

Cobb Adult Soccer League Constitution

Revised September 2008

1. Name

- A. Cobb Adult Soccer League (CASL)

2. Purpose

- A. Organize and administer adult soccer programs.

3. Affiliation

- A. CASL shall be an affiliate of the Georgia State Soccer Association (GSSA), United States Adult Soccer Association (USASA) and the United States Soccer Federation (USSF).

4. Governance

- A. CASL shall be governed by its Constitution, By-laws, and Rules and Regulations, except where superseded by GSSA, USASA or USSF.

B. Administration

1. The Council shall contract with an administrator to perform duties as assigned
2. Administrators Responsibilities
 - a) Responsible for daily operations of the league
 - b) Player and team registration
 - c) GSSA liaison
 - d) Act as CASL league liaison in any official capacity, which includes but is not, limited to: Georgia State Soccer, Cobb County Soccer Council, Travel, Tournament or special events.
 - e) Shall facilitate all general and special meetings
 - f) Fiscal Responsibilities
 1. Shall be able to deposit any monies paid to the league into the CASL general account
 2. Shall be responsible for all moneys in special debit account, which is funded via the budget at the beginning of each session and at any special occasion as approved by the financial committee. Note: debit account is to provide for day-to-day activities, which include but are not, limited to: office supplies, meeting expenses, field equipment and other miscellaneous expenses.
 3. Will provide a detailed bank statement showing all debit activity to the financial committee.
 4. Shall obtain from the accountant all financial reports specified under accountant's responsibilities i.e. monthly bank statements, proposed and actual budgets and other financial statements.
 5. Shall be the second signature on the CASL general account
 - g) Provide recommendations to league committees as it relates to daily operations.
 - h) Be a standing member of all CASL committees
 - i) Be responsible for league promotion, by committee, which includes but is not limited to:
 - 1) Fund raising
 - 2) Sponsorship
 - 3) Special events
 - 4) Tournament
 - 5) Media relations
 - j) Shall contract with all league volunteers/ independent contractors. i.e. assignors, field maintenance, registrar, etc

C. Council

1. The Council shall consist of:
 - o One delegate from each affiliated team in good standings

- CASL Committee Chairpersons in good standings
 - Trustees of the League, as approved by majority of the Council membership
2. There will be a limit of two eligible votes per team and one eligible vote per player.
 3. The Council shall approve changes in the Constitution and By-laws, and approve the annual budget as presented by the Financial Committee.
 4. The Council shall meet at least twice a year, with one organization meeting set prior to the Annual Season.

D. Committee Members

1. The Committee Members shall consist of the following Boards.

a. Constitutional Committee

- 1) Maintain and interpret the constitution and by laws
- 2) Submit recommended changes to the membership at the Annual Council Meetings
- 3) Be a minimum 3 member committee
- 4) Shall meet a minimum of once a year to review the constitution before each Council meeting.

b. D & P Committee

- 1) Be the GSSA D&P liaison for one (1) year
- 2) Be the GSSA Referee Committee Liaison for one (1) year
- 3) Set dates and oversee all D & P hearings.
- 4) Collect and record all D&P incidents during the seasonal year
- 5) Be a minimum of three (3) member committee
 - a. Sub Committee:
 - 1) Scores and Standings: shall consist of the Scores & Standings Web Coordinator and:
 - A) One coordinator from each division to track scores and statistics and report them to the league.
 - 2) Referee Development Committee: shall consist of
 - a) D&P Chair, CASL Referee liaison, CASL Referee Assignor & GSSA Referee Committee Representative.

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c. Financial Committee

- 1) Present a financial report with bank statements at the Annual General Council meeting.
- 2) Present proposed expenditures at the Annual General Council meeting.
- 3) Present a proposed budget at the Annual General Council meeting.
- 4) Be a minimum 3 member committee consisting of the CASL Treasurer, Appointed Chairperson and the CASL Business Administrator
- 5) Shall meet a minimum of twice a year to review the financial reports before each Council meeting.
- 5) Contract with and over see the Accountants responsibilities
 - a) Approve the accountants' professional fees.
 - b) Record any moneys paid to the organization
 - c) Maintain a detailed account of the income and expenditures
 - d) Deposit all funds upon receipt into appropriate bank accounts in the name of the organization.
 - e) The accountant will submit to the league administrator the monthly league bank statement within 30 days on receipt from the bank.
 - f) Present to the Financial Committee a financial report with bank statements 7 days prior to the Annual and Semi Annual Council meetings.

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d. CASL Representative Committee:

- 1) Be the league's GSSA liaison
- 2) Be the Cobb County Soccer Council representatives
- 3) Attend all other meetings where a CASL representative is needed
- 4) Must record and report back to the League Administrator in a timely manner on all meetings
- 5) Must attend 75% of all designated monthly and special meetings.

E. The League Trustees

1. League Trustees will be nominated from the Committee Boards and appointed by the Council Members with approval of the League Administrator. * Guidelines for a League Trustee
2. League Trustees shall provide guidance to the Committee Boards
3. League Committee Members shall recommend League Trustees
4. The League Council will have the option of appointing three (3) at large League Trustees
 - A. The trustees are elected to a life term.
 - B. Trustees will be removed if they miss any three mandatory league meetings
5. The trustees will serve as the appeal board for any protested D&P decisions.

*The requirements for the position are a five-year involvement with the league as an active member of the volunteer committees. The guideline is to have been involved with more than one committee and to have chaired at least one committee for a year so that the nominated person has a working knowledge of the league.

F. Board of directors

1. The board of directors will consist of all committee chairs and the league trustees. The league administrator will serve on the board as a non-voting member
2. The board of directors will oversee all league playing activities.

G. All Committee Members must be registered CASL Players, or team associates in good standings.

1. Registered Player

- a) Active CASL player registered with Georgia State Soccer playing within the current session
- b) Inactive CASL player registered with Georgia State Soccer with in the current soccer year but not playing within the current session.
- c) A player registered with Georgia State Soccer who transfers from another league and is eligible to play on a CASL team.
- d) A player registered with Georgia State Soccer who has paid fees to play for more than one CASL team (Multi Roistered /Dual)

2. Team Administrator

- a) Any player or person designated by the team as a team Administrator.

H. Membership

1. All active affiliated teams, active players registered with an affiliated team, committee members and League Trustees who are in good standing shall be members of CASL.
2. A member is in good standing if he has paid all the required fees, is properly registered with the league and is not on disciplinary probation.

I. Meetings

1. Each team must send at least one representative to all (Organization) mandatory meetings.
 2. All mandatory Organization Meetings must be announced to all council members at least 3 weeks in advance.
 3. Each team must send at least one representative to desiganted D&P mandatory meetings
 4. Mandatory D&P meetings will be held bi- weekly (or as needed) during the playing seasons.
 5. Notification of D&P Hearings will be sent to all council members by the second week of each playing season.
 6. Failure to appear will result in the team having to pay the managers fees for that session and may result in a D&P hearing to determine cause in which the D&P committee may impose penalties and/or fines. By-Laws
1. The Council shall adopt a set of Bylaws that shall provide for:
 - a. Rules of the game
 - b. Discipline and Protests
 - c. Amendments to the Bylaws

J. Amendments

1. This Constitution can be amended at the Annual General Meeting.

- a. Amendments will be approved with 2/3 majorities of the Council members in attendance.
- b. Written notification of proposed amendments must be submitted to the Constitution Committee 7 days in advance of a general meeting.
- c. Any amendments shall take effect immediately upon approval of the Council.