



By Laws Of
Jacksonville Jaguar Youth Soccer Club, Inc.
(Revised and adopted May 22, 2006)

Article I **Name**

This corporation shall be known as the Jacksonville Jaguar Youth Soccer Club, Inc., a Florida corporation, not for profit.

Article II **Purposes**

The purpose of this corporation shall be those set forth in its Articles of Incorporation and shall be limited by those Articles.

Article III **Membership**

Membership in the Club is by player enrollment and maintenance of good standing. Membership is in three categories: Player, General Member, and Officer.

Section 1. **Player** - An age-eligible player assigned to a team of players within the club, with the team conforming to North Florida Youth Soccer League and Florida Youth Soccer Association of play. No Player is eligible for membership without the sponsorship of a General Member.

Section 2a. **General Member** - The legal parent or guardian of a Player of the club. General Members have the right to attend any and all meetings of the Board of Directors, Club Committees and Coaches.

Section 2b. **At-Large Member** – At-Large members may be elected by two-thirds board majority for terms of 1 year.

Section 3. **Officer** – General or At Large Member of the Club elected by General Members at the Club's Annual Meeting to serve on the Board of Directors of the Club as a Team Representative, known as a Team Vice President, or as the President, First Vice President, Secretary, Treasurer, Director of Coaching, or Registrar.

Section 4. **Voting** – Players do not receive voting privileges. General members have the right to vote on the election of Officers at the Clubs Annual Meeting, and on other matters brought before the General Membership at the Annual Meeting or at Emergency Meetings that may be called by the Officers from time to time. The player of whom the General Member is a legal parent or guardian represents one vote (i.e. General Members with one club player have one vote; with two Club players, two votes.) General Members do not have voting privileges at regular or emergency meetings of the board of directions.

Section 5a. **Duration** – Members of Player is by year of play which commences September 1 and ceases August 31 of each year. General Members are eligible for membership within the Club only in their player(s) is/are officially enrolled and in good standing.

Section 5b. Officers are elected for one year, commencing June 1 and ending May 31 of each year.

Section 6. **Good Standing** – Good Standing is defined as player being current in dues and fees; Player and/or General Member not being in violation with the Club's Parent/Player Agreement and the player and/or General Member being in good standing as defined by the Club's Board of Directors and as defined by North Florida Youth Soccer League and Florida Youth Soccer Association. Any player and/or General Member, who is deemed to have lost their good standing, must be notified, in writing by the Club Secretary, within 30 days of the violation. Upon issuance of that written notification, as determined by U.S. Postal Service postmark on the notice, the player will immediately be suspended from play. The member so duly notified has the right to protest before the Officers at the next scheduled meeting; at the meeting the Officers have the right to reinstate good standing or to terminate membership, effective immediately.

Article IV Annual Meeting

The annual meeting of the General Members shall be held during the month of May each year at a location to be determined by the board of directors. The meetings purpose is to elect the Officers of the club for the year beginning June.

At least 30 days written notice will be given to General Members as to the date and locations of the annual meeting. A written slate of candidates for Office will be presented to the General Members at least 15 days prior to the annual meeting. A simple majority of General Members in attendance shall be all that is required for elevation of officers. Proxy votes may be counted, if received by the Club Secretary, in writing, in fewer than three days prior to the annual meeting.

Article V Board of Directors

Section 1 **Board Members and Terms-** The business, property and affairs of this corporation shall be managed by a Board of Directors consisting of the Officers of this Club, as defined in Article III, Section 3. Officers are elected for one year terms.

Section 2 **Duties of the Directors-** the Board of Directors shall transact all business of the corporation of every nature whatsoever. It shall determine the policies, fiscal matters, employment of staff, and other personnel policies and, in general, assume responsibilities for the guidance of the affairs of the corporation.

Section 3 **Quorum-** The presence of two-thirds of the Board of Directors shall be necessary at any regularly scheduled or emergency meeting of the Board of Directors to constitute a quorum to transact business. The act of the Directors present when a quorum is present shall be the act of the Board of Directors.

Section 4 **Meetings-** Meetings of the Board of Directors shall be monthly. Other regular meetings may be called by the Club President when duly notified by the Club President or by the Club Secretary. Emergency meetings may be called at anytime by the Club President or by a 2/3 majority of the Board of Directors with or without the approval of the President.

Section 4a **Rules of Order-** All meetings of the General Membership of the cooperation and of the officers, board of directors and committees, shall be governed by Roberts Rules of Order. A club parliamentarian is to be appointed by the President of the club, to serve during that Presidents term, and will be present at all meetings of the General Membership and of the board of directors, and has the power to

enforce rules of order, including, not limited to, allotment of time for discussion of issues before the board or of the general members.

Section 4b

Voting- Each member of the board of directors, as defined in Article IV, Section 1, is entitled to one vote with the exception of the President who can vote on in the case of tie votes, on the issues requiring votes by the board. All matters before the board requiring votes require a quorum of board members in attendance or by proxy. Proxies may be written or verbal; verbal proxies must be accompanied by written authorization by the board member and presented to the Club Secretary at the beginning of the meeting. Proxies do not represent board presence and will not be counted in determining a quorum. Actions of the board are final, except by proper appeal. Appeals of board action may be made in writing by any board member or general member to the board president for action at the next scheduled regular or emergency meeting of the board, at which time the board may vote to rescind or to re-enforce the decision at appeal.

Section 4c

Issues Requiring Board Vote- Issues brought before the legal board requiring a vote should be of policy or other legally binding nature including, but not limited to:

- Approval of annual budget
- Minutes of previous board meeting
- Regular or special treasurer's reports
- Committee proposals
- Contracts for products or services to the club in excess of budget allocations
- Legal actions that the club may present or be presented with
- Proposals by committee or board member that Affects the majority of Club Players or General Members
- Approval of hiring any Club Employees
- Removal of employees, board members, officers, players, or general members
- Appeals properly presented to the board
- Meeting Adjournment

Issues of a general nature may be made by the appropriate board member, standing committee chair or employee of the Club, with that action being reported to the board of directors at its next scheduled regular or emergency meeting.

Section 5

Vacancies- Vacancies in the Board shall be filled by election of the remaining members of the board.

Section 6

Removal of Directors, Officers and Employees- Any director, officer, and/or employee may be removed by the Board whenever, in the judgment of the Board, the best interest of the corporation will be served thereby, by a ¾ majority of the votes of the Board. Said director, officer and/or employee must receive written notice of this action by the club secretary and can appeal the board decision at a regularly scheduled or emergency board meeting call within 30 days of receipt of the notice removal. The board may vote again immediately after appeal presentation or table the final decision until the next scheduled meeting of the board. The board's vote after appeal is final and irreversible.

Section 7

Resignation- Resignations shall be made in writing to the secretary and acted upon by the Board of Directors at its next scheduled meeting. A majority of the remaining members, after such a resignation, may elect successors.

Section 8

Board Committees- The standing committees of the Board are:

- Concessions
- Fields and Equipment
- Finance
- Fund Raising
- Marketing and Public Relations
- Uniforms

Committee chairs serve at the pleasure of the Club President and the Board of Directors and it is encouraged that they not be current members of the board of directors. Committee chair terms are for one year, or partial year if filling a vacancy, and end with the term president. Ad hoc committees may be formed, from time to time, at the discretion of the board of directors. No committee chair may exercise a vote as an Officer of the club.

Article VI

Offices

Section 1

Offices- The offices of the board of directors shall be offices of this corporation.

Section 2

President- No person shall be elected to the office of the President who has served less than one year on the Board of Directors. The President shall:

1. Preside at all meeting of the Board of Directors and at any official meeting of the General Members.
2. Make all committee appointments, and oversee the activities of the committees.
3. Oversee the entry into contacts for products, services or other activities for the club.
4. Act as overall manager of Club employees.
5. Represent the best interests of the entire General Membership and team players.
6. May only vote on matters before the board of directors, only in case of a tie

Section 3

First Vice President- the first vice president shall:

1. Preside at all meeting of the Board of Directors and at any official meeting of the General Members, when the president is absent.
2. Act as liaison between vice president and president and oversee the activities of vice president
3. Oversee activities of committees and/or persons responsible for field and equipment maintenance.
4. Oversee activities of committees and/or persons responsible for team and/or club travel outside of the continental United States.

Section 4

Treasurer- the Treasurer shall:

1. Be custodian of all funds and securities of the corporation.
2. Keep a record of the accounts of the corporation and report thereon at each annual and/or regular meeting of the board.
3. Deposit all moneys of the corporation in the name of the corporation, in the bank or banks selected by the board, subject to withdrawal for authorized purposes, and upon such signatures of the officers of the corporation as shall be designated by the board.
4. Prepare and file reports and returns required by all governmental agencies.
5. In the absence of the Treasurer, the President will act as Treasurer.

Section 5

Secretary- the Secretary shall:

1. Record the Minutes of all meetings.
2. Have custody of the seal of corporation and all general club documents.
3. Give notices of all meetings required by the by-laws.
4. Take attendance at the meetings and declare a quorum.
5. Act in the place of the Club parliamentarian in the parliamentarian's absence.
6. Receive and properly disseminate or General appeals brought by board members or general members.
7. Carry on all necessary correspondence of the corporation.
8. Perform other such duties as may be delegated by the Board.
9. In the absence of the secretary, the treasurer will act as secretary.

Section 6

Registrar- the Registrar shall:

1. Keep all accurate records of team players and coaches.
2. Ensure the proper registration of players and coaches with the proper governing bodies.
3. Validate the age of players.
4. Register players at the beginning of the year of play and as players may be added to the Club's roster from time to time.
5. Handle transfers of players into and out of the Club's roster.

Section 7

Vice President - the Vice President shall:

1. Be elected ~~at the annual meeting of the General Members~~ from among the legal parents or guardians of players on the team which his or her son, daughter or legal ward participates.
2. Act as liaison between the team of election and the Board of Directors.
3. Act as liaison between Players' legal parents or guardians and team coaches
4. Coordinate fees, dues, and sponsorship money as necessary for the team of election.
5. Coordinate team reports, uniform distribution and volunteer enlistment, and other duties which from time to time may be required by a team representative of otherwise designated by the Board of Directors.

Section 8

Director of Coaching- the director of coaching shall:

1. Be recommended by the Club President from among active Club Coaches.
2. Serve at the discretion of the President as a voting member of the board of directors, only during the term of said Prescience.
3. At the discretion of the board of directors, receive monetary compensation in a manner described by the board.
4. Act as liaison between Club Coaches and the board of directors.
5. Be responsible for the discipline of the Club coaches.
6. Be responsible for training and instruction of club coaches between players.
7. Participate in the selection of Club Coaches.

Article VII

Teams and Coaches

Section 1 **Teams**- Teams will be comprised of appropriately-aged players as defined by rules of North Florida Youth Soccer and Florida Youth Soccer and will follow these guidelines:

1. Team members are selected by competitive tryouts held annually.
2. Players may be added to existing teams, following established North Florida Youth Soccer League and Florida Youth Soccer rules.
3. Players must be in good standing to play.

Section 2 **Coaches**- Teams will be coached by a head coach who:

1. Meet the requirements set by the board of directors for experience and professionalism.
2. Meet the requirements set forth by North Florida Youth Soccer and Florida Youth soccer.
3. The Head Coach may not be the parent or relative of any player who is a member of the team to be coached.
4. Will be paid for coaching services in the manner prescribed by the board of directors.
5. Is managed by and reports to the director of coaching.

Article VIII **Fiscal/Seasonal Year**

The fiscal year of the corporation shall be the calendar year. The seasonal year shall be the first day of September through the last day of August.

Article IX **Rules of Order**

“Robert’s Rules Of Order” shall be parliamentary authority for all matters of procedures not specifically covered in these By-Laws.

Article X **Corporate Seal**

The board of directors shall provide a suitable seal containing the name of the corporation, which seal shall be in charge of the secretary. The seal of the corporation shall be affixed to all certificates of membership and other documents, contacts, and papers as the board may prescribe.

Article XI **Compensation**

Members of the board of directors shall be entitled to reasonable compensation for their services in such capacity, only shall be agreed upon by the members of the board of directions at a meeting called to consider such a mater. Additionally, coaches and the director of coaching shall receive compensation in an amount and manner as determined by the board of directors.

Article XII **Amendments**

The board of directors may later amend, revise, add to, repeal, or rescind these By-Laws and/or adopt new By-Laws at pleasure by a $\frac{3}{4}$ majority vote of all the members of the board of directors at any meeting of the board, provided that notice of the proposed change of the By-Laws shall have been given at least fifteen days in advance of the meeting.