

CONSTITUTION

MURRIETA YOUTH SOCCER LEAGUE

ARTICLE I: NAME

The name of this organization shall be Murrieta Youth Soccer League, also referred to as "MYSL".

ARTICLE II: PURPOSE

The purpose for which the MYSL is organized is to provide nonprofit, public educational and recreational soccer activities for youth less than eighteen (18) years of age. MYSL shall develop and educate the youth of this community in proper sportsmanship and performance through the philosophies of "Everyone Plays" and a "Balanced Team Concept".

ARTICLE III: ORGANIZATION

The organization of the MYSL shall be pursuant to the General Nonprofit Corporation Law of the State of California. The property of this organization is irrevocably dedicated to charitable purposes and no part of the net income or assets of this organization shall ever inure to the benefit of any member or private person. Upon the dissolution or winding up of the organization, its assets remaining after payment, or provision of payment of all debts and liabilities of this organization, shall be distributed to a nonprofit fund, foundation, corporation or organization.

ARTICLE IV: AFFILIATION

The MYSL shall be an affiliated branch of, and comply with the authority of, the United States Youth Soccer Association (USYSA) and the California Youth Soccer Association-South (CYSA-S).

ARTICLE V: ADMINISTRATION

A Board of Directors shall govern the MYSL. This Board of Directors shall transact the business of the MYSL.

ARTICLE VI: HEADQUARTERS

The Board of Directors of the MYSL shall fix the location of the principal executive office of the MYSL any place within the boundaries of the City of Murrieta. Regular and special meetings of the Board of Directors shall be held at any place, which has been designated from time to time by resolution of the Board of Directors.

ARTICLE VII: RULES OF PLAY

The MYSL Board of Directors shall promulgate and implement Rules and Regulations pursuant to which the purpose of the MYSL and the CYSA-S will be accomplished.

ARTICLE VIII: COLORS

The representative colors of the MYSL shall be Royal Blue and Black.

ARTICLE IX: AMENDMENTS

The MYSL Board of Directors may amend this Constitution by a three-fourths (3/4) vote at any regular or special meeting.

ARTICLE X: RATIFICATION

The Ratification of three-fourths (3/4) of the 2007-2008 MYSL Board of Directors shall be sufficient for the amendment of this Constitution. Date: February 7, 2008

President

Vice President

Secretary

Treasurer

Registrar

Director TOPSoccer

Director of Awards and Special Events

Director of Coaches, Coed Divisions U10 & Above

Director of Coaches, Girls Divisions U10 & Above

Director of Coaches, Micro Soccer

Director of Concessions

Director of Correspondence

Director of Field Maintenance

Director of Publicity

Director of Referees

Director of Schedules

Director of Sponsors

Director of Team Representatives

Director of Tournaments

Director of Uniforms and Player Equipment

Director of Volunteers

Director of FC Murrieta

Field Assignment Coordinator

Webmaster

Director of Referee Administration

Commissioner, U5/U6

Commissioner, U8

Commissioner, U10

Commissioner, U14/U18

Commissioner, U12

Assistant Director of FC Murrieta

Commissioner TOPSoccer

BYLAWS

MURRIETA YOUTH SOCCER LEAGUE

ARTICLE I: MEMBERSHIP

A. CLASSES and QUALIFICATIONS

Any player, parent or legal guardian of any player, team parent, coach, assistant coach, or manager who is dedicated to the purposes of this organization shall be eligible for membership on approval of the membership application by the Board and on timely payment of such dues and fees as the Board may fix from time to time. Members of the MYSL Board of Directors shall be eligible for membership upon election to office. This organization shall have two (2) classes of members, designated as voting (Board of Directors) and nonvoting (general membership).

B. VOTING RIGHTS

Each member of the Board of Directors shall be entitled to one (1) vote, except the President, who shall not vote unless there is a tie. No person may cast more than one vote in any ballot or motion, if there be persons in more than one position on the Board of Directors. Voting by proxy shall not be allowed.

Majority Vote is defined as "more than half the votes cast, ignoring blanks (abstentions).

Two-thirds (2/3) Vote is defined as two-thirds (2/3) of the votes cast, ignoring blanks (abstentions).

Three-fourths (3/4) Vote is defined as three-fourths (3/4) of the votes cast, ignoring blanks (abstentions).

C. Board members may be compensated for services performed and/or reimbursed for out-of-pocket expenses for the league as deemed reasonable by the Board of Directors, or as approved within the authority and discretion of the President. In addition, elected Board Members have the option to be refunded the amount above basic registration at the end of the season, upon fulfillment of their duties of office.

D. REMOVAL OF MEMBER

Should the MYSL Board of Directors find the conduct of any member (player, parent, coach, assistant coach, or official) detrimental to the best interests of the MYSL, or to the purpose for which the MYSL has been formed, or to the best interests of soccer, the Board of Directors may take such action as the Board of Directors may deem reasonable, applicable, and appropriate, including but not limited to, suspension from or removal from the MYSL. Such action shall require a majority vote.

ARTICLE II: LEAGUE MANAGEMENT

A. POWERS

Subject to the limitation of the MYSL Bylaws and the laws of the State of California, all corporate powers shall be exercised by, or under authority of, and the MYSL Board of Directors shall control business and affairs of this organization. The MYSL Board of Directors shall promulgate, implement, and publish Rules and Regulations pursuant to which the purpose of the MYSL will be accomplished.

B. The authorized number of Directors shall be thirty-one (31), consisting of twenty-six (26) regular Directors and five (5) Executive Directors.

C. QUALIFICATION, ELECTION and TENURE OF OFFICE

1. All twenty-six (26) regular Directors shall be elected at each annual meeting of the members, to serve for one (1) year or until their terms expire. All five (5) Executive Board Members shall be elected in alternating years to serve two (2) years or until their terms expire. President, Secretary, and Registrar shall be elected at even-numbered years; Vice President and Treasurer shall be elected at odd-numbered years.
2. Each member, eighteen (18) years of age or older, in attendance at the Annual General Meeting is entitled to one (1) vote. The Board of Directors of the MYSL elected at the Annual General Meeting shall

be elected by ballot or motion of the membership of this organization by majority vote. Their term of office shall commence on February 1 of the upcoming calendar year.

3. Qualification for the position of President of the MYSL requires that the nominee serve on the MYSL Board of Directors for not less than two (2) full consecutive years immediately preceding the term for which they are being nominated as President.
4. Each Board member must be 18 years of age or older at the time of election to office.

D. RESIGNATION

Any board member may resign at any time by giving written or verbal notice to the President or Secretary of MYSL. In the event that the President or Secretary are resigning, written or verbal notice should be given to a member of the Executive Board. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance shall not be necessary to make it effective.

E. REMOVAL OF BOARD MEMBER

Any elected board member may be removed, either with or without cause, by a two-thirds (2/3) vote of the elected Board of Directors in office at any regular or special meeting of the Board.

F. VACANCIES

The President shall have the power to appoint a temporary board member in the event of a vacancy in a position until voted in by the Board of Directors at the next regular scheduled meeting. The Board of Directors may fill a vacancy by a majority vote (a quorum is required). Each Board Member so elected shall hold office until the next Annual General Meeting or until a successor has been selected and qualified. A vacancy shall be deemed to exist in case of death, resignation, removal, or disqualification.

ARTICLE III: BOARD MEMBERS - DUTIES AND RESPONSIBILITIES

- A. Each board member of this organization shall keep complete and accurate documentation of all activities of his/her position, which shall be deemed a part of the official records of this organization, and shall tender all such documentation and records to their successor immediately upon leaving office. The board member shall submit to the Secretary, to be kept in the official records of the organization, a true and correct copy of all documentation relating to the activities of their position. Each board member shall have additional duties including, but not limited to, registration, distribution, field coverage, and special events. Each board member shall be entitled to one (1) vote, except the President, who shall not vote unless there is a tie.
- B. In the absence (preplanned or unreachable for 48 hours) or disability of the President the Executive Board, in the order listed below, shall perform the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions upon, the President.
- C. The Board of Directors shall consist of:
 1. Executive Board Members consisting of:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Registrar/Player Representative
 2. Board Members consisting of:
 - Director of Awards and Special Events
 - Director of Coaches, Coed Divisions U10 and Above
 - Director of Coaches, All Girls Divisions U10 and Above
 - Director of Coaches, Micro Soccer
 - Director of Concessions
 - Director of Correspondence
 - Director of Field Maintenance
 - Director of Publicity
 - Director of Referees
 - Director of Referee Administration
 - Director of Schedules
 - Director of Sponsors

Director of Team Representatives
Director of TOPSoccer
Director of Tournaments
Director of Uniforms and Player Equipment
Director of Volunteers
Director of FC Murrieta
Assistant Director FC Murrieta
Webmaster
Commissioner, U5/U6
Commissioner, U8
Commissioner, U10
Commissioner, U12
Commissioner, U14/18
Commissioner, TOPSoccer

D. BOARD MEMBER RESPONSIBILITIES

1. PRESIDENT

The President shall have general supervision, direction and control of the business and offices of this organization within the framework of these Bylaws. He/She shall appoint special committees, which the Board of Directors deems necessary to carry out the functions of this organization. He/She shall be the primary liaison with the relevant district and the CYSA-S. He/She shall preside at all meetings of the members of this organization and at all meetings of the Board of Directors. He/she shall provide agenda to all board members in attendance at all regular, special, and general board meetings. He/She shall have the power to make purchases on behalf of, incur indebtedness for, or otherwise obligate the league up to a maximum amount of \$250.00. The President shall oversee the financial audit for the league.

The President shall have under his/her direction the positions of Director of FC Murrieta, Assistant Director of FC Murrieta.

a. DIRECTOR OF FC MURRIETA

The Director of the FC Program shall be responsible for overseeing, and shall be accountable to the MYSL Board of Directors for, all aspects of the MYSL Select Soccer Program and shall report all activities of this program to the Board of Directors. Any and all actions taken with regards to the MYSL FC Soccer Program must have approval of the Board of Directors prior to being implemented. He/she shall be the primary liaison to the Presidio League and shall attend Presidio League meetings for the FC Program. As a prerequisite, any candidate must hold a valid coaching license Type E or higher, or agree to satisfy this requirement prior to August 1 of the current year at his/her expense.

b. ASSISTANT DIRECTOR OF FC MURRIETA

The Assistant Director of FC Murrieta shall be available to assist the Director of FC Murrieta. He/she shall be responsible for communicating, upon request from the Director of FC Murrieta or MYSL President, information to the coaches FC program. He/she shall also be responsible for various other assisting duties relevant to the FC Program.

2. VICE PRESIDENT

The Vice President shall be an ex-officio member of all committees and shall monitor the activities of the Disciplinary Committee, including providing reports of Disciplinary Committee activities to the Board of Directors and ensuring all disciplinary actions are followed through and shall maintain records of all disciplinary actions. He/she shall be in charge of revisions/amendments to the Manual of Operations of this league. He/she will be responsible for the duties of Risk Management. He/she shall maintain all administrative records required by CYSA-S and MYSL, including completion of all Risk Management paperwork required by CYSA-S and MYSL as well as administering fingerprinting and photo identification cards. He/she shall have signature authority on all checks and disbursements. He/she shall preside over the inter-league rules and be a member of the inter-league committee.

The Vice President shall have under his/her direction the positions of Director of Schedules, Director of Coaches, All Girls Divisions U10 and Above (11/18/04), Director of Coaches, Coed U10 and Above (11/18/04), and Director of Coaches, Micro Soccer (11/18/04) and shall assume responsibilities of these position should a vacancy occur.

a. DIRECTOR OF SCHEDULES

The Director of Schedules shall be responsible for the preparation of the league and inter-league game schedules for the entire year. Additionally, the Director of Schedules will coordinate the scheduling of MYSL Boardmembers for Field Marshal duties during the Spring and Fall seasons, as well as special events. Such schedules and subsequent changes to said schedule are subject to approval of the Board of Directors.

b. DIRECTOR OF COACHES, ALL GIRLS DIVISIONS U10 AND ABOVE

The Director of Coaches, All Girls Divisions U10 and above shall be responsible for the recruitment and instruction of coaches in his/her divisions. He/she is responsible for generating a roster of potential coaches to be approved by the Board of Directors and for notifying coaches of the status of their coaching application. He/she is responsible for providing general communication to coaches regarding league activities and clinics. He/she will monitor all coaches on their conduct with regards to players, parents, spectators and referees. When necessary, he/she will intervene in an advisory capacity in situations where disciplinary action of coaches may or may not be warranted. As a prerequisite, any candidate must hold a valid coaching license Type F or Youth Module 3 or higher, or agree to satisfy this requirement prior to August 1 of the current year at the league's expense.

c. DIRECTOR OF COACHES, COED DIVISIONS U10 AND ABOVE

The Director of Coaches, Coed Divisions U10 and above shall be responsible for the recruitment and instruction of coaches in his/her divisions. He/she is responsible for generating a roster of potential coaches to be approved by the Board of Directors and for notifying coaches of the status of their coaching application. He/she is responsible for providing general communication to coaches regarding league activities and clinics. He/she will monitor all coaches on their conduct with regards to players, parents, spectators and referees. When necessary, he/she will intervene in an advisory capacity in situations where disciplinary action of coaches may or may not be warranted. As a prerequisite, any candidate must hold a valid coaching license Type F or Youth Module 3 or higher, or agree to satisfy this requirement prior to August 1 of the current year at the league's expense.

d. DIRECTOR OF COACHES, MICRO SOCCER DIVISIONS

The Director of Coaches, Micro Soccer Divisions shall be responsible for the recruitment and instruction of coaches in his/her divisions. He/she is responsible for generating a roster of potential coaches to be approved by the Board of Directors and for notifying coaches of the status of their coaching application. He/she is responsible for providing general communication to coaches regarding league activities and clinics. He/she will monitor all coaches on their conduct with regards to players, parents, spectators and referees. When necessary, he/she will intervene in an advisory capacity in situations where disciplinary action of coaches may or may not be warranted. As a prerequisite, any candidate must hold a valid coaching license Type F or Youth Module 3 or higher, or agree to satisfy this requirement prior to August 1 of the current year at the league's expense.

3. SECRETARY

The Secretary shall be responsible for the preparation and promulgation of the minutes of all Board of Directors' meetings to all board members. He/she shall notify board members of all meetings forty-eight (48), and not less than twenty-four (24), hours in advance and receive a reply or make a second attempt to notify. The Secretary shall keep, or cause to be kept, a book or books, containing true and correct copies of all documentation submitted to the Secretary by each of the designated officers in this Article, as required by these Bylaws to be kept in the official records of this Organization, and shall maintain and keep said records of this Organization in an up-to-date status at all times. He/she shall be responsible for securing locations for board meetings and special events as necessary. The Secretary shall be responsible for the preparation and submission of league application to CYSA. He/she will have signature authority on all checks and disbursements.

The Secretary shall have under his/her direction the position of Director of Correspondence and shall assume responsibilities of these positions should a vacancy occur.

a. DIRECTOR OF CORRESPONDENCE

The Director of Correspondence shall be responsible for handling all aspects of league correspondence via the MYSL hotline, email and P.O. Box and will assist the Secretary with any

correspondence. He/she is responsible for routing all correspondence to the appropriate board member and providing a copy to the President - excluding registration forms and league bills.

4. TREASURER

The Treasurer shall keep an accurate account of all financial transactions authorized by the Board of Directors and/or the President. He/she shall provide to the Board a list of those bills and/or expenditures due and owing and shall request, by motion, the approval of any and all bills, that have not previously been approved by the President, prior to their payment. He/she shall insure payment of all bills authorized by the Board of Directors. He/she shall provide a Treasurer's Report at every Board meeting and provide one copy of the MYSL bank statement on a monthly basis for board members to review. He/she, along with the Executive Board shall prepare and promulgate an operating budget for the next fiscal year to be presented at the organizational meeting. The Treasurer shall deposit all funds in an accredited banking institution after said funds have been counted by two (2) other board members and make all disbursements by check, which shall always require at least two (2) designated signatures. He/she will be responsible for insuring that each concession stand has start up funds available. He/she shall have signature authority on all checks and disbursements.

All Board of Directors shall submit a check request form to the Treasurer for any and all expenditures with a current invoice /receipt. Any and all checks presented shall have the name of payee and check amount included on the check before presenting for signature to any authorized signers.

An audit will be performed by an independent agency at the end of the fiscal year or upon vacancy of the Treasurer.

The Treasurer shall have under his/her direction the position of Director of Concessions and shall assume responsibilities of these positions should a vacancy occur.

a. DIRECTOR OF CONCESSIONS

The Director of Concessions shall be responsible for organizing, purchasing supplies for, setting up and taking down the concession stands. The Director of Concessions and one other board member shall count all monies at the end of the concession day. All receipts and proceeds will be submitted to the Treasurer for accountability.

5. REGISTRAR/PLAYER REPRESENTATIVE

The Registrar/Player Representative for recreational micro soccer divisions thru U18 and all club divisions shall maintain an accurate database and roster of all recreational micro soccer divisions thru U18 and all club divisions in the league and waiting list. Such roster shall be the official league record for coaches', administrators' and players' addresses and phone numbers. He/she is responsible for official identification numbers required by CYSA-South and all necessary paperwork with regards to registration required by CYSA-South. He/she is responsible for printing and distributing all player identification cards. He/she will ensure all registrations and fees are submitted to CYSA-South. He/she is responsible for all player registrations and player drafts in the U5 Divisions and above. He/she is responsible for maintaining a log of all players approved to play less than 50% and maintaining a file on all league players for three (3) years.

6. DIRECTOR OF FIELD MAINTENANCE

The Director of Field Maintenance shall be responsible for ensuring that the fields are properly prepared and safe for all games. He/she shall make sure that field equipment is available and in working condition for all games. He/she will provide and maintain the layout and markings of all fields. He/she will work with the City of Murrieta, Murrieta Valley School District, etc., in reserving fields and lights for league play and practice as necessary and will present all information to the Board of Directors.

7. DIRECTOR OF PUBLICITY

The Director of Publicity shall be responsible for preparing public notices and press releases, articles, and/or advertisements for registration dates, announcements, deadlines, etc., to all newspapers upon approval of the President for any information not previously approved by the Board of Directors. He/she is also responsible for calculating and publishing all standings in the local newspapers and the newsletter and will provide the standings to be published on the league's website. He/she shall follow the progress of MYSL teams participating in tournaments and report information and submit pictures to local papers and MYSL website, as well give any necessary information to the Director of Awards and Special Events.

8. DIRECTOR OF REFEREE DEVELOPMENT

The Director of Referee Development shall be responsible for the recruitment and training of referees. He/she will be responsible for providing a list of potential referees for Board approval. As a prerequisite, any candidate must hold a valid R8 Referee Certification or higher, or agree to satisfy this requirement prior to August 1 of the current year at the league's expense. The Director of Referee Development shall have under his/her direction the Director of Referee Administration and shall assume responsibilities of this position should a vacancy occur. (11/18/04)

9. DIRECTOR OF REFEREE ADMINISTRATION

The Director of Referee Administration shall be responsible for providing each referee and the league a schedule of officials for each game. He/she shall maintain a file of game reports forms and advise the Vice President of all carding(s) within 48 hours. He/she is responsible for maintaining referee payroll information and submitting it to the Treasurer. He/she shall submit player line up cards to the Director of Publicity after referee payroll is complete. (11/18/04)

10. DIRECTOR OF SPONSORS

The Director of Sponsors shall be responsible for organizing and supervising all aspects of sponsorship for the teams, divisions and/or league play. Responsibilities include, but are not limited to, collecting sponsor money and submitting money to the Treasurer, arranging for the sponsor names to be printed on the jerseys and organizing the awards to be given to the sponsors at the end of the season. He/she shall also be responsible for any other general donations or fundraising duties.

11. DIRECTOR OF TEAM REPRESENTATIVES

The Director of Team Representatives shall be responsible for the recruitment of team representatives and maintain a roster for the league. He/she will provide team representatives with necessary league information and advice and be responsible for coordinating a Team Parent information meeting prior to the beginning of the season. He/she shall be responsible for all aspects of team pictures. He/she will be responsible for obtaining "player of the week" certificates for every player.

The Director of Team Representative shall have under his/her direction the positions of Director of Awards and Special Events and Director of Volunteers and shall assume responsibilities of these positions should a vacancy occur.

a. DIRECTOR OF AWARDS AND SPECIAL EVENTS

The Director of Awards and Special Events shall be responsible for the awards presented at the end of the regular season and any All-Star and/or tournament awards. He/she shall be responsible for all aspects of any MYSL special event.

b. DIRECTOR OF VOLUNTEERS

The Director of Volunteers shall be responsible for the recruitment and organization of all volunteer activities for the league and will communicate with team representatives regarding volunteer assignments.

12. DIRECTOR OF TOPSoccer

The Director of TOPSoccer shall be responsible for overseeing, and shall be accountable to the MYSL Board of Directors for, all aspects of the MYSL TOPSoccer Program and shall report all activities of this program to the Board of Directors. Any and all actions taken with regards to TOPSoccer must have approval of the Board of Directors prior to being implemented. He/she shall be the primary liason to the CYSA Director of TOPSoccer.

a. COMMISSIONER OF TOPSoccer

The Commissioner of TOPSoccer shall be available to assist the Directors TOPSoccer, the Registrar. He/she shall be responsible for communicating, upon request from the Board of Directors, information to the coaches in TOPSoccer. He/she shall also be responsible for various other assisting duties relevant to the TOPSoccer program.

13. DIRECTOR OF TOURNAMENTS

The Director of Tournaments shall be responsible for the preparation and scheduling of any tournaments hosted by MYSL. This includes, but is not limited to, scheduling tournament games for the various age divisions, notification to coaches of tournament rules and regulations, distribution of tournament game schedules and field location and shall be responsible for the organization of any tournament. He/she will be responsible for necessary application fees and check in with CYSA-S and will be responsible for attending any CYSA-S meeting relevant to pre-season or post-season tournament play (i.e. Tide Cup, Commissioner's Cup and President's Cup).

14. DIRECTOR OF UNIFORMS AND PLAYER EQUIPMENT

The Director of Uniforms and Player Equipment shall be responsible for providing three (3) bids for uniforms and player equipment for approval by the Board of Directors. He/she will supervise the distribution, return and storage of player equipment and uniforms, including All Star teams, belonging to MYSL. He/she shall make arrangements for All Star warm up suits at player expense.

15. WEBMASTER

The Webmaster shall be responsible for all aspects of the MYSL web site. He/she must obtain approval of the President prior to posting any information on the MYSL web site not previously approved by the Board of Directors.

16. COMMISSIONER, U5/U6

The Commissioner of the U5/U6 Divisions shall be available to assist the Director of Coaches, Micro Soccer and the Registrar. He/she shall be responsible for communicating, upon request from the Board of Directors, information to the coaches in the U5/U6 Divisions. He/she shall also be responsible for various other assisting duties relevant to the age division.

17. COMMISSIONER, U8

The Commissioner of the U8 Division shall be available to assist the Director of Coaches, Micro Soccer, the Registrar and the Director of Referees. He/she shall be responsible for communicating, upon request from the Board of Directors, information to the coaches in the U8 Division. He/she shall also be responsible for various other assisting duties relevant to the age division.

18. COMMISSIONER, U10

The Commissioner of the U10 Division shall be available to assist the Directors of Coaches, Divisions U10 and above, the Registrar and the Director of Referees. He/she shall be responsible for communicating, upon request from the Board of Directors, information to the coaches in the U10 Divisions. He/she shall also be responsible for various other assisting duties relevant to the age division.

19. COMMISSIONER, U12

The Commissioner of the U12 Division shall be available to assist the Directors of Coaches, Divisions U10 and above, the Registrar and the Director of Referees. He/she shall be responsible for communicating, upon request from the Board of Directors, information to the coaches in the U12 Division. He/she shall also be responsible for various other assisting duties relevant to the age division.

20. COMMISSIONER, U14/U18

The Commissioner of the U14/U18 Divisions shall be available to assist the Directors of Coaches, Divisions U10 and above, the Registrar and the Director of Referees. He/she shall be responsible for communicating, upon request from the Board of Directors, information to the coaches in the U14/U18 Divisions. He/she shall also be responsible for various other assisting duties relevant to the age divisions.

ARTICLE IV: EXECUTIVE BOARD AND OTHER COMMITTEES

- A. The Executive Board shall not be utilized for regular Board of Directors business, unless acting as the Board of Directors during a duly called or held meeting of the Board of Directors. The Executive Board shall only be called into session by request of the President or by two elected Board members of the organization. The Executive Board shall prepare and promulgate for approval an operating budget for MYSL prior to the first Board of Director's meeting of the calendar year.

- B. The MYSL Executive Board shall hear all disciplinary complaints and general grievances, as referred by the Vice President. Matters will be referred to the MYSL Disciplinary Committee pursuant to the policies of the MYSL Disciplinary Manual (included in this Manual of Operations).
- C. The MYSL Disciplinary Committee shall be comprised of persons not holding office in the MYSL Board of Directors, under the supervision of the Vice President. The MYSL Board of Directors prior to conducting disciplinary business shall approve this committee.
- D. The President shall appoint special committees, which the Board of Directors deems necessary to carry out the functions of this organization.

ARTICLE V: MEETINGS

A. ANNUAL GENERAL MEETING

The Annual General Meeting shall be held in November. The date will be determined and published by the Board of Directors with a minimum of fourteen (14) days public notice.

B. ORGANIZATIONAL MEETING

The organizational meeting of the MYSL Board of Directors shall be held in January. At this meeting all outgoing and incoming Board Members shall be in attendance to transfer all documentation and information relating to the activities of their position.

C. EXECUTIVE BOARD MEETING

The Executive Board is responsible for setting the goals and objectives of the league. These meetings shall be for the review and approval of an operating budget and to establish a calendar for the operating year and any other regular business. The frequency shall be determined by the President.

D. REGULAR MEETINGS

1. The Board of Directors shall meet in general session at least once per month, but will be subject to the call of the President for special sessions from time-to-time as may be required by operation of MYSL.
2. In order to conduct business at a Board of Directors meeting, there must be a quorum present.
3. Notice of time and place of such meeting shall be given by the Secretary not less than forty-eight hours prior to the meeting.

E. SPECIAL MEETINGS

1. A special meeting of the MYSL Board of Directors may be called for any purpose at any time by the President, or if the President is absent (preplanned or unreachable for 48 hours) or refuses to act, by three (3) elected Board members of the organization.
2. Notice of time and place of such meeting shall be given by the Secretary not less than twenty-four (24) hours prior to the meeting.
3. In order to conduct business at a Special Board of Directors meeting, there must be a quorum present.

F. SPECIAL BUSINESS

1. The President shall, in the event of an emergency or to effectuate the approval of a motion, wherein a regular or special meeting of the Board of Directors is unable to convene, request that the Secretary notify members of the Board of Directors to obtain their approval by means of a phone or email poll.
2. The Secretary shall type up for approval by the Board of Directors the motion for purposes of inclusion into the records and/or minutes of the league.
3. A time frame of forty-eight (48) hours shall be considered sufficient and reasonable to conduct special business, provided proper notice has been given. Proper notice, for the purposes of this section, shall be considered a time frame of forty-eight (48) hours in which to respond to the motion.
4. At such time that the appropriate number of votes (majority, two-thirds, or three-fourths) has been attained to either approve or fail a motion, whether or not all members of the Board of Directors have responded to cast their vote, the vote may be considered complete and the results immediately officiated by the President.

G. PLACE OF MEETINGS

Meetings of the MYSL Board of Directors shall be held within the boundaries of Murrieta and at the place designated for that purpose, from time to time, by resolution of the Board of Directors.

H. MEETING STRUCTURE

For any MYSL regular or special meeting, procedures and debate shall be in accordance with the Bylaws, Rules and Regulations of the MYSL and the Rules of Parliamentary Law, known as "Robert's Rules of Order" (current edition). The order in which business shall be normally conducted shall be as follows:

1. Call to order
2. Roll call
3. Introduction of visitor
4. Agenda review/adjustment
5. Review/approval of minutes of the previous meeting
6. Review/approval of Treasurer's report and additional bills
7. Directors' reports/Old business
8. New Business/Open forum
9. Adjournment

I. QUORUM

1. In order to conduct business at a Board of Directors meeting, there must be present a minimum of seven (7) of the elected board members.
2. Members of the Board of Directors present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment, even if enough board members have withdrawn to leave less than a quorum, provided at least five (5) board members remain, if any action (other than adjournment) is approved by a least a majority of the board members required to constitute a quorum.

ARTICLE VI: ORGANIZATION RECORDS AND REPORTS-INSPECTION

A. RECORDS

The Organization shall maintain adequate and correct accounts, books, and records of its business and properties. All such books, records, and accounts shall be kept at its principal place of business in the City of Murrieta, as fixed by the Board of Directors from time to time.

B. INSPECTION OF BOOKS AND RECORDS

All books and records shall be open to inspection for the directors and members of this Organization upon reasonable notice.

C. CHECKS, DRAFTS, NOTES, INDEBTEDNESS

1. All checks, drafts or other orders for payment of money, notes, or other evidence of indebtedness, issued in the name of or payable to MYSL, shall be signed or endorsed by not less than two (2) persons and in such manner as provided in these Bylaws.
2. The President, Secretary, and Treasurer shall have signature authority on all checks and disbursements.

D. CONTRACTS - HOW EXECUTED

1. The Board of Directors, except as in the Bylaws otherwise provided, may authorize any board member, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of MYSL. Such authority may be general or confined to specific instances.
2. Unless so authorized by the Board of Directors and noted in the meeting minutes, no officer, board member, agent or employee shall have any power or authority to bind the Organization by any contract or engagement or to pledge its credit, or to render it liable to any purpose or to any amount.

E. FINANCIAL AUDITS

1. An independent accounting firm shall audit the financial accounts of the MYSL annually or upon vacancy of the Treasurer. The President shall oversee said audit.
2. Such audit shall include a detailed income and expense report, as well as any additional information the auditor deems necessary, which shall be distributed to each director.

ARTICLE VII: AMENDMENTS TO BY-LAWS

A. AMENDMENTS BY THE BOARD OF DIRECTORS

These Bylaws may be amended under one of the following conditions, and subject to the notification requirement:

1. By a majority vote by the general membership at the Annual General Meeting.
2. By a two-thirds (2/3) vote of the Board of Directors at any regular or special meeting, unless the action would materially and adversely affect the members' rights. An amendment may not be made by the Board of Directors that would extend the term of a Director beyond that for which the Director was elected or eliminate any board position that is currently being held by a member before that member's term of office expires.

B. NOTIFICATION

The Board of Directors shall be given fourteen (14) days notice of any changes to these Bylaws proposed by the Board of Directors. The general membership shall be given fourteen (14) days notice of any changes to these Bylaws to be proposed at the Annual General Meeting. Such notification shall include the proposed changes in writing.

C. RECORDS OF AMENDMENT

Whenever an amendment to these Bylaws is adopted, it shall be dated and copied in the Book of Bylaws in the appropriate place with the original Bylaws, by the Vice President.

D. SUSPENSION OF THE BYLAWS

These bylaws may not be suspended at any time.

ARTIVLE VIII: RATIFICATION OF BYLAWS

We, the undersigned, being the Board of Directors of this league, hereby assent to the foregoing Bylaws, and adopt the same as the Bylaws of the Murrieta Youth Soccer League as of February 7, 2008.

President

Vice President

Secretary

Treasurer

Registrar

Director TOPSoccer

Director of Coaches, U8/Micro Soccer

Assistant Director of FC Murrieta

Director of Coaches, Coed Divisions U10 & Above

Director of Awards and Special Events

Director of Coaches, Girls Divisions U10 & Above

Director of Concessions

Director of Referee Development

Director of Correspondence

Director of Field Maintenance

Director of Publicity

Director of Referee Administration

Director of Schedules

Director of Sponsors

Director of Team Representatives

Director of Tournaments

Director of Volunteers

Webmaster

Commissioner, U8

Commissioner, U12

Director of FC Murrieta

Director of Uniforms & Player Equipment

Field Assignment Coordinator

Commissioner, U5/U6

Commissioner, U10

Commissioner, U14/U18

Commissioner, TOPSoccer

RULES AND REGULATIONS FOR RECREATIONAL PLAY

MURRIETA YOUTH SOCCER LEAGUE

ARTICLE 1: RULES OF PLAY

- A. The Rules of Play shall be the current edition of the Laws of the Game as published by FIFA, except those modified for the benefit of youth soccer by the USSF, USYSA and CYSA-S.
- B. The games shall be played under the Rules and Regulations of CYSA-S. No league rules may be adopted which are in violation of these CYSA-S rules or in violation of the spirit and intent of the CYSA-S Youth Soccer Program.

C. Age Divisions are defined by CYSA-S and are as follows:

Under 5:	(4 year olds)	3 vs. 3
Under 6:	(4 1/2 and 5 year olds)	4 vs. 4
Under 8:	(6 and 7 year olds)	7 vs. 7
Under 10:	(8 and 9 year olds)	8 vs. 8
Under 12:	(10 and 11 year olds)	11 vs. 11
Under 14:	(12 and 13 year olds)	11 vs. 11
Under 18:	(14, 15, 16, and 17 year olds)	11 vs. 11

D. If necessary, any two upper divisions may be combined to form a single division. The cutoff comprised of players who are in the following age classifications on the last day of July of the current seasonal year:
 Under 5, Under 6, Under 8, Under 10, Under 12, Under 14, Under 18
 (Subject to registration population. Age groups may change as necessary.)

- E. Proof of Age Documentation, pursuant to CYSA-S, shall consist of original registered or certified birth documentation in the form of:
 1. Birth certificate or birth registration issued by an appropriate government agency or board of health records;
 2. A uniformed Services Identification and Privilege card issued by the Uniformed Services of the U.S.;
 3. Passport
 4. Certificate issued by the Immigration and Naturalization Service, attesting to age;
 5. Alien Registration Card issued by the United States Government;
 6. Certification of an American Citizen Born Abroad, issued by the appropriate government agency.
 7. Current driver's license.

No reproductions or photocopies of documents that have not been officially certified by the issuing governmental agency may be accepted. No Hospital, Baptismal, or Religious Certificates may be accepted.

F. Teams U5 thru U10 shall be limited to not more than fourteen (14) registered players at any given time. Team U12 thru U18 shall be limited to not more than eighteen (18) registered players at any given time. No 'Under 6' team and above shall be allowed to have less than seven (7) players registered at any given time. No 'Under 5' team shall be allowed to have less than four (4) players registered at any given time.

G. The number of volunteer coaches obtained shall determine number of players accepted.

H. Length of game and ball size by age group. All half-times are to be five (5) minutes in duration.

<u>Group</u>	<u>Game Length</u>	<u>Ball Size</u>
Under 18	two (2) - 40 minute halves	5
Under 14	two (2) - 35 minute halves	5
Under 12	two (2) - 30 minute halves	4
Under 10	two (2) - 25 minute halves	4
Under 8	two (2) - 20 minute halves	3
Under 6	see micro soccer guide	3
Under 5	see micro soccer guide	3

I. Player Safety/Player Equipment/Proper Dress

1. Safety

- a. No player will be allowed to play in any game or competition or participate in any practice or scrimmage, with the exception of drills or activities that do not involve player contact, with an injury which can be aggravated by playing or which constitutes a danger to others.
- b. No player wearing an orthopedic cast, temporary cast, non-oral brace (such as for knees or other areas of the body) with hard, hinged or rigid supports or splint shall be permitted to play in any CYSA-S or MYSL sanctioned play game or competition or participate in any practice or scrimmage, with the exception of drills or activities that do not involve player contact.
- c. No non-registered CYSA or MYSL player shall be permitted to practice or play with any CYSA or MYSL team.

2. Equipment/Proper dress

- a. Shin guards are mandatory for all players during practice, games and tournaments within the State Association.
- b. Players are to wear official uniforms in a neat manner. Shirts must be tucked in.
- c. The goalkeeper's shirt must be different in color from those of either team.
- d. Players must wear suitable footwear for playing soccer. No center toe cleat/spike allowed.
- e. Players must wear shin guards.
- f. Female players should wear chest protection. Male players should wear groin protection. Protective headgear is optional and must be CYSA approved.
- g. Sliding pants or bicycle pants will be allowed only if they are of a matching color to the official uniform shorts and the length does not exceed the top of the knee. Goalies are allowed to wear special made goalie shorts or goalie pants; they do not have to be a matching color to the official uniform shorts.

J. Uniform Colors

When the uniforms of two competing teams are similar (color conflict) the home team shall effect a change to colors that are distinct from those of the opponent. This will be accomplished by the use of bibs provided by the league.

K. Player/Administration Identification Pass

1. If MYSL deems to use player identification cards during the season, each coach shall ensure that every card is laminated, properly signed by the league Registrar and has a photograph of the player/coach prior to the first scheduled game of the season including any pre-season games.
2. For Under 8 divisions and above, the team administrator (coach, manager or supervising adult) shall verify to the referee the player/coach ID cards prior to the game.
3. The referee must collect all player cards prior to commencing the game. The referee shall not permit a player/coach to enter a game unless he has collected that player's/coach's card. The referee shall not collect the Risk Management Cards; however, coaches must have these cards with them at all games and have them available for the referee to review in order for a game to commence. Any game played without a risk management approved team administrator will be subject to a forfeit and may not commence play.
4. All cards will be returned to the team administrator after the conclusion of the game, except in the case of a red card. Red-carded players/coaches will have their cards turned into the MYSL Director of Referees for review.
5. Use of Ineligible players (USYSA rule 209) A team shall forfeit each game in which – (1) an unregistered player was with the team at the game in a (team) uniform; or (2) a player was improperly entered on the team roster.
6. Falsification of records, documents, player identification passes, or in any other matters or manner, shall be grounds for immediate suspension from further participation and membership in Cal South or any league, team, or club, pending a hearing.

L. Line-up Cards

Each coach will have his/her lineup card filled in completely before game time. First and last names of players and coaches are required for all divisions 'Under 8' and above. The team number, date, and field location/number are to be entered on the card. Each coach shall sign the card attesting to the accuracy of all information on the card after the game.

M. Coaches' Responsibilities

1. Coaches shall carry the white player registration/medical release forms to ALL practices and games and all team activities. Upon request from the referee or any MYSL Board Member, the coach shall submit the forms for certifying the accuracy of the line-up card and medical release signed by a parent/guardian.
2. All coaches are required to have in their possession at all times the emergency first aid kit provided to them by MYSL. The coach, assistant coach, and/or team representative shall provide only basic first aid treatment to a player. Any other medical treatment shall be the responsibility of the parent/guardian.
3. If a coach plays an ineligible player, either a suspended player or a player who has been declared ineligible, the matter will be reviewed for disciplinary action and the game in question may be subject to forfeit.
4. Under no circumstances shall a coach step onto or otherwise enter the field without the express permission of the referee.
5. Failure to heed red card(s) by coaches, players, and/or spectators shall result in suspension of play and forfeit of that game by the offending team. If a player/coach/ spectator is red carded, he/she is removed (ejected) from the game and field of play and will not be allowed to play/coach/watch in the following game in that division.
6. The coach is responsible for the entire sideline. If a coach, player or spectator receives a red card, the MYSL Executive Board will review the matter to determine what course of action will take place. The matter may or may not be sent to the MYSL Disciplinary Committee for review and possible disciplinary action. If a coach/player/spectator from a team receives more than one red card during a season, further coaching/playing/participation privileges may be affected.
7. All coaches must sign current Code of Conduct, current Coaches Agreement, current administration forms, and have proper coaching license and a valid risk management card.
8. Violation of any published rule will result in disciplinary action.

N. Accountability-Conduct-Ejection

1. Coaches, players, and other team officials shall be subject to all the rules pertaining to misconduct contained herein, and in FIFA Laws of the Game, including cautions, ejections and standard suspension.
2. Any other individuals, who may be reasonably construed, as being associated with a team, such as relatives and spectators, shall also be subject to the jurisdiction and authority of MYSL and CYSA-S. The coach shall be responsible for the actions of any individual at any game that, in the opinion of the referee, is a supporter of that team.
3. During any game sanctioned by or regularly scheduled by CYSA-S, or any MYSL sanctioned game, a referee may stop the game and eject ANY coach, player, or spectator from the grounds (the field of play and areas surrounding the field upon which the game is being held) if, in the opinion of the referee, the offender is guilty of violent conduct, serious foul play, or the use of foul or abusive language, or if the conduct is deemed to be interference by the offender as designated in subdivision (d) of Law V, FIFA Laws of the Game. At no time will foul or abusive language be permitted at any field. Drinking alcoholic beverages, smoking/chewing tobacco, and/or using drugs shall not be permitted at any games or practice sanctioned by MYSL.
4. Games played on any school grounds and public parks are subject to school and city ordinances including, but not limited to, no smoking and no animals on premises. Ordinances at the MYSL Nutmeg field include, but are not limited to, no smoking, no animals on the premises and no alcoholic beverages, as contracted with the City of Murrieta.
5. FALSIFICATION OF RECORDS, DOCUMENTS, OR PLAYER IDENTIFICATION CARDS SHALL BE GROUNDS FOR CENSURE AND SUSPENSION FROM FURTHER PARTICIPATION AND MEMBERSHIP IN CYSA-S OR MYSL.
6. Coaches, players, and spectators are subject to the laws of the game. MYSL will provide any league member a copy of these rules upon request to the Director of Referees.

O. Coaching from the Sideline

1. No mechanical devices are allowed.
2. The tone of the voice shall be informative, encouraging and supportive.
3. Each coach, substitute, or player is to remain within the coaching area (10 yards on either side of the center line).
4. Opposing teams of all divisions may not occupy the same touchline during the game. The home team has first choice of which touchline the team and its spectators will occupy.
5. No parent or spectator is allowed to stand or otherwise occupy any space at either goal line.
6. No coach, substitute, player, or spectator is to make derogatory remarks or gestures to the referees, other players, substitutes or spectators.

7. No coach, substitute, player, or spectator is to use profanity.
8. No coach, substitute, player, or spectator shall incite disruptive behavior of any kind.
9. Coaches will be held responsible for the conduct of their sidelines. All coaches and players are to remain within the coaches' box and all parents and spectators must remain 3 yards back of the touchline. Coaches are expected to remain in control of their sidelines and to demonstrate sound sportsmanship. If any head coach is ejected during a game and the team has no assistant coach with a coaching license or current risk management listed on the team's official roster, the team must forfeit both the game in question and the next game as well.

P. Fifty-Percent (50%) Playing/Substitutions

1. All players must be played at least two (2) full quarters or 50% of each game, unless a player is being disciplined for extreme unruly behavior or repeated absence from practice, or if other circumstances exist to warrant less participation by the player with parent consent. If a player's participation in any game will be less than 50%, the Registrar/Player Representative must be notified twenty-four (24) hours in advance of the game to issue approval. The coach must also notify the referee prior to the start of the game. These notifications are the responsibility of the coach and should not be consider this notification complete until confirmation has been received from the Registrar.
2. The U-18 division will have free substitutions. Substitutions for U 10s, U 12s & U 14s shall be made on the quarter. The referee shall maintain a **running clock during quarter**. It is not a rest period. Play will resume when a reasonable amount of time for substitutions has passed.
3. The MYSL Board of Directors shall decide whether to use unlimited substitutions or limited substitutions at quarters.

Q. Duties of the Referees

1. The duties of the referees will be dependent upon rules made by the MYSL Board of Directors; however, the referees are subject to all FIFA Laws and Procedures.
2. The referee must collect all Player/Coach Identification Cards, if used by MYSL, prior to start of the game and must return the cards afterward to the Coach. Red-carded players/coaches will not have their cards returned. These cards will be given to the MYSL Director of Referees to be forwarded to the MYSL Vice President for review.
3. The referee shall control the behavior regarding players, coaches, and spectators with the use of yellow and red cards as necessary and complete all necessary paperwork and must confirm receipt by the Director of Referees.
4. Failure to heed red card(s) by coaches, players, and/or spectators shall result in suspension of play and forfeit of that game by the offending team. If a player/coach/spectator is red carded, he/she is removed (ejected) from the game and will not be allowed to play/coach/watch in the following game in that division.
5. Assistant referees/linesman will monitor the fifty percent (50%) playing rule to ensure adherence and shall keep accurate records on the game line-up card of those players who are being substituted by quarter substitution and/or injury.
6. The authority of the referee is absolute.
7. Referees will handle injuries as instructed in FIFA Laws of the Games.

R. Game Protests

There are no protests for any reason.

S. Injuries and Insurance

1. The MYSL league does provide medical insurance, less deductible for all registered players through CYSA-S, and liability insurance for league officials. Coaches are required to carry the white copy of the player registration/medical release form to ALL practices, games and all team activities.
2. Any injury requiring emergency care must be reported to the President of MYSL within twenty-four (24) hours. All necessary medical insurance information is located in the CYSA-S coach's handbook.

T. Disciplinary Committee

1. A Disciplinary Committee shall be established by MYSL to comply with CYSA-S and MYSL standards. The Board of Directors shall establish Disciplinary Hearing Procedures, which will be published in the MYSL Manual of Operations.
2. No CYSA-S affiliated league, club, coach, administrator, team, referee, player, or member or their representative may invoke the aid of the Courts of California or of the United States without first

exhausting all available remedies as established in the CYSA-S Manual of Operations, in accordance with Rule 121, and the USSF, Rule 2.6.4 704 and Rule 2.6.6 706.

U. Game Schedules/Cancellation

1. Game schedules, and any subsequent changes to schedules, are subject to approval by the MYSL Board of Directors.
2. The Board of Directors shall have the authority to cancel any game at any time, for any reason, which is determined, by the Board and at the Board's discretion, to be detrimental to the health and/or welfare of the players.
3. Games will be played in case of rain only, however, all games will be immediately cancelled when there is lightning.
4. When the temperature reaches 100 degrees in the shade, games are cancelled on a game-by-game basis. When the temperature reaches 95 degrees in the shade, a water break will be added at the midpoint of each quarter. Substitutions will be allowed at this time. The clock would remain running during these breaks. It is the responsibility of the field marshal on duty to monitor the temperature and notify the coaches and the referees.
5. Other weather conditions that are determined by an MYSL Board Member, subject to concurrence by the MYSL President/acting President, to be detrimental to the health and/or welfare of the players are cause for cancellation. Each MYSL field will be looked at on a case-by-case basis and games will be cancelled on a game-by-game basis.
6. Games not officially cancelled by an MYSL Board Member, subject to concurrence by the MYSL president/acting President, must be played or will be counted as a forfeit.
7. Games that are cancelled (not forfeited) due to safety concerns will be rescheduled as permitted. Every attempt will be made to reschedule at the end of the season or during the week if possible. Games cancelled that impact division champions will be rescheduled.

ARTICLE II: REGISTRATION

- A. Players may register for teams anywhere within their district.
- B. The Board of Directors shall be responsible for insuring the proper registration of players on individual registration forms as designated by CYSA-S, the affiliation of teams, proper accounting of all transactions, and accurate reporting to the CYSA-S State Office.
- C. MYSL is required to submit individual registration forms and the appropriate player/administrator forms for all players and/or administrators. Players must use their full first name and last name on all registration materials.
- D. Registration Forms
Registration forms should be submitted by the MYSL Registrar(s) to the CYSA-S State Office one week prior to the first regularly scheduled league game, which is official and counts for points and standings.
- E. Player Registration Fees
1. Player registration fees should be submitted to the CYSA-S State Office at least one week prior to the first regularly scheduled game. CYSA-S will set the fees annually. No non-registered player may practice or play with a MYSL team. After the close of registration, the Registrar(s) will keep a waiting list for players not assigned to a team.
 2. Full refunds less a twenty-dollar (\$25) processing fee shall be allowed prior to the draft. Any refund requests on or after the player draft are subject to approval by the MYSL Board of Directors.
 3. Scholarships shall be granted by MYSL on a case-by-case basis. Scholarships may be granted as deemed necessary by the Board of Directors. The MYSL Board of Directors shall have sole discretion on the number of scholarships granted on a year-to-year basis without limitation.
- F. Team Formation
1. Teams will be chosen by a blind draft on an equal basis for each team. The purpose is to form teams of equal strength within each age division. All-star status and years of total soccer experience will be the basis for team selection. Player freezes will be applied to the appropriate coach prior to the draft. Trades will not and can not be made at any time during or after the draft.

2. In order to establish a fair and even playing field for all teams, the head coach of each team shall be allowed to freeze (hold as a member of their team and thereby eliminating from the draft) no more than 3 players for the Under 8 divisions and above.
3. Freezes may come from any source, however, will not exceed, under any circumstances, the number as specified above. Parent permission is required in order for a coach to freeze a player to his/her team. A coach's own child, if desired for his/her team, will count as one (1) of the freezes.
4. Teams in the Under 5 and Under 6 divisions shall have teams formed by the registrar. Coaches may participate in draft procedures with no limitations on freezes other than the restriction of team size.
5. Any head coach, assistant coach, and team representative must have completed CYSA-S Risk Management requirements. Absolutely no roster modifications are to be made upon completion and acceptance of division draft other than drops or non-drafted players.
6. A player must play on the team he or she is assigned to or be dropped from the league. A loss of a player must be reported to the MYSL Registrar immediately by the parent and the Head Coach.
7. No non-registered MYSL player shall be permitted to practice or play with any MYSL team.

G. Drops, Adds, Transfers and Loans

1. Upon submission of the League Registration to CYSA-S, all roster amendments must be properly documented and paid for. Coaches are to advise the Registrar immediately of a player's intent to drop and the parent's of the player must confirm the drop of their child to the Registrar immediately.
2. NO transfers within the recreation league fall season will be allowed after submission to CYSA-S or as specified by season guidelines. All players wishing to transfer from the recreation league to the FC program must do so before the recreation draft.
3. All team vacancies will be filled up to the week prior to the first game from the waiting list. Any vacancies occurring after the first game may be filled at the discretion of the MYSL Registrar.
4. A player rostered to a team is bound to that team for the entire seasonal year unless the player requests a transfer following the guidelines stated in G2 above or is released with the exception noted in G5 below.
5. Recreational leagues with a spring season separate from the previous fall season may roster players to the spring season without the need for a player release and transfer from a fall season league. Said players shall remain with the spring league team for the duration of the spring league season unless the player requests a transfer or is released.
6. A player requesting a release from a team or a team requesting to release a player shall complete and submit to the registrar a Cal South release form.
7. All transfers require a twenty five dollar (\$25) fee plus appropriate paperwork.
8. All players performing temporarily with a different team from their original registration must be processed on loan documentation. This includes spring, tournament and club loans.
9. Team rosters shall be frozen at midnight August 1st to all but new players and those granted a wavier. Transfers can resume beginning 12:01 am the first Monday after Thanksgiving of the current seasonal year for those players leaving a competitive or recreational team.

ARTICLE III: COACH SELECTION

- A. The Directors of Coaches will select coaches for review by Board of Directors. The Coaches Application will act as the criteria upon which a coach is selected. A majority vote must take place for approval.
- B. If an applicant is not approved the Director of Coaches will make another selection and then bring that name forward to the Board for approval.
- C. Once selected, the Directors of Coaches will make the notification to the applicant. In the event a coach is not selected or approved for coaching, he/she will be notified.
- D. All coaches, assistant coaches, and additional administrators of a team or league must undergo a background check administered by CYSA-S. This will include paperwork, fingerprinting and photo identification taken. Failure to comply renders a coach ineligible. Team parents, without valid risk management, may not be alone with any player that is not their own.

- E. All coaches must have the appropriate Youth Module Level license (formerly F license) at a minimum. Failure to comply renders a coach ineligible. MYSL will pay for recreation head coaches licensing up to YM3.

ARTICLE IV: POST SEASON TOURNAMENT PLAY

- A. The Under 10 and above teams that finish the regular season of play in first place for their division will represent MYSL in the CYSA-S Commissioner's Cup Tournament. The second place team in each division may also participate in Commissioner's Cup, subject to that tournaments need for teams.
- B. At the conclusion of each regular season of play, All Star teams will be formed from the following age groups: U10, U12, U14 and U18. Subject to Board of Directors approval and in consideration of any disciplinary record, the coach that finishes the regular season with the best point record shall be given the first opportunity to coach an All Star team in that division. If more than one All Star team is formed in a division, the coach with the next best point record will also be given an opportunity to coach that team. In the event that a coach declines or is ineligible, the opportunity will be given to the coach with the next best record. The coach selected first will coach the #1 team and the coach selected second will coach the #2 team.
- C. Coaches who have a disciplinary record may or may not be afforded the opportunity to coach an All Star team or Commissioners Cup team.
- D. All coaches and assistants must possess a Youth Module Level 3 license or higher.
- E. An All Star committee monitored by the MYSL Board of Directors will coordinate the All Star tryouts.
- F. Each coach will nominate no more than the previously set forth number of players from each team to participate in an All Star tryout. At the discretion of the Director(s) of Coaches and the All Star Committee, however, a coach may ask permission for additional players to try out.
- G. No player will be rostered to an All Star team unless he/she participates in the tryout. A list of nominees will be given to the MYSL Board member in attendance, and a roll call will be conducted to ensure compliance with this regulation.
- H. To ensure a properly selected team for competition with other leagues in the CYSA-S post-season tournaments, the All Star coaches will select their teams from the recommendations made by the All Star Committee until each team is fully rostered. The All Star Committee must approve the selections for each team.

Murrieta Youth Soccer League Disciplinary Manual

PLEASE READ THIS FIRST

Any hearing of an allegation of misconduct must be as the result of a written cause of action. No hearing or other administrative action shall result from circumstances of charges, which are only communicated verbally.

Proper documentation of all Disciplinary Hearing matters must be maintained.

All actions taken must be in accordance with the following procedures and time frames.

Please read this manual thoroughly. Any questions should be directed to the MYSL Vice President.

The Rules and Regulations of the California Youth Soccer Association – South (CYSA-S) can be found in the CYSA-S Coaches Handbook, the CYSA-S website (www.calsouth.com) or by calling the CYSA-S State office at (714) 778-2972.

The general membership, including players, coaches, and spectators shall be familiar with the policies and procedures defined herein and in the Murrieta Youth Soccer League (MYSL) Manual of Operations. A claim of ignorance of these policies and procedures shall not be satisfactory grounds for failure to comply with such policies or procedures.

Section I - MYSL Definitions

- GENERAL GRIEVANCES** are complaints of a general nature, which are not based upon specific rule violations and/or specific administrative decisions (or lack of decisions). Such grievances are handled differently from misconduct. Grievances must be filed with the MYSL Board of Directors and may be heard on an informal basis. There is only one adjudication level for a grievance, and the decision produced is final with no further appeal allowed.
- MISCONDUCT** results from actions that are prohibited by a published rule, regulation, or procedure. A disciplinary committee shall only hear allegations of misconduct against individuals or entities when referred by the MYSL Vice President. Allegations of misconduct determined to be valid, with no conflicts of interest, will be forwarded to the MYSL Executive Board of Directors. Any allegations of misconduct that have a conflict of interest will be sent directly to the MYSL Disciplinary Committee. Allegations of misconduct must be in writing and may only be brought by the parties directly involved, the MYSL Board of Directors, or referees.
- DISCIPLINARY HEARINGS** are actions that result from written allegations of misconduct. The original disciplinary hearing on any matter shall be an **Open Hearing**.

A member who is charged may not send a representative or proxy to attend in his/her place. A parent or legal guardian must accompany minors.

4. An **OPEN HEARING** is a type of hearing in which the principle parties and witnesses for both sides are directed to appear, and all necessary evidence shall be presented before the members of the hearing committee. Testimony shall consist of witness statements and their answers to questions from the committee. Verified written or pictorial evidence may be submitted. The original hearing of any disciplinary matter must be an open hearing. Subsequent appeal(s) may be heard in open or closed hearings.

An open hearing does not necessarily mean it is open to anyone who wants to attend or watch. The Disciplinary Committee may exclude spectators or limit them as deemed prudent. They may also reasonably limit the number of advisors assisting the member facing charges.

5. A **CLOSED HEARING** is a type of hearing that requires all testimony and evidence to be submitted in writing by a specified time and date. Parties may be given the opportunity to file written rebuttals to the arguments of the other party. Testimony and evidence may be considered by the Disciplinary Committee meeting together or by its members on an individual basis with a decision reached by mail or by phone.

The original hearing of any matter may not use the closed format and must be an open hearing. Subsequent appeal(s) may be heard in open or closed hearings.

6. **APPEALS** arise as a result of an adverse decision from a disciplinary hearing. Only those principal parties to the original action, who are adversely impacted by such decisions, shall have standing to appeal. No appeal shall be considered if filed by any other party. (Exception: Parents or guardians may file on behalf of their minor children)

An appeal shall not have the effect of "staying" a previous ruling. That ruling remains in force, pending the result of the appeal. An appeal hearing is not a retrial and is limited to a review of written evidence, testimony, and procedures. All appeals will be heard by CYSA-S.

7. **SUSPENSION** shall be generally defined as the complete cessation of any and all affiliated activities. All benefits of membership are removed. Suspension from one (League, State, Regional, or National) is suspension from all. All affiliated members and organizations are required to observe the suspension of any member, or disciplinary action may result. Additional conditions or suspension may be imposed during the suspension period. When suspended, a member may not play for or practice with any team; may not coach or in any way assist in the instruction, training or management of a team or any of its players; may not hold any official position of responsibility within any affiliated organization (team, club, league, or state association).

The MYSL Executive Board or Disciplinary Committee shall determine the duration, exceptions and/or restrictions of the suspension.

Section II – MYSL Disciplinary Procedures

1. MYSL Line of Jurisdiction:

- A. MYSL Vice President - All allegations of misconduct will be forwarded to the MYSL Vice President for review.
- B. MYSL Executive Board - All valid matters will be forwarded to the MYSL Executive Board. When appropriate resolution cannot be achieved, the matter will be forwarded to the MYSL Disciplinary Committee.

If the MYSL Executive Board achieves resolution, the action is final and there is no right of appeal.

- C. MYSL Disciplinary Committee - If matters are referred to the MYSL Disciplinary Committee, then CYSA-S rules and procedures apply.

2. MYSL Filing Procedures and Fees:

- A. An allegation of misconduct shall be filed in writing and include;

- (1) The appropriate filing fee (if required).
- (2) The nature and specific of the complaint.
- (3) A listing of rules or procedures that have been violated.
- (4) A statement of the desired result.
- (5) All supporting documentation (For appeals, the evidence packet if available).

Note: Referee's game reports shall be accepted as an official allegation of misconduct regardless of their format and without regard to the requirements of this section.

B. All original document(s) of an appeal or an allegation of misconduct, along with all supporting documents, shall be forwarded by fax, email, or Registered or Certified U.S. Mail - return receipt requested.

C. In the case of an appeal, the appeal must be placed in the mail and postmarked within five (5) days of the receipt by the appellant of the decision being appealed (Sundays and Holidays excluded).

3. MYSL Disciplinary Hearing Procedures:

The MYSL Disciplinary Committee will conduct pre-hearings, hearings, evidence and testimony procedures and decisions pursuant to the CYSA-S Procedures, Appeals and Disciplinary Manual.

All appeals to the MYSL Disciplinary Committee decisions will be remanded to CYSA-S. All CYSA-S procedures and rules will apply.

Section III - MYSL Mandatory Conditions

1. The MYSL Executive Board may not hear a matter when any conflict of interest exists. If the MYSL Executive Board has an institutional conflict of interest with the issue being adjudicated, then the matter shall be forwarded to the MYSL Disciplinary Committee.

Note: The MYSL Board of Directors, Executive Board or Disciplinary Committee shall not hear or adjudicate an allegation of referee or non-referee assault, severe referee abuse, overage player violations, or falsification of document cases unless CYSA-S assigns the matter to the MYSL Board of Directors, Executive Board or Disciplinary Committee.

2. All original copies of evidence submitted shall be retained by the hearing committee, at which the evidence was first submitted.