



**OWASSO SOCCER CLUB BYLAWS**

**Effective June 9, 2016**

## **OWASSO SOCCER CLUB BYLAWS**

### **ARTICLE I NAME**

The name of this organization shall be the Owasso Soccer Club. Herein referred to as OSC. The competitive portion of OSC shall be known as the Northeast Oklahoma Football Club. Herein referred to as NEOFC. A special program supported by OSC is "The Official Program for Young Athletes with Disabilities" herein referred to as TOPSoccer.

### **ARTICLE II MISSION STATEMENT**

The purpose of the OSC shall be to function as an incorporated member club of the Oklahoma Soccer Association (herein referred to as OSA); to promote the development of soccer through the establishment of youth programs, training and education and; to organize soccer teams to participate and compete in soccer competitions.

### ARTICLE III MEMBERS

#### Section 1

Membership, with voting rights, in the OSC shall be open to parents, and/or guardians of players, coaches, referees and players 16 years of age or older. Membership, without voting rights, shall be open to players 15 years of age and younger. Voting rights pertain to elections of officers and at special request meetings.

#### Section 2

Players and parents and/or guardians of players shall be admitted to membership in the OSC upon acceptance of a properly completed OSA registration form by the OSC and payment of the player's individual registration fee as established by OSA and the OSC. Coaches shall be admitted to membership upon the acceptance of a properly completed coach's registration form by the OSC. Membership duration for recreational coaches shall be for one season (as seasons are defined by the OSA).

(Note: Membership consist of a parent/player as listed above that is in 'Good Standing' with OSC as it relates to dues are paid in full for the current season. If a player is on a scholarship, the parents must have full-filled their volunteer hours per listed agreement).

Referees shall be admitted to membership after officiating 10 games for OSC and/or NEOFC. Membership duration for referees shall be indefinite so long as the referee officiates at least 10 OSC and/or NEOFC games per single season. Should a referee fail to officiate at least 10 OSC and/or NEOFC games in a single season, their membership will be suspended until such time as the 10 game requirements is met.

**ARTICLE IV  
OFFICERS**

Section 1

The officers of the OSC shall be a President, First Vice-President, Second Vice-President, Secretary, and Treasurer.

Section 2

- A. The **President** shall (a) preside at all meetings of the OSC, (b) represent the OSC at all OSA meetings, (c) serve as the Club's liaison with the City of Owasso and other outside organizations with whom the Club has contact, and (d) oversee the activities of the other officers to ensure they are properly fulfilling their duties and that the routine activities of the Club are being maintained. He/she shall be an official member of all committees except the Nomination Committee, (e) is a voting OSC Board member in case of a tie vote.
- B. The **First Vice-President** shall (a) be the Games and Disciplinary chairperson, (b) maintain the club website, (c) perform such duties as may be assigned by the President, (d) to ensure a member of the board or an appointee is at the fields during all games, (e) in the absence of the President, act with the same power and authority, (f) is a full voting OSC Board Member.
- C. The **Second Vice-President** shall (a) be responsible for the care, maintenance and operation of all properties that the OSC is obligated to maintain, (b) be responsible for the maintenance of all the OSC equipment, (c) be responsible for game field preparation, and (d) cancellation of games because of field conditions with the concurrence of (2) other board members, (e) in the absence of the President and First Vice-President, act with the same power and authority, (f) Is a full voting OSC Board member.
- D. The **Secretary** shall (a) record and maintain the minutes of all OSC executive board meetings, general membership meetings and special meetings, (b) provide leadership and coordination to OSC efforts on projects as required, (c) is a full voting OSC Board member.
- E. The **Treasurer** shall (a) receive, disburse and account for all of the OSC funds, which shall be kept in a bank designated by the OSC Executive Board, (b) prepare a financial report for presentation to the Executive Board and general membership at each regularly scheduled meeting, (c) prepare such other financial reports as may from time-to-time be required (d) within 14 days following the end of their term, submit a detailed financial report to the Executive Board for their review and approval E) Work with the OSC Certified Public Accountant (CPA) ensuring required data is transferred.

And serve as an interface to the OSC Board with regards to CPA activities. (f)  
Coordinate and manage concession stand and associated labor (g) Is a full voting OSC Board member

- F. The NEOFC Representative shall (a) be responsible for all correspondence and communication between NEOFC and OSC, (b) provide leadership and coordination to OSC efforts on projects as required, (c) full voting OSC board member.
- G. The Coach's Delegate shall (a) serve as an additional voice for the coaches of the league, (b) provide leadership and coordination to OSC efforts on projects as required, (c) full voting OSC board member.

#### APPOINTED POSITIONS

- A. The **Registrar/Asst. Registrar** shall (a) serve as the Chairperson of the Registration Committee, (b) be responsible for fulfilling the requirements of the OSA and the OSC in the registration of individual players and the placement of such players on teams, and (c) be responsible for the promotion of registration activities each season as per an agreed upon yearly contract. This is a negotiated and paid position based on board approval. In the case that the Registrar and/or Assistant Registrar are coaches, their team rosters must be approved by a majority vote by the OSC Executive Board. Coordinate with Director of Coaching to fulfill all coaching vacancies.
- B. The **Office Manager** is a paid position and that person's responsibility will be defined per a contractual agreement.
- C. The **Director of Coaching** is a paid position and that person's responsibility will be defined per a contractual agreement.
- D. The **Head Referee / Referee Assignor** shall be appointed by the OSC President and approved by the elected OSC Executive Board members. The Head Referee shall (a) be responsible for recruiting, training and registering all referees in the OSC referee pool, (b) be responsible for implementing the OSC referee evaluation and training program, and (c) oversee and work with the referee assignor(s) to insure proper assignment of referees for progressive development. The Referee Assignor The referee assignor shall (a) be responsible for the scheduling of all referees for all OSC and NEOFC home matches, (b) schedule referees and fields for all rescheduled OSC and NEOFC home matches, and c) schedule the use of game fields by OSC and NEOFC teams for authorized scrimmages and special practice sessions.
- E. The **Director of Field Marshals** shall be appointed by the OSC President and approved by the OSC Executive Board members. The Director shall be responsible for (a) the Field Marshalling Program as a whole, (b) report to OSC Board on issues the Marshalling Program is facing pertaining to any OSC properties and the conduct of individuals on them, (c) is the OSC interface with Owasso Police Department, (d) has full authority to address any misconduct anywhere at any time on any OSC properties up to and including calling the Police to remove an individual, (f) during an emergency event the Director will function as an "Emergency Event Coordinator" to coordinate OSC

resources and assist outside emergency services as required. Note: OSC Board members may need to fulfill Director's duties in the Director's absence or vacancy in the position.

- F. The **Director of Tournaments** is appointed by the OSC President and approved by the OSC Executive Board members. The Director shall be responsible for (a) interfacing with organizations involved in any OSC tournament, (b) report to the OSC Board all issues pertaining to OSC tournaments, (c) Director must have any OSC tournament contacts approved by the OSC Board, (d) creating, organizing and the operations of the committees required for OSC tournaments, (e) manage the daily activities and operations during play or the tournaments.
- G. The **Public Relations Coordinator** (PRC) is appointed by the OSC President and approved by the OSC Executive Board members. The PRC shall be responsible for (a) ordering trophies for each season, (b) act as the chairperson of the Seasonal Trophy Day, (c) coordinate club involvement in miscellaneous public relations related activities, (d) actively seek sponsorships from organizations within the community, (e) update and maintain communications and information needs of the OSC via newsletters, social media sites, and/or website, (f) update and maintain communications and information needs of the OSC via newsletters and website, (g) attends monthly board meetings as a non-voting staff member.
- H. The **OSC Certified Public Accountant** (CPA) will be a Non-OSC member which is appointed by the OSC President and approved by the OSC Executive Board members. The CPA is an independent contracted support agent to handle the financial aspect of the OSC organization. The CPA will: a) create documents and handle all IRS related activities, b) provide guidance to the OSC Board for financial matters as required, c) does not have terms of office, but is a continuous contracted agent, d) CPA support may be transferred to another agent, if directed by the OSC Board due to cause.
- I. The **Concession Stand Manager** (CSM) is appointed by the OSC President and approved by the OSC Executive Board members. The CSM shall be responsible for ordering/stocking concession stand as well as maintain adequate staff (approved by board) for all OSC weekend games/tournaments and planned events. The CSM will be responsible for daily event inventory/sales sheet and will report to the Treasurer. This position will be filled/reviewed on an annual basis.

OSC Executive Board members have the responsibility to ensure that walk-in registrations are properly staffed. At the conclusion of any registration related activity where cash/checks are being handled, it is required that the Registrar (or Assistant Registrar) and at least one OSC Executive Board Member (excluding the Treasurer) verify the money/checks collected during the walk-in registration.

### Section 3

The terms of office for all elected officers shall begin on June 1, following the annual meeting at which they are elected. The elected officers of this Club shall serve a (2) year term, or until their successors are elected, with the following exceptions.

- A. The First Vice President, Treasurer and Secretary will be elected in even numbered years.
- B. The President and Second Vice President shall be elected in odd number years.
- C. The NEOFC Representative will serve on OSC board concurrent with their NEOFC board position.
- D. The Coach's Delegate term will be an annual position serving from July to June and will be appointed by the executive board. They must be a licensed coach and been registered with OSC for a minimum of 3 seasons.

Vacancies in offices, other than President, shall be filled through appointment by the majority vote of the OSC Executive Board. The First Vice-President shall fill a vacancy in the office of the President and a new First Vice-President shall be appointed on a temporary basis by OSC Officers until the annual meeting in May when regular officer elections are held. The First Vice-President that assumes the office of President due to resignation of that officer shall hold the office of President for the remainder of that term. If the Director of Field Marshals is not filled, the 1<sup>st</sup> VP will serve as interim Director until one can be appointed.

The term of office for all appointed officers shall be from the date of their appointment to the 31<sup>st</sup> day of May following their appointment.

### Section 4

If any office cannot be filled, then an existing office holder can remain on the OSC Board if voted in per that office's approval requirements, therefore, no maximum term limits. No elected member of the OSC Executive Board shall simultaneously serve as an officer of OSA, unless approved by the OSC Board.

## **ARTICLE V OFFICERS**

### Section 1

The Officers of OSC shall consist of the following officers: President, First Vice- President, Second Vice-President, Secretary and Treasurer.

## Section 2

The OSC Officers shall have general supervision of the affairs of the Club between general membership meetings, fix the time and location for general membership meetings, make recommendations to the Club, and shall perform such other duties as are specified in these bylaws.

## Section 3

Meetings of the Board shall be held a minimum of once per month at a time and place specified by the President. Special meetings of the Board may be called by the OSC President or at the request of three OSC officers.

## Section 4

A majority of OSC officers shall constitute a quorum for an OSC Executive Board meeting. No vote shall be cast by proxy. The OSC Board may conduct OSC business using current technology (such as email, teleconferences, and other types of modern communication advantages).

## Section 5

Decisions of the OSC Executive Board may be appealed to the Oklahoma Soccer Association, then to the United States Youth Soccer Association, as appropriate, following the procedures and policies as outlined in the USYSA Official Administrative Rulebook.

## Section 6

Any member of the OSC Executive Board that misses three consecutive board meetings shall resign their position if asked to do so by a two-thirds vote of the remaining Executive Board members. Any member of the OSC Executive Board shall resign their Board position if asked to do so by a unanimous vote of the remaining Executive Board members. Any OSC Executive Board member can be removed from office by a two-thirds majority vote of the ballots cast by OSC members present at a general membership meeting or special meeting called for that purpose. Any Executive Board member removed from office shall not be eligible for election or appointment to any OSC office for a period of no less than 60 months from the date of removal. Any board member or appointed position member that resigns from their position prior to their full comment of the position shall not be eligible for election or appointment to any OSC office for a period of no less the 48 months from the date in which they submitted their resignation from the club.

## Section 7

All members of the OSC Executive Board will sign an acceptance form for their voted position. The acceptance form will state their positional responsibilities and represent an agreement,



that during their term, if they are subject to a disciplinary resolution issued by the OSC Games & Disciplinary Committee, they will resign their position on the board.

**ARTICLE VII  
MEETINGS**

Section 1

The general membership meetings of the OSC board shall be held on the second Monday of January, February, March, April, May, August, September, October, and November, unless otherwise ordered by the OSC Executive Board. A portion of the May and November meetings must be designated for starting the registration process for the upcoming season.

Section 2

At the general membership meeting in March, a nomination committee shall be appointed by the OSC President and approved by the Executive Board. The OSC President shall appoint the nomination committee chairperson. The date and location of the annual general membership meeting for the purpose of electing the Club officers will be set at this meeting.

Section 3

The April meeting shall be the annual nomination meeting and shall be for the purpose of nominating candidates for the elected Club officer positions for that odd or even dated year and for conducting normal business. The nominating committee shall present its list of nominees for the elected Club officer positions. After the nominating committee finishes its presentation of nominees, additional nominees for all elected Club officer positions will be taken from the floor. No one shall be elected during the May annual membership meeting without first being nominated during the April meeting (the only exception being if the nominated candidate(s) for an office choose not to serve in the office between the time they are nominated and the date of the election).

Section 4

The May meeting shall be known as the annual membership meeting and shall be for the purpose of electing the OSC Club officers and conducting normal business. Election for any office with more than one nominee shall be by ballot. Votes shall be counted by the OSC Secretary, with assistance from no more than two club members who are selected from those present by the presiding officer. All marked ballots shall be retained by the Secretary and destroyed after the close of the meeting.

Section 5

Special meetings shall be called by the OSC President or by the request of three OSC Executive Board members. The purpose of the meeting shall be stated in the request and at least seven days' notice shall be given prior to the meeting. All OSC members in good standing and are in attendance can vote at this meeting.

Section 6

When approved by a two-thirds vote of the Executive Board members present, any single Executive Board meeting or portion of that meeting may be closed to the public, including members of the Club. Attendance at these closed meetings shall be restricted to the Executive Board members and those requested to attend by the Executive Board.

**ARTICLE VIII  
INDEMNIFICATION**

Section 1

Every member of the OSC Board of Directors and employees shall be indemnified by OSC against all reasonable expenses and liabilities, including counsel fees, necessarily incurred by or imposed upon such member of the Board of Directors or employee in connection with any threatened action, pending action or completed action, suit or proceeding, whether civil, criminal, administrative or investigative to which (s)he may become involved by reason of their being a member of the Board of Directors or employee at the time such expenses are incurred, if (s)he acted in good faith and in a manner (s)he reasonably believes to be in or not opposed to the best interests of the OSC. This indemnification shall not apply in such cases where the affected member of the Board of Directors or employee is found to not have acted in good faith or in a manner reasonably believed to be in or not opposed to the best interests of the OSC or where the person is adjudged guilty of a willful misfeasance or malfeasance in the performance of their duties. Provided, that in the event of a settlement, the indemnification herein shall apply only when the Board of Directors approves such settlement and reimbursement as being for the best interest of OSC. The provisions of this section shall be applicable to actions, suits, or proceedings pending at the acts or omissions occurring before the adoption hereof, whether arising from acts or omissions occurring before or after the adoption hereof, and to members of the Board of Directors and employees and other persons who have ceased to render such service, and shall inure to the benefit of the heirs, executors and administrators of the members of the Board of Directors and employees referred to in this section. This indemnity agreement shall not inure to the benefit of any indemnitor, insurer, and surety or bonding company.

**ARTICLE IV  
COMMITTEES AND PROGRAMS**

Section 1

A Nominating Committee shall be appointed by the President, with the approval of the Executive Board during the March general membership meeting. The committee shall consist of at least three members and not more than five members. The OSC President shall select the chairperson. It shall be the duty of the committee to nominate candidates for the offices open to election and present them at the April general membership meeting.

Section 2

The Games and Disciplinary Committee chairperson shall be the OSC First Vice President. The committee shall consist of at least two, but no more than four members selected by the First Vice President and approved by the Executive Board. At least one of the members shall be a certified referee. No more than one of the committee members may be from outside the OSC/NEOFC membership. Responsibilities of this committee are defined in Section 6 of the OSC Standing Resolutions.

Section 3

The OSC Field Marshal Program (FMP);  
OSC has the right and responsible to monitor and address misconduct and uncooperative behavior at any time to anybody within the OSC properties. Problem individuals may be told to leave OSC properties.

The FMP will be led by the Director. On game days, OSC Parent FMP volunteers will assist the Director in the tasks of the Program and will have the FMP authority on those days only while on-duty. However, the Director will have the FMP authority at any time they are on OSC properties.

The FMP should be designated for scholarship parents and stated as the primary source of hours as payment for their player(s). Eight (8) hours per season per player. This should be mandated as we need field marshal's on the game fields every Saturday or Sunday's as needed for rain outs.

The Owasso Police Department has been pre-coordinated with and will be called to physically remove any individuals refusing to cooperate with FMP personnel. OSC personnel are not to initiate any physical removals.

Any adult referee in uniform can support the FMP in addressing and responding to any behavior issues at any time on game days in the OSC properties. This support does include telling problem individuals to leave and calling the police during games they are officiating. The FMP will also function as a coordinating element during bad weather or an emergency. The FMP will assist emergency service agencies once they are on OSC properties. The FMP will also monitor potential weather conditions that could be cause for concern and assist in passing the information thru-out the OSC properties of action to be taken when the decision has been made.

Section 7

All other committees deemed necessary to carry out the work of the Club, shall be appointed by the OSC President and approved by the Executive Board by majority vote.

**ARTICLE X  
AMENDMENT OF BYLAWS**

These bylaws can be amended at a special meeting of the club by a two-thirds majority vote of the OSC members present provided that the amendment(s) has been submitted in writing at the previous general membership meeting or special general membership meeting called not less than two weeks prior to the regular general membership meeting.

**ARTICLE XI  
PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the Club in all cases in which they are applicable and in which they are not inconsistent with these bylaws, the bylaws of the OSA, and any special rules the Club may adopt.

**ARTICLE XII  
NONPROFIT STATUS - DISSOLUTION**

This corporation is not organized for pecuniary profit, nor shall it have any power to issue certificates of stock or declare dividends, and no part of its net earnings shall inure to the benefit of any member, trustee, director, or individual. The balance, if any, of all money received by the corporation from its own operation, after payment in full of all debts and obligations of the corporation of whatsoever kind of nature, shall be used and distributed exclusively for carrying out the purpose of the corporation, as more particularly set forth here in above. Upon the dissolution of the corporation, the board of directors shall after paying or making provision for payment of all the liabilities of the corporation, dispose of all assets of the corporation in such manner, to such organization or organizations organized and operated exclusively for charitable or educational purposes and shall at the time qualify as an exempt organization or organizations under section 501 (c) (3) of the internal revenue law, as the board of directors shall be disposed of by the district court in which the principle office of the corporation is located exclusively for such purpose provided further that in no event of its dissolution or the reimbursement of any sums subscribed, donated or contributed by such director, member or individual for any other purpose.

## **OWASSO SOCCER CLUB STANDING RESOLUTIONS**

NOTE: These standing resolutions have been enacted by the Owasso Soccer Club, and where required, approved by the Oklahoma Soccer Association. They are rules for the OSC only. Standing resolutions of the OSA apply in all cases unless specifically addressed by the OSC in these rules.

### **SECTION 1**

#### **REGISTRATION**

- A. The Registrar shall appoint three members, along with the Assistant Registrar to serve on the Registration Committee. The appointments shall be approved by the Executive Board. The registration committee shall assist the Registrar with player registrations and with team formations as discussed in Section 3 of the OSC Standing Resolutions.

**See OSC website ([www.oscsoccer.com](http://www.oscsoccer.com)) for fee information.**

All players who register after the deadline set by OSC for regular registration shall pay a \$25 late fee per player to the OSC. The Executive Board shall have the authority to wave this fee when, in their judgment, it is deemed appropriate. No recreational player will be allowed to register after the first game.

- B. No refunds of registration fees will be allowed after players are registered with OSA, except in cases of financial hardship, medical reasons or a move by the player to an area outside of OSA. Such refunds will be in the amount of one-half of the registration fee and must be approved by the OSC Executive Board. No refunds will be granted after the first regular season game. Additionally, there will be no refunds for seasons that are shortened due to weather or other items outside of the control of OSC.

### **SECTION II COACHES**

- A. The Head Coach,(Director of Coaching) will be responsible for recruiting and assigning coaches to teams. The Head Coach may, at his discretion, appoint up to three individuals to assist him with the recruitment and assignment of recreational coaches. The Executive Board has the authority to overrule any coaching assignment made by the Head Coach.



- B. New coaches may coach for a period of one year without certification. Coaches may obtain certification through the Oklahoma Soccer Association (OSA) approved In-house Coach Training Program provided by the OSC or by successfully completing an appropriate OSA coaching course.
- C. Any reimbursements for coaching certifications must be presented to the OSC within 90 days from the date of successful completion of the course.
- D. Recreational coaches may be suspended from all soccer related activities by a vote of the OSC Games and Disciplinary Committee. Such suspension shall not exceed a period of 14 days at any time. Suspension can be for reasons of discipline or pending a hearing to remove the Coach. A suspended coach shall receive written notice within 24 hours of the suspension and the reason therefore. If a removal hearing is to take place, the notice shall include the date, time, and place for the hearing, as well as a list of reasons for the proposed removal. A coach can be temporarily suspended on-the-spot by the Director of Field Marshal if gross misconduct is displayed in any OSC properties. The Director must advise the OSC Board within 48 hours to schedule a discipline hearing.
- E. Recreational coaches may be removed at any time by a vote of the OSC Executive Board. Removal of a coach may occur only after the subject coach has been provided an opportunity to meet with the Executive Board and hear the reasons presented for such dismissal and respond by personal testimony, witnesses and other evidentiary material. Written notice of such hearing shall be provided to the coach at least 72 hours in advance of the hearing and shall include a list of the reasons for the proposed removal. Following removal, each family on the team shall receive written notice of the removal and the name of the permanent or interim replacement coach. A coach that has been removed by the OSC Executive Board may not return to coaching in the OSC for a period of 12 months.
- F. Any coach (recreational or competitive) being sent off any game field twice in one season will be required to attend the next OSC meeting to explain the coach's repetitive misconduct to the OSC Board. The Board may or may not schedule a hearing for further action.

### SECTION 3 TEAM FORMATION

- A. As a recreational league, players are assigned to teams formed according to the **"Neighborhood, School Concept"**, with the exception of returning players. Returning players are assigned to their former teams if half of (50%) the team members return and

the coach is returning or a parent of a returning player volunteers to coach the team. Otherwise, players will be assigned to other teams by means of a **“player pool.”**

- B. All unassociated players will be placed into a **“player pool.”** An unassociated player is defined as a player that does not belong to a **“core team group”** as defined below (See #5). Placement of players from the Player Pool onto teams will be done with consideration towards an equal balance of talent, even team sizes, location of players (neighborhood and/or school), and special requests in hardship cases.
- C. Team Formation Process  
The Registration Committee is responsible for maintaining a fair balance of talent within each age group.
- 1) Teams will be formed during a set Team Formation Meeting, (date to be agreed upon by the board), and facilitated by a neutral three parent volunteer committee (*parents with no players in the age group*) for each age group.
  - 2) Special requests:
    - a) A player may request not to be placed with a specific coach or team. In such cases, a player must stipulate the team/coach he or she does not wish to play for at the time of player registration. Such requests shall be honored, but shall be limited to one request per player per season.
    - b) Player’s preference for friends will not be granted at this time.
    - c) Player’s request to meet special needs such as transportation, medical conditions, etc
  - 4) New teams formed in the Fall and Spring will be formed by the **“player pool”** selection (See description of “player pool” in heading).
  - 5) Any existing team may reform each season under the **“core team”** formation system and will be allowed to remain intact as long as one-half (50%) of the team elects to remain with the team and an eligible, licensed coach is returning to coach the team. If none of the coaches (assistant) from the previous years' team returns, a parent of a returning player may be selected as the coach. The intent is to try to keep the returning **“core team”** players together. If there is no coach for the **“core team”**, then it ceases to exist and all of its returning players return to the **“player pool”**. Two coaches may not combine their “core teams” into a single team. In the event one team coach would like to assist another team coach, the departing team coach can only transfer their child to the existing team.
  - 6) Previous year's coaches (assistants) are not guaranteed a coaching position.
  - 7) Coaches may coach for only one year without certification.
  - 8) Priorities for team placement for players who register late:
    - a) In the event there is an overflow of players who register late, the priority of who gets placed on a team is:
      - i. Players whose parents are club volunteers or sponsors.
      - ii. Date of registration

- b) It is the Club's goal to enroll the maximum number of players within the OSA and OSC timelines. The club is to make every possible effort to accommodate all players by actively recruiting coaches or increasing the team size per the OSC/OSA rules.
    - c) Players that register late and cannot be immediately placed on a team, will be placed on a waiting list.
  - 9) Teams that have consistently dominated play for two consecutive seasons may be disbanded or reorganized. A team may be ruled to be a dominant team by a two-thirds majority vote of the Executive Board. Reorganization of a dominant team will be conducted during the next team formation process following the Executive Board decision.
- D. The Registrar shall submit preliminary team rosters to the Executive Board for final review and approval prior to distribution to coaches and registration with OSA. It shall be the responsibility of the Executive Board to assure that teams have been formed according to the established guidelines. The Executive Board may reject, by majority vote, an entire age class and require the Registrar to revise and resubmit that class. The Executive Board may not order specific changes.
- E. Playing Up
  - 1) Playing up refers to playing in an older age division than the player's age is normally assigned.
  - 2) Playing up is to be discouraged by the OSC and will not be allowed for the sole purpose of keeping a pre-existing team together.
  - 3) No player shall be allowed to play up unless failure to do so causes a clear hardship on the player, his family or the Club. A clear explanation of the hardship must be provided in a written request by the parent or legal guardian of the player.
  - 4) Decisions on playing up requests will be made by the Executive Board, with the coordination and investigative effort from the Director of Coaching; however, the OSA Registration Committee has final approval.
- F. Playing Down
 

Playing down refers to playing in a younger division than the player's age is normally assigned. No player shall be allowed to play down.
- G. Players Right to Play
  - 1) The OSC believes that the sport of soccer is best promoted by maximum player participation. Therefore, the OSC encourages equal playing time for all registered recreational players.
  - 2) It is the policy of the OSC that a registered player on a recreational team shall be entitled to play at least one half of every GSCA approved league or tournament game. It is the responsibility of the team Coach to observe the intent of this policy.

- 3) A player who has left a game due to minor injury should be allowed to return to the game as soon as possible to play out their allotted time.
- 4) In carrying out this policy, the coach of a team may restrict for one game a player's right to play if, prior to the first game of the season, the coach has provided, in writing, a team policy for attending normal team practices and/or unsportsmanlike behavior and/or violent or disrespectful conduct. Notice of such disciplinary action must be provided to the player and parent or legal guardian at least 24 hours in advance of the disciplinary action. Such disciplinary action must be noted on the game form prior to the game.
- 5) The OSC Games and Disciplinary Committee shall be empowered to suspend, for a period of no more than 14 days, any coach who is deemed by the Committee to have violated the spirit of the Players Right to Play policy.

#### SECTION 4 AGE SPECIFIC PROGRAMS

The highlight below shows recommended roster changes from US Soccer...Do we want to change preferred and Max roster to reflect the change? YES

- **Under 5 Program (Mini Kickers):** This program is for the beginning understanding of basic soccer skills of children 5 years old or younger. The program is non-team based and mostly clinic / fun orientated with short scrimmage opportunity. Parents are encouraged to assist the program. The program will be led by skilled individuals already in the OSC organization appointed by the President and approved by the OSC Board.
  
- **Under 6 (4 vs 4 - Roster Size: Preferred 6; Max. 8):** *Players selected by neighborhood, school, zip code and players special requests will be considered.*
  
- **Under 7 (4 vs 4 Roster Size: Preferred 6; Max. 8):** *Teams formed by returning players "core team". Additional players, **from player's pool**, will be chosen based on years' experience and skill level. Players' special requests will be taken into consideration. However, an equal balance of talent between all teams is the primary objective.*
  
- **Under 8 (4 vs 4 Roster Size: Preferred 6; Max. 8):** *Teams formed by returning players "core team". Additional players, **from player's pool**, will be chosen based on years' experience and skill level. Players' special requests will be taken into consideration. However, an equal balance of talent between all teams is the primary objective.*
  
- **Under 9 (7 vs 7 Roster Size: Preferred 8; Max. 10 without coach approval):** *Teams formed by returning players "core team". Additional players, **from player's pool**, will be chosen based on years' experience and skill level. Players' special requests will be taken into consideration. However, an equal balance of talent between all teams is the primary objective.*

- **Under 10** (7 vs 7 Roster Size: Preferred 8; Max. 10 without coach approval): Teams formed by returning players “**core team**”. Additional players, from **player’s pool**, will be chosen based on years’ experience and skill level. Players’ special requests will be taken into consideration. However, an equal balance of talent between all teams is the primary objective.
- **Under 11** (Players 9 vs 9-Roster Size: Preferred 11; Max.14): Teams formed by returning players “**core team**”. Additional players, from **player’s pool**, will be chosen based on years’ experience and skill level. Players’ special requests will be taken into consideration. An equal balance of talent between all teams is the primary objective.
- **Under 12** (9 vs 9 Roster Size: Preferred 11; Max.14): Teams formed by returning players “**core team**”. Additional players, from **player’s pool**, will be placed based on years’ experience and skill level. Players’ special requests will be taken into consideration. An equal balance of talent between all teams is the primary objective.
- **Under 13 and Above** (11 vs 11 Roster Size: Preferred 14; Max. 18): Teams formed by returning players “**core team**”. Additional players, from **player’s pool**, will be placed based on years’ experience and skill level. Players’ special requests will be taken into consideration. An equal balance of talent between all teams is the primary objective.

**SECTION 5  
RECREATIONAL RULES OF COMPETITION**

All OSC competition shall be in accordance with the OSA rules of competition, except as noted below.

- A. If a referee suspends a game after the second half is started, the game will be considered complete.
- B. The disposition of the game suspended by the referee will be decided by the OSC Games and Disciplinary Committee or the OSA Games and Disciplinary Committee if two Clubs are involved.

**Section 7**

## **Conflict of Interest Policy**

### **Section 1 – Purpose**

The purpose of the conflict of interest policy is to protect this tax-exempt organization's (Owasso Soccer Club) interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Organization or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

### **Section 2 – Definitions**

#### **1. Interested person**

Any director, principal officer, or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

#### **2. Financial Interest**

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which the Organization has a transaction or arrangement.
- b. A compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Section 3, a person who has a financial interest may have a conflict of interest only if the appropriate governing board or committee decides that a conflict of interest exists.

### **Section 3 – Procedures**

#### **1. Duty to Disclose**

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the directors/ board members of committees with governing board delegated powers considering the proposed transaction or arrangement.

## **2. Determining Whether a Conflict of Interest Exists**

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

## **3. Procedures for Addressing the Conflict of Interest**

- a. An interested person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b. The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the governing board or committee shall determine whether the Organization can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Organization's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or arrangement.

## **4. Violations of the Conflicts of Interest Policy**

- a. If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain

the alleged failure to disclose.

- b. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary action.

#### **Section 4 – Records of Proceedings**

The minutes of the governing board and all committees with the board delegated powers shall contain:

1. The names of the persons who disclosed or otherwise were found to have financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
2. The names of persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

#### **Section 5 – Compensation**

1. A voting member of the governing board who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
2. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization for services is precluded from voting on matters pertaining to that member's compensation.
3. No voting member of the governing board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Organization, either individually or collectively, is prohibited from providing information to any committee regarding compensation.



### **Section 6 – Annual Statements**

Each director, principal officer and member of a committee with governing board delegated powers shall annually sign a statement which affirms such person:

1. Has received a copy of the conflicts of interest policy.
2. Has read and understands the policy.
3. Has agreed to comply with the policy.
4. Understands the Organization is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

### **Section 7 – Periodic Reviews**

To ensure the Organization operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

1. Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.
2. Whether partnerships, joint ventures, and arrangements with management organizations conform to the Organization's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

### **Section 8 – Use of OSC Properties and OSC/Owasso City Parks Usage Areas**

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Any organized games, training session, tactical practices must be pre-coordinated with OSC. Any outside organizations wanting to use OSC areas in anyway must pre-coordinate with OSC. In some cases, usage fees may be applicable due to OSC expenses in maintaining noted areas.

Outside organizations or individuals wanting to use noted areas for an organized event or purpose of any kind, can contact OSC from the OSC website ([www.oscsoccer.com](http://www.oscsoccer.com)). OSC permission must be granted in writing prior to noted event. A copy of the granted written permission must be on-site and available for verification during the event. Request must be applied for (2 weeks) in advance of requested event. OSC has many operational and maintenance activities to be coordinated with year round.

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