



BYLAWS AND STANDING RESOLUTIONS

As officially amended through May 4, 2023
[Final GMM DRAFT \(4c\) 02/29/24](#)

BROKEN ARROW SOCCER CLUB

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BASC Club Mission Statement:

Developing future players in the game of soccer and in life.

Affiliated with:

Oklahoma Soccer Association

United States Youth Soccer Association

United States Soccer Federation

Federation Internationale de Football Association

Table of Contents

BYLAWS 4

ARTICLE I: NAME.....4

 Section 1..... 4

ARTICLE II: PURPOSE.....4

 Section 1..... 4

ARTICLE III: MEMBERS4

 Section 1..... 4

 Section 2..... 5

 Section 3..... 6

 Section 4..... 6

 Section 5..... 6

 Section 6..... 6

ARTICLE IV: OFFICERS.....6

 Section 1..... 6

 Section 2..... 7

 Section 3..... 8

 Section 4..... 8

 Section 5..... 9

 Section 6..... 9

 Section 7..... 9

ARTICLE V: EXECUTIVE BOARD9

 Section 1..... 9

 Section 2..... 9

 Section 3..... 9

 Section 4..... 9

ARTICLE VI: MEMBERSHIP MEETINGS.....10

 Section 1..... 10

 Section 2..... 10

 Section 3..... 10

 Section 4..... 10

 Section 5..... 10

 Section 6..... 10

ARTICLE VII: COMMITTEES10

 Section 1..... 10

 Section 2..... 11

ARTICLE VIII: PARLIAMENTARY AUTHORITY11

 Section 1..... 11

ARTICLE IX: AMENDMENT OF BYLAWS11

 Section 1..... 11

ARTICLE X: NON-PROFIT STATUS – DISSOLUTION11

 Section 1..... 11

STANDING RESOLUTIONS13

SECTION I: REGISTRATION.....13

SECTION II: COACHES and TEAM OFFICIALS15

SECTION III: RECREATIONAL TEAM FORMATION16

SECTION IV: KICKSTART PROGRAM19

SECTION V: AGE GROUP RULES AND POLICIES.....19

SECTION VI: GAMES AND DISCIPLINARY COMMITTEE.....19

SECTION VII: EXECUTIVE BOARD20

SECTION VIII: TOURNAMENTS.....22

SECTION IX: FUNDRAISING22

SECTION X: INDIAN SPRINGS COMPLEX.....22

SECTION XI: CONCESSION STAND23

SECTION XII: COMPETITIVE PROGRAM23

SECTION XIII: ACADEMY26

SECTION XIV: TOPSOCCER PROGRAM27

Appendix – Document History28

Amendments approved 5/4/202328

Amendments approved 3/2/202328

Amendments approved 11/3/202228

Amendments approved 9/1/202232

Amendments approved 3/3/202233

Amendments approved 11/4/202133

Amendments approved 9/27/202136

Amendments approved 5/6/202136

Amendments approved 5/7/202036

Amendments approved 4/16/202037

Amendments approved 11/7/201937

BYLAWS

ARTICLE I: NAME

Section 1

- A. The name of this organization shall be the Broken Arrow Soccer Club, Incorporated. ~~(It, hereinafter referred to as the BASC).~~ The Competitive Program of the BASC shall be the BA Express, hereinafter referred to as Express.

Commented [SW1]: Adds BA Express to the nomenclature of the Club.

ARTICLE II: PURPOSE

Section 1

- A. The purpose for which this organization is formed is to further and promote the progressive development of the sport of soccer through organization, training and education; to organize a soccer team or teams to compete and participate in soccer; to promote the progressive development of the sport of soccer through the establishment and development of youth programs; to receive gifts, legacies, and donations from and source, to be used solely to promote the health, welfare and recreation of the BASC membership through the organization of this corporation for the development of the sport of soccer.

ARTICLE III: MEMBERS

Section 1

- A. Membership in the BASC shall be open to players, parents and/or guardians of players, coaches, and referees within the jurisdiction of the BASC meeting the requirements herein.

Commented [SW2]: Jurisdiction of the BASC is vague and undefined. Revising to "meeting.." clarifies.

1. In order to become a member of BASC, a player must be a registered player through BASC. Recreational Program players and their parents, or legal guardians, shall be admitted to membership in the BASC upon club acceptance of a properly completed recreational player registration form and payment of the registration fee as established by the BASC. Membership shall expire at the close of the Normal Registration Period, as defined in the club rules, for the start of the following season if the player has not been re-registered or upon the withdrawal or removal of the player from the club.

Commented [SW3]: Defines recreational player registration as qualification for membership.

2. Recreational players and their parents, or legal guardians, who transition to Express while a member of the BASC shall retain their right to BASC membership so long as they remain continuously registered with Express each for at least one season, Fall or Spring, per year prior to the close of the Normal Registration Period start of the season. Such members shall be known as Legacy members of the BASC.

Commented [SW4]: The period of valid membership needs to have a specific beginning and end.

Commented [SW5]: Defines rec players transitioned to Express as qualified for membership.

1. Legacy players and their parents or legal guardians who have maintained their right to BASC membership shall be admitted to membership in the BASC upon acceptance by Express of a properly completed player registration form and payment of the registration fee as established by the BASC. Membership shall expire at the start of the following season if the player has not been re-registered or upon withdrawal or removal of the player from Express.
2. In order to become a member of BASC, parents and/or guardians of registered player or players through BASC.
3. In order to become a member of BASC, a Coach must be assigned to a team roster in either the Team Head Coach or Assistant Coach role, and also must be current with all applicable "requirements." Recreational team Coaches shall be admitted to membership in the BASC upon club

acceptance of a properly completed coach registration form, a current approved background check, all other required qualifications and, official assignment to a team in the role of team Head or Assistant Coach. Membership shall expire at the close of the Normal Registration Period, as defined in the club rules, for the start of the following season if the coach has not re-registered and fulfilled all requirements or upon the resignation or removal of the coach from the club.

4. Coaches who transition to Express while a member of the BASC shall retain their right to membership so long as they remain continuously registered and meet the same requirements as above with Express each for at least one season, Fall or Spring, per year prior to the close of the Normal Registration start of the season. Such members shall be known as Legacy members of the BASC.

- Legacy coaches who have maintained their right to BASC membership shall be admitted to membership in the BASC upon acceptance by Express of a properly completed coach registration form, a current approved background check, all other required qualifications, and official assignment to a team in the role of team Head or Assistant Coach. Membership shall expire at the start of the following season if the coach has not re-registered and fulfilled all requirements or upon the resignation or removal of the coach from Express.

5. A roll of Legacy members shall be continuously maintained by Express and the BASC General Manager and shall be reported to the Secretary at each meeting of the membership. The roll shall note which persons have maintained their right to BASC membership and those who have active BASC membership at the time.

6. Membership in the BASC is not extended to Express Competitive or Academy players, their parents and/or legal guardians, nor coaches who do not transition from the recreational program as an active member of the BASC.

- 3-7. In order to become a member of BASC, Referees shall be admitted to membership in the BASC upon a Referee must complete receipt by the BASC of a written application for membership and written verification from the BASC Area Referee that twenty-five (25) BASC matches within two consecutive seasons have been officiated by the applying Referee, apply for membership, and the BASC Area Referee must verify all matches. Once the Area Referee verifies matches and application, they will send a letter/email to the Referee and the BASC General Manager. Membership shall expire 365 days from the date of admittance to the membership. At that point the Referee will be a member for a rolling year, or 365 days.

- B. If membership in the BASC is denied the Member, or potential Member, may appeal to has been denied, their appeal will be heard by the BASC Executive Board.

Section 2

- A. Players and parents and guardians of players shall be admitted to membership in the club upon acceptance, by the club, of a properly completed registration form and payment of the player's individual registration fee as established by the Oklahoma Soccer Association (hereinafter referred to as OSA) and the BASC. Coaches shall be admitted to membership in the club upon the acceptance, by the club, of properly completed coach's registration form, current approved background check and have been officially assigned to a team. Membership duration shall be from the date of registration for the following season.

Commented [SW6]: Similarly coaches qualify as above.

Commented [SW7]: In order to identify Legacy members a valid roll must be continuously maintained.

Commented [SW8]: Specifically rules out membership for those registered with Express that are not Legacy members.

Commented [SW9]: Clarifies Referee membership process and the membership period.

Commented [SW10]: This section replaced by the amendments to Section 1.

Section 32

- A. Other interested parties may be admitted to the club as an "Honorary Member" upon acceptance by the Executive Board with the concurrence of the General Membership. Honorary Members shall be eligible to attend and participate in membership meetings but shall not be eligible to vote in such meetings and ~~shall will not be eligible to participate for election as an officer on the BASC Executive Board of the club.~~

Commented [SW11]: Clarifies the clause, officers of the club are elected and honorary members are not eligible to be elected as such.

Section 43

- A. Certain long-term members who have been a member of the Broken Arrow Soccer Club for at least twenty (20) years and who have served the organization as an officer, coach or referee may be recognized as Member Emeritus and have membership for life without qualification. The Executive Board shall retain the right to make special provisions for certain individuals deserving of this designation. The Executive Board, with the concurrence of the General Membership, will identify, approve, and appropriately recognize those individuals who have long served the Broken Arrow Soccer Club.

Section 54

- A. ~~Membership in the BASC may be revoked by a 9/10 vote of the sitting members of the Executive Board for activities in violation of the BASC Code of Conduct or the SafeSport Code, or for other actions deemed unbecoming a member or hostile to the club.~~
- B. ~~If membership is revoked, the member may appeal to the General Membership of the Club at the next general membership meeting.~~

Commented [SW12]: As amended 2/29/24 from 2/3 vote

- ~~A-C.~~ General membership voting is restricted to ~~members of the BASC members~~ 16 years of age and older.

Commented [SW13]: Added section to allow for membership to be revoked for cause.

Commented [SW14]: Clarifies the clause specifying voting members of the BASC.

Section 6

- A. ~~BASC General Membership is not extended to the Competitive Program or Academy players, coaches, or parents/guardians associated with teams formed via tryouts or who transition from another Competitive Club to the BASC Competitive Program. Players, coaches, or parent/guardians of BASC Recreational teams who transition to the Competitive Program retain their Membership status pursuant to the applicable club guidance regarding Membership qualification.~~
- B. ~~Competitive or Academy players and parents or guardians of players shall be admitted to membership in the BASC Competitive Program upon acceptance, by the club, of a properly completed registration form and payment of the player's individual registration fee as established by the sanctioning body and the BASC. Coaches shall be admitted to membership in the club upon the acceptance, by the club, of properly completed coach's registration form, current approved background check, and any other BASC requirements that need to be met, as well as have been officially assigned to a team. Membership duration shall be from the date of registration for the following season. Members 16 years of age and older are allowed to vote in regular or special Competitive Program membership meeting.~~
- C. ~~A member of the Competitive Program or Academy is not eligible to vote in a BASC General Membership Meeting or BASC Special Membership Meeting.~~

Commented [SW15]: This section no longer necessary with the amendments to Section 1 and the revision of the intent of the BLs/SRs to not grant membership to non-legacy registrants of Express.

ARTICLE IV: OFFICERS

Section 1

- A. The officers of the BASC shall be a President, First Vice-President, Second Vice-President, Third Vice-President, Secretary, Treasurer, Registrar, Head Coach, Games Commissioner, and Area Referee. ~~Additionally, the officers of Express, shall be a Director, Secretary, Treasurer, Registrar, Director of Coaching and Games Commissioner.~~ These officers shall perform the duties prescribed by these Bylaws and the parliamentary authority adopted by this club. These officers are required, prior to serving their term, to complete and pass a Volunteer Disclosure Form/background check.

Commented [SW16]: Amends the section to include Express officers as officers of the club.

Section 2

- A. The **President** shall (a) preside at all meetings of the BASC, (b) represent the Club at all meetings (OSA, USYS, etc.), (c) serve as the Club's liaison with the City of Broken Arrow and other outside organizations with whom the Club has contact, and (d) oversee the activities of the other officers to ensure they are properly fulfilling their duties and that the day-to-day activities of the Club are properly being maintained. He shall appoint the members of all committees except the Nominating Committee, Appeals and Disciplinary Committee and Registration Committee. The President shall be an ex-officio member of all committees except the Nominating and Registration Committee.
- B. The **First Vice-President** shall (a) act as Chairman of the Tournament Committee (which has responsibility for planning, organizing, and operating all Club sponsored tournaments, as well as oversight of any outside tournaments held at Club facilities), (b) act as Chairman of the Awards Committee (which shall have responsibility for recognizing and presenting awards to all league champions at the end of each season), and (c) in the absence of the President, act with the same power and authority.
- C. The **Second Vice-President** shall be responsible for the care, maintenance, and operation of the Indian Springs Soccer Complex in conjunction with the City of Broken Arrow Parks Dept. for all BASC League and Tournament games and shall serve as Chairman of the Field Closure Committee.
- D. The **Third Vice-President** shall be responsible for coordinating the care of the club practice fields and the scheduling of practice fields for the Recreational Teams. The Third Vice- President will also be responsible for the acquisition of practice sites for BASC Club use.
- E. The **Secretary** shall (a) record and maintain the minutes of the BASC, (b) give notice of meetings, and (c) publish and mail (or otherwise deliver) to the membership newsletters of the Club.
- F. The **Treasurer** shall (a) receive, disburse, and account for all the funds of the BASC, which shall be kept in a bank or banks designated by the Executive Board of the BASC, (b) prepare a financial statement for presentation to the Executive Board and membership at each of their regularly scheduled meetings, and (c) prepare such other tax or financial reports as may from time-to-time be required.
- G. The **Registrar** shall serve as the Chairman of the Registration Committee and is charged with the responsibility of fulfilling the requirements of OSA and the BASC in registering individual players and assigning such players to teams.
- H. The **Head Coach** (sometimes referred to herein as the Club Head Coach) shall have the responsibility of recruiting, training, and registering all BASC coaches and shall represent these coaches at meetings.
- I. The **Games Commissioner** will oversee the Games Scheduler position (if not one and the same) and shall have the responsibility of (a) forming schedules of games to be played each season, (b) forming leagues where necessary for purposes of keeping games competitive, (c) assigning fields for play, (d) serving as Chairman of the Games Appeals and Disciplinary Committee, and (e) maintaining league standings during the season.
- J. The **Area Referee** shall have the responsibility of recruiting, training, and registering all referees in the BASC Referee Unit and shall represent all referees in meetings. The Area Referee shall oversee and work with the BASC Referee Assignor to insure referee advancement (if not one and the same).
- K. The Express Director shall (a) preside at all meetings of the Express Officers, (b) represent Express at all meetings (BASC, OSA, USYS, etc.), (c) serve as the Express liaison with other outside organizations, (d) oversee the activities of the other Express officers to ensure they are properly fulfilling their duties and that the day-to-day activities of Express are properly being maintained. The Director shall appoint the members of all Express committees and shall be an ex-officio member of all Express committees. The Express Director shall attend the BASC Executive Board monthly meetings and provide a report on current Express financials, the minutes of the Express Officers previous meeting(s), projects, issues, and general direction of the program. If the Director is unable to attend, another Express Officer shall attend in the Director's place.
- L. The Express Secretary shall (a) record and maintain the minutes of the Express Officer's meetings, (b) give notice

Commented [SW17]: Amend to "Games and..." as this is the common title of such committees.

Commented [SW18]: K. thru P. add the offices and duties of Express to the Section.

of such meetings, and (c) publish news and notices to the program participants.

M. The Express Treasurer shall (a) receive, disburse, and account for all the funds of the BASC Express, which shall be kept in a bank or banks designated by the Executive Board of the BASC, (b) prepare a financial statements for presentation to the Executive Board, Express Officers and the BASC membership at each of their regularly scheduled meetings, and (c) prepare such other tax or financial reports as may from time-to-time be required.

N. The Express Registrar is charged with the responsibility of fulfilling the requirements of sanctioning organizations and the BASC in registering individual competitive and academy players and assigning such players to teams.

O. The Express Director of Coaching shall have the responsibility of recruiting, training, and registering all BASC Express team coaches and shall represent these coaches at meetings.

J-P. The Express Games Commissioner shall have the responsibility of (a) forming schedules and assignments of field use at ISSC and/or other locations for the purpose of training as well as maintaining records and payments of such use, as well as representing Express with regards to league applications, league bracketing and promotions/relegations, and Express managed leagues or competitions.

Commented [SW19]: Note that ISSC game scheduling is managed by the BASC Games Commissioner. G&D is handled either by BASC G&D or respective League G&D committees.

Section 3

A. The terms of office for Express Director and Express Registrar shall begin on April 1st. The terms of office for President, 1st Vice-President, 2nd Vice-President, ~~and~~ Area Referee, Express Secretary and Express Treasurer shall begin on June 1st. The terms of office for 3rd Vice President and Secretary shall begin on October 1st. The terms of office for Treasurer, Registrar, Games Commissioner, ~~and~~ Head Coach, Express Director of Coaching, and Express Games Commissioner shall begin on December 1st. All terms of office shall begin following the general membership meeting at which they were elected.

Commented [SW20]: Adds the terms of office and timing of the Express Officers.

B. At the regular membership meetings in March, May, ~~and~~ September, and November, a Nominating Committee shall be elected by the membership. The committee shall consist of at least three members, and not more than five. The chairman shall be selected by the President of the BASC from those elected to the committee. It shall be the duty of the committee to nominate candidates for the offices open to election and it shall notify the voting membership of its nominees seven days prior to the meeting in which elections will be held.

Commented [SW21]: Adds Nov Nominating Committee needed for March election of Express Officers.

C. Prior to the election of officers, nominations must be received by the close of business of the BASC office 10 days before the scheduled membership meeting in which they will be voted on. Nominations from the floor of a general membership meeting may be made with the approval of a majority of members present. Election for any office with more than one nominee shall be by ballot. Votes shall be counted by the Secretary of the BASC Board, with assistance from two club members who are selected from those present by the presiding officer. All marked ballots shall be retained by the Secretary and destroyed after the close of the meeting.

Commented [SW22]: Clarifies the clause adding for the possibility of nominations from the floor. This has been generally accepted in the past but not formally part of the BLs.

D. The officers of this club shall be elected to serve a one-year term, or until their successors are elected, with the following exceptions:

1. ~~Elect~~ each May a First Vice-President to serve a two-year term, or until a successor is elected. The first year shall be served as First Vice-President and the second year as President. Should the President or First Vice President resign, a special election will be held to elect a new First Vice-President, who shall serve only until the next regular election of a First Vice-President.

- ~~D-2.~~ Elect every other May an Express Director to serve a two-year term, or until a successor is elected.

Commented [SW23]: Adds a clause for the exception of the term of Express Director.

E. The First Vice-President, who assumes the office of President due to resignation of that officer, shall hold the office of President for the remainder of that term and then serve the one-year term as President for which he was originally elected.

Section 4

A. No member shall hold more than one office at a time.

Section 5

- A. Except as described in Article IV, Section 3, vacancies in office shall be filled through appointment by the Executive Board until an election at the next regular General Membership meeting shall fill the office.

Section 6

- A. ~~Any Officer/Board member who has that has at least three (3) or more~~ absences from regularly scheduled ~~board~~ meetings during their term in office, ~~violates the BASC code of conduct, exhibits dereliction of duties, or willfully and knowingly violates the BASC Bylaws or Standing Resolutions shall may be removed from office/resign their Board position if asked to do so~~ by a unanimous vote of the ~~remaining Executive Board members, excluding the subject officer if a member of the Executive Board.~~

Commented [SW24]: Combines wording utilized in the Competitive Program SRs with the existing clause. Adds clarity and additional reasons to remove any officer of the club.

Section 7

- A. No officer of the Club may be a board member, officer, owner, paid employee, or manager of another soccer club or competing entity.
- B. To be eligible for President, the candidate must have served at least one (1) full term on the Board and be a current member of the Club.
- C. To be eligible for First Vice-President, the candidate must be a current member and have either served at least one (1) full term on the Board or have been a member of the Club for 3 years.

Commented [SW25]: Adds officer of another club or entity as restricted. A person could be an officer of another club and not be a board member of that club.

- ~~D. To be eligible for All other Non-Express Officer positions, the candidate must be a current may be held by any eligible voting member of the Club.~~

Commented [SW26]: Amended to match the language in B. and C.

- ~~E. To be eligible for all Express Officer positions a candidate must be a current member of the Club or a registered Express player, a parent or legal guardian of a registered Express player, or a registered coach of an Express team.~~

Commented [SW27]: Adds a clause specifying additional qualifying criteria applicable only to Express Officers. This is needed since if it not specified then only BASC members and Legacy members could be Express Officers.

- ~~D.F. Any officer who becomes ineligible to serve during their term shall be summarily removed from office.~~

Commented [SW28]: Adds a clause specifying if an officer no longer qualifies to be an officer they are to be removed.

- ~~E. Honorary members are not eligible to serve on the Board.~~

Commented [SW28]: Adds a clause specifying if an officer no longer qualifies to be an officer they are to be removed.

Commented [SW29]: Redundant to Art III Sec. 2 A.

ARTICLE V: EXECUTIVE BOARD

Section 1

- A. The Officers of the BASC not including Express Officers shall constitute the Executive Board.

Commented [SW30]: Excludes Express Officers from the Executive Board.

Section 2

- A. The Executive Board shall have general supervision of the affairs of the BASC between its business meetings, fix the hour and place of meetings, make recommendations to the club, and shall perform such other duties as are specified in these bylaws. The Board shall be subject to the orders of the Membership and none of its acts shall conflict with actions taken by the members. ~~The Officers of the BASC shall constitute the Executive Board.~~

Commented [SW31]: Redundant to Section 1

Section 3

- A. Meetings of the Board shall be held a minimum of once a month at a time and place specified by the President. Special meetings of the Board may be called by the BASC President or at the request of four members of the Executive Board of the BASC.

1. The Board, including its committees, is authorized to conduct business, partly or completely, by electronic or conventional means outside of a regular or special meeting provided that all members have access to the information exchanged and any discussion, motions, or votes. Reports of the Board shall contain the minutes of such meetings. The procedure set forth and agreed upon by the Board for such actions shall be complied with.

Section 4

- A. Decisions of the Executive Board of the Broken Arrow Soccer Club may be appealed to the OSA, then to the United States Youth Soccer Association, as appropriate, following their procedures and policies as outlined in the USYSA Official Administrative Rulebook.

ARTICLE VI: MEMBERSHIP MEETINGS

Section 1

- A. The regular meetings of the BASC shall be held on the first Thursday of September, November, March, and May, unless otherwise ordered by the Executive Board of the BASC.

Section 2

- A. The regular meeting on the first Thursday in May shall be known as the Annual meeting and shall be for the purpose of electing officers, receiving reports of committees and officers and for other business that may arise.

Section 3

- A. At the November Membership meeting a presentation of the Annual Budget for the following year will be presented by the Board for approval by the membership.

Section 4

- A. Special Membership meetings may be called by the President or four members of the Executive Board. The purpose of the meeting shall be stated in the call and at least seven days' notice shall be given.

Section 5

- A. When approved by a 2/3 vote of the Executive Board members present, any single Executive Board meeting or portion of that meeting may be closed to the public, including members of the club, but only when the Board is considering review of team rosters or personal hearings concerning coaches or players. Attendance at these closed meetings shall be restricted to the Executive Board members and those requested to attend by the Executive Board.

Section 6

- A. All BASC recreational and competitive teams will not be allowed to practice, scrimmage, or play a game during a General Membership meeting, so all members will be allowed to attend such meeting.

ARTICLE VII: COMMITTEES

Section 1

- A. Each June a Registration Committee composed of the Registrar, who shall serve as Chair, and at least four three other members of the Club shall be appointed by the Registrar with the concurrence of the Executive Board. This committee shall register all eligible players in the BASC, shall assign said players to teams, and shall fulfill the registration requirements of the OSA and the BASC as detailed in the rules of the Club. No officer of the BASC, with the exception of except for the Registrar, shall serve on this committee.
- B. Each June a Games and Disciplinary Committee composed of the Games Commissioner, who shall serve as Chair, and at least three members of the Club shall be appointed by the Games Commissioner with the concurrence of the Executive Board. This committee shall be responsible for match determinations and disciplinary actions as detailed in the rules of the Club. No officer of the BASC, except for the Games Commissioner, shall serve on this committee.
- C. Each June a Field Closure Committee composed of the Second Vice President, who shall serve as Chair, and at least three members of the Club shall be appointed by Second Vice President with the concurrence of the Executive Board. This committee shall be responsible for the closure of BASC facilities as detailed in the rules of the Club. No officer of the BASC, except for the Second Vice President, shall serve on this committee.

Commented [SW32]: Revised all committees to chair + 3 members.

Commented [SW33]: Specifies when the committee is formed, committee members must be members of the club, and rules of the club apply.

Commented [SW34]: Adds standing G&D committee formally. Currently only defined in SRs.

Commented [SW35]: Adds Field Closure Committee formally. Currently only defined in SRs.

D. Each June a Coach Committee composed of the Head Coach, who shall serve as Chair, and at least three members of the Club shall be appointed by Head Coach with the concurrence of the Executive Board. This committee shall be responsible for recruiting coaches for recreational teams. No officer of the BASC, except for the Second Vice President, shall serve on this committee.

Commented [SW36]: Adds Field Closure Committee formally. Currently only defined in SRs.

A-E. Each June an Express Committee, to be known as the Express Leadership Team, composed of the Express Officers, and other persons recommended by the Express Director shall be appointed by the President with the concurrence of the Executive Board. This committee shall be responsible for conducting the business of Express, managing the Competitive and Academy Programs, and reporting such to the Executive Board at each monthly meeting. The Express Director shall chair the committee.

Commented [SW37]: Adds the Express Committee (replacing the Competitive Board in the SRs.)

Section 2

A. Such Committees, special or standing, shall be appointed by the President as he may, from time to time, deem necessary to carry on the duties of the club. Members of such committees shall be approved by the Executive Board. Active committees shall provide reports to the Executive Board at each monthly meeting.

Commented [SW38]: Generalizes Committees rather than referring to Committees already mentioned.

Commented [SW39]: Adds reporting requirements.

ARTICLE VIII: PARLIAMENTARY AUTHORITY

Section 1

A. The rules of the current edition of Robert's Rules of Order, Newly Revised, shall govern the club in all cases in which they are applicable and in which they are not inconsistent with these Bylaws, the bylaws of OSA and any special rules the club may adopt.

ARTICLE IX: AMENDMENT OF BYLAWS

Section 1

A. These Bylaws can be amended at any regular meeting of the club by a 2/3 vote of the membership present and voting, provided that the amendment has been submitted at the previous regular meeting or a special meeting called not less than two weeks prior to the regular meeting.

ARTICLE X: NON-PROFIT STATUS – DISSOLUTION

Section 1

- A. This Corporation is not organized for pecuniary profit, nor shall it have any power to issue certificates of stock or declare dividends, and no part of its net earnings shall inure to the benefit of any member, director, trustee, or individual. The balance if any, of all money received by the Corporation from its operation, after payment in full of all debts and obligations of the Corporation of whatsoever kind and nature, shall be used and distributed exclusively for carrying out only the purpose or purposes of the corporation, as more particularly set forth herein above. Upon the dissolution of the Corporation, the Board of Trustees shall, after paying or making provisions for the payment of all liabilities of the corporation in such a manner, or to such organizations organized and operated exclusively for charitable or educational purposes as shall at the time qualify as an exempt organization under Section 501(c) (3) of the Internal Revenue Law, as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by the District Court of the County in which the principal office of the Corporation is then located, exclusively for such purposes or to such organizations as said court shall determine which are organized and operated exclusively for such purposes, provided further that in no event shall any of the Corporation's assets or property, in the event of its dissolution, go to or be distributed to any Trustee, Member, or Individual, either for the reimbursement of any sums subscribed, donated or contributed by such Trustee, Member, or Individual, or for any other purpose.
- B. Dissolution of the organization must be approved by 75% of the voting membership present. Notice of the

meeting and intent to dissolve the organization must be provided to membership 30 days prior to the meeting date and a follow up notice is to be provided between 7 and 10 days prior to the meeting.

STANDING RESOLUTIONS

These Standing Resolutions have been enacted by the Broken Arrow Soccer Club. They are rules for the BASC only. OSA Policies will apply in all cases unless specifically addressed by the BASC in these resolutions.

SECTION I: REGISTRATION

~~A.~~ The Registrar shall appoint five age group registrars to act as his representatives in assigning players to teams. The appointments shall be approved by the Executive Board. Age group registrars may not serve in the age groups where they have children. It shall be the primary responsibility of the age group registrars to assist in registration and coordinate work groups to form teams based on the direction of the club Registrar. The Registrar shall have the power to overrule decisions of age group registrars.

Commented [SW40]: Section no longer needed as it is addressed in the Bylaws under committees.

~~B-A.~~ The Registrar shall be allowed flexibility to structure age groups for assistant registrars as he sees fit to avoid conflict of interest.

~~C-B.~~ The registration fees of the BASC shall be as follows:

~~1. Recreational Leagues KICKSTART through U19 (paid on a seasonal basis): \$95.~~

Commented [SW41]: Deleted as redundant to the revised next section.

~~2-1.~~ Registration fees for the Recreational League and KICKSTART players through U19 shall be \$95 (paid on a seasonal basis) and listed above are applicable for the normal registration period.

a. The Normal Registration Period shall be defined as the period of time from the beginning of registration until 87 weeks prior to the first game of the season as designated in Section III B. 2, hereafter called the Normal Registration Period.

Commented [SW42]: Revised to 7 due to change in OSA schedule.

b. The Late Registration Period shall be defined as the day following the Normal Registration Period, hereafter called the Late Registration Period.

~~c.~~ Those registering for the Recreational league during the Late Registration Period shall have registration fees that are \$20.00 higher than those fees listed above, with the exception of except for registration fees for the KICKSTART Program.

~~d.~~ Following the first game of the season the Registrar shall have the option of adjusting Recreational and KICKSTART registration fees by an amount prorated in correlation to the number of weeks remaining in the season.

~~2.~~ Registration fees for the TopSoccer program shall be proposed by the Treasurer and approved by the Executive Board on a seasonal basis based upon funding sources and the costs of the program as expressed in Section XIV. The intent of the Club is to maintain the program with minimal or no registration fees.

Commented [SW43]: Added to clarify TopSoccer fees

~~3.~~ Registration Fees for Express Competitive Program and Express Academy shall be:

a. Express Competitive: \$250 per seasonal year.

b. Express Academy Program shall be \$210 per seasonal year.

c. The Express Committee shall have the authority to vary the Competitive and Academy fees by 25% annually based upon funding sources and costs without approval of the membership.

~~e-d.~~ Following the first game of the season the Express Registrar shall have the option of adjusting the Competitive or Academy registration fees by an amount prorated in correlation to the number of weeks remaining in the season.

Commented [SW44]: Added to specify Express reg fees and authority of Express to vary the fees by 25% without having to go back to membership for approval

~~3-4.~~ For the benefit of the members all registration period dates shall be posted on the website at

least 30 days prior to the Normal Registration Period.

4. ~~Following the first game of the season the Registrar shall have the option of adjusting the registration fee by an amount prorated in correlation to the number of weeks remaining in the season.~~

Commented [SW45]: Moved to 1. d. above

D.C. No refunds of registration fees will be allowed after players are registered with Broken Arrow Soccer Club or Express except in cases of financial hardship, medical reasons, a move by the player to an area away from the Club's location, or failure of the club to place a player on a BASC or Express team roster.

Commented [SW46]: Added Express here to cover Express registrations as well.

1. Such refunds will be in the amount of one-half (½) of the registration fee paid; except in the case of failure of the Club to place a player on a BASC or Express team roster which shall constitute a full refund and must be approved by the Club's Registrar or Express Registrar, as appropriate.
2. No refunds shall be granted after the first regular season game.
 - a. Exceptions to this policy, including the amount of the refund, may be approved by the Registrar or Express Registrar, as appropriate. on a case-by-case basis.
 - b. Such exceptions shall be reported to the Executive Board weekly and are subject to being overruled; accordingly, refunds approved in exception to this policy shall not be processed for a period of seven days from the date of report to the Executive Board allowing time for review and inquiry.

SECTION II: RECREATIONAL COACHES and TEAM OFFICIALS

~~A.~~ The Head Coach shall appoint at least five individuals to act as his representatives in assigning coaches to teams. The appointments shall be approved by the Executive Board. The Head Coach shall have the power to overrule any decisions of the age group assistants.

Commented [SW47]: Added "RECREATIONAL" to identify section as only applying to Rec. Express will develop their own Policy/Guidelines.

~~B.A.~~ The BASC will reimburse one-half (½) the fees for all member coaches who successfully complete a national license course. The BASC will reimburse one-half (½) the fees for all member coaches who successfully complete a US Soccer D license, or a portion of the fees for a higher license course. The member coach must receive written approval from the BASC Head Coach prior to registering for the course to qualify for reimbursement. Approval of the request and the amount reimbursed shall be at the sole discretion of the BASC Head Coach. Reimbursement shall only be made after the coach has submitted proof of successful course completion and subsequently served as a recreational head coach with the BASC for two seasons.

Commented [SW48]: Section no longer needed as it is addressed in the Bylaws under committees.

~~B.B.~~ The BASC will reimburse the fees for all member coaches who successfully complete the "D", "E", "Mod I", "Mod II" or other State Coaching license clinics. The BASC will reimburse the fees for all member coaches who successfully complete any entry level USYS, US Soccer Grassroots, or pre-approved coaching course. Proof of successful course completion must accompany a written request for reimbursement submitted to the BASC Head Coach.

Commented [SW49]: Redundant to next sentence, also removes specific licenses which may be outdated.

~~D.C.~~ Any reimbursements that are to be presented to the Broken Arrow Soccer Club must be submitted **no later than 90 days** from the date of expense.

~~E.D.~~ Each BASC member registered and acting as the head coach of a BASC recreational team shall be granted voucher(s) for one half (1/2) of the amount of the current normal registration fee for one recreational player following each season of service. The member may use the voucher(s) towards the registration of any player(s) of their choosing for the subsequent season.

~~F.E.~~ Each Coach, Assistant Coach and/or other Team Official(s) (i.e., managers/trainers) shall register with the BASC Registrar via electronic means, a minimum of five business days prior to the first team activity in which they intend to participate. Registration shall include the submission of a volunteer disclosure form to facilitate a personal background check of the registrant which shall be renewed on an annual basis, or other term as determined by the Executive Board. No coach or team official shall participate in team activities until an approved background check is received and have been officially added to a team by the club. It shall be the responsibility of the team's head coach to ensure that no adult be permitted to officially participate in the management or coaching of players without complying with the above registration requirements. Enrollment in seasonal club programs (i.e., BASC Spring 20xx Recreational) by each coach and/or team official may also be required each season to facilitate documentation within the electronic enrollment program. Failure to comply with this section shall result in cessation of team activities and disciplinary action as described in sections F and G.

~~G.F.~~ Recreational coaches and/or team officials may be suspended for a period of no more than 14 days at any time, which may include *all* soccer related activities, by a vote of the BASC Games and Disciplinary Committee. Suspension can be for reasons of discipline or pending a hearing to remove the Coach or team official. A suspended coach or team official shall receive written notice within 24 hours of such dismissal and the reason thereof. If a removal hearing is to take place, the notice shall include the place, time, and date for such hearing, as well as a list of the reasons for the proposed removal.

~~H.G.~~ Recreational coaches and/or team officials may be removed at any time by a vote of the BASC Executive Board. Removal of a coach or team official may occur only after the subject has been provided an opportunity to meet with the Executive Board and hear the reasons presented for such dismissal and respond by personal testimony, witnesses, and other evidentiary material. Written notice of such hearing shall be provided to the subject at least 72 hours in advance of the hearing and shall include a list of the reasons for the proposed removal. Following removal, each family on the team shall receive written notice of the removal and the name of the permanent or interim replacement coach or team official.

H. Recreational soccer coaches may either appoint or allow a Team Manager to be selected from the parents of the team. Team managers are responsible for performing the administrative duties associated with the team, including registration, finances, coordinating volunteers and communications. In the event a Team Manager is not named the team's head coach shall assume the role. A current list of all Coaches and Team Managers will be maintained electronically and/or on file at the soccer office.

H. The BASC Executive Board will select Director(s) for the KICKSTART program. Each position will require a State D or a State Youth License. The Director of each program will obtain at least 4 volunteers to assist in training sessions. This will allow for a rotation of assistants and fluctuation of schedule. The assistant should have a minimum of Module 1 or In- House training. Each Director will follow the rules and requirements for their respective programs as set forth in the BASC Bylaws and Standing Resolutions.-

SECTION III: RECREATIONAL TEAM FORMATION

A. Team Formation Policies

1. BASC recreational teams will be formed each season in accordance with the Broken Arrow Soccer Club Recreation Team Formation Policy that is on file on the BASC website.
2. Age group specific regulations, roster sizes and other Club specified rules shall conform to OSA guidelines unless otherwise specified in this document.

B. Team Formation Procedures

1. Registration - Registration of players with BASC is handled with total electronic registration via the internet. (See the BASC Website). Only the BASC Registrar or their designate shall register BASC players with the OSA.
 - a. Proof of Age
 - i. Proof of age shall consist of a birth certificate or birth registration issued and certified by the appropriate U.S. federal, state, or county government agency. Acceptable alternate forms of proof of age are driver's license, passport, alien registration card issued by the U.S. Immigration and Naturalization Service attesting to age, or a certification of an American citizen born abroad issued by the appropriate government agency. Hospital, baptismal or religious certificates shall not be accepted.
 - ii. Regardless of form the original certified document must be presented to and reviewed by BASC staff confirming the certified date of birth as submitted on the player's registration by either text or emailed picture or presented in person at the BASC office during business hours.
 - iii. The Club Registrar shall have the option of requesting the document be presented in person if there is any reason to question the authenticity of the document or the electronic scan thereof.
 - iv. For registrations completed prior to the late registration period deadline, as defined in Section I, C., players not previously having proof of age verified by the Club shall submit such proof of age prior to team formations. Players not having proof of age verified will not be permanently assigned to a team until the requirement is fulfilled. If the requirement is not fulfilled within five days of team formations the player's registration shall be revoked without refund (as noted below in section vi.) unless other arrangements are agreed upon by the club Registrar.
 - v. For registrations completed following the late registration deadline, birth certificate must be presented within 5 days of registration. If the documentation has not been submitted for review by the club at the conclusion of such term, the

player shall be removed from the roster and the registration revoked without refund.

- vi. The Club shall make every effort to communicate failure of a registrant to comply with the policy. The Club's efforts shall include at least two email communications to the contact(s) listed on the registration and one contact either in person or via phone with the listed parent/guardian a minimum of five days prior to revoking the player's registration.
 - vii. A list of players having proof of age verified by the Club shall be maintained electronically.
2. Formation - Formation of teams shall be formed in accordance with Section III, A. above on a date determined by the club. No registrant shall be eligible for league play until the player is added to an official BASC roster.
- a. Formation of teams may be accomplished manually by the registrar and by assistant registrars, or by computer methods.
 - b. When teams have been formed, the Head Coach shall approve appointment of all coaches and assistant coaches.
 - c. No assistant coach can be assigned to a team if the birth date of the assistant coach's child will cause the team to be formed in violation of the BASC team formation guidelines.
 - d. A team's head coach and/or assistant coach may designate one child to coach in lieu of his own. He may not designate another child so long as the designated child remains on the team.
3. Approval - It shall be the responsibility of the Executive Board to assure that teams have been formed according to the established guidelines and cannot consider requests for special exceptions to the guidelines during this review.
- a. The Board may, at its discretion, form committees to review separate age classes. If the Board elects to form committees, no Board member may review an age class in which he/she is a coach or assistant coach. The Board may also at its discretion appoint by majority vote former Board members nominated by the Registrar to serve on review committees. Former Board members shall be subject to the same limitations as current Board members and shall not be members of the registration committee. Board or committee review shall be conducted in a closed session with the registrar and/or assistant registrars present.
 - b. The Registrar shall provide to the Board at least the following information: team rosters, players' names, players' section codes or players' address, previous team, birth year, seasons played, and any additional information specifically requested.
 - c. It is the intent of this Board review only to ensure compliance with the established guidelines and not to substitute the Board Member's opinions for the Registration Committee's judgment as to the definition of neighborhoods or other judgmental factors. If upon completion of the review the Board takes no action, the roster shall be considered approved. The Board may reject by majority vote an entire age class and require the Registrar to resubmit that class. The Board may not order specific changes.
4. Late Registrants - Registrations during the late registration period shall be placed on teams in order of the date registered, adhering as closely as possible to the policies and limits outlined in Section III, A. above. If all the teams in an age class are at the size limits set forth in Section III, A., I., or as otherwise governed by Sections V, VI, and/or VII, the Registrar shall decline to accept a new registration. In such cases, the Registrar shall maintain a waiting list of players wishing to register and, as openings occur allow registration and assign players to teams.

5. Playing Down

- a. Playing down refers to playing in a younger division than the player's age is assigned.
- b. No players shall be allowed to play down. Playing down is not sanctioned by the USYSA.

6. Players Right to Play

- a. The BASC believes that the sport of soccer is best promoted by maximum participation.
- b. It is the policy of the BASC that a registered player on a recreational team shall be entitled to play at least one half of every game scheduled for his team by the BASC.
- c. The coach of each team shall be responsible to scrupulously observe the intent of this policy.
- d. In carrying out this policy, the coach of a team may restrict for one game a player's right to play if, prior to the commencement of the season, the coach has published to the players the BASC Club policy as established by the BASC Executive Board with respect to discipline for failure to appear for scheduled team practices or unsportsmanlike or violent conduct. Such disciplinary action must be noted on the game form prior to the game.
- e. A parent may, for medical reasons, place limitations on the time his child shall play in a game on a recurring basis, provided written notice is given to the coach and the BASC Games and Disciplinary Committee, and this restriction shall be a permanent note on the team's game form.
- f. The BASC Games and Disciplinary Committee shall be empowered to suspend, for a period of no more than two weeks, any coach who is deemed by the committee to have violated the spirit of this policy.
- g. A player who has left a game due to minor injury should be allowed to return to the game as soon as possible to play out his allotted time.

7. Recruitment

- a. Recruitment, or recruiting, is defined as any action initiated by a "Team Official" (coach, assistant coach, team manager, trainer or person representing a team or Club) who seeks to enlist the services of a player.
- b. Illegal recruitment is defined as the employment of any prohibited practice by a Team Official. These prohibited practices include:
 - i. Offering any inducement of material or monetary value to a player or player's family.
 - ii. Initiating contact with or interfering with any player or player's family currently registered with and affiliated with an existing team following the expiration of the normal registration period for the upcoming season and subsequently at any time during the active season.
 - iii. Allowing or promoting the use of a competitive Club logo or name by teams other than properly registered competitive Club teams. This includes coaches who represent themselves as Academy/Junior Development coaches when not listed by the club as such.
- c. Illegal recruitment does not include the following permitted practices:
 - i. Contact with a player or player's parents or legal guardians during the offseason when no sanctioned league or tournament games are being played.
 - ii. Contact with a player for the limited purpose of participating as a guest player for any USYS sanctioned tournament with prior notice to the player's coach.

- iii. Contact initiated by the player, player's parents, or legal guardians.
 - iv. Advertising or public relations of a general, indirect nature.
 - v. Non-sanctioned soccer activities, including indoor soccer teams or formation and coaching of special tournament teams (i.e., 3v3, etc.).
 - vi. Club sponsored soccer training sessions, open to players without geographic restriction, provided that a copy of the clinic particulars shall be delivered to the BASC office at least five days prior to the event.
- d. Illegal recruitment or the employment of any prohibited practice may result in a Team Official being suspended from all BASC soccer activities for a period as determined by the BASC Games and Disciplinary Committee or Commission if so authorized. Complainant will file a complaint with BASC, who shall render a decision. Either party may appeal that decision.
8. Any decision of the BASC Games and Disciplinary Committee or Appeals Committee shall be in writing.

SECTION IV: KICKSTART PROGRAM

- A. All activities of players/teams of the BASC KICKSTART program shall be governed by the BASC Recreational Youth Soccer Program Official Rules and Policies as determined and set forth by the Executive Board.
 - 1. These rules and policies may be amended at any time by the Board subject to further amendment as agreed upon by a majority vote of the membership present at any regular or special membership meeting.
 - a. The wishes of the membership shall always supersede that of the Executive Board regards to these rules and policies.
- B. Each player will receive a club t-shirt and a participation award.
- C. The BASC KICKSTART Programs are a player pool format and parent participation are required. One parent or adult per child will participate in the training session.
- D. Training session information and Rules of the Game for the BASC KICKSTART program will be listed on the Broken Arrow Soccer Club website.

SECTION V: AGE GROUP RULES AND POLICIES

- A. All activities of players/teams of BASC age groups U6 to U19 shall be governed by the BASC Recreational Youth Soccer Program Official Rules and Policies as determined and set forth by the Executive Board.
 - 1. These rules and policies may be amended at any time by the Board subject to further amendment as agreed upon by a majority vote of the membership present at any regular or special membership meeting.
 - a. The wishes of the membership shall always supersede that of the Executive Board in regard to these rules and policies.

SECTION VI: GAMES AND DISCIPLINARY COMMITTEE

- ~~A. The BASC Games Commissioner shall be Chairman of the BASC Games and Disciplinary Committee. He shall select the members of the committee, subject to their approval by the BASC Executive Board. The Committee shall consist of a minimum of three and a maximum of five members. A minimum of three members must be present to hear a protest.~~
- ~~B-A.~~ The Games and Disciplinary Committee will review all forfeitures and terminated games. The committee may uphold the result, alter the game result by declaring a forfeit, or cause the game to be replayed. These

Commented [SW50]: Section no longer needed as it is addressed in the Bylaws under committees.

are the only options.

B. The Committee will review all red and yellow cards for appropriate action.

C. The Committee will hear protests for BASC closed league games only. The OSA Games and Disciplinary Committee will hear all protests for games under OSA jurisdiction.

D. The Committee will consider a protest if BOTH of the following requirements are met:

1. FIFA law or OSA or BASC rules were violated.
2. The outcome of the game (win/loss) must be affected.

E. Playing fields shall be no basis for protest if the field in question has been designated a game field for that league by the BASC Games Commissioner.

F. Procedure for filing a protest is as follows:

1. The protesting coach must note intention to protest on his game form BEFORE the referee signs the form and request that the referee write "Protest Noted" near his/her signature.
2. The protesting coach must deliver his/her game form and a \$50.00 protest fee and written protest to the BASC within two business days of the completion of the game.
3. If the protest meets the requirements as outlined above, a hearing will be scheduled.
4. A hearing will be held within one week following the receipt of the protest. Both of the coaches and the referee will be invited to the hearing. If either team is not represented, the Committee will decide the matter based on the attending team and/or referee's report.
5. The Committee may uphold the result, alter the game result by declaring a forfeit, or cause the game to be replayed. These are the only options.
6. A verbal decision will be given at the hearing, followed by written confirmation within seven days of the hearing. If the Committee rules in favor of the protesting coach, the \$50.00 fee will be refunded. If the Committee rules against the protesting coach, the \$50.00 fee will be forfeited and applied to the BASC College Scholarship fund.
7. All decisions of the BASC Games and Disciplinary Committee shall be appealable to either the BASC Executive Board or to the OSA Appeals Committee.

G. Concerning misconduct or violation of the Rules of Conduct:

1. The Committee shall discipline coaches, players, and spectators for misconduct and/or violations of BASC Bylaws and Standing Resolutions.
2. The Committee shall act upon the guidelines for misconduct as set forth by the Executive Board.

SECTION VII: EXECUTIVE BOARD

- A. The Executive Board, all club officers, and any other Board appointed person making decisions on behalf of Broken Arrow Soccer Club shall be covered by a Director's and Officer's plus Crime insurance policy.
- B. It shall be the responsibility of the First Vice-President to ensure that all decisions of the BASC Executive Board and the General Membership are in compliance with the OSA and BASC Guidelines, Policies, Bylaws, and Standing Resolutions.
- C. Each Executive Board member shall be granted voucher(s) up to the amount of the current normal registration fee for one recreational player following each season of service on the Executive Board. The Board Member may use the voucher(s) towards the registration of any player(s) of their choosing for the subsequent season. In the event a Board Member resigns or is removed from the Board prior to the end of their term the voucher(s) for that Member's service shall only be issued upon the affirmative vote

of a majority of the Executive Board.

- D. The Executive Board shall maintain three reserve accounts for Emergencies, Acquisitions, and Special Projects.
1. The reserve accounts shall be maintained in the BASC bank account and shall be accounted for separately from the BASC Operating Account.
 2. The reserve accounts shall be funded annually from the Operating Account of the BASC by transfer of the balance exceeding \$100,000 at the end of each fiscal year, hereafter referred to as "Sweep Funds" (SF).
 - a. SF identified at the end of the fiscal year shall be moved to reserve accounts annually on March 15.
 3. The Emergency reserve account shall be for the purpose of Emergency Spending not accounted for in the approved annual budget.
 - a. The Emergency reserve account shall have a target year-end balance of \$60,000.
 - Replenishment of the account to the target balance following disbursements shall be made at the end of each fiscal year from SF and shall be prior to any allocations to the Special Projects or Acquisitions reserve accounts.
 - In the event SF for the year are insufficient to replenish the account to the target balance, replenishment shall be funded by reduction of regular budget items for the subsequent year or via an approved Special Project.
 - b. Emergency Spending is defined as a disbursement of funds in response to an emergency event involving flood, fire, rain, act of God, or other event putting the club in a situation of financial risk or requiring the club to address issues detrimental to safety or infrastructure.
 - Emergency Spending required in less than the seven days required to call a special General Membership Meeting shall be limited \$10,000 per event.
 - Emergency Spending greater than \$10,000 per event shall, prior to disbursement, be approved by a vote of the membership at a regular or special General Membership Meeting.
 - c. All disbursements from the account shall be presented to the membership during the next scheduled General Membership Meeting to ensure full disclosure of emergency spending.
 4. The Acquisitions reserve account shall be for the purpose of the acquisition of property or facilities for the expressed use of the BASC.
 - a. The account shall be annually allocated the first \$15,000 of SF following any required replenishment of the Emergency reserve account.
 - b. In the event SF for the year are significant, the Board may present to the membership a request to approve an additional allocation of funds to the account.
 - c. The account may also be funded by contributions from external sources when expressly provided for use in alignment with the purpose of the account.
 - d. All acquisitions to receive funding from the account shall:
 - have a project scope and estimate of cost determined by the Board and,
 - be presented to the membership at a regular or special general membership meeting and receive approval via a majority vote of those members present and,

- have a Project Manager appointed by, and subject to the direction of, the Board to manage the project and approved expenditures and,
 - receive no funding exceeding the original estimate without a vote of the membership.
5. The Special Projects reserve account shall be for the purpose of funding club expenses associated with expenses not accounted for in the approved annual budget.
- a. The account shall be annually allocated the remains of SF following any required replenishment of the Emergency reserve and allocation to the Acquisitions reserve accounts.
 - b. All projects to receive funding from the account shall:
 - have a project scope and estimate of cost determined by the Board and,
 - be presented to the membership at a regular or special general membership meeting and receive approval via a majority vote of those members present and,
 - have a Project Manager appointed by, and subject to the direction of, the Board to manage the project and approved expenditures and,
 - receive no funding exceeding the original estimate without a vote of the membership.
- E. The Executive Board shall maintain the continuity of the current accounting procedures for the business of Broken Arrow Soccer Club. The procedures will be written and maintained in the BASC Policies Manual. Any changes to the current accounting procedures must be approved by the Broken Arrow Soccer Club Executive Board and the designated Certified Public Accountant.

SECTION VIII: TOURNAMENTS

- A. The BASC Executive Board may approve funding of up to \$500 per team for any BASC team representing the BASC in a USYSA regional competition.
- B. The OSA will be allowed to use the Indian Springs Sports Complex for State Tournament games when they are not being used for regular season games and at an agreed upon per game rate to be approved by the BASC Executive Board.
- C. Tournaments may be hosted by BASC for the benefit of the membership. Additional tournaments may be allowed but are subject to Executive Board approval and must adhere to normal field rental guidelines.

SECTION IX: FUNDRAISING

- A. All teams, committees, members, or representatives of the BASC shall seek and must receive the approval of the Executive Board in order to offer any fund-raising, promotional items bearing the logo of the BASC or offered in connection with an event sponsored by the BASC. The Executive Board shall determine the distribution of the revenues.
- B. No team shall sell individual fund-raising items at the concession stand.

SECTION X: INDIAN SPRINGS COMPLEX

- A. All BASC teams shall be allowed to schedule "formal scrimmages" or special training sessions at the Indian Springs Soccer Complex with the BASC Games Commissioner. Field use fees of \$35 for grass fields or \$50 for artificial turf fields are payable in advance and shall be charged per scrimmage or special training session. League games shall take precedence over scrimmages or special training sessions.

- B. A “formal scrimmage” is defined as being a game with at least one registered, paid, referee.
- C. A “special training session” is defined as team training under the direction of a licensed coach.
- D. Teams may request special training sessions to be held on game fields, but it must be approved by the BASC Games Commissioner.
- E. Multiple teams/coaches cannot share one field as part of a special training session without prior approval by the BASC Games Commissioner.
- F. Regular scheduled practices are not allowed at the complex.
- G. All use of fields is dependent on the approval of the BASC Games Commissioner based on availability and conditions of the fields.
- H. Use of the game fields for any other purpose must be approved by a majority vote of the BASC Executive Board and will be considered on a case-by-case basis.
- I. Any team found in violation of the scrimmage/training session standing resolution will be fined \$75 per violation.
- J. ~~A committee shall be formed of no fewer than three people appointed by the BASC President, and the BASC 2-VP, with the 2-VP serving as the chairperson. This committee should not include any other BASC board members and the chairperson would only vote to break a tie. The purpose of this committee is to determine field condition status and declaration of closure of fields at ISSC. This~~ The Field Closure committee shall convene ~~in the event that if~~ weather conditions bring field conditions and/or player safety into consideration. This committee should work with the appropriate personnel from the City of Broken Arrow Parks and Recreation department in arriving at a decision of declaring any or ~~all of all~~ the fields closed. The ruling from this committee shall apply to ALL activities on the declared fields.

Commented [SW51]: Section no longer needed as it is addressed in the Bylaws under committees.

SECTION XI: CONCESSION STAND

- A. Concession Stand
 - 1. BASC Concession stand operations at ISSC shall be overseen by the BASC executive board, who shall approve and direct the person(s), or business(s) contracted for such purposes. The contracted entity shall pay to BASC an agreed upon commission of gross revenues at the conclusion of each season which shall be deposited into the General Fund.

SECTION XII: COMPETITIVE PROGRAM

- A. The purpose of the BASC Competitive Program is to provide a higher level of competition for BASC players to aspire to, ~~and to~~ provide support to each player who desires to achieve their utmost in soccer skills and experience, and to field the most competitive teams possible with the available eligible players. The Competitive Program ~~shall be known as the BA Express~~ is the competitive league of BASC.
 - 1. All activities of players, ~~teams and team officials of the BASC Express~~ Competitive Program shall be governed by the BASC Competitive Program Official Rules and Policies as determined ~~by the Express Committee~~ and ~~approved set forth~~ by the Executive Board.
 - a. These rules and policies may be amended at any time by the Express Committee subject to the approval of the Executive Board ~~and~~ subject to further amendment as agreed upon by a majority vote of the membership present at any regular or special membership meeting.
 - i. ~~The wishes of the membership shall always supersede those of the Executive Board in regard to these rules and policies.~~
 - 2. Players, teams, and team officials shall be registered with Express and managed by the Express Committee.

Commented [SW52]: These rules and policies need to be established and documented by the Express Committee and submitted to the Executive Board for approval.

Commented [SW53]: Clause is unnecessary as the previous clause specifies the requirement of a vote by the membership.

Commented [SW54]: Specifies Express as handling the registration of competitive players and coaches.

a. Registration requirements for players, teams and team officials shall comply with the rules and guidelines of the BASC and sanctioning bodies.

3. The funds of the program shall be maintained and managed by the Express Committee subject to the oversight and approval of the Executive Board and the membership.

B. Competitive Executive Board

1. Officers

a. The BASC Competitive Board is a subset of the BASC Executive Board. The officers of the BASC Competitive Executive Board shall be a President, Secretary, Treasurer, Registrar, Head Coach, and Games Commissioner. These officers shall perform the duties prescribed by these Standing Resolutions and the parliamentary authority adopted by this club. These officers are required, prior to serving their term, to complete and pass a Volunteer Disclosure Form/background check.

i. The President shall (a) preside at all meetings of the BASC Competitive Executive Board, (b) represent the Competitive Program at all meetings (BASC, OSA, USYS, US Club, etc.), (c) serve as the Competitive Program's liaison with other outside organizations with whom the Competitive Program has contact, and (d) oversee the activities of the other officers to ensure they are properly fulfilling their duties and that the day-to-day activities of the Competitive Program are properly being maintained. The President shall appoint the members of all Competitive Program committees and shall be an ex-officio member of all Competitive Program committees. The President shall attend the BASC Executive Board monthly meeting and update the board. The President shall give updates on current projects, issues, and inform the board on the direction of the program. The President will provide the previous month's approved minutes as well. If the President is unable to attend another Competitive Program board member will attend in the President's place.

ii. The Secretary shall (a) record and maintain the minutes of the Competitive Program, (b) give notice of meetings, and (c) publish and mail (or otherwise deliver) to the membership newsletters of the Club. The Competitive Program Board Reports, once approved, shall be presented to the BASC Executive Board for review at the BASC Executive Board monthly meeting.

iii. The Treasurer shall (a) receive, disburse, and account for all the funds of the Competitive Program, which shall be kept in a bank or banks designated by the Executive Board of the BASC, (b) prepare a financial statement for presentation to the Executive Board, Competitive Executive Board and membership at each of their regularly scheduled meetings, and (c) prepare such other tax or financial reports as may from time to time be required.

iv. The Registrar is charged with the responsibility of fulfilling the requirements of the sanctioning organization (OSA, USYS, US Club, etc.) and the BASC in registering individual players and assigning such players to competitive teams.

v. The Head Coach (sometimes referred to herein as the Competitive Head Coach) shall have the responsibility of recruiting, training, and registering all BASC competitive team coaches and shall represent these coaches at meetings.

Commented [SW55]: Specifies requirements for registration as listed in SRs as well as sanctioning bodies apply to the competitive program as well.

Commented [SW56]: Specifies funds collected by Express are to be managed by Express with oversight.

Commented [SW57]: Section removed as the Competitive Executive Board is replaced by the Express Committee and the Express Officers are changed to officers of the Club as amended in the BLs.

- vi. ~~The Games Commissioner will work with the Games Scheduler position (if not one and the same) and shall have the responsibility of (a) forming schedules of games to be played each season, (b) forming leagues where necessary for purposes of keeping games competitive, (c) assigning fields for play, (d) serving as Chairman of the Competitive Games and Disciplinary Committee, and (e) maintaining league standings during the season.~~

2. ~~Terms of Office~~

- a. ~~The terms of office for President and Registrar shall begin on April 1st. The terms of office for Secretary and Treasurer begin on June 1st. The terms of office for Games Commissioner and Competitive Head Coach shall begin on December 1st. All terms of office shall begin following the general membership meeting at which they were elected.~~
- b. ~~At the regular membership meetings in March, September and November, a Nominating Committee shall be elected by the membership. The committee shall consist of at least three members, and not more than five. The chairman shall be selected by the President of the BASC from those elected to the committee. It shall be the duty of the committee to nominate candidates for the offices open to election and it shall notify the voting membership of its nominees seven days prior to the meeting in which elections will be held.~~
- c. ~~Prior to the election of officers, nominations must be received by the close of business of the BASC office 10 days before the scheduled membership meeting in which they will be voted on. Election for any office with more than one nominee shall be by ballot. Votes shall be counted by the Secretary of the BASC Board, with assistance from two club members who are selected from those present by the presiding officer. All marked ballots shall be retained by the Secretary and destroyed after the close of the meeting.~~
 - i. ~~The officers of this club shall be elected to serve a one year term, or until their successors are elected, with the following exception: elect every other May a President to serve a two year term, or until a successor is elected. Should the Competitive President resign or be removed from the Board, the Club Head Coach will serve as the President until a special election can be held to elect a new President, who shall serve only until the next regular election of a President. If the President and Club Head Coach positions are vacant at the same time, the BASC Executive Board President shall appoint a Competitive Executive Board President.~~
 - ii. ~~Competitive Board Members can be removed for violating the BASC Bylaws, Standing Resolutions, code of conduct, performance, dereliction of duties, or other cause, or by a unanimous vote of the Competitive Board. A request for removal of a Competitive Board Member will be presided over by the Competitive President. Should the removal request be to remove the Competitive President, the removal request meeting of the Competitive Board will be presided over by the BASC President. Any appeal would be reviewed by the BASC Executive Board.~~
 - iii. ~~No member shall hold more than one office at a time. (*Exception "d" will be in effect for 3 years)~~
 - iv. ~~Except as described in Section VII, B., b., iv., vacancies in office shall be filled through appointment by the BASC Competitive Executive Board until an election at the next regular General Membership meeting shall fill the office.~~
 - v. ~~Any Competitive Board member that has at least three (3) absences from regularly scheduled board meetings during their term in office shall resign their~~

Board position if asked to do so by a unanimous vote of the remaining Competitive Board members.

- vi. No officer of the Club may be a board member, owner, paid employee, or manager of another soccer club or competing entity.
- vii. To be eligible for President, the candidate must be a current member of the Club for the duration of the term of office.
- viii. All other Officer positions may be held by any eligible voting Member of the Club.
- ix. Honorary members are not eligible to serve on the Board.

d. Upon formation of the BASC Competitive Executive Board, BASC Executive Board members may serve on both boards concurrently during the first three (3) years of the Competitive Board's existence.

3-4. Express Committee Duties

a. The Officers of the BASC Competitive Program shall constitute the Competitive Executive Board.

b. The BASC Executive Board shall have general supervision of the affairs of the BASC Competitive Program between its business meetings, make recommendations to the club, and shall perform such other duties as are specified in these bylaws. The Board shall be subject to the orders of the Membership and none of its acts shall conflict with actions taken by the members.

e-a. Regular Meetings of the Express Committee Board shall be held a minimum of once a month at a time and place specified by the Express Director Competitive President. Special meetings of the committee Board may be called by the Express Director BASC Competitive President or at the request of three members of the Competitive the Executive Board of the BASC. The BASC Executive Board must be notified in advance of the date and time of all committee meetings made aware before any special meetings occur and any changes to the date/time of the monthly meeting. Any BASC Executive Board member may sit as an ex-officio member of the committee in on the meetings but only as a resource either to gather information, or give information, and will not be included in any voting capacity.

e-b. The Board, including its committees, is authorized to conduct business, partly or completely, by electronic or conventional means outside of a regular or special meeting provided that all members have access to the information exchanged and any discussion, motions, or votes. Reports of the committee Board shall contain the minutes of such meetings and periodic financial statements. The procedures set forth and agreed upon by the Board for such actions and the general conduct of business shall be complied with. The committee Board reports shall be presented by the Director to the BASC Executive Board for review at the BASC Executive Board monthly meeting.

e-c. Decisions of the committee Competitive Executive Board of the Broken Arrow Soccer Club may be appealed to the Executive Board of the Broken Arrow Soccer Club, then to the sanctioning organization and its superiors, as appropriate, following their procedures and policies as outlined by the sanctioning organization's rule book.

Commented [SW58]: Section outlines the duties of the Express Committee.

Commented [SW59]: Check ex-officio status as voting?

Commented [SW60]: Exec Board members can participate in Express Committee meetings but would not vote on any Committee business.

Commented [SW61]: This authorization is covered by BL Art V Sec.3 A. 1.

Commented [SW62]: Specifies reporting requirements.

SECTION XIII: ACADEMY

- A. The purpose of the BASC Academy is to provide an alternative to the traditional recreational team program. It offers boys and girls from U6-U10 the opportunity for advanced development in soccer through a progressive and sophisticated curriculum with the flexibility of a unique academy structure. The Academy is a BASC program, overseen by the Express Director of Coaching BASC Club Head Coach.

Commented [SW63]: Academy would be overseen and managed by Express.

1. All activities of players/~~teams, and team officials~~ of the BASC Academy shall be governed by the BASC Academy Official Rules and Policies as determined by the Express Committee and ~~set forth~~ approved by the Executive Board.
 - a. These rules and policies may be amended at any time by the Express Committee subject to the approval of the Executive Board and subject to further amendment as agreed upon by a majority vote of the membership present at any regular or special membership meeting.
 - i. ~~The wishes of the membership shall always supersede those of the Executive Board regarding these rules and policies.~~
2. Academy players, teams and team officials shall be registered with Express and managed by the Express Committee.
 - a. An Academy director shall be appointed by the Express Committee to maintain and administer the program as directed by the membership.
 - b. Registration requirements for players, teams and team officials shall comply with the rules and guidelines of the BASC and sanctioning bodies.
- ~~3.~~ The funds of the program shall be maintained and managed by the Express Committee subject to the oversight and approval of the Executive Board and the membership.

Commented [SW64]: These rules and policies need to be established and documented by the Express Committee and submitted to the Executive Board for approval.

Commented [SW65]: Clause is unnecessary as the previous clause specifies the requirement of a vote by the membership.

Commented [SW66]: Clarifies items as done with the Competitive Program.

SECTION XIV: TOPSOCCER PROGRAM

- E. All activities of players/teams of the BASC TOPSOCCER program shall be governed by the BASC Recreational Youth Soccer Program Official Rules and Policies as determined and set forth by the Executive Board.
 1. These rules and policies may be amended at any time by the Board subject to further amendment as agreed upon by a majority vote of the membership present at any regular or special membership meeting.
 - a. The wishes of the membership shall always supersede that of the Executive Board regards to these rules and policies.
- F. Program costs shall be funded by the proceeds of ISSC third party artificial turf field rental fees to the extent that the funds exist, any remaining costs of the program shall be borne by other funding sources as available, or subsequent season TOPSOCCER registration fees as determined by the BASC Treasurer.
- G. A TOPSOCCER director shall be appointed by the BASC Executive Board to maintain and administer the program as directed by the membership.
- H. Each player will receive a club t-shirt and a participation award.
- I. The BASC TOPSOCCER Programs are a player pool format and parent/guardian participation is strongly encouraged.
- J. Training session information and Rules of the Game for the BASC TOPSOCCER program will be listed on the Broken Arrow Soccer Club website.

Appendix – Document History

Amended text with additions in *red* and deletions having *strikethrough*.

Amendments approved 5/4/2023

→ Added Section XIV: TOPSOCCER PROGRAM

- A. All activities of players/teams of the BASC TOPSOCCER program shall be governed by the BASC Recreational Youth Soccer Program Official Rules and Policies as determined and set forth by the Executive Board.
- 1. These rules and policies may be amended at any time by the Board subject to further amendment as agreed upon by a majority vote of the membership present at any regular or special membership meeting.
- a. The wishes of the membership shall always supersede that of the Executive Board regards to these rules and policies.
- B. Program costs shall be funded by the proceeds of ISSC third party artificial turf field rental fees to the extent that the funds exist, any remaining costs of the program shall be borne by other funding sources as available, or subsequent season TOPSOCCER registration fees as determined by the BASC Treasurer.
- C. A TOPSOCCER director shall be appointed by the BASC Executive Board to maintain and administer the program as directed by the membership.
- D. Each player will receive a club t-shirt and a participation award.
- E. The BASC TOPSOCCER Programs are a player pool format and parent/guardian participation is strongly encouraged.
- F. Training session information and Rules of the Game for the BASC TOPSOCCER program will be listed on the Broken Arrow Soccer Club website.

Amendments approved 3/2/2023

→ Amended Standing Resolution Section X.

- A. All BASC teams shall ~~will~~ be allowed to schedule “formal scrimmages” ~~and/or~~ special training sessions at the Indian Springs Soccer Complex with the BASC Games Commissioner. Field use fees of \$35 for grass fields or \$50 for artificial turf fields are payable in advance and shall ~~A field usage fee of \$35, payable in advance to the BASC,~~ ~~will~~ be charged per scrimmage ~~and/or~~ special training session. League ~~Scheduled games and make-up~~ games shall ~~will~~ take precedence over scrimmages ~~and/or~~ special training sessions.

Amendments approved 11/3/2022

→ Amended Standing Resolution Section I.

- A. The registration fees of the BASC shall be as follows:
 - 1. Recreational Leagues KICKSTART through U19 (paid on a seasonal basis): \$95.
 - 2. Registration fee for the Recreational League KICKSTART through U19 listed above are applicable for the normal registration period.
 - a. The Normal Registration Period shall be defined as the period of time from the beginning of registration until ~~7-8~~ weeks prior to the first game of the

season as designated in Section III B. 2, hereafter called the Normal Registration Period.

→ **Amended Standing Resolution Section III.**

A. Team Formation Policies

1. BASC recreational teams will be formed each season in accordance with the Broken Arrow Soccer Club Recreation Team Formation Policy that is on file ~~in the BASC office on the BASC website.~~

B. Team Formation Procedures

1. Registration - Registration of players with BASC is handled with total electronic registration via the internet. (See the BASC Website). Only the BASC Registrar or their designate shall register BASC players with the OSA.
 - a. Proof of Age
 - Proof of age shall consist of a birth certificate or birth registration issued and certified by the appropriate U.S. federal, state, or county government agency. Acceptable alternate forms of proof of age are driver's license, passport, alien registration card issued by the U.S. Immigration and Naturalization Service attesting to age, or a certification of an American citizen born abroad issued by the appropriate government agency. Hospital, baptismal or religious certificates shall not be accepted.
 - Regardless of form the original certified document must be presented to and reviewed by BASC staff confirming the certified date of birth as submitted on the player's registration by either ~~fax, scan~~ text or emailed picture or presented in person at the BASC office during business hours.
 3. Approval - ~~The registrar shall submit preliminary team rosters to the Executive Board for final review prior to distribution to coaches and registration with the OSA.~~ It shall be the responsibility of the Executive Board to assure that teams have been formed according to the established guidelines and cannot consider requests for special exceptions to the guidelines during this review.
 - b. The Registrar shall provide to the Board at least the following information: team rosters, players' names, players' ~~grid numbers~~ section codes or players' address, previous team, birth year, seasons played, and any additional information specifically requested.

→ **Amended Standing Resolution Section VII.**

- A. The Executive Board and any other Board appointed person making decisions on behalf of Broken Arrow Soccer Club shall be covered by a Director's and Officer's plus Crime insurance policy.
- B. It shall be the responsibility of the First Vice-President to ensure that all decisions of the BASC Executive Board and the General Membership are in compliance with the OSA and BASC Guidelines, Policies, Bylaws, and Standing Resolutions.
- C. Each Executive Board member shall be granted voucher(s) up to the amount of the current normal registration fee for one recreational player following each season of service on the Executive Board. The Board Member may use the voucher(s) towards the registration of any player(s) of their choosing for the subsequent season. In the event a Board Member resigns or is removed from the Board prior to the end of their term the voucher(s) for that Member's service shall only be issued upon the affirmative vote of a majority of the

Executive Board.

- ~~D. The Executive Board shall be limited to no more than \$10,000 of non-budget funds for emergency use per emergency incident unless voted on in a general or special membership meeting to exceed this amount.~~
- ~~1. Emergency spending is defined as an emergency event or situation facing BASC involving flood, fire, rain, act of God, or any other situation putting the club in a situation of financial risk or requiring the club to address an imminent safety of infrastructure issue and also requiring payment prior to the next General Membership meeting.~~
 - ~~2. Any single expense greater than \$5000 not accounted for in the annual budget must be presented to the General membership for a major vote; excluding those expenses associated with an approved Special Project.~~
 - ~~3. Any monies spent from the emergency fund, regardless of amount, will be presented to the general membership during the next scheduled general membership meeting to ensure full transparent disclosure of emergency spending.~~
- ~~E. The Executive Board shall establish and maintain an Emergency Fund.~~
- ~~1. The fund shall be for the purpose of funding emergency club expenses which are not accounted for in the approved annual budget.~~
 - ~~2. The fund shall be created through the use of cash assets existing in the BASC Money Market Account as of EOY 2012 designated for emergency funds.~~
 - ~~3. All monies in Operating Account on January 2 of each New Year, in excess of \$100,000.00 shall be swept to the two bank accounts. The Emergency Fund account is to have a balance of \$60,000.00. In order to reach that balance, the first \$5000 of the New Year Sweep will go to the Emergency Fund until such time as the balance reaches \$60,000.00. Any remaining Sweep funds (in excess of \$5000) will go into the Special Projects fund. As long as the balance in the Emergency Fund is \$60,000.00, all Sweep monies will go into Special Projects.~~
 - ~~4. Disbursement from the fund for any item exceeding \$5000 shall be made only upon approval by a majority of voting members present at a regular or special General Membership meeting providing that 7 days prior notice of the vote to the membership is made.~~
- ~~F. The Executive Board shall establish and maintain a Special Projects Fund.~~
- ~~1. The fund shall be for the purpose of funding club expenses associated with special projects not accounted for in the approved annual budget.~~
 - ~~2. The fund shall be created through use of cash assets existing in the BASC Money Market~~
 - ~~3. Account as of EOY 2012 and not utilized for creation of the Emergency Fund plus the net income generated during 2012 as residing in the General Fund.~~
 - ~~4. The fund shall be identified as the Special Projects Fund and shall be accounted for separately from the General Fund.~~
 - ~~5. The fund shall be maintained in the club's Checking Account.~~
 - ~~6. Any net income remaining at the end of each year following replenishment of the Emergency.~~
 - ~~7. Fund, as may be required, shall be assigned to the Special Projects Fund.~~

- ~~8. All project(s) to receive funding from the Special Projects fund shall:~~
- ~~a. have a project scope and estimate of cost determined by the Board and,~~
 - ~~b. be presented to the membership at a regular or special general membership meeting and receive approval via a majority vote of those members present and,~~
 - ~~c. have a Project Manager appointed by, and subject to the direction of, the Board to manage the project and approved expenditures and,~~
 - ~~d. receive no additional funding in excess of the original estimate without a vote of the membership.~~

D. The Executive Board shall maintain three reserve accounts for Emergencies, Acquisitions, and Special Projects.

1. The reserve accounts shall be maintained in the BASC bank account and shall be accounted for separately from the BASC Operating Account.
2. The reserve accounts shall be funded annually from the Operating Account of the BASC by transfer of the balance exceeding \$100,000 at the end of each fiscal year, hereafter referred to as "Sweep Funds" (SF).
 - a. SF identified at the end of the fiscal year shall be moved to reserve accounts annually on March 15.
3. The Emergency reserve account shall be for the purpose of Emergency Spending not accounted for in the approved annual budget.
 - a. The Emergency reserve account shall have a target year-end balance of \$60,000.
 - Replenishment of the account to the target balance following disbursements shall be made at the end of each fiscal year from SF and shall be prior to any allocations to the Special Projects or Acquisitions reserve accounts.
 - In the event SF for the year are insufficient to replenish the account to the target balance, replenishment shall be funded by reduction of regular budget items for the subsequent year or via an approved Special Project.
 - b. Emergency Spending is defined as a disbursement of funds in response to an emergency event involving flood, fire, rain, act of God, or other event putting the club in a situation of financial risk or requiring the club to address issues detrimental to safety or infrastructure.
 - Emergency Spending required in less than the seven days required to call a special General Membership Meeting shall be limited \$10,000 per event.
 - Emergency Spending greater than \$10,000 per event shall, prior to disbursement, be approved by a vote of the membership at a regular or special General Membership Meeting.
 - c. All disbursements from the account shall be presented to the membership during the next scheduled General Membership Meeting to ensure full disclosure of emergency spending.
4. The Acquisitions reserve account shall be for the purpose of the acquisition of property or facilities for the expressed use of the BASC.
 - a. The account shall be annually allocated the first \$15,000 of SF following any required replenishment of the Emergency reserve account.

- b. In the event SF for the year are significant, the Board may present to the membership a request to approve an additional allocation of funds to the account.
 - c. The account may also be funded by contributions from external sources when expressly provided for use in alignment with the purpose of the account.
 - d. All acquisitions to receive funding from the account shall:
 - have a project scope and estimate of cost determined by the Board and,
 - be presented to the membership at a regular or special general membership meeting and receive approval via a majority vote of those members present and,
 - have a Project Manager appointed by, and subject to the direction of, the Board to manage the project and approved expenditures and,
 - receive no funding exceeding the original estimate without a vote of the membership.
5. The Special Projects reserve account shall be for the purpose of funding club expenses associated with expenses not accounted for in the approved annual budget.
- a. The account shall be annually allocated the remains of SF following any required replenishment of the Emergency reserve and allocation to the Acquisitions reserve accounts.
 - b. All projects to receive funding from the account shall:
 - have a project scope and estimate of cost determined by the Board and,
 - be presented to the membership at a regular or special general membership meeting and receive approval via a majority vote of those members present and,
 - have a Project Manager appointed by, and subject to the direction of, the Board to manage the project and approved expenditures and,
 - receive no funding exceeding the original estimate without a vote of the membership.
- GE. The Executive Board shall maintain the continuity of the current accounting procedures for the business of Broken Arrow Soccer Club. The procedures will be written and maintained in the BASC Policies Manual. Any changes to the current accounting procedures must be approved by the Broken Arrow Soccer Club Executive Board and the designated Certified Public Accountant.

Amendments approved 9/1/2022

→ Amended Standing Resolution Section II.

- A. The Head Coach shall appoint at least five individuals to act as his representatives in assigning coaches to teams. The appointments shall be approved by the Executive Board. The Head Coach shall have the power to overrule any decisions of the age group assistants.
- B. The BASC will reimburse one-half (½) the fees for all member coaches who successfully complete a ~~national~~ US Soccer D license, or a portion of the fees for a higher license course. The member coach must receive written approval from the BASC Head Coach prior to registering for the course to qualify for reimbursement. Approval of the request and the amount reimbursed shall be at the sole discretion of the BASC Head Coach. Reimbursement shall only be made after the coach has submitted proof of successful course completion and subsequently served as a recreational head coach with the BASC for two seasons.

- C. The BASC will reimburse the fees for all member coaches who successfully complete ~~the "D", "E", "Mod I", "Mod II" or other State Coaching license clinics~~ any entry level USYS, US Soccer Grassroots, or pre-approved coaching course. Proof of successful course completion must accompany a written request for reimbursement submitted to the BASC Head Coach.
- D. Any reimbursements that are to be presented to the Broken Arrow Soccer Club must be submitted **no later than 90 days** from the date of expense. ~~This is to include (but not be limited to) coach clinics.~~
- E. Each BASC member registered and acting as the head coach of a BASC recreational team shall be granted voucher(s) for one half (1/2) of the amount of the current normal registration fee for one recreational player following each season of service. The member may use the voucher(s) towards the registration of any player(s) of their choosing for the subsequent season.

Amendments approved 3/3/2022

→ Amended Bylaw Article III Section 6.

- A. BASC General Membership is not extended to ~~the~~ Competitive ~~Division~~ Program or Academy players, coaches, or parents/guardians associated with teams formed via tryouts or who transition from another Competitive Club to the BASC Competitive Program. Players, coaches, or parent/guardians of BASC Recreational teams who transition to the Competitive ~~Division~~ Program retain their Membership status pursuant to the applicable club guidance regarding Membership qualification.
- B. Competitive or Academy players and parents or guardians of players shall be admitted to membership in the BASC Competitive Program upon acceptance, by the club, of a properly completed registration form and payment of the player's individual registration fee as established by the sanctioning body and the BASC. Coaches shall be admitted to membership in the club upon the acceptance, by the club, of properly completed coach's registration form, current approved background check, and any other BASC requirements that need to be met, as well as have been officially assigned to a team. Membership duration shall be from the date of registration for the following season. Members 16 years of age and older are allowed to vote in regular or special Competitive Program membership meeting.
- C. A member of the Competitive Program or Academy is not eligible to vote in a BASC General Membership Meeting or BASC Special Membership Meeting.

Amendments approved 11/4/2021

→ Amended Bylaw Article III Section 1.

- ~~A. Membership in the BASC shall be open to players, parents and/or guardians of players, and coaches within the jurisdiction of the BASC. In order to become a member of BASC, all referees must complete ten regularly scheduled league games in the spring and fall seasons OR twenty regularly scheduled season games in either the fall or the spring season per calendar year and will be verified by the Area Referee. Once these qualifications are met and the referee is in good standing, the referee may request to apply for membership in the BASC for the next fall. The application will be available on the BASC website and the Area Referee and Executive Board will review. The Area referee will then make the decision on acceptance or denial of membership.~~
- A. Membership in the BASC shall be open to players, parents and/or guardians of players, coaches, and referees within the jurisdiction of the BASC.
 1. In order to become a member of BASC, a player must be a registered player through BASC.
 2. In order to become a member of BASC, parents and/or guardians of registered player or players through BASC.
 3. In order to become a member of BASC, a Coach must be assigned to a team roster in either the

- Team Head Coach or Assistant Coach role, and also must be current with all applicable "requirements."
4. In order to become a member of BASC, a Referee must complete twenty-five (25) BASC matches within two consecutive seasons, apply for membership, and the BASC Area Referee must verify all matches. Once the Area Referee verifies matches and application, they will send a letter/email to the Referee and the BASC General Manager. At that point the Referee will be a member for a rolling year, or 365 days.
- B. If the Member or potential Member has been denied, their appeal will be heard by the BASC Executive Board.

→ **Amended Standing Resolution Section XII.**

B. Competitive Executive Board

1. Officers

- a. The BASC Competitive Board is a subset of the BASC Executive Board. The officers of the BASC Competitive Executive Board shall be a President, Secretary, Treasurer, Registrar, Head Coach, and Games Commissioner. These officers shall perform the duties prescribed by these Standing Resolutions and the parliamentary authority adopted by this club. These officers are required, prior to serving their term, to complete and pass a Volunteer Disclosure Form/background check.
- i. The President shall (a) preside at all meetings of the BASC Competitive Executive Board, (b) represent the Competitive Program at all meetings (BASC, OSA, USYS, US Club, etc.), (c) serve as the Competitive Program's liaison with other outside organizations with whom the Competitive Program has contact, and (d) oversee the activities of the other officers to ensure they are properly fulfilling their duties and that the day-to-day activities of the Competitive Program are properly being maintained. The President shall appoint the members of all Competitive Program committees and shall be an ex-officio member of all Competitive Program committees. The President shall attend the BASC Executive Board monthly meeting and update the board. The President shall give updates on current projects, issues, and inform the board on the direction of the program. The President will provide the previous month's approved minutes as well. If the President is unable to attend another Competitive Program board member will attend in the President's place.
- ii. The Secretary shall (a) record and maintain the minutes of the Competitive Program, (b) give notice of meetings, and (c) publish and mail (or otherwise deliver) to the membership newsletters of the Club. The Competitive Program Board Reports, once approved, shall be presented to the BASC Executive Board for review at the BASC Executive Board monthly meeting.
- iii. The Treasurer shall (a) receive, disburse, and account for all the funds of the Competitive Program, which shall be kept in a bank or banks designated by the Executive Board of the BASC, (b) prepare a financial statement for presentation to the Executive Board, Competitive Executive Board, and membership at each of their regularly scheduled meetings, and (c) prepare such other tax or financial reports as may from time-to-time be required.
- iv. The Registrar is charged with the responsibility of fulfilling the requirements of the sanctioning organization (OSA, USYS, US Club, etc.) and the BASC in registering individual players and assigning such players to competitive teams.
- v. The Head Coach (sometimes referred to herein as the Competitive Head Coach) shall have the responsibility of recruiting, training, and registering all BASC competitive team coaches and shall represent these coaches at meetings.
- vi. The Games Commissioner will work with the Games Scheduler position (if not one and the same) and shall have the responsibility of (a) forming schedules of games to be played each season, (b) forming leagues where necessary for purposes of keeping games competitive, (c) assigning fields for play, (d) serving as Chairman of the

Competitive Games and Disciplinary Committee, and (e) maintaining league standings during the season.

2. Terms of Office

a. The terms of office for President and Registrar shall begin on April 1st. The terms of office for Secretary and Treasurer begin on June 1st. The terms of office for Games Commissioner and Competitive Head Coach shall begin on December 1st. All terms of office shall begin following the general membership meeting at which they were elected.

b. At the regular membership meetings in March, September and November, a Nominating Committee shall be elected by the membership. The committee shall consist of at least three members, and not more than five. The chairman shall be selected by the President of the BASC from those elected to the committee. It shall be the duty of the committee to nominate candidates for the offices open to election and it shall notify the voting membership of its nominees seven days prior to the meeting in which elections will be held.

c. Prior to the election of officers, nominations must be received by the close of business of the BASC office 10 days before the scheduled membership meeting in which they will be voted on. Election for any office with more than one nominee shall be by ballot. Votes shall be counted by the Secretary of the BASC Board, with assistance from two club members who are selected from those present by the presiding officer. All marked ballots shall be retained by the Secretary and destroyed after the close of the meeting.

i. The officers of this club shall be elected to serve a one-year term, or until their successors are elected, with the following exception: elect every other May a President to serve a two-year term, or until a successor is elected. Should the Competitive President resign or be removed from the Board, the Club Head Coach will serve as the President until a special election can be held to elect a new President, who shall serve only until the next regular election of a President. If the President and Club Head Coach positions are vacant at the same time, the BASC Executive Board President shall appoint a Competitive Executive Board President.

ii. Competitive Board Members can be removed for violating the BASC Bylaws, Standing Resolutions, code of conduct, performance, dereliction of duties, or other cause, or by a unanimous vote of the Competitive Board. A request for removal of a Competitive Board Member will be presided over by the Competitive President. Should the removal request be to remove the Competitive President, the removal request meeting of the Competitive Board will be presided over by the BASC President. Any appeal would be reviewed by the BASC Executive Board.

iii. No member shall hold more than one office at a time. (*Exception "d" will be in effect for 3 years)

iv. Except as described in Section VII, B., b., iv., vacancies in office shall be filled through appointment by the BASC Competitive Executive Board until an election at the next regular General Membership meeting shall fill the office.

v. Any Competitive Board member that has at least three (3) absences from regularly scheduled board meetings during their term in office shall resign their Board position if asked to do so by a unanimous vote of the remaining Competitive Board members.

vi. No officer of the Club may be a board member, owner, paid employee, or manager of another soccer club or competing entity.

vii. To be eligible for President, the candidate must be a current member of the Club for the duration of the term of office.

viii. All other Officer positions may be held by any eligible voting Member of the Club.

ix. Honorary members are not eligible to serve on the Board.

d. Upon formation of the BASC Competitive Executive Board, BASC Executive Board members may serve on both boards concurrently during the first three (3) years of the Competitive Board's existence.

3. Duties

a. The Officers of the BASC Competitive Program shall constitute the Competitive Executive

Board.

b. The BASC Executive Board shall have general supervision of the affairs of the BASC Competitive Program between its business meetings, make recommendations to the club, and shall perform such other duties as are specified in these bylaws. The Board shall be subject to the orders of the Membership and none of its acts shall conflict with actions taken by the members.

c. Meetings of the Board shall be held a minimum of once a month at a time and place specified by the Competitive President. Special meetings of the Board may be called by the BASC Competitive President or at the request of three members of the Competitive Executive Board of the BASC. The BASC Executive Board must be made aware before any special meetings occur and any changes to the date/time of the monthly meeting. Any BASC Executive Board member may sit in on the meetings but only as a resource either to gather information or give information and will not be included in any voting capacity.

d. The Board, including its committees, is authorized to conduct business, partly or completely, by electronic or conventional means outside of a regular or special meeting provided that all members have access to the information exchanged and any discussion, motions, or votes. Reports of the Board shall contain the minutes of such meetings. The procedure set forth and agreed upon by the Board for such actions shall be complied with. The Board reports shall be presented to the BASC Executive Board for review at the BASC Executive Board monthly meeting.

e. Decisions of the Competitive Executive Board of the Broken Arrow Soccer Club may be appealed to the Executive Board of the Broken Arrow Soccer Club, then to the sanctioning organization and its superiors, as appropriate, following their procedures and policies as outlined by the sanctioning organization's rule book.

Amendments approved 9/27/2021

→ Amended Standing Resolutions Section VII Executive Board

A. ~~Both the President and Treasurer of the BASC shall be bonded.~~ The Executive Board and any other Board appointed person making decisions on behalf of Broken Arrow Soccer Club shall be covered by a Director's and Officer's plus Crime insurance policy.

Amendments approved 5/6/2021

→ Added Standing Resolution Section XIII.

SECTION XIII: ACADEMY

A. The purpose of the BASC Academy is to provide an alternative to the traditional recreational team program. It offers boys and girls from U6-U10 the opportunity for advanced development in soccer through a progressive and sophisticated curriculum with the flexibility of a unique academy structure. The Academy is a BASC program, overseen by the BASC Club Head Coach.

1. All activities of players/teams of the BASC Academy shall be governed by the BASC Academy Official Rules and Policies as determined and set forth by the Executive Board.

a. These rules and policies may be amended at any time by the Board subject to further amendment as agreed upon by a major vote of the membership present at any regular or special membership meeting.

i. The wishes of the membership shall always supersede those of the Executive Board in regard to these rules and policies.

Amendments approved 5/7/2020

→ Amended Bylaws ARTICLE III: MEMBERS

Added Section 6

A. BASC General Membership is not extended to the Competitive Program or Academy players, coaches, or parents/guardians associated with teams formed via tryouts or who transition from another Competitive Club to the BASC Competitive Program. Players, coaches, or parent/guardians of BASC

Recreational teams who transition to the Competitive Program retain their Membership status pursuant to the applicable club guidance regarding Membership qualification.

Amendments approved 4/16/2020

→ Added Standing Resolutions Section XII

SECTION XII: Competitive Division

A The purpose of the BASC Competitive Division is to provide a higher level of competition for BASC players to aspire to and to provide support to each player who desires to achieve their utmost in soccer skills and experience, and to field the most competitive teams possible with the available eligible players. The Competitive Division is the competitive league of BASC.

1. All activities of players/teams of the BASC Competitive Division shall be governed by the BASC Competitive Division Official Rules and Policies as determined and set forth by the Executive Board.

a. These rules and policies may be amended at any time by the Board subject to further amendment as agreed upon by a majority vote of the membership present at any regular or special membership meeting.

i. The wishes of the membership shall always supersede those of the Executive Board in regard to these rules and policies.

Amendments approved 11/7/2019

→ Amended Bylaws ARTICLE IV: OFFICERS

Section 1.

A. The officers of the BASC shall be a President, First Vice-President, Second Vice-President, Third Vice-President, Secretary, Treasurer, Registrar, Head Coach, Games Commissioner, ~~and Area Referee, and TSC Hurricane Director.~~ These officers shall perform the duties prescribed by these Bylaws and the parliamentary authority adopted by this club. These officers are required, prior to serving their term, to complete and pass a Volunteer Disclosure Form/background check.

Section 2.

~~K. The TSC Hurricane Director shall act as liaison between TSC Hurricane and the BASC Executive Board and serve as the general representative of TSC Hurricane in all interactions between TSC Hurricane and the BASC.~~

Section 3.

~~H. The appointment and term for the TSC Hurricane Director shall be determined by TSC Hurricane in consultation with the BASC Executive Board.~~

I. At the regular membership meetings in March, ~~May~~ and September, a Nominating Committee shall be elected by the membership. The committee shall consist of at least three members, and not more than five. The chairman shall be selected by the President of the BASC from those elected to the committee. It shall be the duty of the committee to nominate candidates for the offices open to election and it shall notify the voting membership of its nominees seven days prior to the meeting in which elections will be held.

Section 5.

Except as described in Article IV, Section 3, vacancies in office ~~(with the exception of the TSC Hurricane Director)~~ shall be filled through appointment by the Executive Board until an election at the next regular General Membership meeting shall fill the office.

Section 7.

~~With the exception of the TSC Hurricane Director,~~ no officer of the Club may be a board member, owner, paid employee, or manager of another soccer club or competing entity.

→ Amended Standing Resolution Section I

C. The registration fees of the BASC shall be as follows:

1. Recreational Leagues ~~US KICKSTART~~ through U19 (paid on a seasonal basis): ~~\$85~~ \$95

→ Amended Standing Resolution Section IV

SECTION IV: ~~UNDER 4 and UNDER 5 DEVELOPMENT~~ KICKSTART PROGRAM

A. All activities of players/teams of the ~~BASC age groups U4 to U5~~ KICKSTART program shall be governed by the BASC Recreational Youth Soccer Program Official Rules and Policies as determined and set forth by the Executive Board.

C. The ~~Under 4 and Under 5~~ BASC KICKSTART Programs are a player pool format and parent participation are required. One parent or adult per child will participate in the training session.

D. Training session information and Rules of the Game ~~(U4-U5)~~ for the BASC KICKSTART program will be listed on the Broken Arrow Soccer Club website.

→ **Amended Standing Resolution Section X**

A. All BASC ~~and BASC affiliated TSCH~~ teams ~~(herein this section considered BASC teams)~~ will be allowed to schedule ~~a maximum of (2) two~~ “formal scrimmages” and/or special training sessions ~~per month~~ at the Indian Springs Soccer Complex with the BASC Games Commissioner. A field usage fee of \$35, payable in advance to the BASC, will be charged per scrimmage and/or special training session. Scheduled games and make up games will take precedence over scrimmages and/or special training sessions.

B. A “formal scrimmage” is defined as being a game with at least one registered, paid, referee.

C. A “special training session” is defined as team training under the direction of a ~~“guest”~~ licensed coach.

D. Teams may request special training sessions to be held on game fields, but it ~~will count as one of their monthly uses and~~ must be approved by the BASC Games Commissioner.

E. Multiple teams/coaches cannot share one field as part of a special training session without prior approval by the BASC Games Commissioner.

F. Regular scheduled practices are not allowed at the complex.

G. All use of fields is dependent on the approval of the BASC Games Commissioner based on availability and conditions of the fields.

H. Use of the game fields for any other purpose must be approved by a majority vote of the BASC Executive Board and will be considered on a case-by-case basis.

I. Any team found in violation of the scrimmage/training session standing resolution will be fined \$75 per violation.

~~H. Each BASC team using the fields will expend one of their two uses for the month (example: two BASC teams scrimmage each other. They will BOTH expend one of their two uses and will each have one remaining use for the month).~~

J. A committee shall be formed of no fewer than three people appointed by the BASC President, and the BASC 2nd VP, with the 2nd VP serving as the chairperson. This committee should not include any other BASC board members and the chairperson would only vote to break a tie. The purpose of this committee is to determine field condition status and declaration of closure of fields at ISSC. This committee shall convene in the event that weather conditions bring field conditions and/or player safety into consideration. This committee should work with the appropriate personnel from the City of Broken Arrow Parks and Recreation department in arriving at a decision of declaring any or all of the fields closed. The ruling from this committee shall apply to ALL activities on the declared fields.

END OF DOCUMENT