



## **Constitution**

For

**East London Soccer Club**

As of July 2012

Updated (approved) as of July 2012

### **Article 1 Name**

The league shall be known as the East London Soccer Club (ELSC)

### **Article 2 Mission Statement**

The ELSC is governed by this constitution, By-Laws and;

- 2.1 Promotes, develops, supports, governs, and maintains the game of soccer within its jurisdictions; and, provides and opportunity for any individual on a team to participate in, or learn about its activities.
- 2.2 Ensures that the player is the number one priority and has the opportunity to play at a level appropriate to his/her age and skill level.
- 2.3 Recognizes the Team as the main vehicle for the provision of opportunities for the player
- 2.4 Provides a stable organizational structure for the ongoing viability of the ELSC and its Team
- 2.5 Maintains a policy of zero tolerance of discrimination, harassment and violence in any and all forms, in the conduct of its operations, and requires all members also to conduct themselves accordingly
- 2.6 Maintains and supports a youth referee support policy, as outlined in Article 12

### **Article 3 ELSC colours and logo**

- 3.2 The ELSC logo shall be a soccer ball with the words East London on the top of the ball and Soccer Club written on the bottom. The logo shall be used on any ELSC originated team wear and advertisements.

### **Article 4 Affiliations**

East London Optimist Club (Sponsoring body)

WLSL (West London Soccer League)

Western Counties Soccer Association

### **Article 5 Responsibilities**

- 5.1 ELSC shall be responsible for the organization's management and the operation of all house league soccer involving its members
- 5.2 ELSC may organize teams in any category or division as deemed appropriate, provided such category or divisions is recognized by WLSL.
- 5.3 The minimum and maximum numbers of players in any one team, entered for play shall be in accordance with specific category or divisions as defined by WLSL

### **Article 6 Membership**

- 6.1 Membership shall be open to all persons residing within the ELSC area of jurisdiction and others, which may be accepted by the ELSC
- 6.2 The Board reserve the right to refuse membership to any individual who has, for any reason, demonstrated flagrant violation of the Constitution, ELSC Policies and procedures or who has any outstanding application fee or fines owing
- 6.3 A member is any person who is currently registered with ELSC on one or more of the following capacities; board member, convenor, coach, committee member, parent or legal guardian of a player

### **Article 6a Membership qualifications**

Any person wishing to become a board member for the upcoming year shall be elected at the Annual General Meeting or appointed by the board or its delegate

**Article 7 Voting rights**

- 7.1 During General Meetings of ELSC each member shall be entitled to one vote on all matters. NO member shall be entitled to more than one vote
- 7.2 The President shall have only a casting vote in the event of a tie
- 7.3 Only elected officers shall have voting rights on issues arising at board meetings
- 7.4 Only members in good standing, who are 16 years of age or older may vote at general meetings
- 7.5 Elections of board Committee members will be by ballot in the event of more than one candidate running for each position, all other votes are by a show of hands

**Article 8 Quorum**

- 8.1 A quorum of the board shall consist of 50% of the Board of Directors, plus the President or alternate

**Article 9 Annual General Meeting (AGM)**

- 9.1 The AGM shall be held within the last 2 weeks of regular season
- 9.2 Members shall receive no less than fourteen-(14) days notice of the time, date, and location
- 9.3 Members of the board who have completed their term of office shall vacate said positions effective October 1<sup>st</sup> immediately following the season.
- 9.4 Vacant positions shall be open for nominations and election
- 9.5 Outgoing members are obliged to hand over their successors all files, books, and records associated with their position

**Agenda for AGM**

- 1. Roll call
- 2. Minutes of last general meeting
- 3. Unfinished business from the last AGM
- 4. President's report
- 5. Treasurer's report
- 6. Other Board member's reports
- 7. Amendments to the Constitution and Rules
- 8. Election of officers
- 9. New business
- 10. Adjournment

NOTE: A neutral chairperson and scrutinizer shall conduct the election. Anyone not running for a Board position can be classified as neutral.

**Article 10 Board meetings**

- 10.1 A minimum of three (3) board meetings is to be held prior to the beginning of the soccer season
- 10.2 Board members shall receive three-(3) days notice of the time, date, and location of the meeting
- 10.3 The board may call a meeting at any time as deemed necessary with proper notice given to board member

**Article 11 ELSC management**

- 11.1 The ELSC business shall be conducted by a Board of Directors (here in referred to as the Board)
- 11.2 The board shall have the authority to decide all matters that affect the operation, management and administration of the ELSC and to establish policies, procedures and guidelines as deemed appropriate where not contrary to, or prohibited by, its own Constitution or those of a higher body
- 11.3 The board shall comprise the following elected officers. The Treasurer, Treasurer assistant and Webmaster are appointed by the East London Soccer Club

President  
 1<sup>st</sup> Vice President  
 Secretary  
 Women's League Convenor  
 Men's League Convenor  
 Boys Affiliate League Convenor  
 Girls Affiliate League Convenor  
 Under 4 co-convenor 1 (co-ed) – 8 weeks  
 Under 4 co-convenor 2 (co-ed) – 8 weeks  
 Under 6 co-convenor (co-ed) (M/W)  
 Under 6 co-convenor (co-ed) (T/T)  
 Boys Under 8 convenor  
 Girls Under 8 convenor  
 Boys Under 10 Convenor  
 Girls Under 10 Convenor  
 Head Referee  
 Referee Scheduler  
 Public Relations/Sponsorship  
 Field Coordinator/Scheduler  
 Registrar  
 Equipment Manger  
 Referee co-convenor 1  
 Referee co-convenor 2

Past President

- 11.4 The Executive may appoint members to assist elected officers in carrying out their duties as is deemed necessary
- 11.5 For carrying out the operational, management and administrative activities of the ELSC, the board may hire such employees as may be required to facilitate the operation, management and administration of the ELSC
- 11.6 The board may appoint sub-committees, as deemed necessary, to assist in ELSC responsibilities. These subcommittees will have terms of reference that will be approved by the Board
- 11.7 The board may enter into any fund raising enterprise, deemed appropriate on behalf of the club
- 11.8 The Executive officers shall be elected to serve a term of two (2) years at AGM.
- 11.8a Elected at the AGM on **odd** numbered years - The President, Secretary, Boys Affiliate League Convenor, Under 4 co-convenor 1, Under 6 co-convenor (M/W), Girls U8 Convenor, Registrar, Girls U10 Convenor, Public Relations/Sponsorship, Assistant Head Referee Scheduler, Women's League Convenor , Referee co-convenor 1\*
- 11.8b Elected at the AGM on **even** numbered years - The Vice President, Under 4 co-convenor 2, U6 co-Convenor (T/T), Boys Under 8 convenor, Boys Under 10 convenor, Head Referee, Field Coordinator/Scheduler, Girls Affiliate League convenor, Equipment manager, Referee co-convenor 2\*, Men's convenor.  
**\*Note for referee co-convenor – position requires incumbents to have referee experience and must take level 1 and level 2 referee clinics.**
- 11.9 The board shall decide the exact nature of its officer's duties, as it deems necessary
- 11.10 Vacancies arising among the elected officers shall be filled at the discretion of the board and subject to confirmation at the next AGM
- 11.11 The minutes of the board meetings shall be recorded by the Secretary and distributed to all board members in a timely manner

**Article 12 ELSC youth referee support policy**

- 12.1 The East London Soccer Club considers the development of its youth referees as important as the development of its players. In order to endorse this belief and demonstrate a tangible means of support for youth officials, the following policy is in place and will be enforced as needed.

### **Policy**

Any coach, parent, grandparent, or guardian judged by the ELSC Discipline Board to be guilty of abusive conduct towards a game official during an ELSC House League game will be reprimanded in writing. A second conviction, during the same season will result in all playing members of the immediate family in question being de-registered from the ELSC. In extreme cases, as determined by the Discipline Board, the de-registration process may be evoked after the 1<sup>st</sup> offense.

This policy applies to all non-playing attendees (ie fans) at ELSC games except for LDYSL games

### **Policy procedures**

- 1 When a game official feels that they are being abused, as per the scope of this policy, by either a coach or fan, the official will be allowed to suspend the playing of the game. If the abuse is physical, the game official is advised to inform the coaches that the game has been abandoned and then proceed with step 4
- 2 The official will then verbally advise both coaches that the game has been stopped due to the abuse and inform both coaches as to the source of the abuse. If the source is one of the coaches, the official will advise the coach that the next occurrence of a similar nature will result in an abandonment of the game and that a report to the ELSC Discipline Board will be sent in for review. If the source is a fan, the appropriate coach will provide the official with the name of the fan and the coach must advise the fan that the next occurrence of a similar nature will result in an abandonment of the game. Further, a report to the ELSC Discipline Board will be sent in for review. If the fan is not associated with either team, both coaches are asked to speak to the fan and ask the individual to leave.
- 3 Once the prescribed action in step 2 has been completed, the game will restart with a dropped ball between the two teams at the location where the play was stopped
- 4 If the abuse continues, the official will be allowed to stop any further playing of the game and advise the coaches that the game has been abandoned and that a special incidence report will be forwarded to the ELSC Discipline Board. The official must clearly indicate on the game sheet that the game was abandoned due to abuse
- 5 The game official must contact either their Head Referee or a member of the board to verbally report the incident within 24 hours
- 6 A special incidence report, with the assistance of the Head Referee or a member of the board, if required, must then be forwarded to the ELSC within 72 hours
- 7 The Discipline Board shall consist of 3 members of the Board of Directors.
- 8 The ELSC Discipline Board will then review and deal with the report as per their guidelines
- 9 If the game was abandoned due to the conduct of a fan not associated with either team, the board will determine the status of the game.
- 10 If the game continues without any further incident, the game official is advised to inform the Head Referee that the game was temporarily suspend due to abuse towards a game official. Further, a note should be made on the game sheet.

### **Article 13 Amendments**

Amendments to this Constitution shall only be made at the AGM or a special meeting called for that purpose. All proposed amendments shall be received in writing by the ELSC secretary at least 24 hours prior to the meeting

Application shall take effect as qualified at the time of approval

Amendments to the by-laws may be enacted at any board meeting. All proposed amendments shall be received in writing by the ELSC secretary at least 24 hours prior to the meeting. Approval of amendments shall require a two-thirds (2/3) majority vote and shall take effect as qualified at the time of approval

**Article 14    Dissolution**

Should the ELSC be dissolved for whatever reason, the monies and other assets of the ELSC shall be returned to the East London Optimist Club, and shall be made available in full or part by the East London Optimist Club to further the development of youth soccer within their jurisdiction, for the purpose of continuing the 5-8 year old youth soccer league.