

Constitution of the Spotswood Soccer Club  
"ESTABLISHED 1979"

Revised: February 2010

**A. Spotswood Soccer Club**

1. The name of this association shall be the Spotswood Soccer Club, Incorporated.
2. The purpose of this soccer club is to promote and teach soccer and to ensure the members enjoy a positive soccer experience. There shall be recreation programs for individuals from ages four (4) thru sixty (60) years and travel programs from eight (8) thru twenty-four (24), with no discrimination as to race or gender. The programs shall be open to all residents of the Borough of Spotswood and other neighboring towns interested in our program. Members of the Spotswood Soccer Club will adhere to the principles of the SAGE (Set A Good Example) program. Members of the Spotswood Soccer Club will be required to complete a "Kid Safe" form prior to interacting with any child.
3. The Soccer Club shall be governed by an Executive Board, which shall consist of:

President	Fields & Grounds Chairperson
Vice President of Recreation	Rules & Safety Chairperson
Vice President of Travel	Referee Chairperson
Registrar Chairperson	Youth Division Head
Treasurer	Junior Division Head
Secretary	Senior Division Head
Purchasing Chairperson	Premier Division Head
Ways & Means Chairperson	Adult League Division Head

4. Executive Board nominations will be held at the regularly scheduled April meeting. Nominees will be invited to attend the regularly scheduled May meeting, which will include an open discussion of the nominations with the general membership. Closed ballot elections will be held at the regularly scheduled June meeting. In the event the regularly scheduled June meeting is not held, election of the Executive Board will then be conducted at the next regularly scheduled meeting. Additional nominations can

be made from the floor during the general membership meeting in which elections are being held. The Club President shall have the power to postpone elections. However, elections must be completed no later than the regularly scheduled August meeting.

5. Terms of office for all members of the Executive Board shall be for one year and shall run July 1 to June 30.
6. In the event a vacancy occurs, the new candidate shall be interviewed and voted upon by a majority of the Executive Board.
7. The Spotswood Soccer Club, Incorporated, hereinafter will be referred to as The Club.

## **B. By-Laws**

1. The Club shall be a non-profit organization.
2. The meetings of the organization will be governed by Robert's Rules of Order. As part of the Robert's Rules of Order Executive Board members who hold more than one (1) board position have only one (1) vote. Quorum to hold a vote requires a majority of Executive Board members present at the meeting. A majority of the present members in favor of a resolution is required for that resolution to be passed.
3. There shall be a membership meeting of The Club once each month, and the date of each meeting shall be determined by The Club President. However, the intent is to have meetings on a regularly scheduled basis. The intended meeting date is the second Tuesday of each month.
4. The Executive Board shall meet as required or during the regular membership meeting. The dates of any irregular or emergency meetings will be determined by The Club President.
5. Each member shall be furnished, upon request, with a copy of the Constitution and a list of Executive Board Members, which shall be deemed sufficient notice of all requirements.
6. The President, Vice President of Recreation and Vice President of Travel shall be authorized to make purchases for The Club in extraordinary or emergent situations. Such purchases should not exceed five hundred dollars (\$500.00) and must be presented to the Executive Board at the next regularly scheduled meeting after the funds are expended.

7. The purchase of essential supplies i.e., balls, uniforms, ice packs, nets, field maintenance supplies, coaching supplies, insurance, etc., shall be approved for purchase on an ongoing basis as per the approved budget. The purchase of any new supply or item shall not be made without prior approval of the Executive Board.
9. Procurement of all Club supplies will be done by the Purchasing Chairperson. Notwithstanding the foregoing, the President, Vice President of Recreation and Vice President of Travel shall be authorized to purchase items/supplies pursuant to Paragraph B(7).

### **C. Duties and Responsibilities**

1. The President shall be the Chairperson of the Executive Board and shall preside at all meetings of The Club. He/She shall be an ex-officio member of all committees and exercise all privileges customary to his/her office. The President shall appoint a qualified audit committee at the November meeting consisting of the Treasurer and two other officers or volunteer members. The President, Vice President of Recreation, Vice President of Travel, and the Purchasing Chairperson will not serve on the audit committee.
2. The Vice President of Recreation shall succeed to all powers and privileges in the absence or resignation of the President. The Vice President of Recreation will be responsible for all recreation players' uniforms, players' equipment, first aid equipment, field supplies and coolers.
3. The Vice President of Travel shall be the club's representative and shall be responsible for duties associated to the "Mid New Jersey Youth Soccer Association" (MNJYSA). He/She, or alternate, must attend every general membership meeting of The Club and submit a monthly report.
4. The Registrar will process and record, register players and collect registration fees. He/She will supervise all team rosters and will be in charge of team selection.
5. The Treasurer will prepare an annual budget; which will be presented before the Executive Board for approval during the month of October. He/She shall keep a detailed account of all Club income and expenditures, and liquidate all debts against The Club approved by the Executive Board. The Treasurer, jointly with the President (or in his absence, the Vice-President of Recreation), shall have signatory powers over all funds maintained by The Club.

6. The Secretary shall keep roll of members, take attendance at meetings and keep this in a permanent record, conduct all correspondence, record minutes of meetings, and post all notices of meetings. He/She shall also maintain an accurate record of executive committee members.
7. The Purchasing Chairperson shall be responsible for the procurement of all Club purchases. The President, Vice President of Recreation, Vice President of Travel, Treasurer and Ways and Means Chairperson cannot serve as the Purchasing Chairperson.
8. The Ways & Means Chairperson will be responsible for raising the funds to make possible all Club operations. The chairperson will be responsible for submitting a detailed expense report at each regularly scheduled meeting. The chairperson has the authority to solicit volunteers from the general membership and each team to assist with the following functions: snack table, clothing sales, raffle sales, photo night, awards night and the annual picnic. The chairperson, along with the selected volunteers shall be responsible for the selection of trophies and any other awards given out under the scope of his/her responsibilities. At the discretion of the Executive Board, the Ways & Means position will not be activated, with the responsibilities being placed with The Club members as a whole.
9. The Fields & Grounds Chairperson will be responsible for supervising the maintenance of playing fields, field equipment, other real property belonging to The Club and allocating practice time for both recreation and travel teams. This chairperson, along with the President or Vice President of Recreation will be responsible for making the decision whether recreation games will be played depending on field condition, and for notification of participating coaches. This decision is intended to be made by 10:00 AM on a scheduled game day for recreational games.
10. The Rules & Safety Chairperson shall be responsible for arbitrating any grievances, conflicts and game protests and for developing a program of safety standards for The Club. He/She will maintain up to date club rules. The chairperson shall appoint a Rules & Safety Committee consisting of himself/herself, an alternate and two (2) committee members in the event disciplinary action against a member is needed. All disciplinary actions shall be reviewed by the Rules & Safety Committee.
11. The Referee Chairperson will be responsible for the training, recruiting, assigning and payments of recreation referees.

12. Division Heads shall be responsible for coordinating all team activities within their division, and insuring that all club information is communicated to the teams and parents in each division.
13. The Adult League Division Head shall be responsible for all activities of this division. As this is a pick up league before each game the division head must check to insure that every player/participant has completed and signed all applicable registration requirements.
14. The Life Member committee shall consist of the President, Vice President of Recreation and Referee Chairperson. The Life Member Award shall be conveyed upon unanimous vote of the committee to any former or current player, coach, board member or volunteer who has shown exemplary service to The Club over a period of years. Members of the committee are ineligible to receive the Life Member Award in that year. The honoree shall receive an award and/or memento not to exceed \$250 that commemorates their service to The Club. Nominations for the Life Member award should be solicited from the general membership of The Club. The Life Member Award should be conveyed at the annual Awards Night event. The committee shall be responsible for the selection of the Life Member award and memento.

**D. Rules of General Application**

1. The Webmaster will be responsible for creating and maintaining The Club website, which will be devoid of material, deemed to portray The Club in a negative light. In addition, the Webmaster will maintain The Club digital image, photographic and video archives. No such image will be published in a public or private form without the consent of the person or persons depicted in the image. A parent or guardian must give consent on behalf of any minor child (under the age of 18 years) before their image can be used by The Club.
2. In cases where questions arise that are not covered by the precise language of these rules, the Executive Board shall at all times accept the responsibility of interpreting the rules and making decisions in accordance with the best interest of The Club.
3. The Club shall have the power, through its Executive Board, to alter or add to these rules, as they from time to time deem expedient. All such changes must be approved by a majority vote of the Executive Board.
4. Each team will be allowed to carry a maximum roster of eighteen (18) registered players.

5. No player shall be allowed to play for more than one competing team in any half-season, except that a player shall be allowed to simultaneously play recreation and travel soccer.
6. Playing schedule, length of competition and division age requirements shall be determined by the Executive Board.
7. If a coach resigns after the player draft, the assistant coach becomes coach (with approval of the Executive Board), and he/she may appoint an assistant of this choice. Involuntary removal of a coach or assistant will be handled by the grievance procedure.
8. Every team should have an assistant coach and a team parent, both of whom shall be registered with the Executive Board.
9. At the request of Mid New Jersey Youth Soccer Association (MNJYSA), the Club has incorporated the mission statement and the seven points of S.A.G.E. into our by-laws. S.A.G.E. (Set A Good Example) a Sportsmanship Program of the Mid New Jersey Youth Soccer Association. The mission: To remind us that the game is for the kids, that respect for others is a lesson we can help teach, and that setting a good example is more important than winning.
  - a. The SAGE 7-point program:
    - i. Parents and players sign separate Sportsmanship Pledge forms spelling out appropriate conduct and the reasons why good sportsmanship is so important.
    - ii. Coaches also sign a Sportsmanship Pledge. Preseason mandatory coach-referee meetings are used in part to reinforce SAGE.
    - iii. Mandatory preseason parents meetings away from the fields are held to explain how we can increase the fun and learning process for the kids.
    - iv. Two parent representatives are chosen from each team (team SAGE representatives) who become visual reminders of the program at matches. They attend a league seminar on sportsmanship and then are given colorful SAGE t-shirts and buttons. A t-shirt or button should be worn to games. The team SAGE representatives are not enforcers of the program. There should be no confrontations. We are encouraging everyone who hears

negative comments to NOT react quickly and/or emotionally. After a pause, no reaction or a pleasant "Relax and enjoy the game" are possibilities. Clubs take whatever action on poor sportsmanship they believe is necessary and in compliance with league rules. The consequences of inappropriate behavior by spectators, players or coaches may include a conversation with those involved and/or suggesting or mandating that they attend a sportsmanship seminar. They also may include, but are not limited to, suspension from attending matches or the last thing any of us wants, mandating that a child will not be permitted to remain in the club.

- v. Brochures with reminders about the do's and don'ts of good sportsmanship (currently provided by the league) are distributed periodically to spectators at matches. In addition, signs, buttons, and decals (also currently provided by the league) are used as reminders at the fields and elsewhere. We encourage spectators to wear the buttons at the fields.
- vi. At least twice per season at a team's home games, just before matches begin, brief meetings are held at the fields. They are conducted by one or more people designated by the clubs to remind everyone about sportsmanship.
- vii. To prevent embarrassment and discouragement, and to reinforce the meaning of good sportsmanship, U11 teams and older will receive one point, instead of two, for victories exceeding a six-goal margin. No records are kept for U10 and younger to try to emphasize that fun and learning are most important. Ways to hold down the score are on our League Report Page.

## **E. Club Rules - Recreation**

### 1. Coach Eligibility

- a. Head Coach and Assistant Coach must be over eighteen (18) years of age.
- b. Associate coaches must be at least fifteen (15) years of age.
- c. Must be of good character.
- d. Must have time to hold at least one practice a week of a minimum of one (1) hour, except the Youth Division, which

shall practice game day. (Practice 12:00 – 12:30 / Game 12:30 – 1:00). One (1) additional practice may be held at the start of the fall and spring sessions.

- e. All coaches and assistant coaches must be certified; minimum of Rutgers S.A.F.E.T.Y. Certification.
- f. Coaches meeting the above criteria are members of The Club.
- g. All coaches must have a completed Kids Safe form on file with The Club.

## 2. Responsibilities of Coaches

- a. Must teach the players sportsmanship and, to the best of his/her knowledge, the basic skills of soccer.
- b. Should be prepared to attend any clinics set up by the Board.
- c. Shall be responsible for conduct of players and parents of players (of his/her team) at games.
- d. Must not use abusive language, smoke or drink alcoholic beverages during practice and/or games.
- e. Shall fulfill obligations toward field maintenance as set forth by the Board.
- f. Shall work for the best interest of The Club in functions other than coaching as set forth by the Board.
- g. Must attend at least two (2) Executive Board meetings annually.
- h. A Head Coach assignment shall last for one full season (Fall and Spring).
- i. Club Registrar shall submit a team roster to each coach. It is the coach's responsibility to keep the roster up to date and submit a rating on each player at the end of the Spring and Fall seasons.
- j. If the coach or official assistant coach is unable to attend a game they have the responsibility to acquire a replacement for that game. Any replacement must be a certified coach and must have a Kids Safe form on file with the Club.
- k. Any team, other than in the Youth Division, that wins its game

by more than six (6) goals will be required to appear before the Executive Board at the next scheduled meeting to justify such a large goal differential. It will be the responsibility of the Referees Chairperson or Division Head to notify the Rules & Safety Chairperson of such infraction. The Rules & Safety Chairperson will notify the affected coach(s) in writing, or by e-mail, to attend the next board meeting to explain the reason for such a large goal differential.

### 3. Selection of Recreation Teams

- a. Teams are picked for each division so as to balance player ages, ratings, gender and skill levels to the extent possible. Special requests by parents to allow brothers and sisters to play on the same team, or to allow play in a different age division or other unusual circumstances shall be reviewed by the President, Vice President of Recreation and Registrar prior to the Registrar assigning the players. The competitive balance among the teams will be the deciding factor in team selection. Once the team rosters are assigned to the coaches, under no circumstance can a player be changed or traded without the approval of the President, Vice President of Recreation and the Registrar. Once a player is assigned to a travel team and the season has progressed beyond the second scheduled league game, he/she will not be allowed to switch to a regular league team.
- b. Teams are picked according to the previous coach's rating. All members rated the same shall be placed on teams in a manner selected by coaches involved in team selection.
- c. Team equality shall be the prime target in team formation. The Executive Board, not the Rules & Safety Committee, shall rule on any grievances pertaining to team equality and is given the authority to make adjustments.
- d. Where children of coaches need to be shifted so that they are on the team coached by their parent, the shift shall be done on an equal basis. In other words, a coach's child should be shifted for a child of the same gender, age and rating (or as close as possible thereto) with player rating being the first consideration.
- e. The head coach and one (1) co-coach or assistant coach 'only' are entitled to have their children transferred to their team, providing they are of proper age to play in that division.

4. Division Assignment - players will be assigned as follows (at the discretion of the Registrar):

<b>DIVISION</b>	<b>Minimum Age*</b>	<b>Grades</b>
Youth	4 - 6 Years By October 1	Pre-K and K
Junior	6 - 8 Years By October 1	1 <sup>st</sup> and 2 <sup>nd</sup>
Senior	9 - 11 Years By October 1	3 <sup>rd</sup> thru 5 <sup>th</sup>
Premier	12 - 14 Years By October 1	6 <sup>th</sup> thru 8 <sup>th</sup>

5. Game Scheduling:

- a. Scheduling is done according to how many teams are in a division.
- b. The Club intent is to play a ten (10) game season subject to cancellations due to weather or unplayable fields.
- c. At a minimum, teams will play eight (8) games in a season.
- d. Scheduling of all games is done according to field availability and team division.
  - i. Youth Division – Instructional League – small field
  - ii. Junior Division - Instructional League - small field
  - iii. Senior Division - regulation soccer field
  - iv. Premier Division- regulation soccer field
- e. Whenever special games are played, such as Sunday, Monday or make-up games at a different time, another field may be used other than the assigned with the approval of the Referee Chairperson.
- f. Rescheduling or relocating of games between coaches may only be done with the consent of the Referee Chairperson.

6. Player Eligibility

- a. Players must have reached their fourth (4) birthday on or before October 1 of the current playing year.
- b. Players must have paid all fees prior to participating in recreation games.

## 7. Registration

- a. All registrants not accepted for participation shall be refunded their fee no later than thirty (30) days after registration.
- b. No registration will be accepted without payment of registration fee, proof of birth date and a completed registration application.
- c. Registration for spring season shall open in November of the preceding year. Registration for fall season shall open in June of the current year. Additional registration periods may be reassigned by the Executive Board.
- d. The Executive Board retains the right to limit registration.
- e. The cutoff date for registration shall be one (1) week before the first scheduled league game or as determined by the President, Vice President of Recreation and the Registrar. A late fee of \$30 may be assessed for registrations made less than fifteen (15) days prior to the start of the season.
- f. The procedure for registration shall be determined by the Executive Board.
- g. Children of team coaches (head coaches only) and Executive Board members shall be responsible for recreation registration fees as follows: 1/2 of the normal registration fee for each child. Travel registration fees shall not qualify for this reduction. **Note:** In order for a coach, or board member to be eligible for this reduction, he or she MUST attend at least six (6) Board meetings annually.
- h. Discounted family registration fees will be offered by The Club.
- i. All registrations must be processed through the Registrar so that the player can be properly insured before he/she is allowed to participate in a team practice or game.
- j. Financial hardship requests must be submitted in writing to the President. The request will be reviewed and ruled on by the Hardship Committee consisting of the President, the Treasurer and either the Vice President of Recreation or the Vice President of Travel. Rejection or approval along with a modified payment amount and payment terms are to be determined as part of this ruling. If approved hardship is for a maximum of one (1) season (Fall and Spring). A summary report consisting

only of the number of hardship cases in both the recreation and travel programs will be given by the President to the Executive Board. Player confidentiality must be maintained. Decisions of the Hardship Committee are final.

## 8. Rule Violation

- a. In the event that any player is found by majority vote of the Executive Board of this Club to have been guilty of any violation of the rules or by-laws of The Club, he/she shall be removed from all privileges of this Club and dealt with in such manner as The Club may determine. Suspension shall become effective immediately and notice be duly conveyed through the Rules & Safety Chairperson.
- b. In the event that any coach or assistant coach is found by majority vote of the Executive Board of this Club to have been guilty of any violation of the rules or by-laws of The Club, he/she shall be removed from all privileges of this Club and dealt with in such manner as The Club may determine. Suspension shall become effective immediately and notice be duly conveyed through the Rules & Safety Chairperson.
- c. In the event that any Board member is found to have been guilty of any violation of the rules or by-laws of The Club by the vote of two-thirds of all Board members, he/she shall be removed from all privileges of this Club and dealt with in such manner as The Club may determine. Any Board member so accused shall still be entitled to cast a vote on whether a violation has occurred. Suspension shall become effective immediately and notice be duly conveyed through the Rules & Safety Chairperson

## 9. Misconduct

- a. Any coach or player who shall be guilty of striking a referee shall be ejected. Any such player or coach shall immediately and automatically be suspended for not less than six (6) games.
- b. The referee is responsible for reporting any ejection to the Rules & Safety Chairperson within seventy-two (72) hours.
- c. Any coach or player ejected by a referee (issued a "red card") shall immediately and automatically be suspended for the next game, and shall only be reinstated by approval of the Rules & Safety Committee.

- d. Any coach or player ejected by a referee (issued a “red card”) shall appear before the Rules & Safety Committee. The coach or player is to be notified of a hearing date by the Rules & Safety Chairperson. Hearings shall be held within five (5) days of the offense.
- e. Any coach or player receiving three (3) cautions (yellow cards) during any half-season shall appear before the Rules & Safety Committee. (Fall season is considered the first half of the season; spring the second half). The coach or player is to be notified of a hearing date by the Rules & Safety Chairperson. Hearings shall be held within five (5) days of the offense.
- f. The Rules & Safety Committee must conduct a hearing within the greater of five (5) days from the offense or three (3) days from notification by the referee.

## 10. Disputes

- a. All disputes and protests will be handled by the Rules & Safety Committee. This committee is to be made up of the Chairmen of Rules & Safety, two full-time members of The Club and one alternate. In the event that one of the members is associated in any way with the disputing parties, the alternate member will be used. If this is not possible or the alternate is also involved with the disputing parties, the Vice-President of Recreation of The Club will sit in that position.
- b. All disputes or protests must be presented to the Rules & Safety Chairperson, verbally, within seventy-two (72) hours. It must also be presented in writing within three (3) calendar days after the occurrence in question. The committee will render a decision within five (5) days after the receipt of the written protest. Appeal to the Executive Board is possible. Decisions on disputes will be presented to the parties involved plus the Executive Board in writing.
- c. Appeals to the Executive Board must be in writing within three (3) calendar days of the Rules & Safety Committee’s decision. The Executive Board will render a final verdict by the close of the next regularly scheduled meeting, providing such appeal is received five (5) days prior to said meeting, else the final verdict will be rendered at the second regularly scheduled meeting. Rules & Safety Chairperson or committee member shall not have a voice in any dispute or protest of which he/she is directly involved.

- d. All disciplinary actions shall be reviewed by the Rules & Safety Committee. The committee will then advise the Executive Board at the next regularly scheduled meeting, (a special meeting may be called by The Club President providing the meeting is at least eighteen (18) hours after a review by the Rules & Safety Committee). All grievances must be reviewed by the Rules & Safety Committee within seven (7) days of written notice of committee chairperson or his/her appointed alternate. Grievances and disciplinary action shall be settled by a majority vote of the Executive Board. No club member directly involved in a grievance or disciplinary action shall take part in the aforementioned vote.
- e. In the event the Rules & Safety Committee fails to act on a grievance or disciplinary action within these time limits, the Club President shall convene the Executive Board, who will then act on the pending grievance or disciplinary action as soon as possible.

## 11. Safety Rules

- a. Players
  - i. All players must wear soccer shoes, cleats or turf shoes. Baseball cleats, metal spikes, and “hard” plastic spikes are not permitted.
  - ii. All players must wear shin guards.
  - iii. There is no slide-tackling in the Recreation Program.
  - iv. Players shall wear league-approved uniforms. In inclement weather, appropriate garments may be worn beneath the league-approved uniform including sweatshirts (without hoods), sweatpants and warm-up pants.
  - v. All players who wear glasses must have a retainer strap attached. Tempered safety lenses are recommended.
  - vi. No jewelry or watches are to be worn by the players.
  - vii. All goalies must wear a shirt or pinnie identifying them as a goalie.
  - viii. Players will not chew gum (or any other object) or eat candy (or any other food) during games.

- ix. Players wearing casts are not eligible to play.
- b. Field
  - i. Before each game the field is to be inspected by the coaches. They must determine that the field is safe to play on before the game can begin. If it is not, steps shall be taken to make it safe (i.e., glass or foreign items removed, etc.).
  - ii. If the field cannot be made safe in a reasonable amount of time, the game may be postponed by the President, Vice President of Recreation, Rules & Safety Chairperson or Division Head. Any condition, which could cause an injury to a player, should be influential in the decision.
  - iii. Standing puddles of water may constitute an unsafe condition.
  - iv. Field corners should be marked with flexible flags or cones.
- c. Referees - interruption of game play due to an injury is entirely up to the discretion of the referee.
- d. Spectators - must remain at least two (2) yards behind the sidelines. No spectator is allowed by any end line or in the vicinity of the goal. All bicycles must be at least five (5) yards behind the sidelines.
- e. First Aid Kit's – each head coach will be supplied with a first aid kit.

## 12. Competition

Substitutes will be allowed as follows:

- a. The free substitution rule will be in effect (substitution at any time the ball is dead with the exception of stoppage following a penalty). A substitute must report to the referee before being allowed to participate.
- b. A player who has been substituted for can return to the same game.
- c. All players must be offered the opportunity to play half a game (subject to coaches' discipline). Player discipline shall be

brought to the attention of the Rules & Safety Chairperson verbally and in writing within seventy-two (72) hours of said occurrence. The Rules & Safety Chairperson shall process all disciplinary action in the same manner as outlined in "Disputes". Coaches must abide by this rule.

- d. Any player receiving the yellow card, or its equivalent, must immediately leave the field of play and remain out of the game until the next eligible substitution opportunity for his/her team, however that player may be substituted for at the time of infraction.
- e. Any player who receives a red card, or its equivalent, must immediately leave the field of play and cannot return for the remainder of the game and his/her team shall play "down" that person for the balance of the game.
- f. Any coach, assistant or other non-playing member of the team who receives a red card must immediately leave the general vicinity of play and cannot return until the game has ended.
- g. Other than in the Youth Division, no team shall be allowed to start a game with less than six (6) registered players. If one team cannot field a full team for a scheduled game, then the coach of the other team MUST field an equal number of players (i.e., if one (1) team can only field ten (10) players, their opponent would field ten (10) players). "Loaning" of players between teams to balance the numbers of players is encouraged.

### 13. Protest

- a. All questions relating to the qualifications of competitors, interpretation of the rules, or any dispute or protest shall be referred to The Club, whose decision shall be final and binding. Every protest must be made in writing and must contain the particulars of the grounds upon which it is founded. Two (2) copies of the protest must be lodged with the Rules & Safety Chairperson within seventy-two (72) hours of the match to which it relates.
- b. Any protest relating to the ground, goalpost or other appurtenances of the game, or failure to start game at the call of the referee shall not be entertained by The Club unless an objection has been lodged with the referee before the commencement of play.

- c. The referee shall require the responsible team to remove causes of the objection, if it is possible without truly unduly delaying the match. When an objection has been lodged with the referee, a protest must be made to The Club and neither objection nor protest shall be withdrawn, except by permission of the Club.
- d. The Chairperson of the Rules & Safety Committee shall send a copy of the protest and particulars to the team, which is the target of the protest, and each team may support its case by witnesses. If a member of the Committee is connected with the team concerned in the dispute or protest, the member shall not sit in while the dispute is being considered, but the alternate will sit in his/her place.

#### 14. General Rules

- a. Between each half in all divisions, teams shall change goals, except youth.
- b. Time allowed between quarters shall be three (3) minutes; between halves, five (5) to ten (10) minutes (depending on weather conditions).
- c. Competing teams will occupy the same side of the field. Parents and guests will sit on the opposite side of the field. The home team will be determined by the season game schedule. The referee is responsible for providing the game ball. Coaches may extend their movements along the full length of the sidelines, but at no time along the goal line. They shall not enter the field of play at any time other than when a player is injured and the referee has stopped the game (except in the instructional league where two (2) coaches are permitted on the playing field for each team).
- d. In regular season games, there will be no extra time played to break ties.

#### 15. Postponement and Cancellation of Games:

- a. Cancellation of a regularly scheduled game can take place only with the concurrence of The Club President, Vice President of Recreation, Rules & Safety chairperson and/or Division Head.
- b. Postponement of a regularly scheduled game will be allowed only with the permission of the Referee Chairperson, and by mutual agreement of opposing coaches.

- c. Postponement of an entire day's schedule of games will be the decision of the President or Vice President of Recreation and the Fields & Grounds Chairperson.
  - d. Club games suspended by the referee PRIOR to completion of one full half shall be replayed in their entirety. Games suspended AFTER completion of one full half shall be deemed to have been completed; score at the time of suspension shall be the official game score.
16. Except as modified by these Club rules, all competition shall be conducted under the laws of the Federation Internationale Football Association (FIFA).
17. Division League Rules-Addendum
- a. The Junior Division is intended to be an instructional league for young players.
    - i. Junior Division games are intended to be small-sided. Games will be played 11 v 11 unless by mutual consent of both coaches. Maximum players per side in a Junior Division game will be 11 v 11. Minimum players per side in a Junior Division game will be 6 v 6. Coaches will play all games with equal sides even if this requires lending players to the opposing team. All FIFA soccer rules will be observed with the exception of the offsides rule.
    - ii. Offsides infractions will be called at the discretion of the referee. At no time will "net-hanging" or leaving opposing players in the penalty area, in an obvious offsides position to gain advantage, be allowed.
  - b. The Senior Division is a full-sided 11 v 11 league. All FIFA soccer rules will be observed.
18. It is The Clubs' intention to keep the games as competitive as possible and all coaches are encouraged to avoid running up the score.

## **F. Club Rules – Travel**

### 1. Coach Eligibility

- a. All coaches must be over eighteen (18) years of age.
- b. All coaches must possess the minimum license required by MNJYSA (the “required license”), which currently is an “F” license.
- c. All coaches must supply a copy of their required license to the Vice-President of Travel upon request. The copy shall be provided within five (5) days of request.
- d. All coaches must have Rutgers S.A.F.E.T.Y. Certification.
- e. Coaches meeting the above criteria are members of the club.

### 2. Responsibilities of Head Coaches

- a. Must comply with all requirements/obligations for coaches established by the Mid-New Jersey Youth Soccer Association (“MNJYSA”).
- b. Must serve for one full season (Fall and Spring) unless removed, or permitted to resign, by the Executive Board.
- c. Must be a member in good standing of the Spotswood Soccer Club, including but not limited to being fully paid for all registration and uniform fees.
- d. Must obtain all necessary forms, documents and photographs from travel players on their team and/or their parents, as well as from all Assistant Coaches.
- e. Must ensure that all players have paid their registration and uniform fees (if applicable) no later than 15 days prior to the first scheduled game of the current season (Fall or Spring).
- f. If using a trainer all fees must be collected prior to the start of the season
- g. Must supply to the Vice President of Travel all information necessary to register coaches, players and team with MNJYSA.
- h. Must obtain sizing information, imprint information (if applicable), and such other information as may be deemed

relevant by the Purchasing Chairperson and/or the Executive Board for all travel team uniforms to be ordered for players on their team.

- i. Must obtain a parent volunteer to serve as the team SAGE representative for the entire year (Fall and Spring seasons) and ensure that at all new coaches, at least one returning coach (if applicable, and there are no new coaches) and the team SAGE representative attend an MNJYSA SAGE meeting at least one time during the year.
- j. Must ensure proper payment of referees assigned to all home and away games. Payment shall be made in the amount(s) set by MNJYSA.
- k. Must teach the players sportsmanship and, to the best of his/her knowledge the skills of soccer commensurate with the age and experience of the travel team.
- l. Must be prepared to attend any clinics set up by the Executive Board.
- m. Shall be responsible for conduct of coaches, players and parents of players on his/her team at games.
- n. Must not use abusive language, smoke or drink alcoholic beverages during practice and/or games.
- o. Must fulfill obligations toward field maintenance as set forth by the Executive Board.
- p. Must work for the best interest of the Club in functions other than coaching as set forth by the Executive Board.
- q. Must attend at least two (2) Executive Board meetings annually.
- r. Must coordinate with opposing coaches and the Vice-President of Travel the times, locations, directions and such other items (including game rescheduling) which may be necessary for ensuring all games are played as scheduled by the Vice-President of Travel.
- s. Must report the score (home and away) and the number of referees provided within 24 hours of the scheduled start time for the game to the Vice-President of Travel via e-mail or such other manner as the Vice-President of Travel shall in his/her

discretion require.

- t. May appoint a Team Administrator to perform administrative tasks (those not related to player instruction, player supervision or game play), but shall remain responsible to ensure that all such delegated administrative tasks are timely and properly performed.

### 3. Player Eligibility

- a. Must meet all eligibility requirements established by MNJYSA
- b. Players and/or players' parents shall provide fully completed paperwork required by MNJYSA and/or by the Executive Board.
- c. Must have paid all registration and uniform fees (if applicable) no less than 15 days prior to the first scheduled game.
- d. Shall commit to play for one full year (Fall and Spring seasons).

### 4. Registration

- a. All registrants not accepted for participation shall be refunded their registration fee no later than thirty (30) days after the date registration.
- b. No registration will be considered complete without payment of registration fee, proof of birth date, fully completed and signed registration form, fully completed, signed and notarized Medical Release and such other documentation as shall be deemed necessary by MNJYSA and/or the Executive Board.
- c. Registration will be opened in May (for the Fall) and December (for the Spring), or such other time as the Vice-President of Travel, President and Executive Board shall deem appropriate.
- d. Registration shall be in a manner and procedure adopted by the Executive Board (including but not limited too electronically via the internet) provided it is not contrary to any requirement imposed by MNJYSA.
- e. The Executive Board retains the right to limit registration.
- f. The cutoff date for registration payment shall be fifteen (15) days before the first scheduled game. A "late fee" of \$30

may be assessed for registrations made after that date at the discretion of the Executive Board.

5. Rule Violation

- a. All coaches, players and parents are subject to and shall be bound by any discipline imposed by MNJYSA.
- b. In the event that any player is found by majority vote of the Executive Board of this Club to have been guilty of any violation of the rules or by-laws of the Club, he/she shall be removed from all privileges of this Club and dealt with in such manner as the Executive Board may determine. Suspension shall become effective immediately and notice shall be duly conveyed through the Rules and Safety Chairperson.
- c. In the event that any head coach or assistant coach is found by majority vote of the Executive Board of this Club to have been guilty of any violation of the rules or by-laws of the Club, he/she shall be removed from all privileges of this Club and dealt with in such manner as the Executive Board may determine. Suspension shall become effective immediately and notice shall be duly conveyed through the Rules and Safety Chairperson.

6. Misconduct

- a. All coaches, players and parents are subject to and shall be bound by any discipline imposed by MNJYSA.
- b. Any coach or player subjected to discipline by MNJYSA shall appear before the Rules and Safety Committee. The coach or player is to be notified of a hearing date by the Rules and Safety Chairperson. Hearings shall be held within five (5) days of the MNJYSA-imposed discipline.
- c. The Executive Board reserves the right to impose discipline upon any coach, player or parent for any violation of the rules or by-laws of the Club and/or the rules of MNJYSA, regardless of and/or in addition to any discipline imposed by MNJYSA.
- d. In the event the Executive Board by majority vote decides to impose discipline pursuant to the preceding paragraph, the coach, player or parent shall be dealt with in such manner as the Executive Board may determine including but not limited to suspension, revocation of registration and/or removal from the travel soccer team/program.

## 7. Disputes

- a. All disputes and protests will be handled by the Rules and Safety Committee. This committee is to be made up of the Chairmen of Rules and Safety, the Vice-President of Recreation, the Vice-President of Travel and one alternate. In the event that one of the above is directly involved with the disputing parties, the alternate member will be used. If this is not possible or the alternate is also involved with the disputing parties, then a Division Head will sit in that position.
- b. All disputes or protests must be presented to the Rules and Safety Chairperson, verbally, within seventy-two (72) hours. It must also be presented in writing within three (3) calendar days after the verbal notification. The Rules and Safety Committee will render a decision within five (5) days after the receipt of the written protest. Appeal to the Executive Board is possible. Decisions on disputes will be presented to the parties involved plus the Executive Board in writing.
- c. Appeals to the Executive Board must be in writing within three (3) calendar days of notification of the Rules and Safety Committee's decision. The Executive Board will render a final verdict by the close of the next regularly scheduled Board Meeting, provided that such appeal is received five (5) days prior to said meeting, else the final verdict will be rendered at the second (2) regularly scheduled meeting. The Rules and Safety Chairperson nor the Rules and Safety committee member shall not have a voice in any dispute or protest of which he/she is directly involved.
- d. All disciplinary actions shall be reviewed by the Rules and Safety Committee. The committee will then advise the Executive Board at the next regularly scheduled meeting, (a special meeting may be called by the Club President provided the meeting is at least eighteen (18) hours after a review by the Rules and Safety Committee). All grievances must be reviewed by the Rules and Safety Committee within seven (7) days after receipt of a written request. Grievances and disciplinary action shall be settled by a majority vote of the Executive Board. Except as provided for in Paragraph 5.c, no club member directly involved in a grievance or disciplinary action shall take part in the aforementioned vote.

- e. In the event the Rules and Safety Committee fails to act on a grievance or disciplinary action within these time limits, the Club President shall convene the Executive Board, who will then act on the pending grievance or disciplinary action as soon as possible.

## **G. Adult Recreational Pick-Up League**

### 1. General Rules and Information

- a. No experience is needed to play in this league. Players of all skill levels are welcome. The focus is to give all players an opportunity to play soccer in a safe, friendly environment. Whether you want to develop or maintain soccer skills, relive the glory days of school sports, or participate in a great game for fitness, this is the league for you.
- b. Respect, safety, teamwork, maturity, and quality soccer are all encouraged.
- c. Players who engage in dangerous actions, are unsafe, or are unable to conduct themselves in a mature, respectful manner will be ejected from the league.
- d. The league is open to all residents of Spotswood and the surrounding communities. The league is co-ed and players must be at least 20 years of age.
- e. Players must complete, sign and pay all required registration documents and fees prior to participating in any game day activities.
- f. Registrants will be notified by e-mail when their registration is accepted.

### 2. Safety first!

- a. All players are asked to remember that the league will be comprised of players with varying degrees of skill. If your dream is to win the World Cup, perhaps this is not the league for you. Players are reminded that it is likely that we will all be expected to show up for work the day after a game, maybe even the same day. While it is expected that the league will be filled with people who have a love of the game and a level of competitiveness, winning at all costs is not the primary focus.

- b. Players will be responsible for their own safety and will be held accountable for actions that endanger other players.
  - c. In the interests of safety, physically aggressive and dangerous players are not welcome in the Spotswood Adult Recreational Pick-Up League.
  - d. Complaints of aggressive play will result in a player being warned and/or ejected from the league at the sole discretion of the Rules and Safety Committee.
3. The following safety rules will be strictly enforced:
- a. **No sliding:** In an effort to avoid leg injuries and contact with another player's cleats, sliding will be strictly prohibited.
  - b. **Keep the cleats low:** Players will be allowed to raise their cleats no higher than waist level any time another player, teammate or opposition player, is nearby. Common sense and safety are always to be the primary consideration when choosing how to play a ball.
  - c. **Keep physical contact to a minimum:** We all know soccer is a physical sport. Too much, or overzealous, physical contact, however, can lead to injury or heated tempers. This is not meant to be a highly competitive league and will be comprised of varying age groups, as well as players of differing sizes. While contact is an integral part of the game, players are reminded to keep the safety, size and skill levels of opposing players in mind at all times.
  - d. **Do not touch the goalies:** Again, the main focus is to avoid injury. Goalkeepers are focused on the ball and, thus, are not always able to protect themselves. When approaching the goalie for a shot, please slow down and avoid any collisions. Avoiding injury is more important than scoring a goal.
  - e. Goalies will be allowed to dive to make saves. All goalies must wear a shirt or pinnie identifying them as a goalie.
  - f. All players must wear soccer shoes, cleats or turf shoes. Baseball cleats, metal spikes, and "hard" plastic spikes are not permitted.

- g. All players must wear shin guards.
- h. Players shall wear appropriate attire. (shorts, sweatpants or warm-up pants / t-shirts or sweatshirts (No hoodies))
- i. All players who wear glasses must have a retainer strap attached. Tempered safety lenses are recommended.
- j. No jewelry or watches are to be worn by the players.

#### 4. The Game

- a. FIFA Rules will be followed.
- b. Games will be conducted on the honor system. As this is a recreational pick-up league, no referees will be present for the games.
- c. Players will be expected to conduct themselves appropriately and settle all disputes among themselves in a mature manner. Players who are unable to play fairly and conduct themselves maturely will be asked to leave the league.
- d. Teams will be selected each game day. This will allow different team lineups each game and allow all players the opportunity to benefit from each other's experience and training.
- e. Games will be played in two 35 minute halves, with a 10 minute half-time break.
- f. Overaggressive play, continual arguing over calls, and poor sportsmanship will be cause for ejection from the Spotswood Adult Recreational Pick-Up League.
- g. Ejection from the league, for cause and with the consent of the Executive Board will result in the forfeit of that year's registration fees. Ejected players will be permitted to reapply to following year to participate in the league. A second league ejection will be permanent.
- h. Warm up and stretch prior to games: It is suggested that all players arrive at the fields early enough on game day to allow time to stretch and warm up properly. The goal is to avoid injury and keep everyone playing.

5. Field conditions and game cancellations:

- a. All players are asked to respect the fact that we are being given permission to utilize the fields for our enjoyment. If the fields are unplayable due to weather conditions, all players will be notified by e-mail no later than one hour prior to game time.

**H. Dissolution**

1. If the Club shall become financially insolvent, if there are insufficient registrations of players, there are insufficient numbers of volunteer coaches, there are insufficient volunteers to serve on the Executive Board, there are insufficient facilities to permit play, or for any other reason the Executive Board may deem requires that the Club operations be terminated, the Club may cease to operate and dissolve.
2. In the event that the Club is to be dissolved, all assets of the Club shall be consolidated and all financial obligations of the Club paid. In the event that there are any funds remaining after satisfaction of all Club obligations, all pre-paid registrations for season(s) that have not been played shall be returned in full, or if the available funds do not permit a full refund, the funds shall be refunded on a prorated basis based upon available funds. If after all financial obligations are paid and all pre-paid registrations are refunded, there are still Club funds remaining, all remaining funds amounts shall be disbursed to the Spotswood Recreation Department.