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BYLAWS
OF THE
CONNECTICUT STATE SOCCER ASSOCIATION, INC.

(1) PART 1—GENERAL

1. Bylaw 101. NAME

This organization shall be incorporated as the "Connecticut State Soccer Association, Inc."

2. Bylaw 102. PURPOSES AND STATUS

Section 1. The purposes of CSSA are—

- a. to develop, promote and administer the game of soccer among players, men and women, within the State of Connecticut;
- b. to provide for National Cups and Select Team competitions;
- c. to foster national and international amateur sports competition and to support and develop amateur athletes for national and international competition in soccer;
- d. to develop, promote and administer the game of soccer within the State of Connecticut;
- e. to promote soccer and physical fitness for all ages through instructional and educational programs designed to meet the needs of each age group; and
- f. To support the training and licensing of coaches and referees for soccer.

Section 2. CSSA is established as a nonprofit and educational organization.

3. Bylaw 103. USE OF NAME, LOGO AND COLORS

Section 1. No one may use the name or initials of CSSA or any of its logos except as provided under These bylaws or except with the express written consent of CSSA.

Section 2. The colors of CSSA are blue and white.

4. Bylaw 104. FEDERATION MEMBERSHIP

CSSA is a State Association member of the Federation and will comply with the authority of the Federation and the USASA.

5. Bylaw 105. SEASONAL AND FISCAL YEAR

Section 1. The seasonal year and fiscal year of CSSA each begin on September 1st of the calendar year and end on August 31st of the following calendar year.

Section 2. Seasonal and fiscal year of each league shall be the same as that of CSSA unless the league applies to the Board of Directors and the Board of Directors grants that league authority to have a different seasonal or fiscal year or both.

6. Bylaw 106. ROBERT'S RULES OF ORDER

Except as otherwise provided in these bylaws, all meeting of CSSA shall be conducted in accordance with the latest authorized edition of Robert's Rules of Order.

7. Bylaw 107. DEFINITIONS

Except as otherwise provided, the following definitions apply to these bylaws and all policies of CSSA.

- a. "Administrator" means the Administrator of CSSA as provided under Bylaw XXX
- b. "Amateur Sports Act" means the Ted Stevens Olympic and Amateur Sports Act (chapter 2205 of title 36, United States Code).
- c. "Associate" means an organization formed to advance a particular aspect of amateur of adult soccer, but not responsible for recruiting, training, fielding, and funding of players.
- d. "CSSA" means Connecticut State Soccer Association.
- e. "Executive Board" means the Executive Board of CSSA established under Bylaw 401.
- f. "Federation" means the United States Soccer Federation, Inc.
- g. "FIFA" means the Federation International de Football Association of which the Federation is the national association member for the United States.
- h. "League" means an organization that conducts competition among soccer teams.
- i. "National Cups" means those Cups provided for under the USASA policy on National Cups competitions.
- j. "State Association" means the administrative body within a territory determined by the National Council to carry out USASA's programs for amateur players.
- k. "Team" means a group of soccer players playing on the same side in soccer games.
- l. "USASA" means the United States Amateur Soccer Association, Inc.
- m. "USOC" means the United States Olympic Committee that is the corporation established under the Amateur Sports Act to oversee all amateur athletic activity in the United States.
- n. "Youth Player" means an individual who has not reached 19 years of age prior to August 1st immediately before the start of any seasonal year. A player who reaches 19 years of age during (A) a seasonal year is allowed to complete that seasonal year, and (B) August of one seasonal year is allowed to complete all of that seasonal year.

(2) PART 2—ORGANIZATION AND MEMBERSHIP

A. *Subpart A—General*

1. Bylaw 201. ELIGIBILITY

The membership of CSSA is open to all soccer organizations and all soccer players, coaches, trainers, managers, administrators and officials without discrimination on the basis of race, color, religion, age, sex, or national origin.

2. Bylaw 202. MEMBERSHIP CATEGORIES

CSSA has the following categories of organizational members

Referee Associations

State Leagues

Regional League Teams

Individual members as provided under bylaw 221

B. Subpart B—Organization Members

1. Bylaw 211. ADMISSION TO MEMBERSHIP

Section 1. An organization desiring to become an Organization Member must submit a written application for membership to the Administrator. The applicant shall specify the category of Organization Member being applied for. The applicant shall include with the application copies of its charter or articles of incorporation, bylaws, rules, regulations, any rules of play, and other governing documents appropriate to understanding the structure and activities of the organization. The Administrator shall prescribe the number of copies of each document to be submitted.

Section 2. The Administrator shall refer an application for Organization Member to the Executive Committee for consideration. The Executive Committee shall immediately submit the application and accompanying documents to the Rules Committee. The Rules Committee may reject the application until the application and accompanying documents are changed to comply with the requirements of CSSA and the Federation.

Section 3. To be eligible to be a League member of CSSA the League must—

- a. have at least 6 teams;
- b. Comply with standards established by the Executive Committee.

Section 4. Admission to membership.

- a. An applicant may be admitted as an Organization Member by majority vote of the Board of Directors.
- b. The Executive Committee may provisionally recognize an applicant as an Organization Member pending a report from the Administrator that the organization's application and accompanying documents comply with the requirements of CSSA, USASA and the Federation.

Section 5. Each organizational member upon being accepted as a member of CSSA shall be furnished with a copy of these Bylaws, Playing and Administrative Rules, Cup Rules & Regulations and a Fee Schedule. This shall be deemed sufficient notice of their liabilities. Additional copies can be purchased.

Section 6. Resignations of member shall not be accepted unless the body is in good standing.

Section 7. Organizational members shall collect fees from their affiliated teams and clubs and shall remit them to the CSSA treasurer.

2. Bylaw 212. GENERAL RESPONSIBILITIES

Section 1. Each Organization Member must do the following:

- a. Comply with all bylaws, policies, and requirements of CSSA, USASA and the Federation, to the extent applicable to that classification of Organization Member;
- b. submit to CSSA any amendment to its charter or articles of incorporation, bylaws, rules, and regulations not later than 90 days after adoption of that amendment;
- c. submit to CSSA its most current annual reports and financial statements within 90 days after the start of the seasonal year;
- d. pay fees due CSSA by the deadline the fees are required to be paid; and
- e. Comply with the Amateur Sports Act, to the extent applicable.

Section 2. Each Organization Member shall retain its own autonomy except as otherwise provided in these bylaws.

3. Bylaw 213. MEMBER RESPONSIBILITIES

Section 1. In addition to other requirements of these bylaws, members shall comply with the following:

- a. comply with actions of Regional Councils;
- b. comply with matters pertaining to regional, interstate, national and international competition and other competitions approved of sponsored by CSSA or its members;
- c. register with CSSA at least once each seasonal year the names and addresses of its players, coaches, teams and organization administrators;
- d. require that each member of CSSA register every soccer player and team that is sponsored, financed, coached, or administered by that member;
- e. ensure that each team, league and player of the State Association or Regional League complies with the policy of USASA with respect to insurance; and
- f. Ensure that each member of CSSA complies with this bylaw.

Section 2. CSSA shall comply with the following:

- a. Each team within the State Association must be classified as either of the following:
 - (1) A premier team: This classification is for a team playing at the higher level of amateur competition. A team that is a premier team is eligible for National Cups competitions and interstate travel.
 - (2) A recreational team: A team that is a recreational team is not eligible for National Cups competitions and interstate travel. It must maintain and make available a roster of all of its players. CSSA shall establish procedures to carry out these requirements for its recreational teams.

4. Bylaw 214. FEES

Section 1. Each Organization Member shall pay to CSSA annual fees recommended by the Executive Board and approved by the AGM by majority vote.

C. Subpart C—Individual Members

1. Bylaw 221. INDIVIDUAL MEMBERS

An individual who is a player, coach, referee, or administrator is a member of CSSA—

- a. Through that individual's membership or association with an Organization Member;

- b. as an elected officer of CSSA; or
- c. As a committee member of CSSA.

D. Subpart D—Suspensions, Fines and Termination's

1. Bylaw 231. SUSPENSIONS, FINES AND TERMINATION'S

Section 1. An Organization Member failing to pay any fees due CSSA shall be provided notice of the delinquency. If those fees are not paid within 30 days after the date specified in the notice of delinquency, the delinquent member shall be suspended from membership in CSSA. If the member's delinquent fees are fully paid to the Administrator within 90 days after the date specified in the notice of delinquency, the delinquent member will be automatically reinstated. Unless otherwise provided by the Executive Committee, the membership of the member shall be terminated automatically if the member has failed to pay those fees for a period of 90 days after the date specified in the notice of delinquency. In the notice of delinquency the Administrator shall notify the member of suspension and the date on which membership will be terminated if the fees remain unpaid.

Section 2.

- a. The board of Directors may suspend or terminate (or any combination thereof) the membership of any member of CSSA if the Executive Committee determines that—
 - (1) the conduct of the member is adverse to the best interests of soccer or CSSA; or
 - (2) The member has not complied with the requirements of its membership in CSSA.
- b. The Board of Directors may act under subsection (a.) of this section only after a hearing, reasonable notice to the member of the time and place of the hearing, and providing the member with a reasonable opportunity to present evidence in support of the member's position.

Section 3. Notwithstanding section 1 of this bylaw, the membership of a member whose suspension is in effect on the last day of a seasonal year is terminated as of the first day of the next seasonal year unless the Board of Directors provides otherwise.

Section 4. A suspension or other disciplinary action imposed by CSSA in accordance with these bylaws shall be recognized by all members of CSSA on notification by CSSA.

Section 5 Except as may be provided in Section 1 above, suspended or terminated members may apply to the Board of Directors for reinstatement.

(3) PART 3—MEETINGS

A. Subpart A—Voting

1. Bylaw 301. ORGANIZATION MEMBERS

Section 1. At Annual General Meetings each Executive Board Member shall have one vote and each organizational member shall be entitled to be represented by one (1) delegate who shall have one (1) vote. In addition each League shall have as many votes as it has teams in good standing. Each league shall send representatives who will have six (6) votes each and only one representative may have less than six votes. Each

league shall determine its own method for choosing its representatives and alternates. No person shall represent more than one organizational member. The CSSA president shall vote only to break a tie.

Section 2. Within the limitations of section 1 any member entitled to vote at any meeting may do so either in person or by another representative authorized to vote by written proxy.

Section 3. At Board of Director meetings each organizational member and each elected member shall be entitled to one vote with the exception of the President who will vote only to break a tie vote.

Section 4. At Executive Board meetings a majority of the officers shall constitute a quorum. At Board of Director Meetings, one-third of the organizational members and at least three (3) officers shall constitute a quorum. At the Annual Meeting, the presence of half of the voting membership shall constitute a quorum.

Section 5. A majority of the votes cast is required to accept an issue unless specifically stated elsewhere.

B. Subpart B—Meeting

1. Bylaw 311. ANNUAL GENERAL MEETING

Section 1. CSSA has an Annual General Meeting that is composed of representatives of all Leagues, Organization Members and the Executive Committee.

Section 2. At the Annual General Meeting members have the following authority:

- a. exclusive authority to amend the charter and bylaws of CSSA;
- b. adoption of the budget of CSSA;
- c. the election of all members of the Executive Board;
- d. approval of fees;
- e. approval of membership applications of Organization Members;
- f. adopt and amend policies and amend policies adopted by the Executive Board.
- g. approve grants to CSSA officers.

Section 3. Actions and policies adopted by the Board of Directors, Executive Committee, or officers shall be reported to the CSSA membership at the Annual General Meeting.

Section 4. The Annual General Meeting shall be held as close as possible to the last weekend in January of each year.

Section 5. Amendments to the Bylaws Playing and Administrative Rules and Fees and Fines of this Association shall be made only at the Annual General Meeting by a vote of at least two-thirds of all votes cast. Such propositions must be submitted to the office of the Association in writing at least one month in advance of such meetings and 15 days notice must be given to all Clubs regarding all proposed amendments and/or changes.

Section 6. Notice and agenda of Annual General Meetings and amendment procedures shall be made 45 days prior to the meeting date.

Section 7. Unless temporarily modified by action of the members, the order of business for the Annual Meetings shall be:

- a. Roll call
- b. Reading of minutes of previous meeting.
- c. Treasurer's report
- d. Bills
- e. Unfinished business and communications.

- f. Reports of committees.
- g. Rule changes.
- h. Election of officers.
- i. New business and communications.
- j. Good of soccer.
- k. Adjournment.

2. Bylaw 312. REGULAR MEETINGS

Section 1. The Board of Directors shall hold at least 6 regular meetings each seasonal year.

Section 2. Notice of a regular meeting shall be mailed by the Administrator to the designated representative(s) of each Organization Member, and the Executive Board.

- a. Section 3. Unless temporarily modified by call
- b. Reading of minutes of previous meeting.
- c. Treasurer's report
- d. Bills
- e. Unfinished business and communications.
- f. Reports of committees.
- g. Rule changes.
- h. New business and communications.
- i. Good of soccer.
- j. Adjournment.

action of the members, the order of business shall be:

Roll Section 4. Special meetings of members may be called at any time at the written request of three (3) members of the Executive Board or at the written request of one-third of the member clubs, giving detailed reasons for such. Each member shall be given at least seven (7) days notice of such meeting.

Section 5. Minutes of all meetings must be kept. Copies must be sent to the Board of Directors and Committee Chairmen prior to the next meeting.

Section 6. A written notice of meetings shall be given by the Secretary or Administrator at the direction of the President to each voting member. The notice shall be made not less than 14 days nor more than 30 days prior to the date of the meeting. The notice shall state the purpose for which the meeting is called and the place, day and time of the meeting.

Section 7. All meetings of CSSA shall be conducted in accordance with the latest authorized edition of Robert's Rules of Order.

Section 8. Meeting locations shall be determined by the Board of Directors.

(4) PART 4—OFFICERS

1. Bylaw 401. Executive Board

The Executive Board will consist of the President, Vice President, Secretary and Treasurer. The Executive Board will conduct any business between the Annual General Meeting and Board of Director Meetings. The Executive

Board shall have the full authority to act for CSSA in all matters of business, operation and administration and shall report to the Board of Directors on whatever business has been done.

2. Bylaw 402. Board of Directors

The Board of Directors will consist of the President, Vice President, Secretary, Treasurer and Representatives from each Member League and the Referee Association.

3. Bylaw 403. Election of Officers

Section 1. The Executive Board of the Association shall be elected at the Annual General Meeting for a period of two years. The President, and Treasurer shall be elected in odd-numbered years, and the Vice President and Secretary shall be elected in even numbered years. They shall receive a majority of all votes cast. The right to vote of the officers being elected shall cease during that part of the Annual General Meeting when a temporary chairman has been appointed to conduct the election of officers.

Section 2. The President prior to each Annual Meeting shall appoint a Nominating Committee. It shall be the duty of this Committee to receive nominations of candidates in good standing. Nothing herein contained shall be deemed to prevent nominations from the floor.

4. Bylaw 404. Responsibilities of officers

Section 1. The President shall preside at all meetings. He shall appoint all committees not required to be elected

Section 2. The Vice President shall succeed to the powers of the president in his absence. The Vice President shall chair the Cup Competition Committee.

Section 3. The Secretary shall keep minutes of meetings. The Secretary will chair the Appeals Committee.

Section 4. The Treasurer will manage the keeping of full and accurate accounts of receipts and disbursements of CSSA. The actual accounts shall be handled by the Administrator at the state office. The Treasurer will chair the Budget Committee.

Section 5. Any elected Executive Board member may be removed at any time by the approval of 75% of the members and the vacancy caused by the removal may be filled by majority vote of the members. The person being removed has the right to be present at said meeting and to respond to charges against him.

Section 6. The President, or a representative authorized by the Executive Board, shall represent the CSSA at Conventions and at coequal Bodies within that organization, and will submit reports from same to the Board of Directors and at Annual and Semi-Annual Meeting.

(5) PART 5—COMMITTEES

1. Bylaw 501. Standing Committees

Section 1. There shall be the following standing committees to be appointed by the President:

- a. Rules
- b. Appeals
- c. Budget

- d. Coaching
- e. Discipline

Section 2. Committee members shall continue in office until removed or their successor is appointed.

Section 3. The President and Secretary shall be ex-officio members of all committees and entitled to vote.

2. Bylaw 502. Rules Committee

The Rules Committee shall pass upon bylaw, playing and administrative rules and rules of leagues applying for membership. They shall have all matters of rules referred to them and shall have power to revise and standardize the rules governing all members of this Association. They shall pass upon all proposed amendments to the bylaws, playing and administrative rules of this Association including all Cup Competitions operated by the Association, and shall submit to the Association with its comments and recommendations, all amendments.

3. Bylaw 503. Appeals Committee

The Appeals Committee shall deal with all appeals from affiliated leagues, clubs, players or referees.

4. Bylaw 504. Budget Committee

The Budget Committee shall gather all the cost data to the appropriate financial requirements for CSSA programs to be submitted to the Annual General Meeting.

5. Bylaw 505. Coaching Committee

The Coaching Committee will manage all coaching courses and the men's and women's Select Team Program.

6. Bylaw 506. Discipline Committee

The Discipline Committee shall handle all matters dealing with violations of the laws of the game, by players and clubs. Suspension of clubs handed down by the Discipline Committee must have the final approval of the Board of Directors.

7. Bylaw 507. Special Committees

The President may establish special committees as considered necessary, prescribe their responsibilities, and appoint members to the committee.

(6) PART 6—ADMINISTRATIVE

A. Subpart A—Administrator

1. Bylaw 601. Appointment

CSSA shall have an Administrator appointed by the Board of Directors. The Administrator is a paid position and is not entitled to vote at meetings.

2. Bylaw 602. Responsibilities

The administrator shall:

- a. Attend and be custodian of all perpetual trophies, office assets and correspondence;
- b. Give proper notice of all CSSA meetings;
- c. Compile and publish a CSSA directory;
- d. Assist the Budget Committee in establishing a proposed budget;
- e. shall in conjunction with the Treasurer have charge of all moneys of CSSA and shall keep a detailed account on income and expenditures. He shall submit a financial report at regular and Annual General Meetings. He shall sign, together with the President or Treasurer all checks of the Association. He shall file the appropriate reports to USSF, federal, state and local authorities. He shall be bonded as deemed necessary.
- f. He shall have full power in connection with registration and release of all amateur players. Each league shall process the registrations and player passes of players in its own league. The administrator shall supervise and coordinate the operations of the league registrars and control the master file of all registered players in CSSA.
- g. He shall assist and coordinate activities involving professional players in affiliated leagues.
- h. He shall keep correct and complete books and records of account and minutes of the proceedings of the Executive Board meetings and all other meetings. There shall also be maintained at the principal office of the Association a record of the Association's members. At intervals of not more than twelve months the Association shall prepare a balance sheet showing its financial condition, which shall be deposited at the principal office of the Association and be kept for at least ten years from such date, and shall be subject to inspection by any member during business hours.

B. Subpart B—Grievances, Disputes and Appeals

1. Bylaw 611. Grievances

Section 1. Affiliated clubs, leagues and/or their members may not obtain the aid of the courts without first having exhausted all remedies in organized soccer, including appeal to the Council of the United States Soccer Federation.

Section 2. This Association shall recognize suspensions of like rulings of coequal bodies of which they have been officially notified. All such rulings must be submitted to the USSF for its approval. Pending action of the USSF, the ruling shall be in force.

2. Bylaw 612. Appeals

Section 1. All appeals taken to the Association from the decisions of an affiliated body must be accompanied by the sum set forth in the fee schedule which shall be forfeited if the appeal is not sustained. The appeal must be made within ten days after the post marked date on the notice of the decision from an affiliated organization. And

the action must be binding pending the appeal. The Association may, in the event of a special meeting being called to consider the appeal, require the appealing club, should the appeal not be sustained, to pay all or part of the expenses thereof at their discretion. In the event that the appeal is sustained the expenses shall be borne by the Association. If any of the clubs in dispute have a member of the Executive Board, the said member shall not be allowed to sit on the Board while said dispute is being considered. Such appeals must be sent by registered or certified mail to the Administrator of this Association which must act on the appeal within thirty days after receiving it.

Section 2. No lawyer and/or other player shall represent any league, club or players at the hearing of any dispute of claim unless he is a bona fide member of the club of league concerned.

Section 3. Appeals from decisions of CSSA, including rulings on league competition, can be made to the United States Soccer Federation in accordance with the USSF Rules and Regulations. A club appealing to the USSF must also send a copy of their appeal to State Association Secretary and one copy to the league Secretary—in case the appeal relates to league competition. A copy is to be sent to league and State Associations the same day the appeal is mailed to the USSF.

3. Bylaw 613. CSSA Member Requirements

Section 1. Each CSSA Member shall have grievances, disputes and appeals provisions in its bylaws, rules or other document that clearly states the procedures under which adjudication of appeals and other disciplinary matters shall occur.

Section 2. If a CSSA Member does not have those procedures required by section 1 of this bylaw, the following procedures apply:

- a. All parties are entitled to a hearing with proper notification.
- b. Once a grievance, dispute, or appeal has been properly filed, the chairman of the appropriate entity of the CSSA Member shall notify all involved parties within five days of receipt of the grievance, dispute or appeal the nature of the grievance, dispute or appeal the names of all parties, a copy of the grievance, dispute, or appeal. And the date, time and place of the hearing.
- c. The conduct of the hearing shall be as determined by the rules of the CSSA Member.
- d. A written record (called the official record) shall be kept of the proceedings.
- e. A written notification of the decision shall be sent to all involved parties within 7 days of the hearing. This notice shall be sent by certified mail.
- f. All hearings shall take place within 30 days of notice of the grievance, dispute or appeal.

(7) PART 7—MISCELLANEOUS

1. Bylaw 701. Life Membership

Life membership may be conferred by the Association at the Annual General Meeting for length of service or meritorious service. This is an honorary position and does not entitle them to vote

2. Bylaw 702. Conformity to USSF

1. Membership Open. Membership in CSSA shall be open to all amateur soccer organizations functioning within the territorial jurisdiction of this corporation. Membership in all leagues, clubs and organizations affiliated with this corporation and its member leagues shall be open to all soccer players, coaches, trainers, managers, administrators, and officials not subject to suspension under section 4 of USSF Bylaw 241.

2. Nondiscrimination. CSSA and its member leagues shall not discriminate against any individual on the basis of race, color, religion, age, sex, or national origin.
3. Governing Effect of USSF. The USSF article of incorporation, bylaws, policies, rules, regulations and requirements take precedence over and supersede the governing documents and decisions of CSSA and its members to the extent applicable under state law, and the corporation and its members will abide by those articles, bylaws, policies, rules, regulations and requirements.
4. Associations with Conflicts. CSSA will not join any organization that has requirements that conflict with the USSF's articles, bylaws, policies, rules, regulations and requirement.
5. Registration with USSF. CSSA shall annually register all of its players, coaches, teams, referees, and administrators with USSF at least once each year and pay all fees due the USSF on a timely basis.
6. Interplay. CSSA and its members will abide by the USSF articles, bylaws, policies and requirements on interplay
7. Annual Report to USSF. CSSA shall provide to the USSF an annual report on the activities of the corporation and current financial statements within ninety (90) days after the start of the USSF season year.
8. Submission of Documents. CSSA will provide annually to the USSF copies of the corporation's Articles of Incorporation, bylaws and other governing documents and submit changes to those documents to the USSF for approval not later than ninety (90) days after adoption. Copies of all of these documents will be made available to its members.
9. Grievances and Appeals. CSSA will provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to participate and compete. Those procedures shall include that all grievances involving the right to participate and compete in activities sponsored by the USSF, the corporation and its members may be appealed to the USSF's appeals committee that shall have jurisdiction to approve, modify or reverse a decision.
10. Tax Exempt Status. CSSA shall at all times maintain its tax-exempt status under the Internal Revenue Code.
11. Policies Against Abuse. CSSA shall adopt and maintain policies prohibiting sexual and physical abuse, which policies shall conform to the minimum criteria established by the USSF, except to the extent such would violate state or local law.
12. USSF Oversight. CSSA will allow the USSF to review the documents and procedures of the corporation, on request of USSF not less than once every four (4) years to determine compliance with the bylaws and articles of USSF.