

Pemberton Soccer Club (PSC) By-Laws
4/30/2008

I Right of Members

A. MEMBERS

- 1 All members shall have the rights accorded them under the constitution and these BY-LAWS.
 - a. ~~May participate on Committees and take part~~ ~~icipate~~ in the regular order of business at regular PSC meetings.
 - b. All active coaches, assistant coaches, and Executive Committee Members must ATTEND 3 MEETINGS to be exempt from paying (PLAYER REGISTRATION FEES) during their tenure.
- 2 A member must attend a minimum of three (3) meetings in a running calendar year between November and October to become a bona fide member and vote for the Executive Committee that year.

B. GRIEVANCE COMMITTEE & PROCEDURE

- 1 Grievances shall consist of illegal players, illegal number of players on field, unsportsmanlike conduct of player, coaches and parents, fields, fights, ejections, rule interpretations.
 - a. The performance of a referee does not constitute a grievance.
- 2 GRIEVANCE COMMITTEE
 - a This committee shall serve as a subcommittee of the Pemberton Soccer Club (PSC)
 - b This committee shall hear and resolve all protests and grievances of coaches, players, referees, or parents.
 - c This Committee shall serve as the ruling body on grievances concerning the PSC.
 - d The Committee shall consist of three (3) bona fide members and one alternate member all to be appointed by the PSC President for approval by the Executive Committee nominated and voted on by the bona fide members.

(1) These three (3) members shall not be current elected members of the Executive Committee and shall serve for a period of one (1) year and/or until the time of the next election.

(2) One member will be selected by the committee to act as recording secretary and report all proceedings to the PSC Recording Secretary.

3 PROCEDURES FOR FILING GRIEVANCES

- a. Grievances can be submitted by a Bona Fide club member, Associate member, or parent of an active team member/player.
- b. Grievances must be submitted in writing first to the coach of the team, and if not resolved, to the Vice President of the Activity with a copy to the General Secretary and Grievance Committee within three (3) days.
- c. If not resolved by the Vice President of the activity, the grievance is given to the PSC General Secretary, President for forwarding to the Grievance Committee.
- d. The General Secretary/President must be in receipt of the grievance no later than seven(7) days from the initial notification of the Vice President of the activity.
 - (1) Vice President must submit a grievance report in writing within five (5) days after completion of the subject game to any member of this committee.
 - (2) If all members of the committee are unavailable, any member of the Executive Committee can accept the written report.
- e. Any member of PSC Grievance Committee entering a grievance as a coach will immediately disqualify himself/herself, with the alternate member to assume that vacancy until a decision is forthcoming.
- f. Review and Decision
 - (1) A special meeting of the Grievance Committee shall be convened to review and investigate allegations no later than five (5) days after the receipt of the grievance.
 - (2) A second meeting for final arbitration shall be called no sooner/after than fourteen (14) days from the date of the original hearing.

- (3) The president of the PSC has the authority to expedite the time period in view of serious allegations.
- (4) Once in receipt of the decision, the President will notify all parties involved by certified mail.

g Appeals

- (1) All appeals must be submitted in writing within five (5) days of receipt of notification, which will be sent by certified mail at which time the same procedures will be followed as stated in (1B3) RULE 1, SECTION E, 3
- (2) All decisions based on violations of the PSC Constitution and Rules By-Laws shall be final. All other decisions except assignment of coaches may be overturned by a two-thirds (2/3) majority of bone fide members present at the next general meeting.

h Traveling Team Grievances

- (1) A grievance shall consist of illegal players, illegal number of players on the field, unsportsmanlike conduct, fields, fights, ejections, rule interpretations.
 - a The performance of a referee **does not** constitute a grievance.
- (2) Coaches must submit in writing within eight (8) hours after completion of the game. The grievance report must be in writing to the activity Vice President.
- (3) The notified Vice President will discuss with the other Vice Presidents and President of the Executive Committee the submission of any grievances to the league or tournament.
- (4) If approved, the grievance and fee shall be delivered by the protesting coach in accordance with league or tournament rules.

II A member of the Pemberton Soccer Club (PSC) may not be an active coach in any other soccer program without prior approval of the Executive Committee.

III Public Relations

- A In the best interest of soccer, all club members will refrain from using the media (newspaper, radio, TV, etc.) without first clearing the release with the PSC board. At the request of the editor of the Community News, all articles regarding PSC teams must be submitted to the General Secretary or designee by Sunday evening for their paper.
- B Violations of the above may result in immediate suspension, at the discretions of the Executive Committee. All traveling team statistics may be released to the Burlington County Times by the team coaches.

IV Fund Raising

- *A No Pemberton Soccer Club Team may conduct its/their own fund raising program without prior approval of the Executive Committee or two-thirds (2/3) of the bona fide members.
- B Requests for approval must be in writing and will become part of the minutes.
- *C All monies raised or donated will be put into the Club Treasury in a separate account to be used by that team.
- D Sponsorship for the club by organizations will be put into the club account.

V Tournaments

- *A All tournament entries must be approved by the Executive Committee.
- B When tournament invitations apply to several qualified teams, the Travel Reps must contact all coaches concerned and have their answer on possible participation before any acceptances are returned.

VI Soccer Club Player

- A A player is considered a player of the Pemberton Soccer Club upon registration and payment of the registration fee (rule 1A1b)
- B Players from outside of the areas referred to in Article IV, Section 1 of the 2003 Constitution may be accepted onto teams under the following conditions.
 - 1 PSC is an open club.
 - 2 No resident player will be cut from a team to make room for a non-resident player, and;
 - 3 Players have not been registered with another Club, for the current season.
 - 4 Executive Board approval is granted. This approval will be granted on a case by case basis.

VII Coaching Policy

- A PSC will provide each recreation coach with club rules. Each coach shall submit additional team rules if any to the Executive Committee prior to the beginning of the beginning of the season for review for approval prior to the start of each season.
- B A copy of these rules shall be given to each team member.
- C Coaches shall be responsible for checking out equipment with the Vice President of Recreation and who ever they assign.
- D All equipment must be returned to the VP of Recreation and/or who ever they assign at the end of each season.
- E Each Coach:
 - E-1 Must have a minimum of an "F" license prior to the start of their 2nd season of coaching a team.
 - E-2 Shall conduct themselves in a manner that is consistent with the objectives of the PSC.
 - E-3 Shall teach soccer fundamentals and install in each player a spirit of sportsmanship, discipline, and team work.
 - E-4 Shall not allow verbal abuse of any individual by players, coaches, referees, parent or spectators.
 - E-5 Shall not allow consumption of alcoholic beverages by anyone on or near the playing field.
 - E-6 **NO SMOKING ON THE SOCCER FIELDS BY ANYONE; THIS INCLUDES ALL COACHES, PARENTS, AND SPECTATORS.**
 - E-7 **PRACTICE IN DESIGNATED AREAS ONLY.**
 - E-8 Park vehicles in designated areas only. **NO PARKING IS ALLOWED ON THE GRASS IN THE HIGH SCHOOL LOTS OR ON KENNEDY LANE.** Anyone parked in those areas will be towed @ owners expense.
 - E-9 ~~DOGS~~ ^{Pets} **ARE NOT PERMITTED ON THE SOCCER FIELDS AS RESTRICTED BY THE PEMBERTON TOWNSHIP BOARD OF EDUCATION.**
 - E-10 All coaches of PSC must be Fingerprinted and approved by Pemberton Township Ordinance # 106 and must wear badges at all times on the fields.

VIII Traveling Teams

A Organization

- 1 The active players of the traveling teams are chosen by the approved PSC coaches.
 - a The coach may use try outs, other coaches' reports, observing candidates playing for other teams or any manner which can be considered in the spirit of good sportsmanship to choose the team.
 - b All registered players will be given the opportunity to attend try outs if and when held.
- 2 Once team is chosen the coach must abide by the "RULES OF PSC" and "the South Jersey Youth Soccer Association" in order to change players

B Player Policy

- 1 The Teams shall consist of a maximum of 14, minimum of 8, and a maximum of 18, minimum of 11 active players during a season at the discretion of the coach.
- 2 The roster of players selected by a traveling coach will be turned in to the General Secretary by September 1st for the Fall Season and February 28th for the Spring Season.
- 3 Travel teams transfer players according to New Jersey Youth Soccer rules.
- 4 A player is selected by a traveling team coach as a replacement for a condition listed in paragraph 3 will be transferred to the traveling team as an active player per paragraph 3.
 - a Notification in writing will be given to the General Secretary prior to the next scheduled game of the traveling team.
- 5 Every qualified PSC player attending their game shall play a reasonable period of time in each regular league game. The PSC recommendation is 25% of the game time.
 - a A reasonable period of time is to be defined in the team rules and approved by the Executive Committee prior to the start of the season.
- 6 Due to the competitive level of Club Tournament Games, League of State Championship games, the "reasonable" obligation does not apply to these games.

7 Exceptions to the "reasonable period" RULE 5 are:

- a Injury causing a player to be substituted.
- b Players reporting to their game unable to play due to injury or sickness.
- c Recorded discipline problems-defined such as:
 - c-1 Not attending practices (unexcused)
 - c-2 Disrupting team in unsportsmanlike manner.
 - c-3 Disciplined by SJSL and/or NJSYSA, SSA, PSL
 - c-4 Ejected - Ejection by the referee.

- 8 The General Secretary will maintain records of players disqualified for disciplinary reasons by the referee during the game. The General Secretary will be notified in writing prior to the game by the coach. The player must be notified by phone at least 48 hours before game time.

C Uniforms

- 1 The representative colors of this club shall be GREEN, WHITE and/or BLACK or as approved by the Club .
- 2 Teams may have players names printed on club team shirts, and alternate shirts may be purchased at parents' expense if the entire team participates.

- D All traveling teams will abide by the rules of the League in which they participate.

IX Recreational and Division VI League Organization

- A Purpose: To provide a means of learning soccer in a fun environment. Emphasis shall be on individual and group improvement, not on winning. This is an instructional league, not a competitive one.
- B Player assignment: ~~Very~~ ^{Every} effort will be made to distribute equally the available talent. Once assigned to a team, a player must stay on that team for the full season, unless approved by the Board.
- C The number of players assigned to each team depends upon the number of youths participating in that season.

D All players will play an equal amount of time as fairly as possible. Players should play a minimum of one quarter of each game, and should experience as many different positions as possible throughout the season.

E All coaches must practice the basic soccer skills as age appropriate which include:

- 1 Dribbling, driving
- 2 Passing, kicking
- 3 Ball stopping, accepting
- 4 Heading, throw in's
- 5 Tackling, shielding
- 6 Attacking, defending
- 7 Ball control
- 8 **SLIDE TACKLING IS NOT ALLOWED**

F There are no forfeitures of games, each team must play down to the other team.

G South Jersey carded traveling players may not play on any PSC recreation team during the same season. This applies to a player carded in the PSC traveling program as well as players in other towns.

H Recreation players may not play on two (2) teams during the same season.

X Award Policy

All children participating in the Pemberton Soccer Club will receive an award for participation at the end of each season.

XI Finances

A All funds for the PSC will be held in checking accounts at a bank to be known to the general membership. Signing authority will be granted to the President, Treasurer, and General Secretary. If a husband and wife hold these positions during the same tenure, one will disqualify him/herself for this privilege. The order of signing will then pass to the Vice President of Recreation, Vice President Boy's Traveling, Vice President Girl's Traveling, and Recording Secretary.

B An Annual budget will be developed by a budget committee. This Committee will include the President of PSC, the Treasurer and three (3) bona fide members.

- 1 The annual budget for a fiscal year, will be presented at the January general membership meeting by the budget committee

C An Annual Report must be filed by due date on report. The club fiscal year will be January 1 to December 31.