreme hardship. A player will be considered rostered to a team:
 - a. Assignment of a properly registered player to a team; or
 - b. The player's first participation in any competition (excluding tryouts and scrimmages leading to team formation) sanctioned by STYSA or its Member Associations.
2. If the team is disbanded by its member organization/association prior to the start of the fall seasonal play, the players may be released or reassigned without requesting a transfer.
3. Teams. A team wishing to transfer from one sub club to another must complete a Team Transfer Form and submit it to the NBYSA Registrar who will forward it to all members of the Executive Board. Executive Board may approve such transfer by a simple majority. A simple majority of the Executive Board will respond within 5 days to team requests for transfers. A transferring team may not play a game with the receiving club/association until the transfer has been approved by the Executive Board.
4. Transfer Approval. All requests for player transfers shall be submitted to the NBYSA Registrar in writing, stating the reason for the request of transfer. If the NBYSA Registrar approves the player transfer, the information is to be forwarded to the affected organization(s) and person(s). The player is not to play a game with the transferred-to-team until after the transfer has been approved and the player has registered with the transferred-to-team.

ARTICLE VI. RULES AND PROCEDURES

2.6.1 OPERATIONAL NEEDS: The Association shall adopt and publish such regulations for players as may be required by state or national associations and the needs of the Association to operate an orderly soccer program.

2.6.2 HANDBOOK From time to time, the Governing Board may approve Rules and Procedures for the orderly function and to effectuate the purposes of this Association, NBYSA will publish a summarized Rules and Procedures Handbook annually for distribution to the Association's members and coaches, Any proposals or motions to amend these Rules and Procedures must be made in writing to the Secretary. Proposed amendments to the Rules and Procedures of NBYSA may be approved, subject to AAYSA, STYSA, USSF and USYSA compliance, at any meeting by a majority vote of the eligible Governing Board members in good standing. Each Governing Board member shall be given at least thirty (30) days notice in writing of the proposed amendments and their purpose. Votes must be cast in person at the meeting or by proxy. Amendments to the Rules and Procedures shall include an effective date and correspond to the publication of the Handbook.

ARTICLE VII. AMENDMENTS

2.7.1 Any proposals or motions to amend these By-Laws must be in writing to the Secretary. Amendments to these By-Laws may be made at any Governing Board meeting by two-thirds (2/3) majority vote of the voting power Governing Board. Each Governing Board member shall be given at least thirty (30) days notice in writing of the amendments and their purpose. Amendments to the By-Laws shall include an effective date and correspond to the publication of the Handbook.