

# READING BERKS JUNIOR SOCCER LEAGUE

## CONSTITUTION AND BY-LAWS



### CONSTITUTION

#### ARTICLE I. NAME

The name of the organization shall be the Reading Berks Junior Soccer League ("RBJSL"), a volunteer non-profit organization organized under Section 501 C(3) of the Internal Revenue Code.

#### ARTICLE II. PURPOSE

The purpose of this organization shall be to promote, foster, and perpetuate the game of soccer. For accomplishment of this purpose, this organization shall possess and exercise supreme governmental control and representation of the game, except in those matters reserved by or granted to FIFA, the United States Soccer Federation, or the Eastern Pennsylvania Youth Soccer Association.

Said organization is organized exclusively for education of youth soccer, including, for such purposes, the making of distributions to organizations under Section 501 C(3) of the Internal Revenue Code (or the corresponding section of any future Federal tax code.)

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, directors, officers or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in reference of Section 501 C(3) purposes. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal Income Tax under Section 501 C(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or by any organization, contributions to which are deductible under Section 170 C(2) of the Internal Revenue Code (or corresponding section of any future Federal Tax code).

#### ARTICLE III. AFFILIATION

The league is affiliated with the Eastern Pennsylvania Youth Soccer Association, US Youth Soccer (USYS), the United States Soccer Federation (US Soccer) and the Federation Internationale de Football Association (FIFA).

The Reading Berks Junior Soccer League (RBJSL) Constitution and Bylaws, as written, take precedence over any other affiliation's Constitution or Bylaws. Anything not addressed by the Reading Berks Junior Soccer League (RBJSL) Constitution and Bylaws will be covered by the [Approved RBJSL Policy Documents](#), Eastern Pennsylvania Youth Soccer Association, US Youth Soccer (USYS), the United States Soccer Federation (US Soccer) and the Federation Internationale de Football Association (FIFA) Constitution and Bylaws.

## **ARTICLE IV. MEMBERSHIP AND VOTING**

### **1) Membership**

- a) Membership shall consist of such clubs that have submitted written application to the Secretary and have been approved by the Executive Board and by a majority vote of the voting delegates in attendance at that general meeting. RBJSL may charge each new member a fee to join the RBJSL and may also require a performance bond or security deposit from each new member. The amount of the fee and the security deposit shall be determined by the Executive Board. Return of the security deposit or bond shall be one calendar year after posting if such new member has complied with all RBJSL procedures.

#### **(1) Guest Club Membership**

Clubs may apply for guest membership at any time prior to the seasonal team registration. Guest clubs must file a letter of intent with the RBJSL secretary and be approved by the Executive Board and by a majority vote of the voting delegates in attendance at that general meeting. RBJSL may charge each new guest club member a fee to join the RBJSL and may also require a performance bond or security deposit from each new guest club member. The amount of the fee and the security deposit shall be determined by the Executive Board. Return of the security deposit or bond shall be one calendar year after posting if such new guest club member has complied with all RBJSL procedures. Guest membership ends at the end of the playing season.

- (2) Guest clubs must apply for general membership after the third playing season.

- (3) Guest clubs do not have voting rights.

- b) Membership will not be restricted by virtue of race, color, creed, religion, national origin, or ethnic group.
- c) Annual membership fees may be established by the Executive Board with the approval of two-thirds (2/3) of the Member Clubs. The failure of any Member Club to pay any established membership fees within sixty (60) days after assessment shall cause immediate forfeiture of membership without any action on the part of RBJSL.
- d) Each and every Club which is accepted for membership in the RBJSL thereby agrees for itself and all its coaches and representatives to accept, support, and adhere to the purpose and regulatory authority of the RBJSL and its Constitution, ByLaws, Rules, and Procedures.
- e) Each and every Club which is accepted for membership in the RBJSL thereby agrees to identify all designated delegate(s) and alternate(s) prior to start of the overall seasonal year to the RBJSL Secretary.

### **2) Removal**

- a) Any Member Club may be removed from membership for cause subject to approval by a minimum two-thirds (2/3) vote of the Executive Board and the Member Clubs. Cause shall mean any Member Clubs failure to adhere to any policies of the RBJSL or failure to enforce such policies within its club.

### **3) Voting**

- a) Each elected officer shall be permitted one vote, with the exception that the presiding officer shall not be permitted to vote except to break a tie vote.

- b) Each Member Club delegate shall be permitted one vote providing the following criteria is met:
  - (1) Any Member Club with 23-250 registered primary travel players through RBJSL in age group U9 through U19 will be permitted one delegate.
  - (2) Any Member Club with 251 or more registered primary travel players through RBJSL in age groups U9 through U19 will be permitted two (2) delegates.
  - (3) Team numbers will be based on the previous year's experience.
  - (4) All Member Club delegates, or their alternate, must indicate their presence **via roll-call, sign in or other means as directed** by the League Secretary prior to every stated mandatory meeting.
- c) A "voting member" will be allowed only one vote. A voting member must be in attendance and voting at the time an issue is under consideration. Proxy votes are not permitted.

## **ARTICLE V. OFFICERS AND EXECUTIVE BOARD**

### **1) Officers**

- a) The officers of the RBJSL, who shall also compose the Executive Board, shall consist of the following individuals:
  - President
  - First Vice President
  - Second Vice President
  - Secretary
  - Treasurer
  - Registrar
  - Coaches Representative
- b) President, Second Vice President, Treasurer, and Coaches Representative to serve a two-year term ending on an odd calendar year.  
First Vice President, Secretary, Registrar to serve a two-year term ending on an even calendar year.
- c) Officers may be re-elected.

### **2) Duties**

- a) Executive Board
  - (1) To authorize and approve all budgets, programs and expenditures of the RBJSL.

- (2) To serve as an executive decision-making body on all official appeals made in regard to any decision or ruling by the Executive Board, RBJSL Officer, Committee Chairperson, or any agent thereof.
  - (3) To assist and advise the President and any Committee Chairpersons in the administration of the RBJSL.
  - (4) To have and to exercise all administrative and executive powers that are not otherwise specifically defined by the RBJSL Constitution, By-Laws, Policies and/or Rules and Regulations.
- b) President
- (1) To preside at all general and Executive Board meetings.
  - (2) To appoint a Chairperson of all standing and special committees.
  - (3) To serve as an "ex-officio" member (without vote) of each standing and special committee.
  - (4) To perform all other duties normally associated with the office of the President of a not-for-profit organization.
- c) First Vice President
- (1) To assume the responsibility and authority of the President in the absence of the President.
  - (2) To handle all disciplinary matters involving clubs, games, players, and coaches.
  - (3) To review all referee reports.
- d) Second Vice President
- (1) To direct, and coordinate RBJSL game schedules. The Second Vice President may develop the game schedules directly, or may delegate the task with the approval of the RBJSL Executive Board.
    - (a) The person who develops and maintains the game schedules **may** be compensated. Payment will be made at a rate of pay established yearly by the RBJSL.
  - (2) To serve as the League's Games Commissioner (the co-ordination of cancelled, postponed, and rescheduled games with the referee assignor).
  - (3) To exercise all other authority normally associated with the "games commissioner" duties and responsibilities.
  - (4) To coordinate the end-of-season playoffs.
- e) Secretary
- (1) To establish, keep, maintain, and publish a record (minutes) of all general meetings and meetings of the Executive Board.
  - (2) To present the prior minutes at all general meetings and Executive Board meetings.

- (3) To keep a record of club and other attendance at general meetings and officer attendance at Executive Board meetings.
- (4) To keep a record of the voting representatives and alternates for each member club.
- (5) To maintain the official copy of the RBJSL Constitution, By-Laws, Rules and Procedures.
- (6) To maintain an official record of each Member Club's Constitution and By Laws.
- (7) To conduct all RBJSL elections.

f) Treasurer

- (1) To account for all expenditures and to deposit all income of the RBJSL.
- (2) To establish and maintain financial records and books.
- (3) To pay all authorized obligations/bills of the RBJSL in a timely manner.
- (4) To present a financial report at all general and Executive Board meetings.
- (5) To sign all financial documents and checks.
- (6) To serve as the RBJSL's purchasing agent.
- (7) To develop an annual RBJSL budget, projecting all costs for the year.
- (8) To coordinate the audit of the books (is this an outside audit?) and records on an annual or bi-annual basis.

g) Registrar

- (1) To develop and maintain a record (roster) of all Member Clubs.
- (2) To develop and maintain a record (roster) of all Member Club directors with addresses and telephone numbers thereof.
- (3) To organize the registration of Member Club teams as specified by the EPYSA, and provide the necessary forms for such registration.
- (4) To conduct periodic meetings of club registrars, as needed. Date, time, and location to be determined by the RBJSL Registrar.
- (5) The Registrar may be compensated. Payment of the Registrar will be made at a rate of pay established yearly by the RBJSL.

h) Coaches Representative

- (1) To keep all coaches informed of current developments in the RBJSL.
- (2) To coordinate activities and classes for RBJSL coaches.

- (3) To assist the First Vice President and Second Vice President, as appropriate, in disciplinary matters involving coaches. This includes monitoring to actions intended to reduce the frequency of lopsided scores.

## **ARTICLE VI. MEETINGS**

- 1) League meetings shall be conducted at a minimum of once a month (except in July). These meetings shall be conducted at a location, date and time as determined by the Executive Board and communicated via email to the member delegates at least 30 days prior to the meeting.
- 2) Meetings of the League, the Executive Board, or any Committees may be held by electronic means so that all Persons participating in the meeting can hear each other. Participation in a meeting held by conference/telephone call shall constitute presence of the Person at the meeting.
- 3) Special meetings of the League and /or Executive Board may be called by the President, by a two-thirds (2/3) majority vote of the Executive Board, or by a two-thirds (2/3) vote of the Member Clubs.
- 4) A quorum shall consist of one-half (1/2) of all the delegates or officers eligible to vote, of which there must be at least four (4) members of the Executive Board.

## **ARTICLE VII. NOMINATIONS, ELECTIONS, AND FILLING OF VACANT OFFICE**

### **1) Nominations**

- a) Nominations for candidates of Officers shall be presented by the Nominating Committee at the RBJSL meetings conducted in February and March of each year.
  - (1) The Nominating Committee shall consist of a minimum of one (1) but no more than four (4) "at large" club delegates appointed by the President.
  - (2) All newly nominated candidates must be approved members of a Member Club in good standing.
  - (3) Any voting delegate may propose additional nominations who are approved members of a Member Club in good standing.
  - (4) Individuals may accept nominations for more than one office, however, they may be elected to only one officer position.

### **2) Elections**

- a) Elections shall be conducted by ballot at the March meeting.
  - (1) Nominations receiving a plurality vote will be declared elected.
  - (2) In the event of a tie vote, it shall take a plurality vote of the voting members and the newly elected officers to elect the RBJSL Officer in question.
  - (3) The term of office shall take effect on April 1<sup>st</sup>.

### **3) Vacancies**

- a) The RBJSL Executive Board may appoint members to fill vacancies due to resignation, death, or removal of an officer.
- b) The RBJSL Executive Board may appoint members to fill a previously unfilled position.
- c) All appointments are subject to the maximum number of officers under this Constitution.
- d) Appointees shall serve for the balance of the term of the officer being replaced.

## **ARTICLE VIII. COMMITTEES**

- 1) Standing Committees shall consist of the Grievance Committee and any other Committee as established by action of the Executive Board.
- 2) The Chairperson of each Standing Committees will be appointed by the President, with approval of the Executive Board.
- 3) Standing Committee members will be appointed by the pertinent Committee Chairperson.
- 4) Special Committees may be established by the President as deemed necessary to conduct RBJSL business. Such committees will be automatically disbanded upon completion of their assignments.
- 5) Duties of the Grievance Committee
  - a) The Grievance Committee will take prompt action on written appeals, protests, and/or reports from member clubs, authorized representatives and/or from referees' reports. The appropriate fee must be attached.
  - b) The Grievance Committee shall consist of a Chairperson, plus no less than four (4) additional members representing a minimum of five (5) member clubs. The additional members shall be appointed as needed by the Chairperson, and not include any member affiliated with any of the grieving clubs.
  - c) The Grievance Committee shall not honor any protests, complaints, or reports, or effect any decision that would result in any violation of the RBJSL's Constitution and By-Laws, Rules and Procedures, or in the RBJSL's commitments or authority delegated to the EPYSA as a result of the RBJSL's affiliation therewith.

## **ARTICLE IX. FINANCIAL ADMINISTRATION**

- 1) The financial affairs of the RBJSL shall be administered by the Treasurer.
- 2) The RBJSL fiscal year shall end on June 30 of each year.
- 3) An annual or bi-annual audit coinciding with the fiscal year shall be conducted of the RBJSL's books and presented to the Executive Board and general membership by November 15 of such year.
- 4) A financial report shall be made by the Treasurer at all RBJSL meetings.
- 5) All expenditures will be supported by a bill, invoice, or other document signed by the Committee Chairperson, officer or agent authorized.

- 6) No part of the income or assets of the RBJSL shall inure to the benefit of any private individual, member or member club.
- 7) Any checks of \$1,000 or more must have two RBJSL officers' signatures.

## **ARTICLE X. PARLIAMENTARY PROCEDURE AND APPEALS**

- 1) The rules of parliamentary procedure outlined in "Roberts Rules of Order" shall govern all meetings and procedures of the RBJSL, except where they conflict with the RBJSL Constitution.
- 2) The President shall appoint the Parliamentarian.
- 3) Appeals (other than Grievance Committee)
  - a) Any ruling or decision by the Executive Board by an elected or an appointed official, or any agent thereof, may be subject to appeal by a voting member.
  - b) Appeals must be made in writing to the President within ten (10) days after a ruling or decision.
  - c) Appeals will be presented to the Executive Board for a decision. The Board must come to a decision in a responsive manner, but not later than thirty (30) days after receipt of an appeal by the President.
  - d) The Executive Board will not honor or make any decision in regards to appeals that would result in violation of the RBJSL Constitution and Bylaws or Rules and Regulations.
  - e) All appeals must clearly state and identify the decision being appealed, the decision individual or group making such decision, special details or circumstances to be considered by the Executive Board, and the appellant's desired solution.
  - f) Decisions of the Executive Board on appeals will be final.

## **ARTICLE XI. AFFILIATION**

- 1) RBJSL shall be affiliated with the Eastern Pennsylvania Youth Soccer Association and will adhere to responsibilities and objectives that are inherent and concomitant with such affiliation commitments.
- 2) Other affiliations that may further the purposes, goals, or activities of the RBJSL may be developed subject to approval by a two-thirds (2/3) majority vote of the Executive Board and the member clubs.
- 3) No affiliation will be permitted which would result in or infer preference or exclusion of any race, creed, national origin or ethnic group, or which would result in or infer support of any partisan political campaign, party, incumbent or candidate.

## **ARTICLE XII. DISSOLUTION OF READING-BERKS JUNIOR SOCCER LEAGUE**

### **1) Dissolution**

- a) The RBJSL shall be dissolved in the event it shall cease to carry out the purpose herein set forth or upon the unanimous vote of the Executive Board and the Member Clubs representatives present and voting, each at their own separate meeting.



## **2) Disposition of assets**

- a) Upon the dissolution of this organization assets shall be distributed for one or more exempt purposes within the meaning of Section 501 C(3) of the Internal Revenue Code, or corresponding section of any future Federal tax code, or shall be distributed to the Federal government, or to a state or local government, for a public purpose.

## **ARTICLE XIII. AMENDMENTS TO THE CONSTITUTION AND BY-LAWS**

### **1) Proposing Amendments**

- a) Amendments may be proposed by any qualified voting member at any time. Proposed amendments must be submitted in writing to the President who shall present such proposals to the Executive Board.

### **2) Adopting Amendments**

- a) The RBJSL Executive Board must approve a proposed amendment(s) via a two-thirds (2/3) vote at an RBJSL Executive Board meeting.
- b) At a subsequent RBJSL meeting, the proposed amendment(s) is/are presented to the RBJSL Member Clubs via a first reading.
- c) At a subsequent RBJSL meeting (i. e., at a meeting after the meeting in which the first reading occurred), the proposed amendment(s) is/are presented to the RBJSL Member Clubs via a second reading. After the second reading, the proposed amendment(s) are voted upon. A two-thirds (2/3) vote is required to adopt the amendment(s).

## **ADOPTION**

ADOPTED: 15 Mar 2003

REVISED AND RE-ADOPTED: \_\_\_\_\_

## **BYLAWS**

### **ARTICLE I. ORDER OF BUSINESS**

- 1) The order of business at all regular meetings should be as follows:
  - a) Roll Call
  - b) Review and approve previous minutes
  - c) Financial reports
  - d) Committee reports
  - e) Communications
  - f) Unfinished business
  - g) New business
  - h) Miscellaneous items/good of the order
  - i) Adjournment

### **ARTICLE II. REGISTRATION**

- 1) Definitions:
  - a) Seasonal year: A year in which each player remains in the same age group, and which normally consists of multiple seasons. EPYSA defines a seasonal year as September 1 to August 31.
  - b) Season: A competition organized by RBJSL which runs for a portion of the seasonal year (e. g., a fall season and a spring season).
- 2) Each player must produce proof of age as required by Eastern Pennsylvania Youth Soccer Association (EPYSA).
- 3) Each team must register their coaches and players with EPYSA and submit proof of registration with RBJSL.
- 4) All Players must have an EPYSA-approved credential (e. g., player pass), validated for the current season. The credential must be produced at each RBJSL game.
- 5) All Coaches must have an EPYSA-approved credential (e. g., coach pass), validated for the current season. The credential must be produced at each RBJSL game.
- 6) A team may not register additional players after the deadline specified in the Rules of Competition, except in the event an affiliated team disbands. Players from that team may be registered by another team, providing that player(s) does not displace any currently registered player(s).

### **ARTICLE III. PLAYERS**

#### **1) Youth amateur players**

- a) A youth player means an individual who is an amateur player and who has not reached 20 years of age prior to December 31 for the current seasonal year.

## **2) Age limits and roster limitations**

- a) **Age Divisions.** Age divisions for each seasonal year shall follow the rules promulgated by EPYSA and/or US Youth Soccer.
- b) **Maximum Rosters.** The number of players registered for each team shall follow the rule promulgated by EPYSA and/or US Youth Soccer.

## **3) Primary and secondary players**

- a) A player may register with more than one team during the same seasonal year. At initial registration, the player must declare the team on which the player will have primary status.
- b) The player will be considered a secondary player on any and all other teams with which the player registers, provided the proper paperwork is completed.
- c) In the case where a player is registered to more than one team, and both/all teams are scheduled to play on the same day, the player must participate in the primary team's game in order to be eligible to participate in the secondary team's game(s) on that day.

# **ARTICLE IV. CONDUCT OF COMPETITION**

## **1) Rules of play**

- a) Except as provided herein, FIFA "Laws of the Game" as modified by EPYSA and or US Youth Soccer shall apply to each and every game within the jurisdiction of RBJSL.
- b) RBJSL may impose Rules of Competition for League games. These rules shall be proposed by the Board and adopted by a majority vote of the membership. In the event of a conflict between the RBJSL Rules of Competition and the aforementioned Laws of the Game, the RBJSL Rules of Competition shall control.

## **2) Age divisions, relegation, and RBJSL game schedules**

- a) Each Club must register their teams in each age division with RBJSL in a timely manner. The method of registration and registration deadline will be established by the Board and communicated to the membership at least 30 days prior to the registration deadline for any season.
- b) Teams will be relegated to each division. The goal of relegation is to provide the maximum number of competitive matchups within each division. In order to promote fair and competitive play, the RBJSL Executive Board may publish relegation guidelines in order to assist with decisions regarding team placement and relegation.
- c) The schedule of games for each season shall be directed and coordinated by the Second Vice President. The schedule may be prepared by the Second Vice President or, with the approval of the Executive Board, the preparation of the schedule may be delegated to another individual.
- d) The schedule shall be dependent upon the number of teams registered in each division and relegated with the member clubs, with the approval of the Executive Board.

### **3) Schedule changes and game postponements**

- a) All games shall be played at the designated location and scheduled time. Changes of location and scheduled starting time can be made only by the RBJSL Games Commissioner.
- b) In the case of unplayable field conditions and/or inclement weather:
  - (1) The Home Club Field Commissioner shall notify the RBJSL Games Commissioner and the Away Club of the game postponement. Notification must occur prior to the deadlines published in the RBJSL Rules of Competition.
  - (2) In the event that both teams arrive at the field, the referee will determine if the game is played or postponed.
- c) The Home Club Field Commissioner is responsible for coordinating the rescheduling of postponed games with the RBJSL Games Commissioner and the Away Club. Rescheduling procedures shall be developed and published by the RBJSL Executive Board.
- d) Procedures for requesting and approving non-weather-related game changes may be developed and published by the RBJSL Executive Board.

### **4) Playoffs**

- a) Playoffs may be held at the conclusion of a season, as specified in the RBJSL Rules of Competition.
- b) Playoffs shall be held only for the highest level of competition in each age division (e. g., Tier 1). Divisional status will be determined at relegation.
- c) Selection criteria and Playoff Rules of Competition (Playoff Rules) shall be developed by the Board and communicated to the Member Clubs. The RBJSL Rules of Competition will govern the playoffs unless specifically modified by the Playoff Rules.

### **5) Field of play**

- a) It is the responsibility of the Home Club to provide a safe and suitable game field. The size of the field shall be in accordance with the Laws of the Game as modified by EPYSA, US Youth Soccer, and/or the RBJSL Rules of Competition.
- b) The field of play shall be properly marked with the distinctive lines of non-caustic material.
- c) Corner flags are required and must be a minimum of five (5) feet high.
- d) All goals must be properly secured (e. g., with anchors, weighted bags, etc.).
- e) Decisions of referees regarding safety of the field of play are final.

### **6) Players' equipment**

- a) Decisions of referees regarding safety of equipment are final.

### **7) Referees**

- a) Games shall be officiated by US Soccer/Eastern Pennsylvania Soccer Association Referee Committee (EPSARC) licensed Referee(s) who will have full control of the game. In the event that no game officials appear at the field, a spectator may be used to officiate by mutual agreement of both coaches. No protests will be honored by the RBJSL pertaining to a game so officiated.

- b) For games without assigned Assistant Referees, the Referee may request each team to provide a Club Assistant Referee. Club Assistant Referees may not be players from either of the participating teams.
- c) In the event a game is postponed by the referee prior to the game due to weather conditions, one-half (1/2) of the prescribed fee for the first scheduled game at the field shall be paid by the home team.
- d) In the event a game is postponed due to weather conditions after play has started, the referee shall be paid the prescribed fee in full, for that game only.
- e) Referees shall be assigned by a Referee Assignor appointed by the RBJSL, and with the approval of the RBJSL Executive Board. The Referee Assignor shall be compensated. Payment will be made at a rate of pay approved yearly by the RBJSL Executive Board.

## **8) Spectators**

- a) Both participating teams are held responsible for crowd/fan control before, during, and after a match with primary responsibility to their own spectators.
- b) By request of the referee, a coach or Club official shall give safe and expedient escort to the referee(s), until departure from Club grounds. If any incidents arise from this escort, the Club official shall report the details of the incident to RBJSL (First Vice President).
- c) RBJSL will accept from the referee, Club official, or Referees' Association any complaint concerning crowd control, and immediately refer the matter to the Disciplinarian (First Vice President). The Disciplinarian (First Vice President) shall review the complaint and decide on disposition. The Disciplinarian may choose to dismiss the complaint, reprimand the responsible Club, fine the responsible Club, or refer the matter to the Grievance Committee for potentially more significant action. The amount of the fine will be in accordance with the Schedule of Fees and Fines.
- d) Upon receipt of a complaint from the Disciplinarian (First Vice President), the Grievance Committee shall review the complaint and decide on disposition. The Grievance Committee may choose to dismiss the complaint, reprimand the responsible Club, fine the responsible Club, suspend the responsible Club for a period of forty-five (45) days, or take other appropriate action. The amount of the fine will be in accordance with the Schedule of Fees and Fines.

## **9) Reporting game scores**

- a) Each team shall report the accurate score of the team's game(s) to RBJSL at the end of the game. The score shall be reported prior to the deadline published in the RBJSL Rules of Competition.
- b) Failure to comply shall result in a fine. The amount of the fine shall be in accordance with the RBJSL Schedule of Fees and Fines.

## **10) Forfeits**

- a) A game is forfeited when either team fails to field the minimum number of players within fifteen (15) minutes after the scheduled start of the game.
- b) If a team fails to appear, the other team shall pay the referee(s) one-half (1/2) of the regular game fee. RBJSL will reimburse the club that paid the referee(s) at the field.
- c) The RBJSL Games Commissioner shall be notified of the forfeit by the non-forfeiting team within twenty-four (24) hours of the forfeit.

- d) The RBJSL Games Commissioner shall then notify the Club Representative and Club President of the forfeiting team(s) that a forfeit occurred, and that a forfeit fine shall be paid within ten (10) days of such notification.
- e) After being notified of the fine by RBJSL, the Member Club must pay the fine within ten (10) days. Failure to pay the assessed fine within the prescribed time period can result in forfeit of all that Club's games until the fine is paid. The amount of the fine shall be established in the Schedule of Fees and Fines adopted by RBJSL.
- f) In the event that a team withdraws/disbands after the first game of the season, a fine will be assessed. After being notified of the fine by RBJSL, the Member Club must pay the fine within ten (10) days. Failure to pay the assessed fine within the prescribed time period can result in the Club being placed in Bad Standing with RBJSL. The amount of the fine shall be established in the Schedule of Fees and Fines adopted by the League.

## **11) Protests**

- a) A protest may be filed for violations of Reading Berks Junior Soccer League rules or procedures. A protest may not be filed for judgment calls made by the referee(s).
- b) The referee and opposing coach must be notified that a protest is being made. The notification may occur prior to a game, during a game, or prior to departure from the field of play. Such protests shall be annotated on the gameday lineup/roster, and initialed by the referee and the protesting coach.
- c) A formal written protest must be submitted to RBJSL (post marked or emailed) within seventy-two (72) hours after the game. One copy shall be sent to the President of the RBJSL, one copy to the opposing team coach, and the third copy retained for the protestant's file. Such letter shall contain the following:
  - (1) Protest fee as established in the Schedule of Fees and Fines.
  - (2) Name, address, and telephone number of the protesting team's coach and the Club President.
  - (3) Location, time, and date of game.
  - (4) All facts regarding the protest, including the desired remedy/outcome.
- d) The protest fee shall not be returned if the if the protest is denied, or if the protest is improperly filed.
- e) The protest fee shall be returned if the protest is upheld.

## **12) Meeting attendance**

- a) All Member Clubs must be represented at the monthly general meetings by their designated representative(s) or alternate(s).
- b) Member Clubs not adhering to this requirement shall be fined for each meeting in which they are not represented. The amount of the fines will be in accordance with the Schedule of Fees and Fines.
- c) Member Clubs must attend a minimum of eight (8) stated mandatory meetings during the previous 12 month rolling calendar year. Member Clubs who fail to do so shall be classified as not in good standing and thereby forfeit all voting rights.

- d) Executive Board Members (Voting) shall lose their voting rights after missing three (3) consecutive meetings. Voting rights will be reinstated after the board member attends three (3) consecutive meetings.
- e) The date, time, and location of each meeting shall be published by the RBJSL Executive Board, in accordance with the RBJSL Constitution.

## ARTICLE V. DISCIPLINARY ACTIONS AND SUSPENSIONS

### 1) Introduction

- a) **Disciplinary action is automatically initiated upon receipt of the referee game report.**
- b) All players or team officials who are sent off/dismissed (red card) by the referee shall be subject to the minimum suspension stated in this section, in accordance with the team's age group.
- c) The minimum suspension is **doubled** if the infraction that leads to the send-off/dismissal occurs after the game (final whistle).
- d) When a player or team official is sent off/dismissed (red card) by the referee, the player's/team official's team shall be deducted one standings point. One standings point is deducted for each send-off/dismissal.
- e) Spectators may be banned from attending RBJSL games for misconduct (i. e., conduct that would result in a send-off/dismissal of a player or team official). The information in this section shall be used to establish the appropriate length of ban. Spectator misconduct can also result in the deduction of team standings points as noted in this section.
- f) The RBJSL President or Disciplinarian (First Vice President) shall formally notify the Club President and Coach when a suspension is issued.
- g) *The discipline and suspension parameters in this section are intended to establish expectations among RBJSL Member Clubs. RBJSL reserves the right to adjust and/or increase the severity of a penalty if warranted for a specific incident.*

### 2) Ineligible players

- a) An ineligible player is one who is not registered (i. e., not listed on the approved roster) for the team at the time that the game is played.
- b) If an ineligible player takes part in an RBJSL game:
  - (1) The team's coach shall serve a one-game suspension. If multiple ineligible players participate, the team's coach shall serve a one-game suspension for each ineligible player.
  - (2) The team shall forfeit the game. Forfeit procedures shall be followed, including levy of the forfeit fine to the offending Club.

### 3) Serving suspensions

- a) Suspended coaches may have no contact whatsoever with any RBJSL team until their suspension is over (including training/practice in addition to games). Any questions regarding suspensions should be addressed to the RBJSL Disciplinarian (First Vice President).
- b) All periods of suspension shall run continuously. Game suspensions in effect at the conclusion of one playing season or seasonal year shall remain in effect into the following playing season(s) or seasonal year(s) until the full period of suspension has been satisfied.
- c) Game suspensions issued as a result of misconduct in a league game, or as a result of infractions of league rules and regulations, must be served in the league in which the suspension was applied.
- d) **Failure to serve suspension.** If a player or team official does not serve the suspension, or if a spectator appears at an RBJSL league game despite being banned, the penalties are as follows:
  - (1) First instance
    - (a) Club is placed on probationary status for six (6) months, including loss of voting rights.
    - (b) Violator must properly serve the full issued suspension.
  - (2) Second instance
    - (a) Club is placed on probationary status for one (1) year, including loss of voting rights.
    - (b) Violator must properly serve the full issued suspension.
  - (3) Third instance
    - (a) Club is placed on probationary status for one and one-half (1 ½) years, including loss of voting rights.
    - (b) Violator must properly serve the full issued suspension.

### 4) Misconduct toward Game Officials

Sanctions listed in this section are considered minimum sanctions. RBJSL may impose additional sanctions (e. g., increase the length of suspension) based on the facts of each individual case.

#### a) **Injuries.**

If an assault of a game official results in serious injuries to the game official, the minimum suspension shall be five (5) years.

#### b) **Striking/kicking.**

Deliberately striking, kicking, attempting to strike, or attempting to kick a referee or assistant referee (including Club assistant referee):

U14 and younger players:

First offense: 1 year

Second offense: minimum 2 years

Team officials, U15 and older players:

First offense: 1 year

Second offense: minimum 2 years



c) **Throwing objects.**

Throwing a soccer ball or any object (e. g., snow/ice ball, rock, gravel, dirt, mud, sand) *at* a referee or assistant referee (including Club assistant referee):

U14 and younger players:

First offense: 3 games

Second offense: minimum 1 year

Team officials, U15 and older players:

First offense: 3 games

Second offense: minimum 1 year

Throwing a soccer ball or any object (e. g., snow/ice ball, rock, gravel, dirt, mud, sand) *and hitting* a referee or assistant referee (including Club assistant referee):

U14 and younger players:

First offense: 1 year

Second offense: minimum 2 years

Team officials, U15 and older players:

First offense: 1 year

Second offense: minimum 2 years

d) **Spitting.**

Spitting at or on a referee or assistant referee (including Club assistant referee):

U14 and younger players:

First offense: 1 year

Second offense: minimum 2 years

Team officials, U15 and older players:

First offense: 1 year

Second offense: minimum 2 years

e) **Verbal threats.**

The verbal threat of bodily harm or property damage directed at a referee or assistant referee (including Club assistant referee):

U14 and younger players:

First offense: 3 games

Second offense: minimum 1 year

Team officials, U15 and older players:

First offense: 3 games

Second offense: minimum 1 year

f) **Offensive, insulting or abusive language and/or gestures.**

Using offensive, insulting, or abusive language and/or gestures toward a referee or assistant referee (including Club assistant referee):

U14 and younger players:

First offense: 3 games

Second offense: minimum 6 games

Team officials, U15 and older players:

First offense: 3 games

Second offense: minimum 8 games

## 5) Misconduct toward Opponents, Colleagues, or Spectators

Sanctions listed in this section are considered minimum sanctions. RBJSL may impose additional sanctions (e. g., increase the length of suspension) based on the facts of each individual case.

### a) **Fighting.**

Engaging in combat with an opponent, colleague, or spectator by means of the mutual exchange of blows delivered by hand, head, foot, or other portions of the body):

U14 and younger players:

First offense: minimum 3 games

Second offense: minimum 6 games

Team officials, U15 and older players:

First offense: minimum 4 games

Second offense: minimum 8 games

### b) **Striking/kicking.**

Deliberately striking, kicking, attempting to strike, or attempting to kick an opponent, colleague, or spectator:

U14 and younger players:

First offense: minimum 1 game

Second offense: minimum 4 games

Team officials, U15 and older players:

First offense: minimum 2 games

Second offense: minimum 8 games

### c) **Throwing objects.**

Throwing a soccer ball or any object (e. g., snow/ice ball, rock, gravel, dirt, mud, sand) at an opponent, colleague, or spectator::

U14 and younger players:

First offense: minimum 1 game

Second offense: minimum 2 games

Team officials, U15 and older players:

First offense: minimum 2 games

Second offense: minimum 4 games

### d) **Spitting.**

Spitting at or on an opponent, colleague, or spectator::

U14 and younger players:

First offense: minimum 2 game

Second offense: minimum 4 games

Team officials, U15 and older players:

First offense: minimum 3 games

Second offense: minimum 6 games

e) **Verbal threats.**

The verbal threat of bodily harm or property damage directed at an opponent, colleague, or spectator::

U14 and younger players:

First offense: minimum 1 game

Second offense: minimum 2 games

Team officials, U15 and older players:

First offense: minimum 2 games

Second offense: minimum 4 games

f) **Offensive, insulting or abusive language and/or gestures.**

Using offensive, insulting, or abusive language and/or gestures toward an opponent, colleague, or spectator::

U14 and younger players:

First offense: minimum 1 game

Second offense: minimum 2 games

Team officials, U15 and older players:

First offense: minimum 2 games

Second offense: minimum 4 games

g) **Serious foul play.**

Executing a tackle or challenge that endangers the safety of an opponent or uses excessive force or brutality:

U14 and younger players:

First offense: minimum 2 games

Second offense: minimum 4 games

Team officials, U15 and older players:

First offense: minimum 2 games

Second offense: minimum 4 games

## 6) **Persistent and repeated misconduct**

a) **Second caution in the same match.**

U14 and younger players:

First offense: 1 game

Second offense: 2 games

Team officials, U15 and older players:

First offense: 1 game

Second offense: minimum 2 games

b) **Caution accumulation by player.**

(1) A player who, in a given seasonal year, accumulates three (3) cautions (in separate games) shall be suspended for one (1) game.

(2) The second accumulation of three (3) individual cautions (in separate games) within the same registration year shall result in additional suspension equivalent to two (2) games.

(3) Further misconduct on the part of the individual during the same registration year shall be sufficient cause for the Executive Board or its respective subordinate authority to consider additional penalties of increased severity.

c) **Caution accumulation by team official.**

- (1) A team official who, in a given seasonal year, accumulates three (3) cautions (in separate games) shall be suspended for one (1) game. Additionally, the team official's Club shall be fined in accordance with the RBJSL Fee and Fine Schedule.
- (2) The second accumulation of three (3) individual cautions (in separate games) within the same registration year shall result in additional suspension equivalent to two (2) games. Additionally, the team official's Club shall be fined in accordance with the RBJSL Fee and Fine Schedule.
- (3) Further misconduct on the part of the individual during the same registration year shall be sufficient cause for the Executive Board or its respective subordinate authority to consider additional penalties of increased severity.

d) **Repeated send-off/dismissal.**

- (1) Notwithstanding any other penalties described in this section, a player or a team official who is sent-off/dismissed (red card) a second time in the same seasonal year must serve a minimum two-game suspension. Additionally, the player or team official's Club shall be fined in accordance with the RBJSL Fee and Fine Schedule.
- (2) Notwithstanding any other penalties described in this section, a spectator who is banned a second time in the same seasonal year must serve a minimum two-game ban. Additionally, the player or team official's Club shall be fined in accordance with the RBJSL Fee and Fine Schedule.

## **7) Conduct detrimental to the Game**

- a) Any player, team official, or club officer whose conduct is considered to be detrimental to the good and welfare of soccer shall be suspended for a minimum of one (1) game for the first offense and for a minimum of two (2) games for each additional offense within a two (2) year period. Such misconduct shall include but shall not be limited to: misbehavior while a spectator, the consumption of alcoholic beverages and/or the use of any illegal substance in the vicinity of the playing field before, during, or after a game.

## **ARTICLE VI. AMENDMENTS TO THE BYLAWS**

- 1) Amendments may be proposed by any qualified voting member at any time. Proposed amendments must be submitted in writing to the President who shall present such proposals to the Executive Board.

## **ARTICLE VII. ADOPTION OF AMENDMENTS TO THE BYLAWS**

- 1) The RBJSL Executive Board must approve a proposed amendment(s) via a two-thirds (2/3) vote at an RBJSL Executive Board meeting.
- 2) At a subsequent RBJSL meeting, the proposed amendment(s) is/are presented to the RBJSL Member Clubs via a first reading.
- 3) At a subsequent RBJSL meeting (i. e., at a meeting after the meeting in which the first reading occurred), the proposed amendment(s) is/are presented to the RBJSL Member Clubs via a second reading. **Immediately** after the second reading, the proposed amendment(s) are voted upon. A two-thirds (2/3) vote is required to adopt the amendment(s).

## **ARTICLE VIII. EFFECTIVE DATE OF AMENDMENTS TO THE BYLAWS**

- 1) Amendment(s) shall become part of the Constitution and By-Laws immediately upon their adoption by the Voting Members unless otherwise stipulated in the adopted amendment(s).

## **ARTICLE VIII. CURRENT FEES AND FINES**

- 1) RBJS� shall establish as Schedule of Fees and Fines. This schedule will be proposed by the executive board and become official upon a majority vote of the membership.

## **ARTICLE IX. LIMITATION OF BOARD MEMBERS' LIABILITIES AND INDEMNIFICATION**

### **1) Limitation of Liability**

- a) To the fullest extent permitted by Pennsylvania law, a member of the Executive Board shall not be personally liable to the RBJS�, or others for monetary damages for any action taken or for any failure to take action, unless the member has breached or failed to perform the duties of his office and such breach or failure constitutes self-dealing, willful misconduct or recklessness. The provisions of this Article shall not apply with respect to the responsibility or liability of a member under any criminal statute or the liability of a member for the payment of taxes pursuant to local, state or federal law.

### **2) Indemnification**

- a) The RBJS� shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that such person is or was a member of the Executive Board of the RBJS�, against expenses (including attorneys' fees), amounts paid in settlement, judgments, and fines actually and reasonably incurred by such person in connection with such action, suit or proceeding, giving rise to the claim for indemnification is determined by a court to have constituted willful misconduct or recklessness.
- b) The RBJS� may purchase and maintain insurance on behalf of any person, may enter into contracts of indemnification or bonding with any person, and may create a fund of any nature which may, but need not be, under the control of a trustee for the benefit of any person, and may otherwise secure, in any manner, its obligations with respect to indemnification.

## **ADOPTION**

ADOPTED: 15 Mar 2019

REVISED AND RE-ADOPTED: 12 Apr 2023