NJYSA BYLAWS

I. NAME

This Association shall formally be known as the New Jersey Youth Soccer Association, Inc., also referred to as NJYSA.

Definitions: The following terms as used in these Bylaws shall have the respective meanings set forth below:

A. "NJYSA", "NJYS", or "the Association": The New Jersey Youth Soccer Association
B. "US Soccer" or "Federation": The United States Soccer Federation
C. "FIFA": The Federation Internationale de Football Association
D. "AGM": The annual membership meeting of the Association
E. "BOD" or "Board": The Board of Directors of the Association
F. "Executive Committee": The Executive Committee of the Association.
G. “Member at Large”: There are six (6) member at large positions on the NJYS Board of Directors. These positions are restricted to members of a NJ Youth Soccer member club.
H. "Leagues": A structured group of four (4) or more unrelated teams, joined for the purpose of inter-team play under a common set of administrative and competition rules and approved by the NJYS Board of Directors. The members of a league have the right to elect officers and make changes to their administrative and competition rules.
I. “Tournaments”: A group of teams joined for the purpose of inter-play by a common set of administrative and competitive rules that are determined by the tournament provider.
J. “Team”: A recognized entity created for the purpose of playing the sport of soccer.
K. “Club”: An organization, which has an identifiable membership of youth soccer players, on whose behalf the organization conducts or engages in youth soccer activities. Clubs may have teams in travel leagues, recreational leagues and in-house programs.

II. VISION & MISSION

A. The vision of NJYSA is to establish soccer as the preeminent sports in New Jersey that unites, grows and inspires a lifelong passion.
B. The mission of NJYSA is to connect and empower the youth soccer community.

III. DISCRIMINATION

NJYSA or its members will not discriminate against any individual on the basis of race, color, religion, age, sex or national origin.

IV. AFFILIATION

A. The NJYSA shall be an affiliate of, and comply with the authority of, the United States Soccer Federation (US Soccer) and the United States Youth Soccer Association (USYSA).
B. NJYSA will not join any organization that has requirements that conflict with the Federation's articles, bylaws, policies and requirements.

V. TAX EXEMPT STATUS

NJYSA shall maintain its 501(c)3 tax-exempt status under the Internal Revenue Code.

VI. GOVERNING AUTHORITY

A. The NJYSA shall be governed by a Board of Directors and by the Executive Committee of the Board of Directors.
B. The US Soccer articles of incorporation, bylaws, policies, and requirements take precedence over and supersede the Governing documents and decisions of New Jersey State Youth Soccer Association and its members to the extent applicable under New Jersey state law. NJYSA and its members will abide by those articles, bylaws, policies, and requirements of US Soccer.

SECTION I. COMPOSITION OF BOARD OF DIRECTORS

A President, First Vice President, Second Vice President, Third Vice President, Fourth Vice President, Secretary, Treasurer, six (6) Member At-Large positions, the immediate Past President of the NJYSA as an ex officio member for a period of one year, the State Youth Referee Administrator and the Chief Executive Officer.

SECTION II. RESPONSIBILITY AND AUTHORITY OF BOARD OF DIRECTORS

The Board of Directors shall be responsible and have sole authority for:

A. Enforcing the Bylaws and Policies.
B. Adopting temporary rules and regulations for specific cases or circumstances, not provided for in the Bylaws or policies, which are necessary to carry out the objectives of the NJYSA
C. Approving the Annual Budget.

SECTION III. Executive Committee

The Executive Committee of the Board of Directors shall be composed of the President, First Vice President, Second Vice President, Third Vice President, Fourth Vice President, Secretary, and Treasurer. The immediate past President (for a period of one year), the State Youth Referee Administrator and the Chief Executive Officer shall also serve as a non-voting member of the Executive Committee.

Responsibilities and Authority of the Executive Committee:

The Executive Committee shall be responsible for:

A. Administrating the affairs of the NJYSA on behalf of the Board of Directors.
B. Referring major issues and problems not covered by NJYSA policy to the Board, along with recommendations for action.

SECTION IV. MEETINGS

The Executive Committee:

The Executive Committee shall hold a minimum of five meetings per fiscal year. Meeting dates are to be determined at the Annual General Meeting.

Special meetings may be called by the President or any group of members comprising one-third in number of the members authorized to vote. Written or printed notice stating the place, day and hour of any meetings of members must be delivered personally, by regular mail, or by email to each member entitled to vote at the meeting not less than five (5) nor more than thirty (30) days before the date of the meeting, by or at the direction of the President, or such persons as are calling the meeting. The purpose or purposes for which the meeting is called must be stated in the notice. Members may participate in such meeting by conferencing per NJYS policy.

Board of Directors:

The Board of Directors shall meet at least three times per year, in addition to the Annual General Meeting. In addition, the Board of Directors shall meet whenever the President deems a meeting necessary or whenever the President is instructed to call a meeting by one-third of the members of the Executive Committee. Members may participate in such meeting by conferencing per NJYS policy.

Annual General Meeting:

The Annual General Meeting of the NJYSA for the prior calendar year shall take place within the first ninety (90) days of each calendar year on a date as determined by the Board of Directors no later than its last scheduled meeting of the previous year.

An agenda of the Annual General Meeting will be provided to the membership at least fifteen (15) days prior to the Annual General Meeting. Members may NOT participate in the AGM via conferencing or proxy.

Parliamentary Procedure: The Annual General Membership shall be conducted according to the form prescribed in Robert's Rules of Order unless otherwise provided in the Constitution or Bylaws.

VII. MEMBERSHIP

The Membership of the NJYSA shall consist of affiliated leagues, clubs, players, coaches, trainers, managers, officials and administrators not subject to suspension under Section 4 of US Soccer Bylaw 241, and to any Amateur Soccer organizations in the State of New Jersey.

VIII. RISK MANAGEMENT AND POLICIES AGAINST ABUSE

NJYSA shall, promptly upon adoption of the bylaws amendment incorporating this provision, adopt policies prohibiting sexual, physical and emotional abuse, which policies shall meet and be maintained to conform with minimum criteria established by the Federation, except to the extent that such conformity would affront state or local legal requirements to which the NJYSA is subject.

All players will be registered annually with the US Soccer Federation and USYSA. NJYSA will pay all dues and fees of the Federation and USYSA on a timely basis.

NJYSA and its members shall not discriminate against the participation of players or teams on the basis of that player or team's membership in, or affiliation with, another organization. Members are encouraged to allow teams of all other US Soccer members to participate in tournaments sponsored by NJYSA or any of its members when the teams otherwise comply with the tournament eligibility requirements.

NJYSA will allow the US Soccer Federation to review the documents and procedures of NJYSA on request of the Federation not less than once every 4 years, to determine compliance with Federation bylaws.

IX. ELECTION OF OFFICERS

NJYSA aspires to hold an election of its officers each year at the Annual General Meeting. A simple majority of eligible votes cast shall constitute elected office.

SECTION I. FORMATION OF A NOMINATING COMMITTEE

The President of NJYSA shall, with the concurrence of the Board of Directors, appoint a Nominating Committee of five (5) members at least three (3) months prior to the Annual General Meeting. The committee will be responsible for seeking out and nominating individuals who have expressed an interest in being placed on the ballot to stand for election for one of the Executive Committee (President, First Vice President, Second Vice President, Third Vice President, Fourth Vice President, Secretary, and Treasurer) positions and for one of the six (6) Member At-Large positions. The committee will place into nomination without recommendation or consideration all the candidates for each office at the Board of Directors Meeting immediately preceding the AGM. No nominations will be accepted from the floor at the Annual General Meeting. Any proposed nominations must be received by the State Office in writing (electronic or postal mail), no less than thirty (30) days prior to the Annual General Meeting. The Chief Executive Officer shall distribute copies of said proposed nominations no less than twenty-five (25) days prior to the Annual General Meeting.

SECTION II. CERTIFICATION OF DELEGATES

Delegates to the Annual General Meeting shall be certified to the Secretary of NJYSA on a form provided by NJYSA by the established deadline. The Certification shall identify a primary delegate and one or more alternate delegates. In the event of more than one alternate delegate, the order of priority shall be specified. Not having the Certificate in the Secretary's possession by the established deadline shall result in the delegate and alternates not being permitted to vote at the Annual General Meeting.

SECTION III. TERM OF OFFICE

Members of the Board of Directors may serve no more than three consecutive two-year terms in the same position.

Members who have exhausted the number of permissible consecutive terms may be elected back to the Board, without restriction, into a different Board position.

Members who have exhausted the number of permissible consecutive terms may be elected to the same Board position after not holding that position for a minimum of one term. 2019 will start the three-year term cycle.

Terms of office for each Board position shall begin immediately after the conclusion of the Annual General Meeting where the position is elected and shall extend until the conclusion of the Annual General Meeting where that position is next on the ballot.

SECTION IV. EXECUTIVE COMMITTEE

The positions of President, Second Vice President, Fourth Vice President, and Secretary, will be elected in even years and the First Vice President, Third Vice President and Treasurer will be elected in odd years in the following manner:

A. Each member League, through its delegate, shall vote for the above listed officers, each having one vote.
B. Executive Committee Members shall have one (1) vote for each of the above listed officers.

An individual who sits on the Board of a national youth soccer organization is not eligible for an Executive Committee member position. An individual who currently serves as an officer or director on the board of directors of a US Soccer member organization (to include member leagues and member clubs) is not eligible for the President of the Board of Directors position.

SECTION V. MEMBERS AT-LARGE

There shall be a total of six (6) Member At-Large positions on the Board of Directors. Three (3) Member At-Large positions will be elected in even-numbered years and three (3) Member At-Large positions will be elected in odd-numbered years.

(NOTE: At the June 2020 Annual General Meeting, a total of six (6) Members At-Large seats were initially elected to the NJYS Board of Directors. Prior to the election, a random draw was conducted to designate three (3) of the Member At-Large seats to serve an initial one-year term subject to re-election in 2021 to serve regular two (2) year terms. This special designation for

the 2020 election was conducted to stagger three of the six Member At-Large seats to be elected in subsequent odd-numbered years.)

Elections for Member At-Large positions shall be in the following manner:

A. Each Executive Committee member, League, and Club, through its delegate, shall receive a total of three (3) votes for Member At-Large positions.
B. Each Executive Committee member, League, and Club, through its delegate, may submit a maximum of one (1) vote per candidate.
C. Each Executive Committee member, League, and Club may have a maximum of one person representing that club as a Member At-Large position.

To be eligible for the Member-at-Large positions, an individual must represent a club and attest that the club the person represents has 80% of all players (recreation and travel) or a minimum of 250 total players registered with NJ Youth Soccer.

An individual who sits on the Board of a national youth soccer organization is not eligible for a Member-At-Large position.

SECTION VI. VOTING & ELIGIBILITY

All Certified delegates (i.e. Executive Committee, Leagues and member Clubs) of NJYSA shall be given one vote at the AGM (see above for election procedures). Proxy voting will not be allowed at the AGM.

To be eligible for voting at the NJYS AGM, a Club must attest that either:

1. At least 80% of all players (recreation and travel) and a minimum of 50 total players are registered with NJ Youth Soccer or
2. A minimum of 250 players registered with NJ Youth Soccer

SECTION VII. MULTIPLE POSITIONS

Members of the Board of Directors may not hold more than one Board of Director position at a time. If elected or appointed to a second position, the member must vacate one or the other position effective immediately.

X. DUTIES OF OFFICERS

A. PRESIDENT

The duties of the President shall be:

1. To serve as the Chair of the NJYSA Board of Directors.
2. To conduct all meetings of the Executive Committee and of the Board of Directors, having only one (1) vote in each body, to be used only in the event of a tied vote.
3. To delegate authority, assign specific functions, create special committees, advisory boards and take similar action in consultation with the Executive Committee.
4. To make annual appointments to standing committees, advisory boards and or task forces with the approval of the Chief Executive Officer and interim appointments with the approval of the Executive Committee.

5. To represent the NJYSA, in State regional and national matters.
6. To be an authorized co-signer for checks issued by the NJYSA.
7. To appoint the New Jersey State Youth Referee Administrator with the advice and consent of the New Jersey State Referee Administrator.
8. Serve as the direct report for the Chief Executive Officer.

B. **FIRST VICE PRESIDENT**

The duties of the First Vice President shall be:

1. To serve as second in command to the NJYSA in the absence of the President, performing administrative duties including, but not limited to, conducting meetings of the Board of Directors and the Executive Committee.
2. To be an authorized co-signer for checks issued by the NJYSA.
3. To serve as a liaison to appointed committees.
4. To perform such other duties as may be delegated by the President.

C. **SECOND VICE PRESIDENT**

The duties of the Second Vice President shall be:

1. To serve as the third in command to the NJYSA in the absence of both the President and the First Vice President with duties set forth in Section 2(a) above.
2. To serve as a liaison to appointed committees.
3. To be an authorized co-signer for checks issued by the NJYSA.
4. To perform such other duties as maybe delegated by the President.

D. **THIRD VICE PRESIDENT**

The duties of the Third Vice President shall be:

1. To serve as the fourth in command to the NJYSA in the absence of the President, the First and Second Vice President with duties set forth in Section 2(a) above.
2. To serve as a liaison to appointed committees.
3. To perform such other duties as maybe delegated by the President.

E. **FOURTH VICE PRESIDENT**

The duties of the Fourth Vice President shall be:

1. To serve as the fifth in command to the NJYSA in the absence of the President, the First Vice President, Second Vice President, and Third Vice President with duties set forth in Section 2(a) above.
2. To serve as a liaison to appointed committees, as required.
3. To perform such other duties as maybe delegated by the President.

F. **SECRETARY**

The duties of the Secretary shall be:

1. To maintain accurate and detailed records of all Executive Committee and Board of Directors meetings at the State Office, and to distribute the minutes of those meetings to all members of the respective bodies.

G. **TREASURER**

The duties of the Treasurer shall be:

1. To serve as a liaison to the State Office staff responsible for finance and ensure NJYSA is operating in a fiscally responsible manner.
2. To be an authorized co-signer for checks issued by the NJYSA.
3. To render to the Executive Committee and the Board of Directors a report of financial activities.
4. To submit, as soon as practicable after the end of each fiscal year, to the Board of Directors a statement of the financial condition of the NJYS certified by an independent accountant consisting of a balance sheet and related statements of income and expenses, and of the status of, or changes in, all funds for the preceding year.
5. To serve as a liaison to appointed committees.

H. **STATE YOUTH REFEREE ADMINISTRATOR**

The duties of the State Youth Referee Administrator shall be:

1. To represent the State Referee Administrator to the NJYSA and, in turn, convey the views, complaints, suggestions and other communications regarding referees from the NJYSA to the SRA.
2. To serve as an active member of the State Referee Committee.

XI. VACANCIES

Whenever an elected position is left vacant, the Executive Committee shall have the power to appoint an individual to that position by a simple majority vote of the Executive Committee, providing there is a quorum present.

Individuals appointed to a position by the Executive Committee will serve for the unexpired portion of that position's term, not to exceed one year. If the unexpired remaining term exceeds one year, the position will be filled by appointment by the Executive Committee until the next scheduled regular election. The officer chosen by that election will serve the second year of the term, and regular elections will then continue as provided in Article III, Section IV.

XII. INSURANCE

A. All NJYSA members shall be covered against personal liability claims.
B. NJYSA will cover all registered players and coaches with liability and excess (e.g. secondary) medical coverage. Coverage shall coincide with the seasonal year as per NJYS policies.

XIII. FINANCIAL PARAMETERS

A. The fiscal year shall begin on September 1st and end on August 31st of the following year.
B. All checks issued by NJYSA must be signed by two (2) authorized signatures.
C. The following positions are authorized to sign checks on behalf of NJYSA: (1) the President; (2) the First Vice President; (3) the Second Vice President (4) the Treasurer; (5) the Chief Executive Officer, subject to any limitations in the Bylaws or Financial Policy.

XIV. FEES

The Board of Directors shall specify the fees required for affiliating teams, clubs and leagues during the coming seasonal year.

XV. AUDIT

A formal audit of the books and accounts of the NJYSA shall be conducted annually by a certified public accounting firm. Reports shall be made to the Board of Directors as soon as possible after the close of the fiscal year and no later than December 31st of that year.

XVI. PROTESTS AND APPEALS

A. Appeals and Discipline Committee: The President, with the advice and consent of the Board of Directors shall appoint a Chairperson and committee for the purpose of hearing appeals and reviewing misconduct. This committee shall be the highest level of appeal and discipline within NJYSA. Committee hearing will have a minimum of three (3) voting members.

B. The purpose of this Committee shall be:

1. To guarantee the rights of individuals to participate and compete.

2. To conduct discipline hearings of State Level actions of players, coaches, administrators, teams and clubs. This includes but is not limited to assaults/abuse of referees, matters of registration, and all intra-state matters.

3. Hearing appeals from any person, team, club, or competition authority subject to the following:

    a. Players, teams or clubs must first appeal all issues to the competition authority. Issues are those for which the competition authority has original jurisdiction such as discipline. The appellant may appeal any adverse decision to the Appeals and Discipline Committee.
    b. Appeals for non-competition authority issues, i.e. club issues, must be appealed to the Appeals and Discipline Committee.

4. Time Limits. An appeal must be delivered to the next level in the line of authority within two (2) weeks of receiving a decision being appealed.

5. All grievances and appeals involving the right to participate and compete in activities sponsored by the Federation and New Jersey Youth Soccer and its members maybe appealed to the US Soccer Federation's Appeals Committee that shall have jurisdiction to approve, modify or reverse a decision.

6. Appeal beyond the NJYSA is to US Soccer Federation Appeals Committee that shall have jurisdiction to approve, modify or reverse a decision.

7. Each appeal to the Appeals Committee shall be accompanied by a fee to be set annually by the Executive Committee.

8. All referee assaults shall be acted upon by the Appeals and Discipline Committee which shall have exclusive jurisdiction in accordance with US Soccer guidelines. In accordance with said guidelines, all players and coaches charged with referee assault shall be suspended until a hearing before the Appeals and Discipline Committee. The hearing shall be scheduled within thirty (30) days of the date of the alleged offense being reported to NJYSA. The Appeals and Discipline Committee shall have exclusive jurisdiction in all matters concerning referee assaults alleged to have been committed by a spectator.

XVII. LEGAL ACTION

No official, league, club, team, referee or player may invoke the aid of the courts of any State or of the United States, without first exhausting all available remedies within the appropriate soccer organization set forth in the Constitution and Bylaws of the NJYSA, the USYSA and US Soccer.

A. For violation of this rule, the offending parties shall be subject to the sanctions of suspension and fines, and shall be liable to the NJYSA and/or USYSA for all expenses incurred by either organization, or their affiliates, and their officers in defending each court action including but not limited to the following:

    1. court costs;

    2. attorneys' fees;

    3. reasonable compensation for time spent by NJYSA in responding to and defending against the allegations in the action, including responses to discovery and court appearances;

    4. travel expenses; expenses for holding special NJYSA Executive Board meetings to discuss the court action.

B. No official, league, club, team, referee, Member of the Board of Directors, coach, player or their representative may be returned to good standing until litigation has ended and all costs, fines, fees and expenses are paid, unless return to good standing is decided by the NJYSA Board of Directors.

XVIII. DISCIPLINARY AUTHORITY

The NJYSA shall conduct its business with due respect for the spirit of the game and for the benefit of the players.

A. A request for disciplinary action or an appeal referred to the NJYSA shall be handled by the Appeals and Discipline Committee.
B. A request for disciplinary action involving the abuse or assault of a referee shall be handled by the Appeals and Discipline Committee.
C. Discipline of elected Executive Committee members for administrative issues shall be handled by the Board of Directors. Appeals of decisions by the Board of Directors shall be referred to the US Soccer Federation.

XIX. SUSPENSION BECAUSE OF, AMONG OTHER THINGS, LITIGATION OR CRIMINAL CHARGES

Any person participating in a NJYSA program or a program of a member organization, who is named as a defendant in a civil litigation which alleges, against that individual, conduct that: (i) could be construed as detrimental to the welfare of a minor or youth player (ii) speaks negatively to that person's character or ability to function in his/her capacity as a coach, trainer, manager or assistant for a member organization; or, (iii) in the NJYS's sole and absolute discretion raises concerns regarding that person's ability to continue acting in his/her prior capacity, may be suspended or impose a leave of absence from all soccer related activities. Suspensions under this bylaw shall be determined by the President of NJYSA. Matters detrimental to the welfare of youth players shall include but not necessarily be limited to, acts or omissions which place a minor at risk of physical, emotional or psychological harm, crimes of moral turpitude (i.e., fraud, larceny, any malicious intent to harm) and any indictable offense under state or federal law. The suspended person has a right to an emergent appeal of the suspension on the issue of whether the act or omission which triggered the suspension, if true, would be detrimental to the welfare of youth players or would negatively impact that person's ability to function in his/her prior capacity. Any and all determinations on such an appeal are left to the sole and absolute discretion of the NJYS Discipline and Appeals Committee. On completion of the civil litigation or criminal proceeding, the suspended person may notify NJYSA that the matter has been completed and request that the suspension be terminated, and the person reinstated. Any such request must be accompanied by details regarding how the matter concluded, including but not limited to the disclosure of whether the suspended person was found liable in any civil litigation, or convicted of/plead guilty to any criminal charges. NJYSA, with the approval of the President, may grant the request of the person or, if the decision of the litigation was adverse to the person, may continue the suspension for a period specified by the suspending body, fine the person, terminate all membership of that person, or any combination of those authorized penalties.

XX. REMOVAL OF A MEMBER OF THE BOARD OF DIRECTORS

Any Director may be removed from office, with or without assigning any cause, by a majority vote of all the members or an affirmative vote of not less than two-thirds of the remaining Board of Directors.

XXI. ALL CHANGES IN BYLAWS

All proposed amendments to the bylaws shall be submitted to the Board of Directors at least fifteen (15) days prior to the next scheduled Board meeting. All proposed bylaws may be moved to the agenda of a future Board meeting, at the President's discretion. The bylaws may be amended, repealed, or added to, or new bylaws may be adopted by the vote of two-thirds (2/3rds) of the members in attendance as long as a quorum is present.

Any changes in Bylaws approved at said meeting shall become effective upon the Conclusion of the Board meeting when that amendment was ratified.

XXII. PARLIAMENTARY PROCEDURES

Meetings of the Executive Committee and the Board of Directors shall be conducted according to the form prescribed in Robert's Rules of Order, unless otherwise provided.

XXIII. QUORUM

A quorum is present if at least a majority of the Board of Directors who are eligible to vote are present.

Revised Bylaws fully ratified by the Membership on June 17, 2016

As amended on December 12, 2024, April 16, 2026 and September 24, 2026