



Updated June 12, 2023

River Surge FC Inc.

By-Laws

Article I - Name

The name of this organization shall be “River Surge FC Inc.” and will be referred to as RSFC in these by-laws.

Article II - Mission

To promote and develop the sport of soccer within our communities by providing affordable, safe, and accessible programs for players of all ages and abilities. We strive to develop skilled, confident, and well-rounded players, coaches, and leaders that create teams built on teamwork, sportsmanship, and love for the game of soccer.

Article III - Membership

Section 1. Coaches, board members, parents of currently registered players and individuals designated by the board as active volunteers interested in furthering the stated mission of the club shall be members with full rights and privileges.

Section 2. Membership rights shall be as follows.

- a) To attend all general membership meetings.
- b) To make recommendations presented by the Directors and to initiate motions to the Board of Directors.
- c) To elect the Board Directors of the Club.
- d) To propose and vote on changes to the by-laws as presented by the Board of Directors.

Article IV - Organization

Section 1. The Board of Directors consists of an Executive Committee and Directors which are empowered to direct the operation of the Club.

Section 2. The Executive Committee consists of President, Vice President of Soccer Operations, Vice President of Business Operations, Secretary, and Treasurer.

- a) The positions of President, Vice President of Soccer Operations, and Secretary shall be elected at the fall general meeting of the odd-numbered years.
- b) The positions of Vice President of Business Operations and Treasurer shall be elected at the fall general meeting of the even-numbered years.
- c) Any member elected to the Executive Committee shall have served one year on Board of Directors within the last six years or have served on a Board of Directors from a Soccer Club under WYSA.



Updated June 12, 2023

Section 3. The number of RSFC Board Members will be determined by the RSFC BOD every year at the AGM, but the total number of board members will not exceed a total of 25 (5 Executive Committee and 20 Directors).

- a) The maximum number of members may be changed by a motion and majority vote at RSFC's fall general meeting (AGM).
- b) Directors will be elected to a two year term.
- c) Directors will be elected at the fall general meeting.
- d) When more than one Director is being elected, the multi-voting ballot method will be used.
- e) Non-Board Members working on committees will not be elected, but rather appointed by the responsible Board Member.

Section 4. Any vacancy will be filled by appointment of the Board of Directors to fill the remainder of the term.

Section 5. If any Board member is not present for at least 2/3 of the Board meetings in any twelve month period, they shall be considered not in good standing and automatically removed from the Board. This section may be waived upon a vote of a simple majority of the rest of the directors.

Section 6. Termination of membership

- a) Membership will be terminated by voluntary withdrawal or expulsion.
- b) Members may be expelled for cause by the simple majority vote of the Board of Directors
- c) Primary cause for expulsion may be but is not limited to conduct detrimental to the association.

Section 7. The term of each board member shall commence immediately following the fall annual meeting in which they are elected.

Article V - Officers

Section 1. All officers shall be on the Board of Directors.

Section 2. President

- a) Shall preside at meetings of the Board of Directors and appoint special committees, subject to Board approval, and prepare the agenda for each meeting.
- b) Shall be required to present an annual report to the membership at its fall annual meeting, such report may be supplemented by any other Board Member.
- c) Will be responsible for verification and implementation of all bylaws and policies.

Section 3. Vice President of Soccer Operations

- a) The Vice President of Soccer Operations shall oversee programming, training, and conflict management.



Updated June 12, 2023

Section 4. Vice President of Business Operations

- a) The Vice President shall assume the powers and duties of the President when the President is absent and shall perform such other duties and assignments as delegated by the President.
- b) Shall oversee all administrative tasks supporting soccer operations except duties supported by the Secretary and Treasurer.

Section 5. Secretary

- a) The secretary shall handle executive correspondence, make sure meeting minutes of the Board of Directors are taken and maintain a current and accurate record of all voting members of the RSFC. Minutes of all Board meetings will be distributed within fourteen days of the meeting and be available at a public location.
- b) The secretary shall notify members of the Board of special meetings.

Section 6. Treasurer

- a) The treasurer shall maintain current financial records of the RSFC, deposit all funds on a timely basis, maintain accurate records of such transactions and make all records of income and expenditures available upon request.
- b) In addition, the treasurer shall prepare or oversee the preparation of any income or tax reports required by any federal, state or municipal government.
- c) Submit a Treasurer's Report at each regular meeting.
- d) Prepare a proposed budget for approval.
- e) Recommend next year's registration fees.

Section 7. Directors

These are some of the general expectations of all the directors:

- a) Focus on day-to-day operations with-in their area of responsibility.
- b) Be a role model of club culture.
- c) Acts as coordinator, leader, and support member for one or more of the committees.
- d) Recommend policy and by-law changes.

Director roles necessary to run the club effectively may include:

- a) Commissioners - Competitive and Recreational
- b) Registrars - Competitive and Recreational
- c) Field Scheduler
- d) Sponsorship
- e) Fundraising
- f) Uniform and Equipment
- g) Etc.



Updated June 12, 2023

Article VI - Meetings

Section 1. Regular Board of Directors meetings will be scheduled on a monthly basis, with the September meeting being considered the fall annual general meeting. Monthly meeting(s) may be canceled by the president if it is deemed unnecessary.

Section 2. A meeting may be called at the request of three (3) board members. Said request, must be in writing with an appropriate agenda and presented to the President.

Section 3. Meetings are open to the general membership.

Section 4. Agenda items must be in writing and received by the president prior to the meeting. Items not on the agenda will be heard only if time permits. The agenda will be available 24 hours prior to the meeting time.

Article VII - Voting

Section 1. Consensus will be used as often as possible.

Section 2. General membership votes on the Executive Committee, board of directors, and by-law changes. General membership can recommend by-law, policy and procedure changes. All policy and procedures are approved (voted on) by the board of directors.

Section 3. Board of Directors shall be elected by a simple majority of the members present at the fall general meeting.

Section 4. A quorum shall have been formed when fifty percent plus one of the Board members are present. All general members can vote. No voting will take place if a quorum is not present.

Section 5. Voting at all meetings may be in person or virtual.

Section 6. Changes to the by-laws must be presented to the Board of Directors at least two months prior to being presented for a vote at the fall annual meeting.

Section 7. Voting for the by-laws at the annual general meeting will require a 2/3 approval to become official. All other voting will require a simple majority of those present.

Article VIII – Expenditures and Borrowing

Section 1. Authorized expenditures could be paid by means of a check drawn on the official depository of the club and signed by the Treasurer, President or Vice President of Business Operations. Approved expenditures could also be paid by using the club's credit card.

Section 2. Payment via Checks. The treasurer shall be authorized to sign checks where the amount of the check is \$1,000 or less. For checks of more than \$1,000, two signatures shall be required that of the Treasurer and President/Vice President of Business Operations.



Updated June 12, 2023

Section 3. Authorization Limits. Expenditures provided for explicitly via the budget shall be considered authorized and not subject to additional approvals as outlined below.

Board Member(s)	Approvals Required	Non-Recurring Expenses	Recurring Expenses (monthly equivalent)
Elected Executive Board Members	Treasurer	Up to \$100	None
President	Treasurer	Up to \$500	None
Elected Board Members	Majority of board by 2/3 vote before expense incurred	Up to \$500	None
Treasurer	President	Up to \$1,000	None
President, Treasurer	Majority of Executive Board of Association	Up to \$3,000	Up to \$1,000
President, Treasurer	2/3 vote of Board	Unlimited	Unlimited

Section 4. Credit Card or Debit Card. The treasurer, President and the Vice President of Business Operations shall be authorized to obtain and use a credit card for the purposes of borrowing money. The maximum credit is limited to \$2,500.

Article IX - Fiscal Year

Section 1. The fiscal year of RSFC shall be from the first day of August to the last day of July the following year.

Article X - Teams

Section 1. RSFC will offer as many recreational and competitive teams as practical from ages under 6 through adulthood. Teams can be single gender or coed.

Article XI - Salaries

Section 1. No monetary payment shall be made to officers, directors, or committee chairpersons for efforts fulfilling a board role.

Article XII - BY-LAW Amendments

Section 1. Amendments can be made only at the fall general meeting by 2/3 majority vote.

Article XIII - Dissolution

In the event of dissolution of the River Surge FC, Inc., any assets remaining after paying all or adequately providing for the debts or obligations of the River Surge FC, Inc shall be distributed



Updated June 12, 2023

by the Board of Directors as set forth in the Articles of Incorporation with a preference given to a non-profit area organization(s).

Adopted September 08, 1996

Amended September 14, 1997

Revisions made April 15, 1999

Revisions Approved September 12, 1999

Revisions Approved September 9, 2007 (article II, article X, section 1 and article XIII)

Revisions Approved September 14, 2008 (article VIII section 3)

Revisions Approved January 13.2013 (Article VIII – Expenditures and Borrowing)

Revisions proposed June 12, 2023 (Formation of River Surge FC, Inc.)