

# Carlsbad Soccer League By-Laws 2009

7/27/09

## SECTION A

### Carlsbad Soccer League *Articles of Incorporation*

The undersigned, desiring to form a nonprofit corporation pursuant to Sections 52-8-1 of the NMSA 1978 (1998), the "Nonprofit Corporation Act" do hereby certify:

#### Article 1

##### Name

The name of the corporation shall be "Carlsbad Soccer League" hereinafter "CSL". The principal place of business of CSL shall be in Carlsbad, New Mexico, and the address shall be P.O. Box 551, Carlsbad, NM, 88220.

#### Article 3

##### Duration

The period of duration of CSL shall be perpetual.

#### Article 4

##### Incorporators

The name and address of the incorporators is Carlsbad Foundation.

#### Article 5

##### Purpose/Goals

CSL is formed exclusively and will be operated exclusively for the educational and charitable purposes within the meaning of Sections 501 c-3 of the Internal Revenue Code of 1954. CSL shall foster instruction in the game of soccer among young people participating in affiliated soccer clubs within the city of Carlsbad for the purposes of improving and developing their capabilities, and shall develop and promote interest in that game as an organized sport among the young people of Carlsbad. CSL shall instruct the players in its affiliated clubs in the rules of sportsmanship, behavior, and health benefits of the game and in the public interest shall combat juvenile delinquency by providing recreational outlets for young people. In furtherance of these goals, CSL shall develop and promote the game of soccer for individuals under 19 years of age in the City of Carlsbad. CSL shall organize local competition for these individuals, training sessions for players, coaches, and referees.

In addition CSL shall seek sources of revenue for the purposes of furthering its charitable and educational goals. To the extent that funds are available, CSL shall provide soccer equipment for the use in League activities. In addition, it is the goal of CSL that the opportunity of membership should not be denied solely because of financial need. CSL will waive or subsidize the normal fees for those who cannot afford to pay.

#### Article 6

##### Affiliation

CSL shall be affiliated with local, state, and national organizations whose goals and purposes are consistent with those of CSL. The affiliation shall include the New Mexico Youth Soccer Association and the United States Youth Soccer Association for as long as they are consistent with the goals and purposes of CSL. CSL also shall be affiliated with local soccer clubs which agree to adhere to the decisions and rules of CSL and their affiliation shall be approved by the CSL Board of Directors.

## **Article 7**

### **Powers**

In accordance with the Internal Revenue Code, Section 501 c-3, no part of the net earnings of CSL shall benefit any private individual, member, director, officer of CSL, but all funds and assets of CSL shall be applied and permanently dedicated to the charitable and educational purposes within the meaning of Section c-3 of the IRS Code of 1954 (or the corresponding provisions of any future United States Revenue Code).

This prohibition shall not limit CSL's power and authority to pay reasonable compensation for services rendered, and to make payment and distributions in furtherance of purposes of CSL as set forth in the Articles, specifically, in accordance with the law:

- a. CSL may hold and/or acquire real estate or personal property by deed, lease, or otherwise, including donations to CSL, in the Name of Carlsbad Soccer League.
- b. CSL may acquire title to property by purchase, or otherwise, for its charitable and educational objects and purposes.
- c. The property, real estate, personal, or leasehold interest therein of CSL may be mortgaged or sold upon the vote of two thirds (2/3) of the CSL Board of Directors, provided that all proceeds shall be applied to the charitable and educational purposes of CSL, as set in these articles.

Notwithstanding any other provisions of these articles, CSL shall not carry on any other activities not permitted to carried on (1) by a corporation exempt from Federal Income Tax under Section 501 c-3 of the IRS code of 1954 (or any corresponding provisions of any future United States Internal Revenue Code), or (2) by a corporation contributions to which are deductible under Section 170 c (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law.)

## **Article 8**

### **Stock**

CSL shall have no stock.

## **Article 9**

### **Membership**

CSL shall have a general membership consisting of:

- a. Parents or Legal guardians of players from affiliated teams.
- b. Coaches and other designated team officials.
- c. All active volunteers approved by the CSL Board of Directors.
- d. In the event a player is ineligible (other than for reasons of age) or is otherwise disqualified from participating with an affiliated team, the membership of his or her parent(s) or legal guardian(s) in the corporation shall automatically terminate. Nevertheless, should the parent or guardian have another child who remains a player with an affiliated team the parent or guardian shall retain membership in the corporation.

## **Article 10**

### **CSL Board of Directors**

The CSL Board of Directors shall be elected by the general membership, in accordance with Article 2 of the CSL By-Laws. The Board shall consist of four officers (President, Vice-President, Secretary, and Treasurer) and twelve directors [Registration (2), Concessions (2), Coaches (2), Tournaments, Referees, Fund-raising, Publicity and Awards, Fields, and Equipment]. The Board may at its discretion appoint additional directors providing that all other Board positions are filled. The CSL Board shall serve from June 1<sup>st</sup> through May 31<sup>st</sup> of the following year.

The CSL Board of Directors shall manage the affairs of the corporation and allocate the funds of the corporation consistent with the IRS purposes as more particularly set forth in the By-Laws of the corporation. The CSL Board of Directors shall not consist of fewer than 7 Board positions.

## **Article 11**

## **Dissolution**

Upon the dissolution of the corporation, the CSL Board of Directors shall, after paying or making provision for the payment of all the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable or educational purposes as shall at that time qualify as an exempt organization or organizations under Section 501 c-3 of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the CSL Board of Directors shall determined. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations as said court shall determine which are organized and operated exclusively for such purposes.

## **Article 12**

### **By-Laws**

By-Laws shall be adopted by the CSL Board of Directors. The CSL Board of Directors shall have the power to alter, repeal, or amended those laws with a two-thirds (2/3) vote of the existing membership of the current Board, followed by the review and approval by the NMYSA. An amendment(s) directly affecting League play and approved during a playing season shall not become effective until the conclusion of that season, unless the amendment is required to take effect immediately to maintain the CSL in good standing with the NMYSA.

## **SECTION B**

### **Article 1**

#### **Annual Meeting**

An Annual General Meeting, open only to the Board and the general membership, shall be held no later than one week after the closing ceremony of the fall season. The General membership shall be notified one month before the date and time of the meeting. The Annual General Meeting is to consist of the following:

- a. Present a general League statement by the Board President to the General Membership.
- b. Present a beginning year, ending year financial statement by the Board Treasurer to the General membership.
- c. Conduct an election by the General membership of the new Board members.

### **Article 2**

#### **Election, Appointments, and Terms of the Board**

Members of the CSL Board shall be elected by the general membership subject to the procedures and limitations of the following:

- a. Nominations from the general membership for eligible Board positions shall be signed and submitted in writing to the Nominations Committee, at least one week prior to the Annual General Meeting. Nominations from the floor at the Annual General Meeting or in any other form are invalid. The Nominations Committee shall verify acceptance from nominees at least **3** days prior to the Annual General meeting. Only those positions with more than one valid nominee are subject to election.

The Nominations Committee shall be composed of the Vice-President as the chairman, the Secretary, the Directors of Registration, and the Director of Publicity and Awards. This committee shall be responsible for the management, control, and validation for the annual general election, as specified.

- a. Elections shall be by secret ballot and ballots shall be made available for this purpose by the Nominations Committee. Only one vote per eligible member, (no matter how many children they may have registered). A general membership roster, consisting of the names of parents or legal guardians whose names appear on the registration membership form, shall be present at the voting table for confirmation of eligibility of each voter. Votes will be counted independently by the three uninvolved members of the current

- Board as appointed by the President. Election shall be by majority vote, and votes totaling in excess of four percent of the total player registration for the current year are required for a valid election.
- b. Any open Board positions after election may be appointed by two-thirds vote of the existing membership of the current CSL Board of Directors. This vote shall be by secret ballot by method established by the Board President.
  - c. The term of office for all elected Board members shall be two (2) years, and each may be elected an unlimited number of terms. The appointed directors shall serve until June 30th (end of the CSL fiscal year), at which time their appointment ends.
  - d. The President, Secretary, and Director of Concessions-1, Publicity and Awards, Fields, Registration-2, and Coaches-1 shall be subject to election on the **odd number of years**. The Vice President, Treasurer, and Director of Concessions-2, Coaches-2, Registration-1, Equipment, Tournaments, Fund-raising, and Referees shall be subjected to election on **even numbered years**.
  - e. Any Board vacancy may be filled prior to March 31st, as needed. After March 31st the position shall remain vacant and shall be subject to the next General Election. Any Board member so appointed or so elected shall only serve out the remaining term of office.
  - f. Board members may be removed from office if requested in writing by a member of the Board. Such application shall fully state the case for removal and the application shall be reviewed by every Board member, including the member in question. The member in question shall be afforded the opportunity to present his or her case to the full Board. Removal shall occur only by a three fourths (3/4) vote of the Board less the member in question, who shall not vote. Vote shall be by secret ballot by method established by the Board President.
  - g. Board members may also be removed, from the Board by the President, if they miss 3 or more Board meetings in a single year, without the permission of the President. Excused absences are determined by the President only.
  - h. Board members may also be removed from the Board by the President if they are found incompetent of their Board position duties as described in the CSL By-Laws.

### **Article 3**

#### **Meeting of the CSL Board of Directors**

Regular meetings of the CSL Board will be held once a month or as otherwise deemed necessary by any two of the Board officers, or Board President. Board members shall be notified one week prior to any regular or special meeting. Board meetings shall be open to the public except in special circumstances as determined by the President of the Board. A majority of the Board members currently holding office shall constitute a quorum.

### **Article 4**

#### **Powers of the Board**

##### **Section 1**

The Board shall have the power to act for the corporation in all matters. Duties and powers of the Board include, but are not limited to the following:

- a. By two thirds (2/3) vote the Board may augment the CSL constitution with By-Laws or existing By-Laws may be amended. By means of the By-Laws and the conduct of the general business the Board may establish policy and guidance to regulate the affairs of the League. Rules and requirements of the NMYSA, the USYSA, and the USSF take precedence over the League constitution, By-Laws, and policy.
- b. Adopting and enforcing rules for the game of soccer to be followed by affiliated teams.
- c. Electing officers of CSL as set forth in Article 2 of these By-Laws.
- d. Acquiring soccer equipment to be used during games by affiliated teams.
- e. Negotiating with the City of Carlsbad, Carlsbad Schools, and other organizations or individuals to acquire fields for practice and play.
- f. Establishing League games and playing fields.
- g. Scheduling of League games and fields for recreational teams (U-6 through U-16)
- h. Scheduling of referees for League play.

- i. Establishing and enforcing rules for League tournaments, competitions, and championships.
- j. Establishing League dues and fees, and determining when fees should be subsidized or waived for a particular player.
- k. Establishing and enforcing disciplinary rules and procedures.
- l. Resolving protests and conflicts.
- m. Establishing committees necessary to conduct the business of CSL.
- n. Approving or disapproving membership applications.

## **Section 2**

The President represents the League for the District and State; sets the agenda for the Board meetings; presides at the Board meetings; is Chairperson for the Executive Committee; represents the CSL at the NMYSA Annual General Meeting either in person or through a representative, with sole authority to cast CSL votes; is responsible for the general organization and management of routine Board business; directs the establishment of committees necessary to conduct CSL business; and is a League officer. Only the President is authorized to sign documents for the League unless otherwise specified in the By-Laws. The President may not vote at any Board meeting except in the event of a tie. The President is elected on the odd number of years.

## **Section 3**

The Vice-President is a League officer; functions as a full Board member; presides at all functions prescribed for the President in the absence of the President; secures fields for games; schedules League games; acts as the focal point for risk management for the League, and represents the League as requested by the President. The Vice-President assumes signatory authority in the absence of or as otherwise assigned by the President. The Vice-President is elected on the even number of years.

## **Section 4**

The Secretary is a League officer; takes the minutes at Board meetings; arranges for Board meetings; gives notice of the meetings; generates correspondence and communication necessary for the conduct of League business; records, documents, and files Board decisions. The Secretary is elected on the odd number of years.

## **Section 5**

The treasurer is a League officer; prepares a League budget at the beginning of each fiscal year, and presents it for approval of the Board; collects mail at the P.O. Box; manages and accounts for League finances; oversees the activities of the Directors of Concessions; provides a financial statement at each Board meeting; coordinates methods of revenue production with the Director of Fund-raising; gives an accurate accounting of all monies received or disbursed by the CSL; establishes an account in the name of the CSL in a bank having a federally-insured deposits; prepares an accurate annual financial statement; and secures team sponsors. All accounts shall be paid by check unless otherwise specified herein or as specified by the Board, such checks bearing the signature of the Treasurer, the President in the absence of the Treasurer, and any one of the other League officers. The Treasurer is elected on the even number of years.

## **Section 6**

There are two appointed Directors of Registration (Registration-1 and Registration-2). The Directors of Registration set schedules for and manage registration activities; coordinate with the NMYSA Registrar; collect registration fees as established by the Board; account to the Treasurer for fees collected, and for fees to the NMYSA; validate registrations; assign players to teams (as instructed by the registration committee); assign coaches to teams with the concurrence of the Directors of Coaches; validate teams rosters and distribute rosters as required; approve transfers with the concurrence of the President or the President's designee; perform other responsibilities as assigned by the NMYSA Registrar; keep a complete record of all members and players for the purpose of player and coach registration, team affiliation and insurance records; and **act as the insurance representative for the League. The Registrars shall work under the direct supervision of the Executive Committee.** The Director of Registration-1 is elected on the even number of years and the Director of Registration-2 is elected on the odd number of years.

## **Section 7**

There are two appointed Directors of Coaches (Coaches-1 and Coaches-2). The Directors of Coaches provide the primary interface between CSL League coaches and the Board; recruit coaches for the CSL and in consultation with the Directors of Registration assist in their assignment; organize and chair a coaches meeting prior to the start of the fall and spring season in order to present League rules, schedules, and policy; conduct additional coaches meetings from time to time as necessary for communications and interaction with the Board; distribute scheduling committee approved League schedules; organize and schedule clinics for coaches. The Directors will coordinate training for coaches; oversee the quality of the League play; work with the Director of Referees to ensure that coaches know and follow the laws of the game; review the recommendations of the Directors of Registration for the assignment of coaches to teams; and recommend League policies for the good of the game. Director of Coaches-1 is elected on the odd number of years and the Director of Coaches-2 is elected the even number of years. The Directors of Coaches are focal points for:

- a. communication with all coaches
- b. all matters involving coach situations, and
- c. resolving issues as regard to yellow or red card violations issued to coaches.

Upon notification of violations from the Board President, the Directors have responsibility to use judgment in their resolution; or suggest that the Appeals and Protest Committee be convened to resolve them.

## **Section 8**

The Director of Referees recruits and assigns qualified referees and assistant referees for all League sanctioned games; and organizes and schedules, in coordination with the referee instructors, clinics for the purpose of training new referees, upgrading referees, and familiarizing interested parties with playing rules and the practices of refereeing. The Director of Referees must be a certified referee. A referee assignor certified in the State of New Mexico must be involved in the assignment of referees for all CSL sanctioned games. The Director of Referees is elected on the even number of years.

## **Section 9**

The Director of Fields marks and maintains fields; arranges for the issuance and collection of field equipment on each day of field use; takes inventory of all field equipment and recommends to the Board procurement of new, replacement, or additional field equipment; orders, receives, and distributes equipment where necessary that is approved by the Board, and maintains equipment where necessary. The Director of Fields is elected on the odd number of years.

## **Section 10**

The Director of Publicity and Awards is generally responsible for all public communications including notification of registration information to the public by such measures as flyers, posters, and media notice of special events. Organizes and arranges for team pictures; recommends to the Board participation awards; and with Board approval procures awards. Director of Publicity and Awards is elected on the odd number of years.

## **Section 11**

There are two appointed Directors of Concessions (Concessions-1 and Concessions-2). The Directors of Concessions manage all activities associated with the League concession; in particular, manage the purchase and resale of all concession items and provide an accounting to the treasurer; coordinate with the Director of Tournaments in support of all tournaments; and with the Director of Fund-raising in support of all appropriate fund-raising activities approved by the Board at a formal meeting. If a Director of Concessions is not appointed, then the Board may subcontract out the concessions stand with a percentage of profit donated back to the League. See League guidelines for further information. The Director of Concessions-1 is elected on the odd number of years and the Director of Concessions-2 is elected on the even number of years.

## **Section 12**

The Director of Tournaments advises the Board of available tournaments; schedules League tournaments and tournament games; recommends to the Board tournaments to be sponsored by the CSL; solicits participants in CSL-sponsored tournaments; provides the interface between the CSL and the NMYSA for all tournament

activities; and performs as the Tournament Director for at least two (2) sponsored tournaments a year. The Director of Tournaments is elected on the even number of years.

**Section 13**

The Director of Equipment manages the purchase, procurement, and issuance of all team equipment; presents an inventory of such equipment to the Board prior to May 31st; recommends to the Board procurement of new, replacement, or additional equipment as approved by the Board; and is responsible for the collection of equipment at the end of the spring season and at other appropriate times. The Director of Equipment is elected on the even number of years.

**Section 14**

The Director of Fund-raising manages all fund-raising as approved by the Board. At the beginning of each fiscal year, the Director of Fund-raising shall prepare a CSL Fund-raising Plan in coordination with the Treasurer, Directors of Concessions, Tournament Director, and League Vice-President. The Plan shall set out the activities that will be undertaken for providing funds identified in the CSL budget for the accomplishment of League purposes as identified under Article 5 of the Articles of Incorporation. The Director of Fund-raising is elected on the odd number of years.

**Article 5  
Scheduling Committee**

The scheduling committee shall be composed of the Vice-President as chairperson, the Directors of Coaches, the Director of Referees, the Director Concessions, the Director of Tournaments, and the Director of fields.

**Article 6  
Fiscal Year**

The fiscal year of the corporation shall be July 1st through June 30<sup>th</sup> of the following year.

**SECTION C**

**Carlsbad Soccer League  
Constitution**

**Article 1  
Name**

The name of this organization shall be Carlsbad Soccer League.

**Article 2  
Purpose**

The purpose shall be to develop, promote, and administer the game of soccer within Carlsbad, New Mexico. The League shall be operated as a nonprofit organization as defined by statues of the State of New Mexico.

**Article 3**  
**League Colors**

The colors of the CSL shall be blue and white or silver.

**Article 4**  
**Affiliation**

The League shall be affiliated with the New Mexico Youth Soccer Association and the United States Youth Soccer Association. The League shall comply with the constitutional By-Laws of these associations.

**Article 5**  
**Membership**

Membership in this organization shall be as stated in the Articles of Incorporation.

**Section 1**

**Fees:** Fees for players and/or teams shall be established by the CSL Board of Directors. (Fees should be based on the following formula: costs for NMYSA fees, referee fees, field maintenance, participation award, uniform shirt or set, and other association fees if applicable.) The League should be self-sustained by registration fee alone.

**Section 2**

**Governing Rules:** All members and affiliated teams shall abide by the League Constitution, By-Laws, Articles of Incorporation, and the Constitutions and By-Laws of the New Mexico Youth Soccer Association (NMYSA) and the United States Soccer Association (USYSA). (This includes the small-sided game manual.)

**Section 3**

**League Membership Requirements:** Players desiring to apply for membership in the League shall submit the following to the League:

- a. A completed League player registration.
- b. Proof of age each year for each registered player as specified by NMYSA rules, which is a State-issued birth certificate. Hospital certificates can not be accepted.
- c. The team will be responsible for having such proof of age in its possession in the event a team travels to tournaments or the player's age is challenged by another team.

**Section 4**

**Player Registration:** No player shall be registered to play on any team unless full payment of all required fees accompanies the completed registration form, or the fee has been waived. In the event that a player has already been registered with NMYSA in connection with any program sponsored by that organization, credit for the NMYSA fees already paid will be given only upon presentation of proof of such registration. **No fee shall be waived without the express written consent of the Executive Committee of the League.**

**Article 6**  
**League Governing Provisions**

The League shall be governed by the provisions of the Articles of Incorporation, By-Laws, and the provisions of the Constitution. Where a conflict exists between any of the aforementioned documents and the Constitution and/or By-Laws, of NMYSA or USYSA, the rules of the latter two organizations shall prevail.

**Section 1**

**Notice of Team Liabilities:** Each coach shall be furnished with a copy of the League Constitution, By-Laws, and General Rules, Appeals and Disciplinary Procedures. This shall be deemed sufficient notice of their liabilities. By acceptance, the coach shall agree to abide by their provisions.

## **Section 2**

**League Governing Body:** The business of the League shall be conducted by the CSL Board of Directors, as provided in Article 4 of the CSL By-Laws.

## **Section 3**

**Powers of the Board:** Powers of the Board are as specified in Article 4 of the League By-Laws.

## **Section 4**

**Term of office for Board:** The term of office for the Board members shall be as specified in Article 2 of the League By-Laws.

## **Section 5**

**Duties of the League Officers:** The duties of the officers shall be as stated in Article 4 of the League By-Laws.

## **Article 7 Fiscal Year**

The fiscal year of the League shall be from July 1st to June 30th of the following year.

## **Article 8 Disciplinary Authority**

The CSL Board of Directors shall have the right and authority to suspend, bar completely, or otherwise discipline any player, coach, team, League member, or League official for just cause.

## **Section 1**

**Appeals and Discipline Committee:** The Appeals and Disciplinary (A & D) Committee shall be composed of the President as chairperson, the Directors of Coaches, the Director of Referees, the Vice-President, and for each hearing a licensed referee appointed by the chairperson. The President may appoint, subject to A & D Committee approval, a special committee to look into an Appeal(s) or Protest(s) which shall consist of three persons.

Vacancies on the committee due to conflict of interest, vacancy of office, or other availability, shall be filled by appointment from the Board President.

No committee member shall have a conflict of interest by being a coach in the affected division, by relation with a youth appeal or protest, by relation to the person(s) who are named in the appeal, protest, or otherwise.

## **Section 2**

**Duties of the A & D Committee:** The A& D Committee shall review guidelines for offenses and punishments consistent with the League Constitution, By-Laws, General Rules, Appeals, and Disciplinary Procedures, and NMYSA, USYSA rules and regulations.

The A & D Committee shall hear all cases involving alleged violations of League, NMYSA, or USYSA rules and regulations. The rulings of the A & D Committee are final within the authority of the CSL and may be appealed to the NMYSA.

## **Section 3**

**Appeals:** The line of authority for any adverse ruling by the League shall be to the District Commissioner, then NMYSA Board of Directors.

**Article 9  
Rules of Play**

**Section 1**

**Player Pass Cards:** Only currently registered players may participate in a scheduled practice or League game.

1. Only those players currently registered in the CSL may participate in a scheduled League game. Violation of this rule shall result in the ineligible player's team forfeiting all games in which that player participated.
2. Pass cards will be issued to coaches, assistant coaches, and teams by the League (as needed.)

**Section 2**

**Starting the Game:** No game will start until the referee has seen the minimum number of players from each team. If other players arrive late, they must be checked in by the referee prior to their entry into the game. Any team not ready to start the game within 15 minutes of the scheduled starting time, or upon completion of the preceding game, shall forfeit the game.

**Section 3**

**Postponement of a League Game:**

- a. A regularly scheduled League game may be postponed on the basis of field condition by the referee or any League officer. The game will be rescheduled if possible.
- b. A regular scheduled League game may be postponed by the mutual consent of both coaches and either the League President or Vice-President.
- c. The League Vice-President shall be responsible for any game rescheduling.

**Section 4**

**Equipment:** The Director of Equipment will be responsible for any matters concerning game equipment.

**Section 5**

**Conflict of Uniform Colors:** The home team shall be responsible for changing jerseys should there be conflict in uniform colors. Pennies or alternate jerseys will be made available by the League.

**Section 6**

**Referee Fees:** Referee Fees and payment will be determined by the CSL Board.

**Section 7**

**League Representative to the State-Sponsored Tournaments:** League representative to state-sponsored tournaments shall be selected in accordance with the NMYSA constitution.

**Article 10**

**Amendment of League Constitution and By-Laws**

The League Constitution may be amended by two-thirds majority vote of the Board at any regular meeting.

**SECTION D  
Carlsbad Soccer League  
General Rules  
Appeals and Disciplinary Procedures**

**Article 1  
Definitions**

**A & D Committee:** League's Appeals and Disciplinary Committee.

**Assistant Coach:** The person(s) assisting or acting for the coach.

**Coach:** The person(s) listed as "coach" on the official team roster.

**Competition:** Any game sanctioned by the Carlsbad Soccer League, New Mexico Youth Soccer Association, or United States Youth Soccer Association.

**Executive Committee:** Duly elected officers of the CSL Board of Directors; comprised of the League President, Vice-President, Secretary, and Treasurer.

**Game Suspension:**

- a. Player-may not participate in the game.
- b. Coach-may not attend game (must stand out of sight and hearing of the game) and may not exert any influence in the proceeding of the game.

**League:** Carlsbad Soccer League

**League Board:** CSL Board of Directors.

**NMYSA:** New Mexico Youth Soccer Association

**Seasonal Year:** The period from July 1<sup>st</sup> to June 30<sup>th</sup> of the upcoming year.

**Spring Season:** The period of League play occurring between January 1st to June 30th of the same year.

**Fall Season:** The period of League play occurring between July 1st and December 31st of the same year.

**Suspension For Remainder of the Season (Through June 30th)**

1. Player-may not participate in any USYSA sanctioned event.
2. Coach-may not train in practice sessions; may not coach or address a team before, during, or after games; may not represent a team to other such as the League or an official on the field; may not participate in any activity where he/she might be construed to be in charge of a team.
3. Team-may not participate in any USYSA sanctioned event.

**Article 2  
Registration**

- A. Player Registration:** Players not previously registered with the USYSA for the current seasonal year may be signed by the League at any time during the seasonal year. Players currently registered with the USYSA must comply with the player transfer requirements outlined in Section 2 1.
- B. Players:** Any youth between the ages of four (4) and eighteen (18) years, and properly registered with the League, may participate as a player in the League, or any event sanctioned by the NMYSA as restricted by the NMYSA.
- C. Multiple Registrations:** Players with the concurrence of the New Mexico Youth Soccer Association may register on more than one team per seasonal year provided the following conditions are complied with:
  1. A player cannot play for more than one team in the same competition.
  2. A player cannot play for more than one team in the same day.
  3. A player can play only in the competitions sponsored by the NMYSA, i.e., Regional Cups, State Cup, etc.
  4. Players must indicate at their registration their primary team for the Cups, i.e., the player pass will indicate in the proper location: "P" for primary team and "S" for Secondary team. This designation must also be clearly marked on the rosters.

- D. Proof of Age:** For purposes of League play, the Registrar will accept as proof of age: If not in violation of law, proof of age shall be established and documented by providing a Birth Certificate or Birth Registration, which must include the name and date of birth of the individual, issued by an appropriate agency of a state (state meaning one of the 50 states of the United States of America) or a Passport, Alien Registration Card, Certificate of an American Citizen born abroad issued by an agency of the United States of America or a Certificate issued by the United States Immigration and Naturalization Services attesting to age. Foreign Birth Certificates are not acceptable unless accompanied by a Passport or Alien Registration Card issued by the United States of America. Hospital, Baptismal, or Religious Certificates are not acceptable. Copies of the above documents will be acceptable, if notarized.
- E. Pass Cards:** Pass cards will be issued to coaches, assistant coaches, and teams by the League upon request.
- F. Effective Date of Team Registration:** A team becomes registered with the League by submitting the required number of copies of the NMYSA team roster (containing the names of at least 11 duty registered players for all 11-a-side, 9 for 9-a-side, and 7 for 7-a-side to the League registrar.
- G. Number of Players on Roster:** Must comply with the age division rules under the small-sided game manual.
- H. Commitment of Players to Teams:** Any player who submits a signed player registration form to a team is bound to that team for the entire seasonal year unless the original team suspends operation for the remainder of the seasonal year, or the League grants transfer. Non-Recreational Teams have 30 days from the date of signature on the player registration form to turn these forms in to the League Registrar. Failure to meet this deadline will allow the player to sign with another team. In case of multiple registration cards, the one bearing the earliest date shall be binding.
- I. Player Transfers:** It is policy of CSL to encourage players to play for teams that are compatible with the player's desires, temperament, personality, residence, experience, and ability, and that will provide the player as much playing time as is reasonably possible. The following provisions relating to transfers shall be liberally construed in accordance with this policy.
1. Players shall have the right to transfer from one CSL team to another at any time conditioned upon written consent being obtained from the coaches of both receiving and transferring teams, the players must submit to the CSL Registrar a signed NMYSA Player assignment/correction form.
  2. No team shall be allowed to accept more than three (3) transfers during a seasonal year and play in out-of-state tournaments or State Cup.
  3. No team representing the CSL Regional competition, State Cup, American Cup, and Zia Cup may add a transfer player to its roster after the date set by the NMYSA for submitting a final roster for these competitions.
  4. A transferred player shall serve a 5-day waiting period before being eligible to play for his/her new team. The waiting period begins on the day following the signed player transfer form by the CSL registrar.
  5. All roster changes must be reported to the State Registrar through the League Registrar within 5 days of the change.
  6. If at any time a player is released by a team for any reason, that release shall also be deemed a consent by the releasing team and its coach to a transfer pursuant to this section; such consent, once given, may not be withdrawn.
  7. In the event the coach of the transferring team refuses to consent to a transfer, the player may nevertheless apply for a transfer by appealing to a committee composed of the League President, Directors of Coaches, and Registrar. The appeal shall be in writing and directed to the League President. The committee, in its discretion, may hold a hearing or otherwise gather facts it deems necessary to decide the matter.
  8. Any and all expense resulting from the transfer (state fees, uniform, etc.) shall be absorbed by the transferring player.

9. The committee's decision is final and no subsequent appeal will be permitted.
10. Nothing in this section shall be construed as modifying applicable NMYSA-sponsored tournaments or competitions, or maximum number of transfers in a seasonal year.

- J. Player Desertion:** A player deserting a team during the seasonal year shall be recognized as "property" of the team from which he/she left for the whole seasonal year unless the player used the proper League transfer procedures to move to another team.
- K. Recruiting Players:** Prior to the Last State Cup game of the Spring Season, no team official (defined as the coach or assistant coach) shall approach a player registered with another League team for recruiting purposes, or utilize such player in a practice, game, or tryout without the expressed permission of the player's current coach. After June 10, no player signed for the following seasonal year shall be approached by any team official for recruiting purposes.

All grievances regarding this rule shall be forwarded to the A& D Committee for the investigation. (See Section E, Discipline Point System, for Poaching).

- L. Guest Players:** Coaches wishing to use guest players in USYSA sanctioned, out-of district tournaments shall follow the NMYSA Guest Player Policy prior to utilizing the player.
1. A guest player authorization form must be filled out. Do not change submitted Rosters by adding guest players to the roster.
  2. Completely fill out the NMYSA Player Roster Form adhering to the NMYSA guest player policy and submit one original and four (4) copies to the State Registrar [who will forward these to the Vice-President (Youth Commissioner)] along with four (4) legal size envelopes with stamps attached.
  3. Advance notice: 48 hours.
  4. After return of completed form, affix onto the approved Roster for inclusion in the travel packet.
- M. Sponsors:** The CSL League may solicit sponsors for the League by letter or personal invitation from a Board member. No recreational League team shall be allowed to go out and solicit funding for CSL-sponsored tournaments, uniforms, or equipment to be used during the CSL League season without the permission of the CSL Board of Directors.

### **Article 3 Game Conduct**

- A. Good Sportsmanship:** Players, spectators, and coaches are expected to display good sportsmanship and proper conduct at all times while involved with League activities. Good sportsmanship is defined as: No cursing, hitting, spitting, name calling, excessive yelling, smoking, drinking of alcohol, or showing disrespect to an official or adult.
- B. Minimum Number of Players:** A U-12 team must field at least six (6) players to begin the game. U-8 games cannot begin unless at least three (3) players are fielded by each team and U-10 games cannot begin unless four (4) players are fielded by each team. The League reserves the right to stipulate the number of players needed to begin "small-sided" games. U-6 and under team must field three (3) players to begin the game.

**C. Games Not Played to Full Time:** If, for any reason, a game is not played to full time, the following rules shall apply:

1. A game terminated at or before half-time shall be declared void and shall be rescheduled, if possible.
2. A game terminated in the second half shall be considered the same as a game to full-time. The score at the time of the stoppage shall be recognized as the official score.
3. Failure by any recreational coach to play all of his/her players at least one-half (1/2) of each game unless injured, ill, absent, or on disciplinary action will constitute a forfeit.
4. Every game in which an unregistered or ineligible child plays must be forfeited. A second offense for the same team coach will mean dismissal from holding a position as a coach in the CSL.

**D. Abandonment of the Field of Play:** Any team that abandons the field of play without the consent of the opposing coach during either half, or fails to return after half-time forfeits the game 1-0.

**E. Disciplinary Points System:** The CSL Board of Directors shall maintain a disciplinary point system to be applied against offending players, coaches, and teams. The penalty points for offenses shall be set by the CSL Board of Directors. The Directors of Coaches will monitor the points system.

**F. Standings:** Standings will be determined by a point system: This is used in a CSL-sponsored tournament such as Inner-League or Invitational. This is not used for recreational play standings because stats are not kept during a recreation season play.

- 6 points for a win
- 3 points for a tie
- 0 points for a loss
- 0 points for forfeiture
- 1 points for each RED card
- 1 point for each goal scored up to a maximum of 3 per game

Tied standings for first, second, or third place at the end of the tournament will be broken by the rules according to NMYSA Tournament Rules.

**G. Disciplinary Actions:**

1. Any player or coach ejected from a game by the referee will be reported to the League President and subject to disciplinary actions detailed in Table A.
2. A player ejected from a game must immediately remove him/her self from the field of play. A coach ejected from a game must immediately stand out of sight and hearing of the game, and may not exert any influence on the proceedings of the game.

**H. Sidelines:** No coach, assistant coach, or substitute player shall remain on the opposing team's area of the field once the game begins. Coaches shall make every reasonable effort to keep spectators associated with their team away from the opponent's area of the field. The coaches and players shall remain on the same side of the field (on opposite sides of the halfway line), and parents/spectators shall be on the other side of the field. Coaches, parents, and spectators are not allowed to stand behind the goal or end line. Only coaches, team parent, and players shall be allowed in the technical area.

**I. Game Equipment:** The teams playing first are responsible for putting up the nets. The teams playing the last game are responsible for taking down and properly storing the nets. The home team will provide the game ball, subject the referee's approval. Each team is responsible for picking up all trash around the field after their game. Failure to perform these tasks is subject to the coaches or teams being suspended for one game.

**J. Practice:** Coaches are responsible for identifying their place of practice. There shall be at least two regularly scheduled practices weekly. A scrimmage may also be scheduled during the week. All scrimmages shall be teams currently registered with NMYSA. No unregistered player may play or practice with any team.

1. Pre- and Post Season Games: Games at the Carlsbad Youth Sports Complex Soccer Fields will be at the discretion of the Carlsbad Youth Sports Complex Coordinator and the League Vice-President.
2. Practice at the Complex: No CSL team shall be allowed to practice at the Carlsbad Youth Sports Complex soccer fields.
3. Scrimmages at the Soccer Complex: This depends on the Carlsbad Youth Sports Complex Coordinator and rules set forth by the City of Carlsbad.
4. Membership forms: All coaches will, upon request by any League official, present the membership form for every player practicing and playing during a game. Failure to do this is a violation under this provision.
5. Penalties for Violations: Violations reported to the League require the coach of the team in question to present him/herself to the Board and explain the circumstances surrounding the violation that occurred: The following penalties will be imposed:
  - a. One violation per seasonal year: verbal warning by the Board followed by a written confirmation of the warning to the team and coach by the League President. Coach awarded 10 disciplinary points.
  - b. Two violations per seasonal year: suspension of coach from the following game. Coach awarded 10 disciplinary points.
  - c. Three violations per seasonal year: coach awarded additional 20 disciplinary points.

**K. Substitutions:** Teams may have unlimited substitutions, with referee's permission, under the following conditions:

1. Quarter/Halves
2. Any goal kick
3. Prior to any throw-in or kick-in for either team. This may change during tournaments.
4. Before kick-offs
5. When the referee has stopped the game.

Substitutions may not enter the field of play until the existing player has exited. All players must enter and exist at the mid-field on the bench side. Play may resume as soon as the entering player crosses the touch line.

**L. Length of Game:** The length of the game shall be as follows: In accordance with the USYSO small-sided game manual.

Age Group Game Length:

U- 14 Two 35' halves

U- 12 Two 30' halves

U-10 Two 25' halves

U-8 Four 12 minute quarters

U-6 Four 8 minute quarters

If teams from the different age divisions are scheduled to play, the older age division's game length will be used.

**M. Ball Size:** The ball size used for League and League tournament games shall be as follows:

U-6	Size 3
U-8	Size 3
U- 10	Size 4
U- 12	Size 4
U-14	Size 5

If teams from the different age divisions are scheduled to play each other, the older age division's ball size will be used.

**N. Behavior While Representing CSL:** If, while representing CSL, the behavior of any coach, player, or parent is determined by the CSL Board of Directors to be detrimental to the reputation of the League, the behavior shall be reviewed by the League A & D Committee. Examples of such behavior are: substance abuse, minors consuming alcoholic beverages, disturbing the peace, and vandalism. At a minimum, players found guilty of such behavior shall not be allowed to travel with their team to the next out-of-city tournament and shall be placed on one-year probation. Another such incident during the period of probation shall be grounds for dismissal from the League. All penalties (for players and non players) shall be recommended by the A & D Committee and approved by the CSL Board of Directors.

**O. Equipment:** In the event any equipment belonging to the CSL is lost by any team or individual, the entity that at the time was responsible for that equipment shall be held financially responsible for the cost to replace that equipment. Responsibility shall be defined as:

1. The current party that has checked out and signed for that piece of equipment.
2. The party that has been designated by the schedule or any committee acting on behalf of the League such as Tournament committees.

The entity shall have 30 days from the time of loss to pay for the replacement of the equipment at the cost designated by the League as the current replacement cost. Failure to do so shall make the team or individual ineligible to play in any League sanctioned games until that amount is paid to the League.

**P. Noisemakers:** The use of air horns and mechanical noisemakers of any kind are prohibited at CSL games. Referees will be instructed that use of noisemakers during a game will be considered unsportsmanlike conduct. For the first offense, the referee will issue a warning to the coach of the offending sideline. The second offense will result in a yellow card to the offending team coach. A third offense will result in a red card to the offending team coach and placed before the A & D Committee.

#### **Article 4**

##### **Referees**

**A. Rules of Play:** Except as otherwise provided here, the current FIFA "Laws of the Game" shall apply to any and all competition sponsored by the League. The duties of the referee and appointed assistant referees are defined in Law V of the "Laws of the Game". (The Referee's) decision on points of fact connected with the play shall be final, so far as the result of the game is concerned.

**B. Criticism of the Referee:** Criticism of the referee by word or action preceding, during, or immediately following the game by coaches, managers, players, or spectators will not be tolerated. Violations of this rule will be handled in accordance with CSL's Zero Tolerance Policy."

**C. Referee Assignor:** Referees shall not officiate in any scheduled League game if relatives of the referee are participating in that game unless approved by both coaches. The referee must assume the responsibility for informing both coaches prior to the start of the game should the situation arise. The same procedure will apply in the event a referee becomes ill during the game. The Assignor shall be certified.

#### **Article 5**

##### **Protest and Grievances**

- A. **Protests of referee's judgment calls will NOT be allowed.** A coach or manager of a registered team may protest technical violations of the Laws of the Game. Such complaints should be directed in writing, giving the details of the situation, to the League President and District Referee Administrator (**DRA**). To protest a game, a team's coach must verbally notify the League President or Vice-President who will then notify the opposing coach and referee and DRA. The protest must be filed within (3) three days of the end of the game. A formal protest in writing, stating all known facts, shall be given to the League President or Vice-President and the DRA. The written protest must be hand-delivered or postmarked within (3) three days of verbal notifications. Protests submitted after the due date will be considered void. The protest will then be turned over to the A & D Committee for investigation and recommendations by the CSL Board of Directors.
- B. **Grievances:** A coach or team official may file a grievance against another team or coach affiliated with the League if they suspect a violation of League Rules. To file a grievance, the coach or team official shall send a written request presenting all details of the alleged rules violated to the League President or Vice-President and the **DRA** no later than (2) two weeks after the discovery of the alleged violation(s). Grievances submitted after the due date will be considered void. The matter will then be turned over to the A & D Committee for investigation and recommendations for consideration by the League Board.
- C. **Appeals:** The line of appeal for protest denied by the League shall be the District Commissioner, NMYSA Board of Directors, and the USYSA.

**SECTION E**  
**Carlsbad Youth Soccer League**  
**Discipline Point System**

The point system will apply to all sanctioned play during the seasonal year, including tournament games.

<b><u>Disciplinary Action</u></b>	<b><u>Points</u></b>
Individual:	
Caution (yellow card) of player	<b>5</b>
Ejection (red card) of player	<b>10</b>
Ejection of player for violent conduct	<b>15</b>
Ejection of player for fighting	<b>15</b>
Coach:	
Failure to notify the referee Assignor when a game is rescheduled. (Each coach)	<b>10</b>
Caution (yellow card) of a coach	<b>10</b>
Failure to show (forfeit) when advance notice is given to League Vice-President	<b>15</b>
Ejection (red card) of a coach	<b>20</b>
Failure to show (forfeit) without giving advance notice to League President	<b>30</b>
Abandonment of the game by removing a team from the playing field while the game is in progress	<b>30</b>

**Guidelines:**

**A. Players:**

1. **U-14 and below:** Accumulation of **30** points during spring or fall or **50** points during the seasonal year leads to disqualification. Players should be counseled when he/she is within 10 point of these marks.
  
2. **U-16 and older:** Accumulation of 40 or more points leads to disqualification. This change is based on the fact that these players only play in the spring season and the play at this age tends to be more physical and difficult to referee. Counseling should be given.