



Bylaws

(Updated January 2006)

Voting Club Board Members:

- a. President = President of the Club
- b. Vice President = Vice President of the Club
- c. Treasurer = Treasurer of the Club
- d. Intramural Coordinator(s) = IM Coordinator(s) of the Club
- e. Travel Coordinator(s) = Travel Coordinator(s) of the Club

Article I The name of the organization shall be the **Hatboro-Horsham Soccer Club (HHSC)**.

Article II The primary colors of HHSC travel team uniforms shall be Red and Black. Other accent colors may be displayed on the uniform, upon approval by the HHSC Board.

Article III The purpose of HHSC is to offer programs of developmental and competitive soccer programs primarily for, but not limited to, the residents of Hatboro and Horsham Townships. HHSC, its players, coaches, referees and supporting parents and guardians will be committed to: (1) the highest standards of sporting conduct, (2) the development of each player to his/her highest potential ability, and (3) establishing and maintaining a supportive, team-focused environment on and off the field.

Article IV HHSC shall maintain membership in the Eastern Pennsylvania Youth Soccer Association (EPYSA) and, unless otherwise approved by the Club Board, its affiliation with Intercounty Soccer League (ICSL).

Article V HHSC shall operate an Intramural Division and a Travel Division. The Intramural program will be offered as Under 6 (4 & 5 year olds), Under 8 (6 & 7 year olds) and Under 10 (8 & 9 year olds). Older Intramural teams may be established depending on the number of eligible registered players each season. The Travel program will begin at the Under 11 level with no mandated end point; exceptions to the travel age level requirement must be approved by the Club Board.

Article VI Board of Directors:

1. HHSC shall be governed by a Board of Directors elected annually. The board shall organize itself by choosing from its members those to serve in the following positions: President, Vice President, Treasurer, Registrar, Travel Coordinator, Intramural Coordinator, other Coordinators* and, if desired, Members-at-Large. All interested adults are eligible to serve on the Board. Any vacancies on the Board, occurring for any reason, are to be filled by a majority vote of the remaining voting members of the Board.

2. All business and affairs of HHSC shall be managed by the Board of Directors which may exercise all legal powers of HHSC and do all such lawful acts and things as are not by statute or by the Articles of Incorporation or by these Bylaws directed or required to be exercised or done by HHSC.
3. The HHSC Board members shall be indemnified and held harmless in their efforts to carry out the duties associated with the operation of the Club and its programs/events.
4. Term of Office – The term of office will be one year, unless otherwise agreed to a shorter term by the other voting Board members. Directors shall assume their duties commencing on January 1 of each year and their term shall expire on December 31st of the second year. All elections of Directors/Officers shall be by a majority vote of the Membership of HHSC voting board members present.
5. The Board shall generally meet monthly and at other times at the request of the President. Board members will generally be provided with a minimum of five days notice of a meeting. A quorum shall consist of three Voting Board Members.
6. The Board, in its sole discretion, can allow a board position not typically identified as a voting board position to vote in a given year, in the event a voting board position is vacant, or not otherwise able to fulfill the capacity of a voting board member.
7. Attendance at Monthly Membership Meeting – If a Member of the Board of Directors is unable to attend any monthly meeting, he or she must notify the President or Vice President prior to such meeting. Any Board Member with four absences during one calendar year will be reviewed for possible dismissal by the Board of Directors.

*Other Coordinators include: U12+, U10, U8, U6, Fields/Equipment, Referee, Team Sponsors, and Special Projects.

Article VII

Club Members:

1. Club Members are any adult parent(s) or guardian(s) who pay(s) an annual fee to HHSC for participation by his/her child(ren)/ward(s) in HHSC's programs; or any approved coach for HHSC who has no child participating in the HHSC; or any member of the Board of Directors.
2. Club Members may attend Board meetings at their discretion.

Article VIII

Meetings:

1. Monthly - A monthly meeting of the Club Board will generally be held on the last Thursday of every month, with the exception of December, at the Hatboro Union Library.
2. All meetings will start at 8:00 p.m.
3. Unless otherwise scheduled/announced, mandatory coaches meetings will take place in March, prior to the start of the spring soccer season, and in July, prior to the start of the fall soccer program.
4. Other Coordinators should attend these meetings to update the Board and Club membership on issues and plans.

Article IX Special Meetings:

1. Special meetings of the Board may be called at any time if requested by a Club member.
2. At any time, upon written request of any such persons, it shall be the duty of the Club President to fix the time and place of the meeting, which shall be held not more than thirty days after the receipt of the request.
3. The President shall provide all Board members with at least five days written notice of the time and place and purpose of such special meeting.
4. Business transacted at all special meetings shall be confined to the purpose stated in the notice.

Article X Voting of Membership:

1. All Club members shall have the right to vote at Board meetings on the subject matters of election or impeachment of Officers/Board of Directors, approving the Annual Budget and changes thereto, changes to by-laws, any matter which the Board of Directors wishes to bring before the General Club Membership, and any other matter specifically called for by the Board of Directors in a monthly meeting or as set forth in the notice in a special meeting. Voting privileges shall be limited to one vote per immediate family (defined as spouses, guardians, parents, children, and wards residing in the same dwelling).
2. The Secretary/Treasurer shall be in charge of counting all votes of the General Membership.
3. The right of a member to vote shall cease upon termination of his or her Membership.

Article XI Specific Duties of Officers:

1. Duties of the President:
 - a. Shall preside at all meetings of the Board and General Membership.
 - b. Shall sign all legal documents and papers.
 - c. Shall have the power to sign all disbursements of the Club.
 - d. Shall perform all other duties as are usually attached to the Office of the President under the law.
 - a. Shall keep an attendance record of each meeting.
 - b. Shall keep a record and minutes of all meetings.
 - c. Shall give notice of all special meetings to those entitled thereto.
 - d. Shall review the minutes of the previous meeting.
 - e. Shall keep a copy of all membership lists.
 - f. Shall receive copies of all correspondence of HHSC.
 - g. Shall count and record all votes at all meetings.
 - h. Shall keep an original record of all minutes of the General Membership and Board of Directors, Articles of Incorporation, by-laws, Rules and Regulations, Policies, Standing Committees Guidelines, and any other written records of the Club.
 - i. Shall have the authority to make deposits of receipts.
2. Duties of the Vice President:
 - a. Shall assist the President and shall assume all duties of the President in his or her absence.
 - b. Shall have the power to sign all disbursements of HHSC.

- c. Shall have the authority to sign all legal documents and papers.
 - d. Shall have the authority to make deposits of receipts.
3. Duties of the Treasurer:
- a. Shall present to the Board of Directors a summary of Club expenditures and receivables at each meeting.
 - b. Shall pay, as directed by the Board of Directors, from the Operating Fund, all liabilities of HHSC. Disbursements of funds shall be directed by the Board of Directors.
 - c. Shall have the authority to sign all disbursements of HHSC.
 - d. Shall keep records/receipts of all disbursements in the form of check stubs/cash receipts or journal and a disbursement journal.
 - e. Shall present an annual operating budget for approval at the January meeting.
 - f. Shall present a Financial Statement (Profit/Loss, Balance Sheet) at each meeting.
 - g. Shall present a Treasurer's Report showing all receipts, transfers from and to savings, disbursements, and outstanding bills at each monthly meeting.
 - h. Shall make deposits of receipts.
4. Duties of the Registrar
- a. Shall be present at annual registration in February/March.
 - b. Shall be responsible for entering all registrations in a timely manner.
 - c. Shall be responsible of distributing the player lists to appropriate coordinators for team division.
 - d. Shall be responsible for submitting registration material to EPYSA/ICSL.
5. Duties of the Travel Coordinator:
- a. Shall act as liaison between the Board of Directors and the Coaching Staff.
 - b. Shall be responsible for the competitive and instructional activities of HHSC, including but not limited to the practice schedule on and off the lighted field.
6. Duties of the Intramural Coordinator(s):
- a. Shall act as liaison between the Board of Directors and the Coaching Staff.
 - b. Shall be responsible for the competitive and instructional activities of HHSC.
 - c. Shall be responsible for the distribution of schedules, notices, etc. to all teams.
 - d. Shall be responsible for establishing the Tournament Teams for the fall season, including but not limited to the assignment of coaches, team rosters, practice schedule and tournament registrations.

**Article
XII**

These Bylaws may be changed by a three-fifths majority of those present and voting. Notice of proposed changes to the Bylaws must be presented at least 30 days prior to the meeting at which the changes will be voted upon.