

New Mexico Sting, aka Albuquerque Girls Soccer Club
By-Laws
Adopted February 24, 2005
Revised Jan 27, 2010

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Section 1: NAME

This organization shall be known as New Mexico Sting. Further, New Mexico Sting is the parent organization of New Mexico Titans.

Section 2: PURPOSE

The purposes of this Club shall be to:

- Foster national amateur sports competition
- Develop, promote, teach, and administer the game of soccer for youth (boys and girls under the age of nineteen (19)). This Club shall offer its soccer program without restriction to race, color, religion, national origin, or ability.
- Promote the spirit of fair play and sportsmanship.
- Teach the game of soccer in Creative and Instructional manner.
- Advance the game of soccer within our community.

Section 3: COLORS

The primary colors of this Club (New Mexico Sting) shall be royal blue and white, with secondary colors being gray and black. The representative colors of New Mexico Titans are the same.

Section 4: NATIONAL AND STATE AFFILIATIONS

This League shall be an affiliated branch of and comply with the authority of the United States Soccer Federation (USSF), the United States Youth Soccer Association (USYSA), the USSF Youth Division, the New Mexico Youth Soccer Association (NMYSA), and the Northwest Rio Grande Soccer League (NWRGSL).

Section 5: AUTHORITIES

A. New Mexico Sting Governing Authorities and Documents

This Club shall be governed by its Constitution, and By-Laws. The New Mexico Sting will follow the NWRGSL General Procedures and Rules except as these are superseded by NMYSA, USYSA or USSF.

B. Board of Directors

The governing authority of this Club shall be vested in the Board of Directors. The members of the Board and the powers and responsibilities of each member are designated in Section 6.

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Section 6: BOARD OF DIRECTORS

A. Board Members

The Board of Directors will consist of:

- Executive Board includes the President, Vice President, Secretary, Treasurer, and Equipment Manager. The Executive Board will make all decisions regarding financial and policy issues.
- The remainder of the Board will consist of the Director of Programs, Director of Coaching, Registrar and Team Representatives. Each Team shall have one representative on the Board of Directors. The entire Board will make decisions on matters not related to financial or policy issues.

B. Recall

Each Team Representative is subject to recall by his or her team at any time.

C. Vote

Each Team Representative shall have one (1) vote on the Board for all matters not decided by the Executive Board. Team Representatives must be present to cast the vote except as stated below in Section 7 D. No proxy voting will be allowed.

D. Alternate (s)

Each Team may elect Alternate Representative and Alternate Representatives may serve in the absence of the Team Representative.

E. Vacancy

In the event that a Team Representative position of a team becomes vacant, the team shall appoint a new Representative within forty five (45) days for the un-expired term of office. If the position is not filled within forty five (45) days, the Club President shall appoint a successor from within that team with the approval of the Board for the un-expired term.

In the event that a Team Representative misses three (3) consecutive meetings without being excused by the President, that Team representative's position shall be deemed vacant and the procedure above shall apply.

F. Regular Board Meeting

The regular Board meeting shall be held on the third Tuesday of each month at a place designated by the Board. Should the location or date be changed, reasonable notice shall be provided by the most effective means to all Board members.

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Section 7: RESPONSIBILITIES AND AUTHORITY OF THE BOARD

The Board shall be responsible for and have sole authority for the following:

- A. Establishing policies, and enforcing and interpreting the Constitution and By-Laws. The Board will enforce the NWGRSL General Procedures and Rules and Disciplinary Procedures.
- B. Approving registered teams.
- C. From time to time make temporary rules, procedures, or regulations for the specific cases or occasions not provided for in the By-Laws, but which are deemed necessary by the Board to carry out the objectives of the Club.
- D. Review and approve club constitution and by-laws, and ensure consistency with the governing documents of USSF, USYSA, NMYSA and NWRGSL.
- E. For just cause to suspend, bar completely, or otherwise discipline: any player, coach, manager, team assistant, club officer, or other persons who are affiliated or associated with a member team, club or organization; and any teams within this Club. Just cause need not be actions specifically delineated in the rules of this Association. Just cause includes but is not limited to behavior or actions which are detrimental to youth soccer in the Club.
- F. When leaving office for any reason, an individual will turn over all equipment, materials, or other items belonging to the Club, to the President, or the replacement official within thirty (30) days of leaving office or sooner if necessary.
- G. Only appointed Team representatives from teams in good standing shall be entitled to vote on any matters coming before the Board.
- H. For matters of regarding finances or policy, a quorum shall consist of three of the five members of the Executive Board. For all other matters before the Board, a quorum shall consist of half of the Board members. A simple majority of the votes present shall be required to pass any action before the Board unless otherwise required by the Constitution and By-Laws. In the event of a tie, after all votes representing the quorum have voted, the motion fails.

Section 8: DUTIES OF OFFICERS

A. President

The President shall, subject to the authority of the Board, exercise general supervision, direction, and management control over the business activities of the Board. The President shall preside over all meetings of the Board. The President shall be a member of the Executive Board and vote on all matters.

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He or she shall appoint, at the beginning of his or her term, the chairs and members of all standing committees or other committees as needed. He or she shall, at the beginning of his or her term, appoint the Club Officials. In the event of vacancy, the President with the concurrence of the Board shall appoint replacements.

The President shall be an ex-officio member of all standing or other committees.

He or she shall have the powers and duties as may be prescribed by the By-Laws or General Procedures and Rules or which may be prescribed by the Commission.

The President may authorize the emergency expenditure of Club funds up to \$250.

The President may waive the payment of any Club fee other than the NWRGSL registration fee.

The President, or designee, shall represent the Club on the NWRGSL Commission.

B. Vice President

The Vice President is a member of the Executive Board. The Vice President shall represent the Club on the Blue Ribbon Committee, and will assume the responsibilities of the President should the President be temporarily unable to fulfill his or her duties, including but not limited to presiding over regular Board meetings.

C. Secretary

The Secretary is a member of the Executive Board and shall keep an accurate record of all meetings. The Secretary shall maintain the corporate books and files of the Club and give notice and agendas of meetings.

D. Treasurer

The Treasurer is a member of the Executive Board and shall give receipt for all monies received which shall be deposited in a federally insured bank or other federally insured financial institution in the name of the Club. All accounts shall be paid by check and shall bear two (2) signatures when the amount of the check is greater than \$250.00. The Treasurer, the President, the Secretary, and the Registrar shall be recognized signatories of checks issued by the Club. The receipt book and vouchers for accounts (savings or checking) shall be produced when required by the Board and shall be properly balanced according to the bank statement. Special accounts may be set up for a specific purpose (i.e. tournament committee, raffle, etc.) if authorized by the Board but in no event shall the requirements be less than on the Club account.

The Treasurer shall also be responsible for the preparation of all papers pursuant to and maintenance of the tax-exempt status of the Club.

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The Treasurer is responsible for developing of the budget and planning the expenditures of the Club.

The Treasurer may invest the funds of the Club in interest bearing accounts in a federally insured bank or other federally insured financial institution.

The Treasurer is responsible for submitting monthly financial reports to the Board at the regular Board meeting, submitting annual corporate reports to the State Corporation Commission, and any and all other reports that may be required by the Board or any applicable City, State, or Federal laws.

E. Equipment Manager

The Equipment Manager is a member of the Executive Board. He or she shall gather all needed information for club equipment, including uniforms, and provide said information for review by the Board. The Equipment Manager will be responsible for receiving and placing orders for all teams and coaches, and will distribute all equipment to the necessary parties. He or she will also keep a written record of all items ordered and delivered, as well as any surplus inventory on hand.

F. Registrar

The Registrar shall be responsible for the registration of players and teams. The Registrar shall certify the registration data for each team and shall serve as the authority for this data for insurance and other purposes. The Registrar shall be responsible for the development and maintenance of registration materials, instructions, and training of the club personnel to ensure proper completion of all forms, and other requirements consistent with New Mexico Sting, NWRGSL, NMYSA, and USYSA requirements.

The Registrar shall certify the rosters of teams that are to participate in any cup competitions, Travel Rosters, and Select Team Rosters.

The Registrar shall certify the rosters of teams playing in the League sponsored tournaments.

The Registrar shall be appointed by the President with the concurrence of the Board.

The Registrar shall be compensated at a rate to be set by the Executive Board.

The Registrar shall ensure that all forms required by the Board (transfer, release, certified linesman, etc.) are properly and completely filled out.

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G. Signatory Authority

Unless otherwise specified in this document, the New Mexico Sting signatory authority is as follows:

For USSF/USYSA/NMYSA or other legal purposes the President or in his absence the Vice President or Secretary shall be the persons authorized to sign documents for this Club. In the event that all of the previously listed officers are incapacitated at the same time, the Treasurer will act as the emergency signatory. In this event, there will not be a requirement for a second signatory. The Treasurer shall act in this regard only until new officers are duly elected.

F. Reimbursement

The President, Club Officers, and Club Officials may be reimbursed for their reasonable, authorized out-of-pocket expenditures.

Section 9: CLUB OFFICIALS

Club Officials that are required to assist in attaining the goals of this Club shall be appointed by the President with the concurrence of the Board.

The following Club Officials shall be appointed by the President with the concurrence of the Board:

1. Referee Liaison
2. Director of Programs
3. Director of Coaching
4. Blue Ribbon Committee Representative

A. Duties of Club Officials

1. Referee Liaison:

- The Referee Liaison shall supervise the scheduling of Referees for all Club matches. He/she may delegate that authority to the head referees of the teams and/or the Referee Association.
- The Referee Liaison shall be the representative of the Board to the Referee Association.
- The Referee Liaison, working with the Referee Association, shall recruit new referees from those associated with the Club.
- The Referee Liaison, working with the Referee Association, shall schedule clinics for the purpose of certifying referees and linesman.
- The Referee Liaison, working with the Referee Association, shall set up a procedure for coaches, players or teams to report dissatisfaction with the performance of an individual referee.

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- The Referee Liaison, working with the Referee Association, shall set up a system for designating the level at which each referee is competent. The purpose of such system shall be to ensure that an individual referee is qualified to do the matches assigned to him or her.
- The Referee Liaison shall report to the Board at each regular Board meeting as to the activities of the Referee Association and other matters affecting Referees.

2. Director of Programs -

- The Director of Programs shall report to the Board at each regular Board meeting as to the activities of the Director of Programs and other matters affecting the club.
- The Director of Programs shall oversee the Youth Academy program, including selection of assistants and coaches.
- The Director of Programs shall oversee the schedules of coaches and trainers, including the DOC and assistant trainers.
- The Director of Programs shall assist the DOC in organizing camps and team training and assist in staffing such activities.
- The Director of Programs shall provide training opportunities for the improvement of coaching and training staff.
- The Director of Programs shall be responsible for collection of references and interviews for the selection of the DOC; Prospective candidate names will then be passed on to Executive Board for final approval.

3. Director of Coaching -

- The Director of Coaching shall organize clinics for the purpose of improving the quality of coaching at all age levels.
- The Director of Coaching shall keep a record of the license designation of each coach in the Club.
- The Director of Coaching shall provide coaching clinics to encourage the licensing of every coach.
- The Director of Coaching shall communicate with the coaches within the Club on a periodic basis to provide coaching hints and information relating to coaches clinics and activities.
- The Director of Coaching shall work with the head coach of each team to develop a program for improving the coaching abilities within that team.
- The Director of Coaching shall, at the request of the Board, work with coaches that have been identified as having problems with their approach to the players, other teams, parents or referees.
- The Director of Coaching shall report to the Board at each regular Board meeting as to the activities of the Director of Coaching and other matters affecting coaches.
- The Director of Coaching shall be responsible for collection of references and interviews for the selection of Trainers and Coaches for the Club; Prospective candidate names will then be passed on to Executive Board for final approval.

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4. Blue Ribbon Committee Member -

- The Blue Ribbon Committee Member shall serve on the Blue Ribbon Committee representing the Club.
- Each team shall provide the Blue Ribbon Committee Member with a practice schedule at the beginning of the Fall and Spring season.
- Prior to any use of park facilities by a Club team at a time not covered by the Club's contract with Albuquerque Parks and Recreation Department, that use shall be cleared with the Blue Ribbon Committee Member.
- The Blue Ribbon Committee Member shall from time to time report to the President and the Board on matters affecting the fields utilized by the Club.
- The Vice President shall serve as the Blue Ribbon Committee representative unless otherwise appointed by the President, with the concurrence of The Board.

Section 10: USE OF EXTERNAL TRAINING OR COACHING RESOURCES

No Club Coach shall use an "Outside Trainer/Assistant Coach/Coach" for their team(s) training(s). Except during SPRING and SUMMER BREAKS.

1a. Any Club Coach who wishes to bring an extra trainer onto their team, must send a letter to Director of Coaching/Executive Board. A background check and interview by Director Of Coaching will be conducted with said individual(s). That person will then have to register as a member of the Club, with prior approval from Director of Coaching/Executive Board.

b. No Club Coach shall use a trainer who is affiliated (Registered) with any Duke City or Northwest Rio Grande (leagues) Clubs, unless said person is doing a camp for that team during the Spring and Summer breaks. If said person(s) wants to train any Club team(s) after being interviewed by Director of Coaching, during the Regular Season, they will then have to resign from their current club they are with. A letter of resignation will be sent to their club, to the Club Director of Coaching and to the Club Executive Board, before they can participate in any Club activities.

c. No training fees collected by the Club during registration will be used to pay for extra/outside trainers unless stipulated and approved by the Club Director of Coaching and Executive Board.

Disciplinary Sanctions:

Refer to bylaws Section 7E.

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Section 11: ELECTION, REMOVAL, AND RESIGNATION OF OFFICERS

A. Election Requirements and Procedures

The election of officers shall adhere to the following requirements and procedures. Terms of office shall be for two years:

1. An individual may serve no more than three (3) consecutive terms in an elected office.
2. The President, Vice President, Treasurer, Secretary, and Equipment Manager shall be elected by a majority of Club members.
3. The election shall be held on the third Tuesday of May at the regular Board meeting. The officers shall assume office at the adjournment of this meeting. That meeting shall serve as the Annual Meeting for the Club.
4. Voting shall be by members in good standing only.
5. Voting must be by ballot or showing of hands.
6. Election to an office will be by majority vote. In the event a candidate does not receive a majority vote, a runoff election of the top three (3) vote-getting candidates will decide the election. If a winner has not been determined, then a run-off of the top two (2) candidates will determine a winner.
7. The President shall appoint a nominating committee at the regular Board meeting in March to recommend candidates for election.

B. Removal of Elected Officers

The removal of elected officers shall adhere to the following procedures:

1. Shall be requested in writing to the President of the Club by at least five (5) persons who are members of the Board or Team Representatives, defining why such action shall be necessary.
2. Shall be voted upon by the Board at a regularly scheduled or Special Meeting called by the President of this Club, to be held within 30 days of receipt of the written request.
3. A three-fifths (3/5) majority vote of the Executive Board shall be required to remove an officer of the Club.
4. A special election by the Board to fill the vacancy shall be called within thirty (30) days by the President or presiding officer.
5. The officer specially elected in this manner shall fill the unexpired term of the removed officer.
6. An officer or Club Official missing two (2) successive meetings and not being excused by the President or presiding officer, may be removed from office by a majority vote of the Board.

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C. Resignation of Elected Officers

1. The resignation shall be in writing to the President or the Board.
2. When filling the vacancy due to a resignation, then Section 10, B. 4. shall apply.

Section 12: MEMBERSHIP

A. New Mexico Sting Membership

Membership in the New Mexico Sting shall include its Board of Directors, all registered players, coaches, parents and individuals interested in advancing the game of soccer. Voting members are:

- a. Shall be 18 years of age or over
- b. Each voting member shall have one vote and only one vote
- c. The voting member must have a child in the Club, or it's subsidiary organizations.
- d. Members must attend the Annual Meeting and vote in election of Officers.

B. Payment of Fees

Payment:

1. Club registration fees include but are not limited to: NWRGSL player fee, DCSL team fee, uniform cost, training fee, and club fee
2. Club registration fees are due when registration is accepted.
3. All registration payments must be received by the Club by August 1, or as set forth in provided payment schedules. Players that do not meet payment deadlines will not be allowed to participate in club training or play in any games. The player pass card will be removed from the coach to ensure the player does not play any games.
4. Players that have paid half of the registration fee by August 1, but do not pay the remaining half can request a refund, as described below.
5. The Club will provide financial assistance to players in need through the Sting Soccer Foundation. Club-sponsored fundraisers will be used to contribute to the Foundation.
6. Discounts of Training Fees shall be as follows:
 - a. For families with more than one player playing in the Club, each player after the first full-price player shall be given a 30% discount on their training fee.
 - b. Each Head Coach and Executive Board member in the Club is entitled to receiving a discount on the entire training fee for one child in the Club.
 - c. If the Director of Coaches, Assistant Trainers or Director of Programs coach a team in the Club, they shall be allowed to receive the training fees from their teams directly and in their entirety. They must then pay out-of-pocket for any additional training their team receives from the club, including but not limited to Club camps and goalkeeper training.

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Refund Requests made between registration day and Date that DCSL fees are due:

- This is the period prior to expenditures by the Club, but when registrations have been processed.
- Refund requests must be made in writing, addressed to the Board.
- A refund will be made of all monies paid on behalf of a player, minus a \$40.00 processing fee.

Withdrawal from the Club after DCSL fees are due:

- No refunds requests will be considered for players who wish to withdraw from the Club after the club has paid fees to DCSL.

C. Bank Checks and Drafts

All bank checks and drafts and/or drafts and/or money orders submitted to this Club shall be made payable to the "New Mexico Sting" or "NM Sting". All such payments are to be sent only to the Club Treasurer or in the case of Registration Fees, the Registrar.

D. Requirements of Membership

All member teams and players, as well as parents and guardians of players and other interested people, shall abide by the By-Laws of this Association and with all General Procedures and Rules as set forth by the Commission, and all applicable rules and regulations set forth by USSF, USYSA, and NMYSA.

Section 13: CALL FOR SPECIAL MEETING AND PHONE AND E-MAIL POLL OF THE BOARD

A. The Board shall meet whenever the President deems it necessary, or if he/she is directed to do so by five (5) or more Board Members. Whenever possible, 72 hours advance notice will be provided. Such a special meeting shall be called within one (1) week of the direction by five (5) or more Board Members. The purpose of the meeting shall be conveyed in the notice and no matter except those so specified shall be considered.

B. The President of the Club may authorize a phone poll, or e-mail poll, to be conducted by the Secretary on a specific issue. For matters regarding finances or policy, the members of the Executive Board shall be contacted in a phone or e-mail poll. For all other matter, all members of the Board shall be contacted in a phone or e-mail poll. No phone or e-mail poll shall be valid unless Board Members representing two-thirds (2/3) of the total Board respond. The phone or e-mail poll results must be ratified at the next regularly scheduled meeting. If a Board Member does not have an e-mail account, then that commissioner must be contacted by phone.

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Section 14: RESTRICTIONS ON MEMBERSHIP (AID OF COURTS)

In the matter of protests and/or appeals, no person(s) associated with the operations of this Club at any level (player or team) may invoke the aid of the courts of any state or of the United States without first exhausting all available remedies within the Club, NWRGSL, NMYSA, USYSA, or USSF, including final appeal to the USSF National Council at its' Annual General Meeting.

For violation of this Section, the offending party(ies) shall be liable to New Mexico Sting/NWRGSL/NMYSA/USYSA/USSF for all expenses incurred in defending each court action.

SECTION 15: GOOD STANDING

A. To be in good standing with this Club, the affiliated team must meet all requirements defined in the By-Laws, and the NWRGSL General Procedures and Rules. Failure to comply may result in penalties being levied by the Board on the team(s) involved. Teams must ensure that payments of all fees (registration, transfer, tournament entry, etc) are made by the dates specified, that registration of players is made by dates specified, and that all required forms and procedures are completed by dates specified.

B. Any team without representation for two (2) consecutive regularly scheduled Board meetings shall be deemed not to be in good standing. Such a team shall be given written notice after missing the second meeting and prior to the next regularly scheduled meeting. Continued non-representation may lead to loss of affiliation by the offending team.

C. A team in bad standing loses the following privileges:

1. Teams will not be allowed to participate in league-sponsored tournaments.
2. The team will lose all voting privileges.

D. The good standing of players, coaches, and teams is the subject of the NWRGSL Disciplinary Actions Procedure.

SECTION 16: LOSS OF AFFILIATION

A team may lose its affiliation with this club for violation of NWRGSL, NMYSA, USYSA, or USSF rules and regulations. Such loss of affiliation shall be by a two thirds (2/3) vote of the Board after the offending team receives a minimum of 30 days notice.

Section 17: AUDIT

A. An audit shall be conducted annually within thirty (30) days after the election of the Treasurer whether that is at a regular election or a special election. An audit must be conducted a minimum of one time per year.

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B. Two (2) Club members not authorized to sign checks, shall be appointed by the President with the concurrence of the Board to conduct the audit and report back to the Board.

C. The audit shall include the review of the original bank statements, checks, and deposit slips of all accounts of the Club.

Section 18: FINANCIAL RESPONSIBILITY

A. Liability for Debts

This Club shall neither assume, nor be liable for the debts or the financial responsibilities, either implied or incurred, of any player, coach, team manager, team assistant, club official, league official, state official, or referee from any member team, club, league, or organization.

B. Monies Owed by Teams

1. Inclusion in the report of the Treasurer distributed at a regular Board meeting shall constitute notice of monies owed.
2. Such monies shall be due and payable within ten (10) days of notice.
3. A Team may request a detailed account from the Treasurer of any monies owed at any time.
4. A team may request the Board to review the validity of any monies owed by notifying the President, in writing. That review shall be on the agenda prior to any other agenda items at the next regular meeting of the Board.

Section 19: LIABILITY PROTECTION

All officers of this Club and officials of the clubs, and teams shall be indemnified, held harmless and covered by NWRGSL/NMYSA against personal liability claims while performing acts and duties directly related to activities of this Club.

Section 20: DISSOLUTION

Should this Club be dissolved, all assets remaining after payment of all debts shall be disposed of exclusively for the purposes of this Club in such a manner, or to such organization or organizations organized and operated exclusively for charitable or educational purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (C) (3) of the Internal Revenue Code of 1978 (or the corresponding provision of any future United States Internal Revenue Law), as the Board shall determine. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction in Bernalillo County, exclusively for such purposes or to such organization or organizations as said court shall determine, which are organized and operated exclusively for such purposes.

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Section 21: CHANGES/ADDITIONS TO THE BY-LAWS

Changes shall be made by providing written description of the proposed change(s) submitted to the President thirty (30) days in advance of the date such changes could become effective and seven (7) days in advance of the Board meeting at which the proposed change shall be acted upon. A three-fifths (3/5) vote of the Executive Board is required for the change(s) to be adopted. Any addition shall require a majority vote of the Executive Committee with the same written notification procedures required for changes.

Section 22: RULES OF ORDER

Robert's Rules of Order shall be followed at all meetings of this Club unless otherwise agreed to by the participants.

Section 23: SUSPENSION OF RULES

In an emergency and for the good of soccer, any by-law may be temporarily suspended by a three-fifths (3/5) vote of the Executive Board.

Section 24: MISCELLANEOUS

A. Jurisdiction

Every team shall have jurisdiction over its own internal affairs, except as provided in the Constitution and By-Laws.

B. Reciprocity

This club shall recognize disciplinary actions of NWRGSL and other NMYSA or USYSA affiliated organizations.

C. Unspecified Matters

The Board is fully empowered to decide all matters not specifically provided for in the Constitution and By-Laws of the New Mexico Sting.

SEE NWRGSL GENERAL PROCEDURES AND RULES FOR ADDITIONAL RULES, REGULATIONS, AND PROCEDURES.