



## **BYLAWS AND STANDING RESOLUTIONS Approved Amendments**

November 17, 2019 - Present

### **BROKEN ARROW SOCCER CLUB**

13600 South 145<sup>th</sup> East Ave.

P.O. Box 872

Broken Arrow, OK 74011

Phone: (918) 258-5770

[www.basoccer.club](http://www.basoccer.club) • [info@basoccer.club](mailto:info@basoccer.club)

#### **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*

## Appendix – Document History

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

### Amendments approved 11/6/2025

#### → Amended Bylaws & Standing Resolutions

Due to the extensive number of revisions, all amendments can be found in a separate document named APPENDEX C – NOV2025 that can be found here: <https://basoccer.club/about/basc-club-policies/bylaws-and-standing-resolutions/>

### Amendments approved 9/4/2025

#### → Amended Standing Resolutions

→ Due to the extensive number of revisions, all amendments can be found in a separate document named APPENDEX B -4SEPT2025 that can be found here: <https://basoccer.club/about/basc-club-policies/bylaws-and-standing-resolutions/>

### Amendments approved 5/1/2025

#### → Amended Standing Resolutions Section 1: Registration, Item 3, sub-item a & b

3. Registration Fees for Express Competitive Program and Express Academy shall be:
  - a. Express Competitive: ~~\$250~~ \$370 per seasonal year.
  - b. Express Academy Program shall be ~~\$240~~ \$310 per seasonal year.

### Amendments approved 3/6/2025

#### → Amended Bylaws Article IV: Officers / Section 3 Officer Terms & Elections

- 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, 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, 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.
- 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.
- 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 every other~~ May, a President & First Vice-President to each 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 President and/or First Vice-President, who shall serve only until the next regular election ~~of a First Vice-President.~~
  2. Elect every other May an Express Director to serve a two-year term, or until a successor is elected.
- E. The First Vice-President, could 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~~ with the approval of the BASC Executive board. Alternatively, the BASC Executive board reserves the right to hold a special election for either the President and/or First Vice-president roles, if either resigns, is dismissed, or becomes unable to execute the office of President or First Vice-President and the circumstances are determined by the Executive Board to warrant such action.
- F. BASC President and First Vice-President roles would be term limited to two consecutive terms in office or 4 years of consecutive service in the President or First Vice-President roles.

➔ **Amended Bylaws Article IV: Officers / Section 7 Officer Qualifications**

- F. Any officer who becomes ineligible to serve during their term ~~is required to resign from their Executive Board duties voluntarily as soon they become ineligible or will be summarily removed from office by the Executive Board shall be summarily removed from office.~~

**Amendments approved 9/5/2024**

➔ **Amended Section 1: Registration**

- C. The registration fees of the BASC shall be as follows:
1. Recreational Leagues KICKSTART through U19 (paid on a seasonal basis):~~\$95~~ \$115.

**Amendments approved 5/2/2024**

**Article VI: Membership Meetings**

➔ **Removed: Section 6 Member Activity Restrictions**

- ~~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.~~

- ➔ Due to the extensive number of revisions, all additional amendments can be found in a separate document named APPENDEX A -2MAY2024 that can be found here: <https://basoccer.club/about/basc-club-policies/bylaws-and-standing-resolutions/>

**Amendments approved 3/7/2024**

➔ **Amended Standing Resolution VII. Executive Board, Section D.**

- 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~~ calendar year, hereafter referred to as "Sweep Funds" (SF).

a. SF identified at the end of the ~~fiscal~~ calendar year shall be moved to reserve accounts annually on ~~March 15~~ January 2.

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.

i. Replenishment of the account to the target balance following disbursements shall be made at the end of each ~~fiscal~~ calendar year from SF and shall be prior to any allocations to the Special Projects or Acquisitions reserve accounts.

ii. 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.

a. 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.

1. Emergency Spending required in less than the seven days required to call a special General Membership Meeting shall be limited \$10,000 per event.

2. 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.

b. 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.

### **Amendments approved 9/7/2023**

#### **i. Amended Bylaw Article IV. Officers, Section 2.**

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 **and other use**, (d) serving as Chairman of the Appeals and Disciplinary Committee, **including administering and maintaining records of sanctions for field use policy violations**, and (e) maintaining league standings during the season.

### **Amendments approved 5/4/2023**

#### **ii. 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**

**iii. 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**

**iv. 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.
    - i. 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.
    - ii. 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.
  - iii. Emergency Spending required in less than the seven days required to call a special General Membership Meeting shall be limited \$10,000 per event.
  - iv. 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:
    - v. have a project scope and estimate of cost determined by the Board and,
    - vi. 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,
- vii. have a Project Manager appointed by, and subject to the direction of, the Board to manage the project and approved expenditures and,
  - viii. 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:
    - ix. have a project scope and estimate of cost determined by the Board and,
    - x. 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,
    - xi. have a Project Manager appointed by, and subject to the direction of, the Board to manage the project and approved expenditures and,
    - xii. 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 ~~U5~~ 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**