

**BY-LAWS**  
**CO-ED 7-ASIDE SOCCER ASSOCIATION OF HAWAII**  
**Ratified 8/3/11**

**ARTICLE I**  
**MEMBERSHIP**

Section 1: Teams. Any team applying for membership in this League shall be approved or rejected by the Board of Directors. A team is defined as having a roster of at least 9 players. After approval, each applying team shall submit to the League Registrar or Secretary:

Section 1.1: Full payment of all dues and fees.

Section 1.2: A completed USSF player registration form, USSF player card, and current photograph for each player.

Section 2: Players. Each player shall obtain from the Registrar an official player card approved by the Board of Directors. Each player shall be a member of one, and only one, team. They will be referred to as “primary players” of that team; “secondary players” of a team are players who the team agrees will play regularly with them, although they are primary for another team; secondary players will not be listed on the team's roster.

Section 3: Team Representative. The primary players of each team shall select from their members a Team Representative, who shall be entitled to vote at all League Meetings. Team Representatives shall keep the Board of Directors informed of their current address, phone number and e-mail address. The Team Representative shall appoint an alternate to serve in their place when they cannot attend a meeting; the alternate must also be a primary player of that team. Each Team Representative shall perform the following duties:

- A. Attend all League Meetings;
- B. Be familiar with CSAH-7 Rules and Regulations;
- C. Keep fellow team members informed by communicating relevant information and informing them of what occurred at all League Meetings; and
- D. Assist in all CSAH-7 activities.

Section 4: Dues and Fees. The League’s Board of Directors shall determine from time to time the amount of dues, fees, fines, assessments or any other charges. All dues and fees for teams shall be payable at the time of registration. Teams are not eligible for play until all dues and fees are paid. This may be modified at the discretion of the Board of Directors or the President.

## **ARTICLE II MEETINGS OF MEMBERS**

Section 1. Annual Meetings. The annual meeting of Team Representatives shall be held each year at such time and place as the Board of Directors shall determine. All Team Representatives shall be notified of the date, time and place of such meeting no fewer than ten and no more than sixty days before the meeting date. The purpose of the annual meeting shall be electing directors and acting upon such other matters as may be raised consistent with the notice requirements of these bylaws.

Section 2. Special Meetings. Special Meetings of the Team Representatives for any purpose may be held at any time upon the call of the President, upon the call of any two directors, or upon the written request of one-fourth of the Team Representatives.

Section 3. Notice of Meetings. Notice of every League Meeting shall state the date, time and place of such meeting and whether it is annual or special, and in the case of a special meeting, the Notice shall state the purpose thereof. Notice shall be given personally, or by facsimile, e-mail, regular mail or telephone. Notice shall be given to each Team Representative at least ten days before the meeting. If any meeting is adjourned to a different date, time or place, notice need not be given of the new date, time or place, if the new date, time or place is announced at the meeting before adjournment.

Section 4. Notice of Motions. All proposed motions to amend the Constitution, By-Laws or Rules and Regulations must be submitted in writing or email by a Team Representative to the Board of Directors and all Team Representatives at least eight days before the League Meeting at which the motion will be made. After the motion has been seconded at the meeting, amendments to the motion may be offered at the meeting, providing the proposed amendment is germane to the original motion, as determined by the presiding officer.

Section 5. Voting. A simple majority of votes cast shall decide all questions. Each Team Representative shall be entitled to one vote and shall be permitted to cast his or her vote by proxy.

Section 6. Quorum. At any meeting, 60% of the votes entitled to be cast on a matter shall be represented at a meeting of members to constitute a quorum on that matter. In the absence of a quorum, the presiding officer may adjourn the meeting without further notice until a quorum is present, or the meeting may be held, but no voting may take place.

### **ARTICLE III OFFICERS**

Section 1: Election. The Team Representatives of this League shall elect a President, Vice-President, Secretary, Treasurer and Registrar;

Section 2: President. The President shall conduct all League Meetings and shall cast a vote only in the case of a tie. The President shall appoint the Standing Committees and their chairpersons at the beginning of each season. The President shall represent CSAH-7 with HSA.

Section 3: Vice-President. The Vice-President shall preside at League Meetings in the absence of the President and shall perform any duties assigned by the President.

Section 4: Secretary. The Secretary shall keep accurate records of all meetings, handle all correspondence, give notice of meetings and maintain the files of the League. The Secretary shall be responsible for the preparation of any and all papers pursuant to the Charter, Constitution and tax exempt status of the League.

Section 5: Registrar. The Registrar shall keep a complete record of all teams and players for the purpose of player registration team affiliation and insurance records. He/she shall receive all insurance claims from the District Chairpersons and submit to HSA before dealing directly with the insurance carrier in the processing of all claims.

Section 6: Treasurer. The Treasurer shall give a receipt for all monies that shall be deposited in a recognized bank in the name of the League. All accounts shall be paid by check and shall bear the signatures of two (2) of any of the Directors. An Assistant-Treasurer may be the second signature on the CSAH checking account; provided that the Board of Directors has approved the person for this purpose, the receipt book and voucher shall be produced when required by the Board of Directors, properly balanced according to the bankbook or statement which is up-to-date.

### **ARTICLE IV BOARD OF DIRECTORS**

Section 1: Board of Directors. The Board of Directors shall be responsible for the following:

Section 1.1: Enforcing and interpreting the Constitution, By-Laws, and Rules and Regulations of the League.

Section 1.2: Approving team applications for the League membership.

Section 1.3: Making temporary rules and regulations for specific cases or occasions not provided for in the Constitution, By-Laws, or Rules and

Regulations, but which are considered necessary by the Board of Directors to carryout the objectives of the League.

Section 1.4: Suspending, barring completely, or otherwise disciplining any player, coach, manager, team assistant or League officer from any member team.

Section 1.5: Setting dues and fees (see Article I, Section 4).

Section 1.6: Setting the schedule of games, the hiring and scheduling of referees and arranging for the maintenance of the field.

Section 2: Meetings. Meetings of the Board of Directors shall be held on call of the President or by written declaration by a majority of Board members.

Section 3: Quorum. At all meetings of the Board of Directors, sixty percent (60%) shall constitute a quorum for the transaction of business. A majority vote of members present shall be valid and binding upon the League.

Section 4: Committees. The President may create one or more committees and appoint any active players to serve on them. When the function of the committee is complete, the committee shall be disbanded.

## **ARTICLE V FISCAL YEAR**

The fiscal year shall be from September 1 to August 31. Insurance coverage shall be from September 1 through August 31.

## **ARTICLE VI DISCIPLINE**

Section 1: Termination, expulsion and suspension. The Board shall have the right and authority to terminate, expel, suspend, bar completely, or otherwise discipline any player, team representative or league officer. When dealing with the expulsion, suspension or termination from CSAH-7, the player, team representative or league officer will be given not less than fifteen days prior written notice of the expulsion, suspension, or termination and the reasons therefore. The player, team representative or league officer will have an opportunity to be heard, orally or in writing, not less than five days before the effective date of the expulsion, suspension, or termination.

Section 2: Exhaustion of Remedies. In the matter of protest and appeals, no player or team shall engage the services of a lawyer until all protests and appeals procedures are exhausted through the regular channels of organized soccer.

Section 3. Player Discipline. The Board of Directors shall discipline a player who is ejected by the referee from any game within the jurisdiction of the League. The player will be entitled to an appeal to CSAH-7, and thereafter, to HSA.

## **ARTICLE VII INDEMNIFICATION**

Every Director and Officer shall be indemnified by the League against all reasonable costs, expenses and liabilities incurred in connection with or resulting from any claim, action, suit, proceeding, investigation or inquiry of whatever nature in which he or she may be involved as a party or otherwise by reason of his or her being or having been a Director or Officer of the League, whether or not he or she continues to be such Director or Officer of the League at the time of the incurring of such costs, except in relation to matters as to which that person shall be finally adjudged for willful misconduct or gross negligence in the performance of his/her duties. In the absence of such final adjudication, the Board of Directors and each Director and Officer may conclusively rely upon an opinion of legal counsel selected by or in the manner designated by the Board of Directors. The foregoing right to indemnification shall be in addition to and not in limitation of all other rights to which such person may be entitled as a matter of law and shall inure to the benefit of the legal representation of such person.

## **ARTICLE VIII AMENDMENT**

These By-Laws may be altered, amended, added to or repealed by an affirmative vote of not less than a majority of all Team Representatives present at any League Meeting duly called and held, the notice of which shall have stated that a purpose of the meeting is to consider the adoption, amendment or repeal of the By-laws of the League.