**Indianola Soccer Tribe**

# Articles and Bylaws

**Article I - NAME**

The name of this organization shall be Indianola Soccer Tribe (hereinafter referred to as Tribe).

**Article II - MISSION STATEMENT**

The Indianola Soccer Tribe is a non-profit community-based organization committed to providing area children ages 4-18 the opportunity to play recreational soccer in a safe, nurturing and educational atmosphere. It’s our goal to instill a life-long love of soccer in kids, teach them the rules and proper ways to play the game, and prepare them as they move along their chosen Iowa Soccer Association Player Pathway.

The Tribe is a nonprofit organization.

**Article III - COLORS**

The representative colors of the Tribe shall be purple and gold.

**Article IV - AUTHORITY**

The Tribe shall be governed by its Articles and By-Laws. The Tribe is a member of the Iowa Soccer Association and abides by their rules of Play and Procedures.

**Article V - GOVERNING AUTHORITY**

Section 1 The affairs of the Tribe shall be managed by its Board of Directors.

Section 2 The number of Board Members shall be 11. Each Director shall hold office until his or her successor is elected at an annual meeting of the membership, and duly qualified, subject to earlier termination as determined by the membership at their annual meeting.

Section 3 Directors shall be elected for a two-year term, and the terms will be staggered, with five of the eleven Directors being elected in the "even years", and the remaining six being elected in the "odd" years.

Section 4 The officers of the Board and their duties shall be as follows:

1. President
   1. The President shall be the principal officer of the Tribe and shall supervise all of the business and affairs of the Tribe. The President shall preside at all meetings of the membership and the Board of Directors. The President does not have a vote in matters of the Board unless there is a tie.
2. Vice President
   1. The Vice President shall perform the duties of the President in the absence of the President or in the event of the President’s inability or refusal to act.
3. Treasurer
   1. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Tribe, and, in general, perform all the duties incidental to the office of Treasurer and other duties as may be requested by the President or Board of Directors.
4. Registrars (2)
   1. The Tribe shall employ one paid Registrar for its U6-U8 programs and one paid Registrar for i’s U9 and up programs. Both Registrars shall be paid equally, a set amount voted on by the Board. Each Registrar will have the following responsibilities to be carried out for their designated age divisions:
      1. *Set up and maintain the registration system for Fall and Spring seasons*
      2. *Assign players using the appropriate team formation policies*
      3. *Verify that the appropriate documentation is received for all Club members including player photos, birth certificates, payment and volunteer disclosures*
      4. *Register all players, coaches, and teams with the local league and State Association*
      5. *Provide team rosters, player cards, player information, schedules , directions, medical forms and coaches list to appropriate Committee chairs*

Section 5 The officers shall be elected for one-year terms by the Board of Directors at their

Annual Meeting. Vacancies may be filled at any meeting of the Board of Directors. Each

Officer shall remain in office until his or her successor is elected and qualified, subject to

earlier termination by removal or resignation.

Section 6 The Board of Directors may, by resolution of a majority of the Board, establish

committees chaired by a Director to conduct the management of the Tribe. All Committees

shall function in accordance with the rules and procedures established by the Board of

Directors. Committees shall include but not be limited to:

1. Communications
2. Coaching
3. Equipment
4. Fields
5. Fundraising
6. Referees

Section 7 The Board may provide that a salary or other compensation be paid to any

director or other employee for his or her services. The Board may also provide by resolution,

that any corporate agent be indemnified for expenses and costs, including legal fees which

were necessarily incurred in connection with any claim asserted against him or her by reason

or his or her being or having been a corporate agent. However, no indemnification shall be

allowed if the Director was guilty of misconduct regarding the matter in which indemnity is

sought.

Section 8 The Board of Directors may remove any director at any time, if in its judgment,

the best interest of the Tribe would be served thereby. This must be done following a public

hearing publicized prior to a Regular Meeting and with a majority of the sitting Directors vote.

Section 9 Any vacancy on the Board may be filled by the affirmative vote of a majority of

the remaining directors, even if less than a quorum of the Board. A Director so elected to fill a

vacancy shall complete the unexpired term of his or her predecessor in office.

Section 10 If additional Directors are to be elected to increase the size of the Board, this shall be done by election at the annual meeting of the membership.

**Article VI - GOVERNING AUTHORITY**

Section 1 The Board of Directors shall hold regular monthly meetings the second Sunday

of the month unless otherwise announced one full week prior to the scheduled meeting date.

The Board may provide for additional meetings to be held with 48 hours-notice publicizing

time, place and reason for meeting.

Section 2 The entire Tribe is invited to meet the second Sunday of January prior to that

month’s Regular Meeting. The Annual Meeting, with tentative agenda, shall be publicized 14

days prior to meeting date.

Section 3 A majority of the current sitting Directors must be present in order to conduct

business. However, a majority of those present may adjourn the meeting from time to time

without any further notice.

**Article VII – MEMBERSHIP**

Section 1 Qualifications for Membership. Membership in the Club shall be granted to:

1. The parents or legal guardians of all soccer players for whom a membership fee has been paid or for whom a scholarship grant has been received. The Club shall have one class of members. Any person who has a child registered as a player playing with a team associated with the Indianola Soccer Club for the current season and any coach or referee currently 07/12/2015 2 active in the Club shall be considered a member and eligible to hold office and to vote on all matters to be decided by the general membership of this Club.
2. Coaches and assistant coaches of all Club soccer teams.
3. All referees who referee Club games and whose name is listed upon the Club's list of active referees.
4. All officers, directors or coordinators of the Club.

Section 2

Section 2 Members must remain in good standing with regard to payment of fees and dues.

**Article VIII- FISCAL YEAR**

The fiscal year of the Tribe shall be from July 1st to June 30th of the following year.

**Article IX – TEAM FORMATION**

Section 1 The formation process of recreational teams will be random.

1. A child played that the previous season may have the opportunity of being placed on the same team. However, placement is not guaranteed.
2. Coaches and assistant coaches will be placed with their children.
3. Parents may request placement due to circumstances, but placement is not guaranteed.

Section 2 Once an age group is full, a wait list will be opened. If there are enough players to form another team, and state registration has not closed, an additional team will be formed. If there are not enough players to form a second team for that age group, the board will make determine whether it is possible to move players up/down to another age group to accommodate all players. The decision to move a player up/down will include input from the previous season coach (if applicable) and the parents of the player. The board will default to moving up the oldest kids in the current age group and moving down the youngest kids in the current age group to keep them as close as possible to the age of the kids on the new team.

Section 3 A parent may request a child be randomly placed on a new team if space is available.

Section 4 In cases where 11v11 teams cannot be formed in upper age divisions, small-sided teams (7v7) will be formed.

Section 5 Team placement and scheduling is performed by the Iowa Soccer Association.

Section 6 In the event of a play up request being made to the Board of Directors the following procedures shall be followed:

1. All requests must be received no later than five (5) days prior to registration closing.
2. Any requests made after the deadline shall not be considered until the following season.
3. The request will be presented at the next board meeting unless time does not allow in which case an email shall be sent. A recommendation based of knowledge of player ability with consideration for player safety will be made and the Board of Directors shall arrive at a conclusion and in the event the player passes this initial evaluation they will be placed on a priority list based on order of players based on overall readiness. The priority list will serve as a tool for the Registrar during formation of teams.
4. Given open spots at the higher age level exist and removing the player from current age group will not cause a shortage of players, the Registrar shall take players from the priority list in order and assign them to the higher age level.
5. A player that requests to play up can’t take the final roster spot on the team they are being placed. Communication of the decision back to the parents of the player shall be completed by the Registrar and shall be completed within five (5) days of completion of the process.
6. All decisions made by the Board of Directors shall be final without an appeal.

Section 7 Team placement and scheduling is performed by the Iowa Soccer Association.

**Article X-PAYMENT OF REGISTRATION**

Section 1 All payments are due at time of registration. If a family/ member is unable to provide payment for registration then they may apply for scholarship assistance.

1. The Board of Directors shall award no more than $960 in scholarship grants.
2. Scholarships shall be awarded by a vote by the Board and be given on a first come, first served basis.
3. Applications may be made by written, electronic or verbal communication.

Section 2 Any member that has not completed payment of registration for current season prior to October 1 for fall season and May 1 for spring season will result in the players state issued player card being suspended thus making the player ineligible to participate/play in games for the remainder of the season and on until the player/member account is paid in full.

Section 3 Refunds will be granted on the following basis:

1. Requests for refunds before team formation will receive a full refund, unless player information has been processed and sent to Iowa Soccer Association (at which time, less $10).
2. Requests for refunds between team formation and the first game will receive a refund, less $25.
3. Requests for refunds after team formation will be subject to review by the board on a case by case basis. For a refund to be considered there must be extenuating circumstances preventing the player from competing in the season with the Tribe.
4. After the first game of the season, no refunds will be granted, save in the case of season ending injury or illness. Such refunds will come in the form of credits for registration for the following season.
5. Any player will be granted a full refund if unable to be placed on a team.
6. In the case of multi-rostering, refund requests will go before the Board of Directors on an individual basis.

**Article XI – COACHES TRAINING**

Required: All coaches must complete three items in order to be a coach for the Indianola Soccer Tribe:

1. Background check conducted by Iowa soccer
2. Concussion Training
3. Safe Sport

Background checks are good for two years. Both concussion training and safe sport are good for 365 days from the date of completion. Coaches need to be aware of when they completed each training so they can renew the training for following years. The website to track and accomplish all training is linked on the coach’s page on the Indianola Soccer Tribe website.

All coaches must submit for a background check and have both concussion training and safe sport complete prior to the first game of each season. If not, their team will not be allowed to play any games. The board will continue to cancel team games until the coach has completed the required training.

Desired: All coaches are highly encouraged to take the US Soccer Grassroots course for their age group. This can be done in person or online. The link to the courses are on the coach’s page on the Indianola Soccer Tribe website. The board will reimburse the cost of the course upon completion.

**Article XII-GRIEVENCES**

Section 1 Any member of the club may be brought before the Board for actions taken on or off the field that are deemed detrimental to the club. The Board has the right to suspend or discipline all members as they see fit, and members have the right to a public hearing for appeal before the Tribe at large that shall be advertised fourteen (14) days in advance.

Please see Conflict Resolution and Code of Conduct Policy.

**Article XIII-MISCELLANEOUS**

Section 1 The Board withholds the right to make decisions on any subject matter not covered in these documents.

Section 2 Any rules or regulations not referenced in these bylaws but covered by Iowa Soccer Association are considered superseded by ISA jurisdiction.