



Grand Prairie Soccer Association Constitution and Bylaws

Article I Name, Purpose, and Affiliation

Section I. The name of this organization shall be the Grand Prairie Soccer Association. Grand Prairie Soccer Association will be known as “GPSA” for all general purposes.

Section II. The purpose of GPSA is to endeavor to create and maintain a soccer program for all the youth that are within our boundaries so the ideals of good sportsmanship, honesty, loyalty, and courage may be taught through organized play.

Officials of GPSA will do their best to develop athletic skills and fair play among the registrants and to place secondary importance to the winning of games.

Section III. The GPSA shall be affiliated with NTSSA, USYSA, USSF, and FIFA. We shall be an integral unit of the above Associations and shall at all times be recognized as the authority over the GPSA jurisdiction.

Article II Territory and Membership

Section I. The territory under the jurisdiction of GPSA is defined as being that part of the state of Texas bounded by the city boundaries of the City of Grand Prairie, Texas.

Section II. Every person, within the territory defined under Article II Section I, shall be eligible for membership in the GPSA and must abide by the governing Constitution, By-Laws, and all Rules set forth by the Board of Directors

Section III. To be in good standings, a member must meet all the applicable following requirements:

- All current player fees must be paid every season (recreational)
- Properly signed release forms if one does not qualify for membership under Article II. Section I.
- All current team fees must be paid every season (competitive)
- One copy of player’s Birth Certificate must be on file
- All volunteers must submit a Risk Management Form and a copy of Drivers License every fall and in the spring for new volunteers
- All youth players in divisions U11 and above must have a current PLAYER IDENTIFICATION ID CARD.
- All coaches, assistant coaches, and team managers must have a current picture VOLUNTEER ID CARD.

- Abide by all rules, regulations, and policies set forth by the GPSA.

Section IV. Failure to be in good standings will result in loss of privilege to participate in any and all activities and voting sessions sponsored by GPSA.

Section V. Age Limit on players is set each soccer year (September 1 to August 31) by North Texas State Soccer Association.

- A player must reach the age of 4 years of age by July 31 to participate in GPSA fall season.
- A player must reach the age of 4 years of age by December 31 to participate in GPSA spring season.

Articles III. Governing Body

Section I. The GPSA shall be governed by the members of the Board of Directors.

Section II. The Board of Directors will hold a regular monthly meeting during the first full week of the month.

Section III. A quorum will be constituted for monthly meetings when four members are present.

Section IV. The order of business for the monthly meetings shall be:

Roll Call
Approval of Minutes from previous month
Financial Report
Officer's Report
Unfinished Business
New Business
Announcements
Adjournment

Section V. Any member of the Board, who shall be absent from four monthly meetings in a twelve month period or two consecutive monthly meeting shall be brought immediately to the attention of the Board of Directors for his/her office to be declared vacant upon majority vote of the Board of Directors .

Section VI. Any member declared to be inactive through their lack of interest or performance, shall be brought immediately to the attention of the Board of Directors for his/her office to be declared vacant upon majority vote of the Board of Directors .

Section VII. If necessary due to lack of quorum the Board of Directors may call for Special meetings of the members of the Board and/or may call for an Emergency meeting of the President, one Vice President, Secretary, and Treasurer.

A Quorum will be constituted for Special and Emergency meetings when three members are present.

Section VIII. The officers of the Board of Directors shall be elected in April or May for a term of two years. They may succeed themselves in a position. Elected officials must receive a majority vote of the ballots received from the Board of Directors and the general membership.

Section IX. The Officers whose duties shall be to transact the business of the GPSA shall consist of and elected in the manner described below:

Elected in Even Years

PRESIDENT
TREASURER
FIELD/EQUIPMENT MANAGER
GIRLS COMMISSIONER

Elected in Odd Years

VICE PRESIDENT
SECRETARY
COACH/PARENT EDUCATION MANAGER
BOYS COMMISSIONER
U6 COMMISSIONER

Section X. If an officer on the Board of Directors desires to run for another office, it is not required for him/her to resign his/her present position in order to seek the new office. If the candidate successfully gains the new office, then the vacancy created shall be filled by a Presidential appointment for the unexpired term.

Section XI. Any vacancy or position not covered in Article III Section IX in the Constitution/Bylaws shall be filled by Presidential appointment.

Section XII. The President shall have the power to create additional positions as needed, at his/her sole discretion. Newly created positions shall be filled by presidential appointment.

Article IV. Bi-Annual General Meeting

Section I. The GPSA will hold bi- annual meetings to be designated General Meeting. The meetings will be held in the months of February and August unless it is deemed necessary by the Board of Directors, due to other events occurring within the GPSA, to alter this schedule.

Section II. The order of business for these meetings shall be:

Introduction of Board of Directors
Report from Officers
Review of Rules and Regulations
Announcements
Age Group break out session
Adjournment

Section III. All teams must ensure they have representation at Bi-Annual General Meetings.

Article V. DUTIES OF THE BOARD OF DIRECTORS:

Section I. The Board of Directors shall be responsible for the discipline of all members under the jurisdiction of GPSA.

Section II. The Board of Directors shall have all authority necessary to enforce the Laws of the Game, the rules of USSF, USYSA, NTSSA and GPSA.

Section III. The Board of Directors shall have all the necessary authority to resolve any disputes, complaints, or protests presented or created by any member of GPSA.

Section IV .The Board of Directors shall set the rules, written or implied, governing all activities sponsored by GPSA.

Section V. The Board of Directors shall authorize the payment of all financial obligations of GPSA in accordance with the GPSA, written or implied, rules and regulations.

ARTICLE VI DUTIES OF THE BOARD OFFICERS:

Section I. The President is responsible for the overall administrative and executive functions of GPSA. He/She will assign duties to all officers as required. He/She will take prudent and reasonable action in cases not covered. He/She may cast the tie-breaking vote at any meeting, but may waive the right to do so. He/She will preside at all GPSA monthly meetings and general meetings. He/She shall attend all NTSSA general meetings and delegate other officers of the Board of Directors to attend.

Section II. The Vice President shall assume all authority and responsibility of the President in his/her absence. He/She will process all Referee complaints and determine the disposition of these complaints. He/She is the Appeals and Disciplinary Chairman and will organize and conduct hearings when necessary. He/She shall work with all Commissioners to ensure all rules and regulations are being followed in accordance with GPSA. He/She shall ensure all assigned tasks are completed and all information is properly disseminated to the appropriate person(s). He/She shall accede to the office of President upon that office becoming vacant. Upon becoming President, he/she shall appoint a Vice President for the unexpired term.

Section III. The Secretary shall record the minutes of all meetings and file a copy with GPSA and City of Grand Prairie Parks/Recreations. He/She shall send written notices of meetings to members. He/She shall organize and present copies of meeting agendas and minutes at all meetings. He/She shall email minutes and agendas out within a reasonable time frame. He/She shall submit a verbal/written report of the minutes of each prior meeting. He/She shall work on all correspondence directed to the GPSA in conjunction with the President.

Section IV. The Treasurer shall ensure a detailed account of all income and expenditures is being kept. He/She shall make sure a record is on file with GPSA. He/She shall submit a verbal/written report of finances at the monthly meetings. He/She shall verify all bills are paid on behalf of GPSA as stated in Article V Section

V. He/She shall conduct an audit at the end of each season or more often if desired by the Board of Directors. He/She shall be named on all accounts for GPSA. The Board of Directors has set forth that a counter signature is required on checks over \$800.00. He/She shall serve as chair of Budget Committee. He/She shall submit a proposed budget by the month of June for the next fiscal year.

Section V. The Member-At-Large shall be the immediate Past President of GPSA. The primary purpose for this position is to allow GPSA to benefit by the experience of a Past President, and said person should be willing to give of his/her expertise and experience. He/She may be called to chair special interest committees or asked to undertake special projects that would serve the best interests of GPSA. He/She shall be named on all accounts for GPSA

Section VI. Coach and Parent Education shall be responsible for all education classes offered to all volunteers and parents. He/She shall also be available to offer any information that will help educate coaches and parents as needed. He/She will need to conduct at least 2 Clinics a year and may schedule others clinics as deemed necessary by the Board of Directors.

Section VII. The Age Group Commissioners shall be responsible for protecting the integrity of all teams. They shall work in conjunction with the Vice President to ensure all rules, regulations, and policies are being followed and all members are registered and placed on teams and in divisions in accordance with GPSA. They shall receive all playing, practice, and field schedules from the Office Manager, and/or Field and Equipment Manager. They shall serve as a panel member for any protests outside their own age group when the need of a hearing and/or protest is in place. They are the primary point of contact for their said age group. They shall contact volunteers of their teams on a weekly basis and provide up to date information, (schedules, practices, and notices of upcoming events, clinics, and etc.) that are occurring in the league that affect their age group. Commissioners are the Association's line of communication with coaches and parents. Age group commissioners may find directors as needed to help perform their required job task. They shall participate in team meetings and functions upon coaches' request.

Section VIII. The Field and Equipment Manager shall assure adequate equipment is on hand to conduct each season, conduct season end accountings of all equipment, and present this accounting to GPSA in written form. He/she shall issue equipment to the Commissioners and receive a signed receipt for said equipment, then retrieve all equipment at end of season and return the signed receipt to the person that signed it. He/She shall arrange for the repair of all equipment that is repairable. He/She shall assure that playing surfaces are safe and kept in the best possible condition. He/She shall communicate with the President and Vice President to set limits of play on fields. He/She shall report all litter problems to the Board of Directors, pinpointing as much as possible the teams and/or persons responsible. He/She shall organize and conduct workdays necessary to prepare or repair fields by notifying all Board of Directors of this need and the date this will be accomplished. He/She shall be responsible for arranging lining of the fields. He/She shall coordinate all field requirements with the Office Manager and in return receive all playing and practice schedules of all divisions and playing leagues from the Office Manager.

Article VII. General Provisions

Section I. A member of the Board of Directors may be a member of a team. In the event of any grievance involving said team, he/she may not act on its behalf nor be entitled to vote on the grievance.

Section II. All Volunteers and Parents shall uphold and comply with all GPSA rules and regulations.

Section III. All coaches and assistant coaches should attend appropriate classes and meetings within one season of volunteering. All coaches shall conduct parent's meetings as necessary to familiarize their parents with the rules of the game, the coach's responsibilities, and the parent's responsibilities. Coaches may ask age group commissioners to participate in meetings and/or team functions.

Section IV. All coaches shall schedule adequate practice times; practices consist of one time per week for U6 through U8 and two times per week for U10 through U19, and to ensure adult supervision at each.

Section V. All volunteers shall participate in GPSA sponsored activities such as workdays, promotion programs, awards and recognition programs, general meetings, etc. They shall promote the ideals of good sportsmanship and fair play and keep the purpose of GPSA foremost in mind.

Section VI. All volunteers and parents involved with the GPSA must sign and uphold the Code of Ethics.

Article VIII. Amendments

Section I. Amendments to these Constitution and By-Laws will be made at February and August monthly Board of Directors meetings. A vote of a majority of the Board of Directors is required for any and all changes. All changes made will take effect the following season.