



CONSTITUTION

Revised: 1 June 2015

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St. Mary's Soccer

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ST. MARY'S SOCCER (SMS) is a volunteer organization that offers a recreational soccer program for children of all ages in St. Mary's County, Maryland.

ARTICLE I - NAME

The name of this organization will be St. Mary's Soccer Incorporated, herein referred to as SMS.

ARTICLE II - PURPOSE

SMS, an independent league, is affiliated with the Maryland State Youth Soccer Association (MSYSA) and the St. Mary's County Department of Recreation and Parks in order to provide soccer programs that help county children develop and grow through participation in soccer. SMS shall adhere to the rules and regulations of the MSYSA. The organization intends to teach children the fundamentals of soccer, the principles of good sportsmanship, the responsibility of team participation, and to encourage players to have fun playing soccer. SMS is a 501(c) (3) non-profit organization.

ARTICLE III - PROGRAMS

SMS programs emphasize having fun, teaching and developing soccer skills and tactics, and promoting good sportsmanship. The seasonal year shall conform to the MSYSA seasonal year. Each program shall be administered in accordance with By-laws approved by the Executive Board of SMS:

- 1) **Kiddie-Kick Program (U04/U05KK):** The Kiddie-Kick program was established for our youngest players to get their first taste of soccer. The program is all about fun and friendship, and letting the youngest players get a chance to experience the game. Kiddie-Kick runs on a shorter schedule than the other programs, providing a six to eight-week clinic format with no organized teams or practices. Kiddie-Kick will run for one hour during six to eight weeks of the regular SMS season. Parental supervision is required for all participants.
- 2) **Recreational Program (Rec U06-U18):** The recreational components of SMS will emphasize fun and the development of basic soccer skills. SMS Recreation teams are COED, and will play other SMS Rec Teams in the same age group. The intent of this program is to maximize player touches during games and practice in a pressure-free, fun environment, while players develop their soccer skills.
- 3) **Recreation-Plus Program (RecPlus U08-U18)** - The Recreation-Plus component of SMS, an intermediate level of play, will emphasize fun and the development of intermediate level soccer skills, while providing a more competitive environment than the Recreation Program. The intent of this program is to maximize player touches during games and practice in a pressure-free, fun environment. RecPlus teams will play SMS teams and teams from local soccer clubs who have been admitted to play RecPlus.

- 4) **Travel Program (U09-U18)** – The Travel Program, the most competitive level of play, will emphasize fun at the highest competitive level to include advanced skills and techniques, tactical awareness, and sportsmanship. Teams shall participate in travel league(s) and tournaments outside of SMS administration. The intent of this program is to give players of greater experience, ability, and/or desire, the option to further their development and enjoyment of soccer by providing the opportunity to compete against similar teams and to present such players increased soccer knowledge.
- 5) **Tri-County Futsal** – Futsal® (Five-a-Side Soccer) is played on indoor basketball courts without the use of sidewalls. The priority in Futsal is to encourage players to have fun in an environment that is conducive to learning soccer skills. Futsal is a fast paced game that allows players to frequently touch the ball, presents many opportunities to score goals, regain possession of the ball, maximize active participation and minimize inactivity and boredom.
- 6) **Street Soccer** – Street Soccer is a drop-in set of small sided pick-up games. There are no coaches, no referees & no instruction. Street Soccer consists of pick-up style soccer games for players aged U06 to U14, where everyone plays, all of the time, in small-sided, short duration games. There will be supervision by a few coaches, but it will be a relaxed atmosphere in which the players play for fun. The object of this program is to give kids unstructured soccer playtime with "silent" sidelines, similar to backyard games with their friends. Because the game of soccer is the best learning tool, pick-up games offer an enjoyable way for kids to play soccer and interact with other kids. These games are intended to “replace” the pick-up games we all grew up with. Everyone, regardless of skill level, can play. Small-sided games allow players to get plenty of time with the ball and to try new things without fear of making a mistake.

ARTICLE IV - MEMBERSHIP

Membership in SMS shall consist of elected and appointed officers, coaches, assistant coaches, and parents or guardians of registered players. Players shall not be considered as members. The payment of a player’s registration fee, which shall be collected at the beginning of each season and used for the operating expenses of the organization, shall constitute membership in SMS for that season. Members are invited to attend general meetings as defined in Article IX.

ARTICLE V - SMS GOVERNING BOARD

SMS shall be governed by a Governing Board. The Governing Board shall be responsible for the overall operation of SMS, including: financial administration, schedules, fund raising, field assignment, field preparation, providing referees, publication of information of league interest, special events, liaison with MSYSA, the St. Mary’s County Department of Recreation and Parks and any other organization that may be necessary. In addition, the Governing Board shall serve as the nominating committee for league officers for the following year. The Board shall consist of both elected/voting members (officers) and appointed/non-voting members. Individuals may not concurrently hold more than one elected/voting position on the Board. Elected/voting members may concurrently hold one appointed/non-voting position on the Board. Board meetings and voting procedures are defined in Article IX. In the case of a change in board membership at the end of the year, the outgoing Board shall turn over all material necessary for the continued operation of SMS to newly elected Board Members.

ARTICLE VI – EXECUTIVE BOARD

There shall be 15 Elected/Voting Board Members who will comprise the Executive Board. The Executive Board will consist of the following positions: President, Vice President (Rec North), Vice President (Rec South), Vice President (Rec Plus), Vice President (Travel), Vice President (Admin), Secretary, Treasurer, and seven At-Large Members. The Executive Committee shall consist of all Executive Board Members EXCEPT the At-Large Members. Members will be elected by the general membership at a general meeting held at the end of the Spring season: Each elected/voting member will serve a term of three years. All position shall be elected on a triennial basis. The President, Vice President (Rec-North), Vice President (Travel), Secretary and One At-Large Member shall be elected in year one; the Vice President (Rec South) and four At-Large Members shall be elected in year two; The Vice President (Admin), Vice President (Rec Plus), Treasurer, and two At-Large Members shall be elected in year three. No SMS President or Vice President shall be elected without having prior Governing Board service. The Vice President (Travel) shall be nominated in accordance with the Travel Program by-laws and shall be the only candidate eligible for election to that position. Terms of all officers shall begin 30 days following election. Officers may be re-elected to the same or another position. Members elected shall be responsible for the duties as described below:

- President – Responsible for overall successful operation of the club; schedules and presides at meetings, is responsible for liaison with the MSYSA, the St. Mary’s County Department of Recreation and Parks, and any other organizations as necessary; publicity and public relations, and coordinates all aspects of the program. Approves league expenditures, signs checks drawn on SMS checking accounts, and signs documents on behalf of SMS.
- Vice President (Rec North) / Vice President (Rec South) – At the request of the Executive Committee, assumes the duties of the President in his or her absence. Organizes and is in charge of registration for Kiddie Kick and Recreational teams. Appoints Division Managers and ensures teams are formed in a timely manner following completion of registration. Works directly with other members to coordinate special projects including, but not limited to, parents/coaches games, coaches’ games, end-of-season special events or league parties as required or assigned. Coordinates with the SMS President and other VPs to produces an annual schedule for SMS, including, but not limited to, registration dates, game days, training events, picture days, etc.
- Vice President (Rec Plus) - Organizes and is in charge of registration for Rec Plus teams; liaison with soccer clubs outside of SMS who are participating, or desire to participate, in Rec Plus.
- Vice President (Travel) - responsible for liaison with SMS and the leagues in which Travel teams shall play (Washington Area Girls Soccer League, National Capital Soccer League and Baltimore Beltway Soccer League) and any other organization as necessary for select programs. He or she shall coordinate all aspects of the Travel Program.
- Vice President (Administrator) - Works with SMS President, and SMS Vice Presidents to coordinate player registration, the scheduling of games and other training as required. Works with website provider to maintain the SMS website and will be the primary person to place information on the main page. They will also coordinate picture days with chosen vendor.
- Secretary - Takes minutes at all meetings, coordinates internal communications, handles correspondence, produces the SMS Newsletter, maintains current addresses and telephones of league officials, and maintains the official roster of each team. Responsible for coordination of background checks as required by St. Mary’s County Department of Recreation and Parks.
- Treasurer - Oversees budget, orders and purchases equipment (goals, nets, balls, patches, uniforms, field lining supplies, etc.), ensures sufficient uniforms and other items are on hand prior to each seasons first game day, reports the league financial status to the President of the

first day of the month during each soccer season, submits financial reports at all general meetings, provides recommendations for establishing fees necessary to sustain the league prior to registration each season, maintains the SMS accounting records, ensures approved league expenses are promptly paid, and signs checks drawn on all SMS checking accounts.

- At-Large Members (7 positions) – will be responsible for special tasking as assigned by the SMS Executive Committee as needed. Will attend Executive Board meetings regularly.

ARTICLE VII – APPOINTED/NON-VOTING BOARD MEMBERS

Non-voting members shall be appointed by the President to serve on the SMS Executive Board. Positions and duties identified below may be changed or modified at the discretion of the Executive Board. At-Large Members elected to the Executive Board may fill these positions as needed:

- Director of Operations – Responsible for the day-to-day operations of SMS.
- Division Coordinators - Assist the Vice President (Recreational Division) in the registration of players, obtain necessary coaches, form teams within their division, develop game schedules, and distribute and collect league equipment provided to coaches.
- Head Referee - Recruits and provides training for referees, and resolves disputes.
- Referee Assignor - Schedules referees for games, calculates referee pay and reports it for disbursement coordinates scheduling of ref training and assists in resolving issues with SMS referees. This is a compensated position and has no voting rights.
- Professional Staff - Set up and coordinate all coach and player clinics sponsored by SMS and maintain records of coaches' credentials and experience.
- Field Manager - Will act as the primary point of contact with St. Mary's County Department of Recreation and Parks to schedule practice and game fields. No other member of SMS is authorized to schedule fields without the expressed written concurrence of the SMS President. Ensure game fields are maintained, marked, and ready for play. Coordinate use of equipment required to maintain fields.
- Equipment Manager - Maintains an inventory of all league equipment, coordinating with Division Managers for equipment in their custody. Provide requirements for additional equipment purchases to the Treasurer.
- Marketing Manager – Ensures that all SMS events are properly advertised in local media. Works with media and is aware of any special events and invites them to provide coverage. Writes/approves/edits all news releases concerning any/all SMS events. Ensures that SMS president is aware of any information being provided for publication.
- Tri-County Futsal Coordinator – Works directly with other SMS board members (executive and appointed) to register and schedule indoor programs. Five-A-Side-Teams (FAST) will be designed for the recreational player. Futsal is geared to the select/travel/RecPlus level player. Works closely with Director of Coach and Player Education to ensure appropriate level of competition is considered when developing programs for indoor play during the winter.
- Special Events Coordinator – Works with the Executive Board to coordinate and promote special events. Included are: affiliations with DC United and other professional sports teams; tournaments including Kohl's Cup and any other tournaments that may be developed, and sponsors such as Dick's Sporting Goods.
- R&D Chairman – Along with a pre-determined committee of two (2), investigates, interviews and discusses any incident that may require disciplinary action to be taken by SMS against any player, team official or team which failed to abide by the Laws of the Game, the SMS

Constitution, By-Laws or League Rules. The R&D Chairman shall keep appropriate records of all such actions and those records may be used as the basis for future disciplinary action.

- Past President/Vice President - Provide advice and guidance to the Executive Board. This position has no voting rights.

ARTICLE VIII - REPLACEMENT OF ELECTED OR APPOINTED BOARD MEMBERS

In the event that any elected or appointed member is unable to complete the full term of office, replacements may be made as follows. An elected member may be replaced, via a special election, held at the first Board meeting following the resignation of the officer, by a simple majority of the Board members present. The newly elected member will serve the remaining term of the departing member. For an appointed officer, the President may make the new appointment and advise the Board at the next scheduled Board meeting. In addition, the President may request the resignation of any officer for failure to perform duties, failure to attend at least three Executive Board meetings, if that officer is involved in what is considered inappropriate conduct, either within the organization or outside the organization or any subsequent investigation reveal that the officer has acted in a manner inappropriate to SMS, illegal in anyway, or detrimental to the youth in the program. In the event the President wishes to dismiss an officer from the Board, he or she shall notify all members of the Board in writing, at least seven days in advanced of the scheduled Board meeting. The individual in question shall be given the opportunity to speak to the Board in his or her defense. The Board may dismiss the individual by a 3/4 vote of the Board members present. The President, at his/her discretion, may suspend an Executive Board or Governing Board member pending the results of an investigation. The President may, at his/her discretion, appoint an interim officer at any time a position is vacant to perform the duties of the office until the next scheduled Board meeting.

ARTICLE IX - INVESTIGATIONS

The SMS Executive Board shall be empowered to conduct such investigations of members of this league to establish that they are in compliance with all the financial obligations and the fair and equitable promotions, development and administration of soccer as written in the SMS Constitution and by-laws. If such investigation reveals that the member has not complied with the rules of this League, the SMS Executive Board shall adjudge the member to be NOT in good standing and shall impose such penalties and sanctions to bring the member into compliance with the precepts of this league. The President has authority to take any of the following action(s) for any violation of the SMS Constitution/By-Laws or in response to a red carded Player, Coach or member as deemed appropriate:

- Initiate an investigation by one or more members of the Executive Board (excluding the President).
- Convene a three member or more Review Board using Executive Board members (excluding the President) to review the incident or review the findings and recommendations of other investigative individuals or committees initiated by the President as stated above.
- Convene the Executive Board at a special meeting to review, investigate, or impose such penalties, sanctions, and or training requirements necessary to make the Parent, Player or Coach aware of the fundamental responsibilities they must adhere to as a member of SMS.

ARTICLE X - MEETINGS

SMS Meetings shall fall into one of the categories below:

- General - General meetings shall be open to all members of the organization as defined in Article IV, including interested members of the community. At least one general meeting shall be held each year. The general meeting shall be called by the President and the time and place of the meeting shall be posted on the SMS Web site at least fourteen days in advance of the scheduled meeting date. The agenda for the meeting will be established by the President and the President shall preside over the meeting. Any individual or organization desiring to introduce new business shall notify the Secretary or President at least seven days in advance of the scheduled meeting. Officers will be elected at the General Meeting. Only members, as defined in Article IV, may vote for officers and each family shall have only one vote. The Executive Board will make nominations for officers although additional nominations may come from the floor. Election of officers shall be by simple majority vote.
- Executive Board – Executive Board meetings will be held monthly during each season. Additional meetings may be held at the President's discretion in order to resolve specific issues. Board members will focus on schedules, finances, fee setting, relations with the MSYSA and St. Mary's County Department of Recreation and Parks, and other business which may need to be brought before a general meeting. It shall be the responsibility of the Board to maintain the financial solvency of SMS and focus on the primary purpose of SMS as defined in Article II.
- Recreation and Recreation Plus - Vice President(s) will hold meetings as needed to discuss items pertaining to their Programs. These meetings will be presided over by the appropriate Vice President who will set the agenda. Executive Board members can attend the meetings at their discretion or at the request of the VP Rec.
- Travel Program – The Vice President (Travel) will hold monthly meetings to discuss items pertaining to the Travel/Select Division. These meetings will be presided over by the VP Travel who will set the agenda. Executive Board members can attend the meetings at their discretion or at the request of the VP Travel.

ARTICLE XI - DISSOLUTION OF SMS

In the event of dissolution of SMS, the residual assets of the organization shall be remitted to the St. Mary's County Department of Recreation and Parks. Should this organization be followed by another organization which adheres to the same purpose as SMS, it shall be the responsibility of that organization to petition St. Mary's County for control of those residual assets.

ARTICLE XII - AMENDMENTS

Constitution - Any proposals to modify or motions to change this constitution shall be presented to the Secretary in writing not less than 30 days prior to a general meeting. The proposed amendment shall be advertised to the general membership not less than 7 days in advance of the general meeting via the SMS website. The proposed amendment must be read aloud at the general meeting and may be accompanied by a comment from the Executive Board. A vote of three-fourths (3/4) of the members present will be required to carry the amendment.

RECORD OF CHANGES:

June 2012:

- Typographical corrections

- Replaced “AGC” with “Team Builder” in Article VI
- Revised description for Special Events Coordinator in Article VII;

August 2013

- Update Age Group Limits
- Update Board Members

June 2014

- Change the club name from St. Mary’s Youth Soccer to St. Mary’s Soccer (global change)
- Change SMYS to SMS (global change)
- Reflect the changes in the structure and composition of the Executive Board.

June 2015

- Revisions to reflect the merger of the Northern Soccer League with St. Mary’s Soccer.