



CITIZENS FOR SOCCER, INC. By-Laws
INTRODUCED March 19th, 2010

REVISION HISTORY:

<i>Draft Introduced:</i>	<i>2/13/2010</i>
<i>Revised and approved final copy released:</i>	<i>3/19/2010</i>
<i>Change to Article 10-5 – Yellow card count was raised from 3 to 4 for suspension</i>	<i>4/8/2010</i>
<i>Logo change and Game Director (Emeritus) removed from BOD listing</i>	<i>1/11/2011</i>

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Article 1: Name

1. The name of the organization is Citizens for Soccer, Inc. also to be known as Massachusetts State Soccer League, hereafter referred to as the “league” or “MSSL”.

Article 2: Purposes

1. The purpose of the organization is specified in the articles of Organization.
2. The organization shall be established as a not for profit organization and shall be in compliance at all times but not hold the classification of the United States Internal Revenue Code of 1954, 501(c)(3).
3. A non-profit organization established to administer, develop and promote the sport of soccer amongst youth and amateur athletes within the New England region.

Article 3: Organization

1. The mailing address of the MSSL shall be located at:
Citizens for Soccer, Inc.
PO Box 42
North Reading
MA 01864
2. The physical location of the MSSL for the purpose of committee meetings and BOD meetings shall be located at:
780 Dedham Street
Suite 400
Canton
MA 02021
3. The Board of Directors, hereafter referred to as “BOD” shall consist of the following members:
President: Dimitri Antonakas
Vice President: Jonathan Beck
Vice President 2: Domenico Martignetti
Treasurer: Dario Cornelio
Secretary: Diana McKee
4. The BOD reserves the right to create committees and assign committee members as necessary.

5. The BOD shall be elected at the Annual General Meeting hereafter referred to as "AGM". Terms will be for 2 years and elected on a staggered basis as outlined in Appendix A. The Commissioner, Registrar, Communications Director and Director of Admissions shall be selected by the President with further consent of the BOD and be appointed only with the majority approval of the BOD on an annual basis.
6. The President shall be nominated by Vice President 1 and be appointed only with the majority approval of the membership at the AGM. Each BOD member shall hold office for two years and may be eligible for re-election.
7. The members of the Executive Committee shall constitute the Credentials Committee.
8. In the event that an office with the exception of the President is vacated, the President reserves the right to appoint an interim appointee until the next AGM. At the AGM that position will be up for election, the interim appointee is eligible for official election by the membership.
9. General meetings will be held as needed during the MSSL season. The AGM will be held within the first 90 days of the calendar year. The BOD will meet at least once a month while the season is ongoing.
10. Only one representative from each affiliated team has the right to vote at general meetings. Whenever a team representative is an officer of the Board, that individual may vote as a member of the BOD or as a team representative but not both. This individual must announce before a general meeting who he is representing.
11. Any proposed changes to the by-laws must be received in writing by the BOD, seven (7) days before the next scheduled AGM. Amendments or changes to the by-laws may only be made by a two thirds vote of the league membership.
12. The business of the league shall be reviewed by the BOD and the membership (one Representative of each affiliated team). No new business will be discussed at General Meetings unless notification has been received seven (7) days prior. An item may be placed on the agenda by written notification or email to the President.

13. The Order of Business for General Meetings, at the discretion of the BOD, shall be:
 - a) Roll call
 - b) Minutes of previous meeting
 - c) Officer's Reports
 - d) Unfinished Business
 - e) New Business as stated above
 - f) Election of officers, if applicable
 - g) Adjournment

14. AGM/General Meeting's will begin at a designated time and location designated by the President. Any team, which fails to be represented at an AGM/General Meeting, shall be fined \$100. Any team not represented at three General Meeting's over the course of a season will be assessed an additional \$100 fine. Except as otherwise stipulated in these by-laws, all meetings of MSSL shall be conducted in accordance with the latest authorized edition of Robert's Rules of Order.

15. It is the responsibility of the team to maintain accurate contact information with the league at all times.

Article 4: Duties of the Board of Directors

1. Any member of the BOD is subject to removal from office upon being found guilty of unsportsmanlike conduct, abuse of power, failure to perform, incompetence, or just cause. A motion to remove the member of the BOD from their post must be supported by a two-thirds majority of the membership present at the meeting. A quorum must be present at the meeting. No officer shall receive compensation of any form, unless approved by the league, for performing duties on behalf of the league, except to be reimbursed for out-of-pocket expenses and other costs approved by the President.

2. President
 - a) Vote only in the event of a tie vote at General Meetings and at BOD meetings.
 - b) Preside at all meetings.
 - c) Act as a Chairman of the Executive Committee and BOD.
 - d) Oversight and approval of all expenses, invoices and league transactions.
 - e) Appoint the Chairman of the Appeals Committee and its members.
 - f) Set the written agenda for any BOD and General Meetings according to Article 3.13.
 - g) Represent or delegate a representative for the league at M.A.S.S. Meetings.
 - h) Shall have the authority to set and invoke fees and penalties as required.
 - i) Shall receive all protests and applicable fees and forward them to the League Commissioner.

2. Vice President
 - a) Succeed to the office and powers of the President in his absence, or for the remainder of his term in office, if the office is vacated.
 - b) Entitled to vote at all General and BOD Meetings.
 - c) Assist the President in the performance of his duties.
 - d) Shall oversee and act as Chairperson of the League Cup.
 - e) Shall be the parliamentarian at all General meetings.
 - f) Shall oversee and approve all expenses, invoices and league transactions in the absence of the President.

3. Vice President 2
 - a) Entitled to vote at all General and BOD Meetings.
 - b) Shall oversee and act as Chairperson of the League Select Team.
 - c) Assist the President in the performance of his duties.
 - d) Responsible for seeing that player registration procedures and records are correctly maintained by the Registrar.
 - e) Organize and structure all MSSL Committees, as specified in Article 3.4.

4. Treasurer
 - a) Coordinate and have control of the finances of the league and report on them at all General Meetings.
 - b) Report the balances on hand and keep financial records.
 - c) Be responsible for signing all checks.
 - d) Be responsible for the reconciliation of any and all fines imposed by the Commissioner and the league.
 - e) Entitled to vote at all General and BOD Meetings.
 - f) Shall be bonded.

5. Secretary
 - a) Attend to all correspondence of league notifications, keep records, and have charge of all property.
 - b) Maintain and document minutes of all BOD and General Meetings and make them available upon written request.
 - c) Entitled to vote at all General and BOD Meetings.
 - d) Correspond on behalf of the league, only with the permission of the President.
 - e) Give notice by mail or other means if necessary to all members of the league at least fourteen (14) days in advance of the AGM and General Meetings.

Article 5: Appointed Positions and Committees

1. Registrar
 - a) Shall be responsible for all player registrations.
 - b) Shall be responsible for notifying the league of any registration infractions.
 - c) The Registrar shall be reimbursed for each player registered and for any other approved out of pocket expenses.

2. Communications Director
 - a) Maintain and update content regarding the league on all mediums i.e. internet, e-mail.
 - b) Correspond on behalf of the league, only with the permission of the President.
 - c) Coordinate independent contractors for work related to website or other advertising mediums.

3. League Commissioner
 - a) Selected by the President with the consent of the BOD and approved by the membership.
 - b) Shall serve from the time of appointment until resignation or until removed by the membership.
 - c) Shall be an individual interested in the welfare of soccer and the MSSL, without any ties to any teams in the MSSL.
 - d) To decide, as he deems fit, any and all grievances submitted by any league member.
 - e) To enforce discipline among members including entire teams, as he sees fit, including the imposition of fines, suspension for violation of these by-laws, or have generally accepted standards of sportsmanlike conduct.
 - f) To receive a copy of each teams completed Official Game Roster, referee reports, ejected player pass cards and protests filed with the President, if any.
 - g) Penalize a team should reports indicate a continuing problem, such as but not limited by poor field conditions or inadequate equipment at a given field or with a given team.
 - h) Notify the BOD, and recommend a suspension for any team that fails to pay a fine or fee by specified date, until the fine has been paid.
 - i) To present a complete report to the membership at the AGM.
 - j) Any decision of the Commissioner pursuant to these by-laws shall be in writing and delivered to the team representative involved and the MSSL membership.

4. Director of Admissions
 - a) Shall provide information to new teams and new players seeking to join the league

5. In the event that the office of the Commissioner shall become vacant, the Executive Committee and the BOD shall act as interim Commissioner and shall have the authority to exercise the powers of the Commissioner listed herein until a new Commissioner is appointed. In this instance the BOD will not receive compensation other than cost incurred on behalf of the league.

6. In the event that a member of the BOD is affiliated with a team that is involved in the protest or matter, to be decided, that member shall excuse himself from the matter and the remaining Board members shall decide the protest or matter. As soon as reasonably possible, the President shall call a meeting to have the membership ratify the new Commissioner selected.
7. All Committees excluding Appeals, Executive, BOD, and General Membership Committees which have to meet as many times as necessary, must meet four (4) times minimum during one full season. The Chairperson of each committee must attend the BOD Meetings. All committee appointments shall be made annually. Each Committee Chair will have one (1) vote at the BOD Meetings.
 - a) **Credentials Committee:** Confirm the eligibility of all league members to vote at meetings and determine whether there is a quorum to conduct business.
 - b) **Referee Committee:** Gather reports filed by league members. Review the conduct and performance of referees assigned to league matches, when necessary make recommendations to the BOD.
 - c) **Field and Scheduling Committee:** Gather information on field availability for league members. Maintain accurate records of times and fields used by the league's teams. Secure fields for League Cup Finals and any playoff games requiring neutral field. Develop the league's game schedule and oversee that all games have been completed in accordance with the league by-laws.
 - d) **Rules Committee:** Review and recommend changes to the by-laws. Maintain and update the league by-laws annually at a minimum.
 - e) **Select Team and Cup Committee:** Assist the Vice President in organizing and assembling the League Select Team. Assist the Vice President in organizing the league's cup competition.
 - f) **Special Events – Fund Raising Committee:** Organize and recommend special events including banquets, awards, and fund raising. Organize and recommend the league's Hall of Fame.
 - g) **Appeals Committee:** An independent body appointed by the President and responsible in hearing and rendering decisions on all appeals filed with the league.
 - h) **Budget Committee:** Assist Treasurer in creating the annual budget for the league.

Article 6: Memberships

1. Membership in the MSSL is open to all teams that meet the following requirements:
 - a) A written application must be submitted to MSSL President or Secretary by the January 31st deadline each year.
 - b) Demonstrates the team's ability to meet the league's financial obligations and abide by the league by-laws.
 - c) Receive a proper clearance from its former affiliated league, if necessary.
 - d) The application and home field of new applicants must be approved by the BOD.

2. An affiliated club is prohibited to transfer or sell the franchise to another party until it meets the membership requirements and has received the proper clearance from the league. All team name changes must be approved by the BOD and voted at the Annual General Meeting.
3. The BOD reserves the right to review the membership status of any member club at any time. Should a club be determined to have seriously violated the by-laws of the MSSL, the BOD shall have the power to vote for immediate expulsion of said club from the league.

Article 7: Dues

1. All teams shall pay an annual affiliation fee, as determined by the BOD and approved by the membership, as needed for operating league expenses before the adjournment of the AGM.
2. Membership dues will comprise of a game bond and a two year bond for incoming teams. The MSSL BOD shall announce the bonds amount for each year at the AGM. The two-year bond will be refunded after the team has completed two years of league play and is in good standing with the league. If the team wishes to withdraw after the two-year period, the team must notify the league prior to the AGM otherwise the team will forfeit the bond.
3. Each affiliated club will receive the following benefits:
 - a) Team affiliation to the M.A.S.S., U.S.A.S.A. and the USSF.
 - b) Registrations for Professional and/or Amateur players.
 - c) Players pass cards, (not to exceed twenty-two).
 - d) Team liability insurance.
 - e) Player medical insurance (up to 22 players).
 - f) Entry to the MSSL Annual Cup.
 - g) Participation to the MSSL National Select Team for Selected Players.
 - h) Participation to the MSSL Select Team for Select Players.
 - i) Eligibility for State Cups.
 - j) Eligibility for Regional & National Cups (Amateur, Open and U23).
 - k) Affiliation to USASA.
 - l) Most Qualified Referees in Massachusetts.
 - m) Three men referee system per game.
4. All payments to the league must be made by check or money order. If a check is returned from the depositing bank, a \$50 fine will be imposed and the replacement payment and fine must be made by money order. At the discretion of the Treasurer, all future payments for the remainder of the season, including payments to referees, shall be paid by cash, money order or bank certified check.

Article 8: Registrations

1. Registration is open to all male players regardless of status (professional, amateur or youth).
2. All players' registrations, professional and amateur, come under the jurisdiction of the Registrar.
3. A player shall remain registered with a league team until such time as that team releases him, or until December 31st of the current year whichever comes first.
4. Players who have been properly released from a league club may transfer and register with another team within the league up to September 1st. No club may register or transfer any league players released after September 1st for the current schedule, including for all Cup competitions, until January 1st of the following year. Deadlines for new registration shall be September 30th.
5. The player assumes all risks and responsibilities for loss, damage, or injury to himself while engaged as a player for a club, and the player waives any and all claims against the league and/or the Club arising out of such damage or injury.
6. Each player, to be eligible to play in any game, shall produce a player pass card valid for the current season or documentation from the League Registrar or Designated League Official plus a photo ID under special circumstances approved by the registrar or member of the BOD. Any team found presenting a pass card at the check-in or during play, of a player other than the registered player as appears on the pass card, will automatically be fined \$500 and will forfeit the game in which that player appeared. Any falsification of the registration form, or pass card by a player will result in the immediate suspension of the player, and a \$500 fine. The player shall remain suspended for a period of not less than one (1) year from the date of issuance of the suspension. Any falsification of the registration form or pass card by a team (management) will result in the team forfeiting (3-0 loss) all games in which that player appeared and fined \$500.
7. Every player must present one current passport size photographs of quality acceptable to the Registrar, as well as his registration form, and prior pass cards if available.
8. Teams may register and maintain a 25 player registration roster. Teams are limited to a 22-player game roster. Once teams reach the 25-player limit, they must release players in order to register new players. Teams must return pass cards of released players to the League Registrar. A fee must be paid for all players registered beyond the initial 22 players.

9. Online registration of new players must be received by the Registrar no later than six (6) days prior to the game (the Monday before a Sunday game) in order for a player to be eligible to play in the game in question. In addition, supporting documentation (photos, player authorization and payment) must be either postmarked by five (5) days prior to the game (the Tuesday before a Sunday game) or hand delivered by 9pm. three (3) days prior to the game (the Thursday before a Sunday game) in order for a player to be eligible to play in the game in question.
10. Player pass cards are the property of the league. All player pass cards must be return to the league Registrar upon player release or at the end of the current season. Failure to return pass card(s) when requested will result in a fine imposed by the President.

Article 9: Game Procedures

1. Each team shall secure a home field for their scheduled games and times. For exceptions and other issues see league policies.
2. All matches under the auspices of the league shall be played and conducted according to the "FIFA Laws of the Game", except as indicated in the league policies.
3. Postponed games shall be played within 21 days or earlier of the original scheduled game date. All postponed games resulting from no fault of either team shall be played within 21 days of the original scheduled game date. Teams will notify each other and the Game Director by 9pm on the 3rd day after the original date (example Wednesday night by 9pm after a Sunday match) with an alternative date. Teams not ready to play at this designated time and place will forfeit. If teams cannot agree on a scheduled date, the Game Director shall select the date and the team not responsible for the postponement as determined by the Game Director shall have the right to select the location per approval of the Game Director.
4. After the game, the referee shall return to the coach or General Manager all the pass cards.
5. The home team is responsible for all expenses incurred for the preparation of the grounds.
6. The Captain of each team must wear an armband for identification purposes.
 - a) The coach or team manager must have a league I.D. in order to be with the team.
7. A team shall not be permitted to use more than seven (7) substitutes.
8. The ball used in any match shall be supplied by the home team and at the end of the game, it must be returned by the referee to the home team. If the game is played on neutral ground the first team listed.

9. All games must be played the full 90 minutes (plus added on time, if applicable). Failure to complete a game due to weather or lighting (no fault of conditions) will require that the game be either replayed in its entirety. If the referee abandons the game due to the game being brought into disrepute the game does not have to be replayed, see Article 10. Failure to complete the game due to a team's inability to commence play at the scheduled game time shall be dealt with by the commissioner.

Article 10: Misconduct, Disciplinary Procedures and Fines

1. Unless specified in detail in Article 10 and league policies, all other Misconduct, Disciplinary Procedures and Fines may be imposed.
2. All fines shall be assessed either by the BOD, President or the Commissioner in accordance with these by-laws. After notification all team fines must be paid according to league policies. Any fine, which is unpaid after fourteen (14) days, shall result in the team's suspension from league play with applicable forfeit of all scheduled fixtures, until the fine is paid. Fines shall be imposed by the President for unpaid fines or dues imposed by the league and not paid by the prescribed time frame. Fines shall be 25% of the outstanding fines/dues or as prescribed within these by-laws.
3. In the event of any club, team, player, official, or member being proved guilty of any violation of the Laws of the Game, by-laws of the league, or of M.A.S.S., or the USSF, or any misconduct, the Commissioner and/or the BOD shall have the power to recommend for the removal of the offending party from the league or suspend such party for a stated time period or deal with it in such a manner he may deem proper including assessing fines.
4. A player sent off the field of play because he was deemed guilty of violent conduct, and/or serious foul play, or for any other reason or combination of reasons, shall be suspended for a minimum of two (2) scheduled and played league and/or MSSL Cup games for the first offense. Any subsequent offense shall result in further disciplinary action.
5. A player having received four (4) cautions (yellow cards), during the current regular season shall be suspended for one (1) scheduled and played league and/or MSSL Cup game. Any subsequent offences shall result in further disciplinary action. League cards and suspensions whether received in a Cup game or a scheduled league game will apply to all subsequent games whether Cup or scheduled league games. Two cautions in one game will result to a one (1) game suspension. A player receiving two (2) yellow cards during a game will be suspended for the next game. A player having received a third double-yellow card during the season shall be suspended for two games and fined \$50.
6. Any red card suspension and any suspension so imposed by the Commissioner and not completed before the end of the current season shall be carried over to the next season.

Article 11: Protests

1. Protests shall be sent by email within 24 hours to the President with a copy to the opposing team. Any team, that wishes to file a game protest, must submit it in writing (via regular mail) accompanied with a \$100 bond post-marked within 72 hours of the completion of the game to the Treasurer. Failure to submit the protest and bond within the specified time will forfeit the protest. If, the protest is successful, the protest bond shall be returned to the team.
2. All decisions of Protest will be made by the Commissioner within 14 days of written Protest unless additional time is warranted to render a decision.
3. All decisions of protests made by the Commissioner may be appealed using the appeals process, see Article 12.

Article 12: Appeals

1. Appeals of the Commissioner's decisions must be made by email AND regular mail within 24 hours to the President along with a \$200 bond to the Treasurer within 72 hours of receiving the Commissioner's decision. If the appeal is successful, the bond will be returned along with any fine assessed by the league. If the appeal is denied, the league will retain the fine and bond.

Article 13: Miscellaneous

1. Any division in the MSSL may not comprise of more than 14 teams at the start of the league season. Should accepted applications from new clubs raise the number of teams in the lowest league division to above 18, the BOD at a special meeting will determine the structure of the league for that season. Any required playoff structure shall be determined by the Vice President and approved by the BOD.
2. If two teams are tied on points in the league standings at the end of the season, the determining factors will be used in the following order:
 - i. Results from head to head competition.
 - ii. Goal difference
 - iii. Goals for
 - iv. Goals against

This will determine the league Champion in each division and/or teams to be relegated or promoted. In the event of a tie in a playoff or championship game at the end of 90 minutes, the following procedures shall be followed:

- a) A complete over time period of 30 minutes (two 15-minute halves) shall be played.
- b) If the game is still tied after the overtime period, the winner shall be determined according to the FIFA "Taking of kicks from the penalty mark".

3. In the event that a team is expelled or withdraws from the league before the completion of its schedule, the following procedures will take place.
 - a) If the team is expelled or withdraws before completing its first half schedule, all results will be removed from the standings.
 - b) If a team is expelled or withdraws during the second half of the season and it has played all its opponents a minimum of one time, the results from the first meeting between all teams will stand and will count in the standings. All remaining results will be removed from the standings.
4. At the conclusion of the season the bottom two teams in a Division will be relegated, and the top two teams from the Division immediately below will be promoted. If a team withdraws or is expelled, they will represent one of the relegated positions.
5. The format for establishing lower divisions (2nd, 3rd, etc.) shall be decided by the BOD.

Article 14: Other Competitions

1. National Amateur or Open Cups and State Cup shall take preference over league games. In the event that, a National Cup Competition game is postponed, cancelled, or rescheduled for any reason, 5 days prior to the originally scheduled MSSL game is required to be played on the original scheduled date.
2. Clubs affiliated with the league, intending to arrange exhibition games or regular competition against a team from another league must notify the league and M.A.S.S. in writing of their intention and must receive permission from the President.
3. MSSL teams participating in any unaffiliated competition will assume all risks and liabilities. Scheduled league games or MSSL Cup games will not be postponed for any unaffiliated competition. In the event two (2) or more players from a team participate in the league or state select team, the team may request postponement of a scheduled game if these players are not available because of a select team match conflict.

Article 15: Referees

1. The Referee Assignor shall appoint referees and assistant referees for all games. The assignor or his designee shall be compensated for each referee and linesman assigned to a game according to the policy.
2. Referee fees shall be in the amount approved by a majority vote of the membership at the AGM.
3. All referees shall be registered with the USSF, and have a State Class 1 or higher classification preferably. They must be selected by the Referee Assignor. However, the league reserves the right to select officials and remove from the available list of referees, if necessary.

4. Any referee found guilty of gross misconduct behavior, or just cause as determined by the BOD shall be removed from the league assignment list. A member team may request that certain officials not be assigned to any of their league games, by notifying the President in writing and provide the reason(s) in detail.
5. The referee must report (in writing) any misconduct and/or misdemeanors that take place either on the field of play or in its vicinity at any time prior to, during, or after the match, so that the Commissioner can take appropriate action.
6. The referee shall submit a detailed written report and game rosters to the Commissioner within 24 hours of the game. Failure to do so will result in possible disciplinary action to be taken by the league.
7. Any referee that violates the league's Policy for Officials shall be subject to disciplinary action including, but not limited to a fine given by the BOD.

Appendix A

MSSL Election Cycle

Position	Term	Next Election
President	2 Years	March 2011
Vice President 1	2 Years	March 2012
Vice President 2	2 Years	March 2011
Treasurer	2 Years	March 2012
League Secretary	2 Years	March 2011