

BYLAWS OF THE RIVERDALE SOCCER CLUB, INC.

As Amended 6/13/24

ARTICLE I – MEMBERSHIP

Club Members will consist of the Players in good standing in the present fiscal year and their Parents and/or guardians, Assistant Coaches, Coaches, and the Board of Directors.

ARTICLE II - CLUB GOVERNANCE

Government of the Club

This Club shall be governed by its Voting Members, each of whom shall be entitled to one vote. The Voting Members are the Players 18 or older, Parents and/or Guardians of Players in good standing in the present fiscal year, Assistant Coaches, Coaches, and the Board of Directors. No member shall be entitled to more than one vote. Any member will have the right to speak at a general membership meeting. There shall be no vote by proxy.

Jurisdiction

This club shall have jurisdiction over all Board Members, Coaches, Assistant Coaches, and Players, all of whom will adhere to these Bylaws and Rules and Regulations, and will comply with the authority of the Club. If the Club is presented sufficient evidence that a Board Member, Coach, Assistant Coach, or Player is not adhering to these Bylaws and Rules and Regulations, the Club will investigate the allegation and take necessary action.

Fiscal Year

The fiscal year of the Club shall be from July 1 to June 30.

Books and Records

The Club shall keep correct and complete books and records of account, and shall keep minutes of all meetings.

Resignation

Any director may resign by giving written notice to the president. The resignation shall take effect at the time specified therein, or immediately if no time is specified. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Amendments to Bylaws

These Bylaws may be altered, amended or repealed, or new Bylaws may be adopted, at any general meeting of the Club by a two-thirds (2/3) vote of the membership present at the meeting. Amendments to the Bylaws may be made from the floor at any general meeting without advanced notice.

ARTICLE III - CLUB MEETINGS

Meeting Locations

All meetings of the Club shall be held at such places as shall be designated by the President. All meetings of the Club will be open to the members and the general public.

Membership Meetings

The Club shall have one general meeting in the spring of each fiscal year. Voting Members shall elect officers in accordance with Article V hereof at the Spring meeting, and transact such business as may properly be brought before the meeting. A quorum is not required for these meetings so long as notices of such meetings were properly given. The President shall generate the agenda.

Additional meetings of the Club for any purpose or purposes may be called by the President or by petition of 10% of the current membership, or by a majority of the Board of Directors. Business transacted at all special meetings shall be confined to the purpose stated in the notice of the meeting. A quorum is not required for this meeting so long as notices of such meetings were properly given.

Notice of General Meetings

Written or printed notice stating the place, day and hour, of a general meeting, shall be delivered not less than seven (7) days before the meeting, either personally or by email to each Family or Member of record entitled to vote at the meeting unless otherwise provided in these Bylaws.

Board of Directors Meetings

Board of Directors meetings shall be held upon petition of a majority of the Board of Directors. A quorum of 51% is required for this meeting. Once a quorum is established, all actions taking place at the meeting shall be legal regardless of the number present at the time of a vote, provided the meeting had not been previously legally adjourned. Board of Director meetings are open to the membership who may observe but may not vote. Any member who wishes to attend a Board of Directors meeting must give 24 hours notice to the board of Directors.

Notice of Board of Directors Meetings

Notice of these meetings will be given personally or by telephone or email.

Proxy

There shall be no vote by proxy for any meetings.

ARTICLE IV - NOTICES

Manner of Giving Notice

Whenever, under the provisions of applicable statutes, the Articles of Incorporation or these Bylaws, notice is required to be given to any Member of the Club and no provisions are made as to how such notice shall be given, it shall be construed to mean personal notice, shall be given in writing, by email

Waiver of Notice

Whenever any notice is required to be given to any member of the Club under the provisions of applicable statutes, the Articles of Incorporation or these Bylaws, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated in such notice, shall be deemed equivalent to the giving of such notice. Attendance at a meeting shall constitute a waiver of notice of such meeting, except where a person attends for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

ARTICLE V - BOARD OF DIRECTORS

Powers of the Board of Directors

The business and affairs of the Club shall be managed by its Board of Directors, each of whom will be entitled to one vote. The Board of Directors shall transact all business of the Club and shall have the power to enforce the Laws of the Game, Rules of the United States Soccer Federation, and the Bylaws and Rules and Regulations of the Club.

Election of Board of Directors

The Directors shall be elected for a term of one (1) year and may succeed themselves in office. Any Director that desires to seek election to another office must first resign the Office he or she is holding prior to the election. Elections shall be held at the Spring General Meeting. All officers shall be elected by the Voting Members of the Club.

Composition of the Board of Directors

President
Vice President/Secretary
Treasurer
Registrar/Compliance Director
Co-Recreational Programs Director
Co-Recreational Programs Director
Travel Programs Director/Field Setup Coordinator
Field Permits Director/Schedule Coordinator
Technology/Marketing Director

Removal

Any member of the Board of Directors shall be required to resign following a vote of no confidence in his or her ability to remain in office. Ten percent (10%) of voting members may petition for such a vote. The petition must be submitted in writing to the Board of Directors, which in turn, will review the petition within fifteen (15) days of receipt of such petition. The vote of no confidence must be passed by a two-thirds (2/3) majority of all the Board of Directors. If an officer receives this vote of No Confidence, he or she is automatically suspended from the board.

Attendance at Meetings

A Board of Director member not attending any three (3) consecutive meetings, including general meetings, of this Club, will have his or her office declared vacant, unless such absences are excused by the Board of Directors. His or her office shall then be filled in accordance with procedures under Vacancies.

Vacancies

Any vacancy will be filled by a majority vote of the Board of Directors, and the elected person will serve until the next Spring meeting.

Compensation

The Board of Directors shall serve without salary for their services. Any Board of Director member may be reimbursed for expenses approved by the Board of Directors.

Parliamentary Operation

The President shall act as Parliamentarian, using "Roberts Rules of Order, Newly Revised" as a guide. If, at the Spring meeting, there are more than two nominees for any elected position and no person receives a majority of

those voting for the position, the top two from the first round of voting will participate in a run-off vote, which will also be held at the same meeting.

Minutes

The Secretary shall keep regular minutes of its proceedings. The minutes shall be placed in the minute book of the Club. Minutes shall be approved at the next General or Board meeting.

Grievance Involving Board of Directors Meetings

A member of the Board of Directors can be a member or official of a team. In the event of any grievance involving such organization, he or she may not act on its behalf nor be entitled to vote on a grievance.

ARTICLE VI - DEFINITIONS OF OFFICE

1. President

The President shall preside at all Club meetings and represent the Club at outside meetings. He or she shall designate and appoint members to any committees deemed necessary. He or she shall submit an annual report at the Spring General Meeting, and said report shall become part of the minutes of the meeting. He or she is empowered to take prudent and reasonable action in cases not covered in these Bylaws, and such authority is implicit in the office.

2. Vice-President/Secretary

The Vice-President (VP)/Secretary shall keep minutes of all Board of Directors meetings and General meetings. The Board of Directors will approve minutes of their meetings, and the members will approve membership meetings minutes. The VP/Secretary will keep all approved minutes in a book and have this book available for review by all Board Directors and Club members. The VP/Secretary will also be responsible for all necessary communications from the Club to the Board of Directors and/or membership.

The VP/Secretary shall succeed to the office of President in the event that office becomes vacant, and shall serve in that office until the next scheduled Board of Directors meeting, at which time the Board of Directors shall appoint a President to serve until an election can be held at the next General meeting. The VP/Secretary shall also succeed to the powers of the President in his or her absence.

3. Treasurer

The Treasurer will serve as the financial officer of the Club and shall be responsible for managing the Club's financial accounts, coordinating budget appropriations, and completing the Club's tax returns. He or she shall prepare a current balance sheet and income statement prior to each Board of Directors meeting for distribution to the Board members. The Treasurer will review and approve all contracts that the Club enters into. The Treasurer will perform the duties of the President if the President and Secretary are both absent.

4. Registrar/Compliance Director

The Registrar will be responsible for the registration and eligibility of all travel team players and teams within the jurisdiction of the Club. The Registrar will serve as the liaison to the Westchester Youth Soccer League or any other

regional league that the Club's teams participate in, and submit all required forms and documents to those leagues. The Registrar will work with the Recreational Programs Directors to assist in registration of recreational league players.

The Registrar will also ensure that all coaches are up to date with all licensing, background checks and any other required certifications.

5. Co-Recreational Programs Director

The Recreation Programs Director will manage the Club's local recreational programs, including assisting in player registration, team assignments, game and referee scheduling, uniforms and equipment purchasing, and setting up and maintaining recreational program fields.

6. Co-Recreational Programs Director

The Recreation Programs Director will manage the Club's local recreational programs, including assisting in player registration, team assignments, game and referee scheduling, uniforms and equipment purchasing, and setting up and maintaining recreational program fields.

7. Travel Programs Director/Field Setup Coordinator

The Travel Programs Director will manage the Club's travel team programs. Prior to each season's registration period, the Travel Programs Director will recommend to the Board, for its approval, the establishment of any new travel teams, and the continuation or discontinuation of all existing teams. The Travel Programs Director, working with the Schedule Coordinator, will review all travel team schedules and schedule changes.

He or she will also coordinate to ensure that fields are ready for all travel team games as well as assist in field readiness for the club's recreational league. The Field Setup Coordinator will be responsible for insuring that goals and corner flags are properly set up and taken down for each game or set of continuous games that Club teams participate in and which the Club has responsibility for providing the fields. The Field Setup Coordinator will also serve as the Field Representative to any regional leagues that Club teams play in, and will provide field condition information to such leagues.

8. Field Permits Director/Schedule Coordinator

The Field Permit Director will be responsible for securing the necessary permits for having fields available for all of the Club's recreational and travel programs. The Schedule Coordinator will review all travel team schedules and schedule changes and respond to the travel team league schedulers as is appropriate.

9. Technology/Marketing Director

The Technology and Marketing Director will be responsible for maintaining the club's website and social media platforms. He or she will also be responsible for marketing and merchandise, should we decide to sell or distribute merchandise.

ARTICLE VII - RULES, REGULATIONS, PROCEDURES FOR APPEAL

Procedure for Filing Appeals

In no event shall any person or persons or organizations under the jurisdiction of this Club resort to the Courts until all appeal procedures have been exhausted. For violations to this rule, the offending party shall be subject to the sanctions of suspension and fines as set forth by the United States Soccer Federation, and shall be liable for all expenses incurred by the Riverdale Soccer Club and its officers and members in defending each court action, including but not limited to court costs, attorney fees, reasonable compensation for time spent by the Riverdale Soccer Club officers and members in responding to and defending against allegations in the actions, including responses to discovery and court appearances, travel expenses, and expenses for holding special meetings necessitated by the Court action.

Procedure for filing appeals shall be as follows:

1. All appeals to the Board of Directors must be submitted in writing and received within ten (10) days of the appealed decision.
2. The Board of Directors at its discretion, may, when requested in writing to do so, waive the time limit for filing appeals but in no case shall an extension of more than ten (10) days be granted.
3. All appeals to the Board of Directors must be made in writing to the President. In cases of controversy as to timely receipt of appeals, the postmark date (postage meter not acceptable) will govern.
4. Upon receipt of appeal, properly submitted, the President shall set a time and place for the hearing and will advise all appropriate parties. Such hearings and settings are solely the responsibility of the Board of Directors, but all such hearings must be scheduled within thirty (30) days of receipt of the appeal and the appealing party is bound to present all information and evidence relative to the appeal at the hearing.
5. All decisions at all levels of the appeal process shall stand and be of full force and effect until changed by a higher authority.