



Darien Dynamo Soccer Club

BY-LAWS OF THE DARIEN DYNAMO SOCCER CLUB

Article I. **NAME.** This Club shall be known as the Darien Dynamo Soccer Club (The Club).

Article II. **PURPOSE.** The purpose of The Club shall be a not for profit club providing the appropriate competitive soccer environment for boys and girls in Darien and surrounding communities leading to the personal and social growth of its participants, players and coaches alike. The club will train, support, develop, promote, educate and govern the game of soccer for players, coaches, referees and administrators.

Article III. **MEMBERSHIP.**

Section 1. Any active participant in, or contributor to the Club's soccer program shall be a general member of the Club. All general members eighteen (18) years of age and older are voting members of the Club.

Section 2. Fees shall be set by the Board of Directors at any special or regular meeting.

Article IV. **BOARD OF DIRECTORS**

Section 1. The Board of Directors shall be made up of the officers and Directors elected by the club.

A. **OFFICERS / EXECUTIVE BOARD**

The officers shall be:

1. President,
2. Girls Vice-President,
3. Boys Vice-President,
4. Secretary,
5. Treasurer.

The Officers shall comprise the Executive Board.

- B. The remaining board will be comprised of the remaining directors:
1. Director of Soccer
 2. Director of Tournaments
 3. Director of Playing Fields
 4. Director of Registration
 5. Other positions as deemed needed by the Executive Board
- C. There will be two (2) trustees elected annually. Trustees may attend board meetings but have no voting rights.
- D. The Director of Soccer is a contracted position (not elected). The Executive Board shall approve and execute the contract with the Director of Soccer. The Executive Board may include as part of the terms of contract with the Director of Soccer to be a board member of the club. The initial term of the Director of Soccer shall be no longer than three years. The Executive Board may approve additional terms for the Director of Soccer with not term greater than three years.
- E. Officers and Directors shall be elected by the general membership at the Club's annual meeting and shall serve for a period of one year following their election and ending after the following annual meeting.
- F. Officers may be selected to the same position no more than two consecutive terms unless another candidate is not available
- G. Only one (1) position may be held by the same person at any one time.
- H. Any Officer or Director may be removed from office by unanimous vote of the Board of Directors at a special meeting of the Board, or by a 2/3 vote of the general membership at a special meeting.

Section 2. The Board of Directors shall have general charge of the business affairs and policies of the club and shall have the power to fill, the unexpired portion of the term of office, any vacancies occurring among the officers or directors on the Board.

Section 3. The term of office for elected members of the Board of Directors shall be two (2) years. Trustees will be elected for a term of one (1) year.

Section 4. Any member of the Board of Directors that finds it necessary to be absent for three (3) consecutive regular Board Meetings or a cumulative of five (5) meetings for the year, will be considered to have resigned. An Unexpired term will be filled at the following regular meeting by a majority vote of the Board of Directors.

Section 5. DUTIES AND RESPONSIBILITIES

In addition to attending general and monthly Board of Director's meetings, the Officers and Directors shall have the following duties and any other duties as assigned by the

Board of Directors.

- A. President shall preside over all Club meetings or appoint one of the Vice Presidents to preside in his absence. Oversee the orderly handling of business of the Club; be responsible for carrying out the decisions of the Board of Directors. Appoint standing and special committee chairpersons, subject to the approval of the Board of Directors. The President shall, ex-officio, be a member of all standing and special committees, coordinate all Club activities through the appropriate Officers, Directors or committees approved by the Board of Directors; and report and coordinate activities as necessary with the Darien Park District on activities involving the Club business.
- B. Girls Vice-President shall be responsible for overall governance of the Clubs Girls Program. The Girl's VP is responsible for coordinating registration of girl's teams to the leagues they play in, then representing the club with any external organizations in which the clubs teams participate. The Girls VP will assist the Registrars in the player draft in the Girls Division; maintain a player waiting list, report any alleged misconduct, and is responsible for the general well being of the program. The VP serves as a liaison between all age divisions of the girls' teams.
- C. Boy's Vice-President shall be responsible for overall governance of the Clubs Boys Program. The Boys VP is responsible for coordinating registration of boys teams to the leagues they play in, then representing the club with any external organizations in which the clubs teams participate. The Boys VP will assist the Registrars in the player draft in the Boys Division; maintain a player waiting list, report any alleged misconduct, and is responsible for the general well being of the program. The VP serves as a liaison between all age divisions of the boys' teams.
- D. Treasurer shall be responsible for the protection of Club assets, keep accurate accounts of the Club finances, receive all monies and pay all bills approved by the Executive Board then preserve all vouchers and records of those expenditures. The Treasure shall oversee the annual budget process; report the financial status to the Board of Directors on a monthly basis; is responsible for filing of all appropriate Tax forms; and be the treasurer for any tournaments or fundraisers held by the club. The Treasurers books shall be subject to annual audit by a committee appointed by the President.
- E. Secretary shall issue notices of meetings, attend the meetings of the, Executive Board, Board of Directors and of the club and record and prepare minutes of all Club meetings; handle all correspondence and related affairs of the Club; and shall be the chairman of the nominating committee.
- F. Director of Soccer shall be responsible for the coordination of a training program for our players thru the use and development of high quality trainers, summer camps, team camps and skills training clinics; maintain a written training curriculum consistent with the goals of the club; schedule

trainers and coordinate times and fields for training as required by the club; make available other training camps and opportunities to those that want to take advantage of additional instruction; assist in the recruitment of players; oversee drafts and maintain the club tryout procedures; assure all coaches and trainers are properly licensed;

G Director of Tournaments shall be responsible for the organization of the Tournament Committee, scheduling of tournaments that the club will run; act as liaison between the Club and governing travel soccer organizations and manage activities necessary for successful tournaments;

H. Director of Playing Fields shall have responsibility for coordination of the schedule of available fields prior to registration for league play, produce maps for registration, and coordinate the set up of proper size of the fields for teams playing on the field for the season. Coordinate the beginning of the season lining of fields and during the season ensure that all fields are lined and prepared for play weekly with the help of the teams playing on those fields, as well as coordinating taking down the goal posts with the Darien Park District and the Darien Youth Club (DYC) at the end of the season;

I. Director of Registration shall have the responsibility for coordinating the registration of all players in the Dynamo Registration system. The Director of Registration will assist the Boy's and Girl's Vice-Presidents with registering all players with the appropriate leagues. The Director of Registration will also help coordinate the processing of player payments with the Treasurer.

Section 6: RULES OF SUCCESSION.

A. If the office of President becomes vacant for any reason whatsoever, the vacancy shall be filled by appointment by the Executive Board of one of the Executive Board's members within 45 days. If for any reason the Executive Board can not reach agreement the Full Board of Directors will vote on a replacement.

B. If any other office becomes vacant for any reason whatsoever, the vacancy shall be filled by appointment of the Executive Board.

Section 7: ELECTION PROCEDURE

A. Nomination. The Board of Directors shall select a nominating committee shall be selected at least sixty (60) days prior to each annual meeting. The committee shall be first chaired by the Secretary, and comprise at least two other members of the Board of Directors. The nominating committee will prepare a slate of candidates willing to serve as Officers or Directors of the Club. The names of

these individuals will be distributed to the general members of the Club at least fourteen (14) days prior to the annual meeting. Further nominations may be made from the floor at the election for only those positions without a candidate that was published to the general members of the club. The candidates receiving a majority of the votes cast shall be duly elected to the offices for which they were nominated.

B. Votes Required for Election. A nominee shall be elected if he receives a simple majority of the votes cast at the annual meeting.

C. All voting members who have paid their dues for the current fiscal year shall be entitled to vote at the Annual Election.

D. Officers and Directors shall enter upon their duties immediately after the June meeting and shall hold office for two (2) years or until their successors is chosen.

E.	<u>Odd Years</u>	<u>Even Years</u>
	Treasurer	President
	Girl's Vice-President	Boy's President
	Director of Tournaments	Director of Playing Fields
	Director of Registration	Secretary

ARTICLE V. GOVERNANCE

Section 1. GOVERNMENT

A. The Board of Directors will be the governing body of the organization. The Board of Directors shall consist of the Officers and Directors of the Club.

B. The Board of Directors shall have control and management of the Club's activities, determine all policies, elect or discipline members, and generally supervise the affairs of the Club.

C. Club finances shall be conducted on a "Fiscal" Year basis July 1 thru June 30th of each year.

D. The Board of Directors shall meet at least monthly or at the call of the President or any three members of the Board of Directors. A majority of the Board of Directors shall constitute a quorum for the transaction of business, and a majority vote of those present shall be necessary to give effect to any action of the Board.

E. Robert's Rules of Order shall govern all deliberations of this Club and its Board of Directors except as otherwise provided in these By-Laws.

Section 2. MEETINGS

A. At least six meetings of the Club shall be held at such time and place as may be determined by the Board of Directors provided that the day of any regular

meeting may be changed by the Board of Directors or by the President upon 7 days written notice to the members of the Board of Directors.

B. Special meetings may be called by the President with the approval of at least three other members of the Board of Directors or by fifteen (15) or more general members of the club.

C. An annual meeting of the general membership shall be held in June each year. The primary purpose of this meeting shall be to elect Officers and Directors for the coming year and to advise the general membership of the state of the Club.

Section 3. COMMITTEES

A. The Finance Committee shall be comprised of the Executive Board.

B. The Rules Committee shall:

1. Be chaired by a Vice-President;
2. Annually review the Club Constitution, By-Laws and Rules;
3. Propose any changes to the any of those documents based on any action taken by the Board; and
4. Determine whether any Board actions are consistent with any of those documents.

C. The Tournament Committee shall be overseen by the Director of tournaments, conduct the annual Tournament(s); and shall report to the Club in the month following the previously held tournaments the results of such tournament.

D. The Board of Directors shall determine the number and purpose of all special and standing committees necessary to achieve the goals and objectives of the Club.

E. The President shall appoint the Chairman and members of all committees except where otherwise stated in these By-Laws.

Article VI. RULES AND GUIDELINES

Section 1. TRAVEL TEAMS. The Board of Directors shall adopt and maintain Rules related to the formation and maintenance of Travel Teams.

Section 2. GRIEVANCE COMMITTEE. The President, Girls Vice-President, Boys Vice-President and Treasurer shall adopt guidelines for the fair and equitable mediation of grievances and disciplinary matters. A Grievance Committee composed of one member of the Executive Board and two other members of the Board of Directors shall conduct hearings and mediate grievances and disciplinary matters

Article VII. NOT-FOR-PROFIT ORGANIZATION

Section 1. This Club is organized and shall operate as a not-for-profit organization.

Section 2. Any income received from public fund raising shall be applied only to the nonprofit purposes and objectives of the organization, except for reasonable costs incurred, and no part of the income shall inure to the benefit of any officer or member.

Article VIII. AMENDMENTS

Section 1. CLUB BY-LAWS CHANGES - Proposed changes of the Club By Laws shall be the primary responsibility of the Rules Committee, except that any Club Member may submit a written proposal for a by-law change to the President. The President shall submit the proposed changes to the Board of Directors for review and consideration at any Board meeting. Changes of the Club By-Laws will be ratified by the Board of Directors and only by a two-thirds (2/3) majority of a quorum of the Board of Directors present at such meeting. The President shall then send written notice of any proposed change of the Club By-Laws to general membership at least two (2) weeks prior to the meeting at which the change will be considered. The Change must then be approved by a majority of those present at the general membership meeting.

Section 2. COMPLIANCE. Failure of any Club member to comply with Club By-Laws is grounds for the Board of Directors to revoke the membership privileges of that member.

Article IX OFFICE. The Mailing address of the Club shall be P.O. Box 2535, Darien, Illinois, 60561 or as otherwise located by the Board of Directors.