

# Proposed Amendments to the CDYSL Constitution and Bylaws

## Proposed by the General Board

### 1. Electronic Voting (new Bylaw)

The proposal that would allow CDYSL Board members to vote electronically.

#### **Recommendation:**

*Article II: Meetings*

5. *This bylaw may be used at the President's discretion prior to the vote of a motion. The President has the option to conduct an electronic mail vote on non-policy, administrative, and procedural matters that have been presented, moved, seconded, and discussed during a prior General Board meeting.*
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## Proposed by Members of CDYSL

### 1. Membership Requirements – Article I.1.a (Membership-Full Member Level)

This proposal would eliminate the exemption provided to clubs in good standing at the 2012 AGM and would require all Full Members of CDYSL to have at least three (3) travel teams registered with CDYSL and/or 3 or more teams participating in travel play.

Current Bylaw:

- a. Full Member Level – This will be a club that participates as a member of CDYSL, attends Board of Director Meetings, and offers members to serve on CDYSL committees and its teams will be fully registered with CDYSL. This club must meet all meeting attendance requirements according to the CDYSL rules. This member will have 3 or more travel teams registered with CDYSL and/or 3 or more teams participating in travel league play. This member will have voting rights, as stated in the Constitution, at Board of Director Meetings and the AGM. (Note: All clubs in good standings as of the 2012 AGM shall be grandfathered in and exempt with respect to the 3 team rule).

#### **Recommendation:**

- a. Full Member Level – This will be a club that participates as a member of CDYSL, attends Board of Director Meetings, and offers members to serve on CDYSL committees and its teams will be fully registered with CDYSL. This club must meet all meeting attendance requirements according to the CDYSL rules. This member will have 3 or more travel teams registered with CDYSL and/or 3 or more teams participating in travel league play. This member will have voting rights, as stated in the Constitution, at Board of Director Meetings and the AGM. ~~(Note: All clubs in good standings as of the 2012 AGM shall be grandfathered in and exempt with respect~~

to the 3 team rule)

Proposed New Bylaw:

- a. *Full membership level – This will be a club that participates as a member of CDYSL, attends Board of Directors meetings, and offers members to serve on CDYSL committees and its teams will be fully registered with CDYSL. This club must meet all meeting attendance requirements according to the CDYSL rules. This member will have 3 or more travel teams registered with CDYSL and /or 3 or more teams participating in travel play. This member will have voting rights, as stated in the Constitution, at BOD Meeting and the AGM.*

Sponsor: Cathleen Knauf

Rationale: This change was made in 2012 and there is no longer a reason to grandfather any clubs. All Full Member Level clubs should have at least 3 teams.

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## 2. Membership Requirements – Article I.8.c (Membership-Inactive) and Article I.8.d (Membership-Non-Member)

This proposal would eliminate the application of these bylaws retroactively to the 2005 AGM (2004-2005 season) and would allow the addition of email notification to clubs that become inactive or dropped from CDYSL membership.

Current Bylaw:

- c. INACTIVE: Member Clubs that have not fulfilled their obligations in accordance with their level of membership during the previous annual year shall be moved to an inactive status. These clubs will be moved to the probationary status once they have fulfilled their level of membership with CDYSL. This will be CDYSL BYLAWS 5 retroactive starting with the August 2005 AGM to September 1, 2004. CDYSL will make every attempt to notify the inactive club in writing (via United States Postal Service).

### **Recommendation:**

- c. INACTIVE: Member Clubs that have not fulfilled their obligations in accordance with their level of membership during the previous annual year shall be moved to an inactive status. These clubs will be moved to the probationary status once they have fulfilled their level of membership with CDYSL. ~~This will be retroactive starting with the August 2005 AGM to September 1, 2004.~~ CDYSL will make every attempt to notify the inactive club in writing via email and/or United State Postal Service. **Response of receipt will be required.**
- d. NON-MEMBER: Member clubs that have been INACTIVE Status for 2 consecutive years will be dropped from CDYSL Membership at the next AGM. The Membership Chairperson will make this announcement to the member clubs at the AGM. ~~This will be retroactive starting with the August 2005 AGM to September 1, 2003.~~ CDYSL will make every attempt to notify the non-member clubs in writing via email and/or United States Postal Service.

**Response of receipt will be required.**

**Proposed New Bylaws:**

- c. *INACTIVE: Member Clubs that have not fulfilled their obligations in accordance with their level of membership during the previous annual year shall be moved to an inactive status. These clubs will be moved to the probationary status once they have fulfilled their level of membership with CDYSL. CDYSL will make every attempt to notify the inactive club in writing via email and/or United State Postal Service. Response of receipt will be required.*
- d. *NON-MEMBER: Member clubs that have been INACTIVE Status for 2 consecutive years will be dropped from CDYSL Membership at the next AGM. The Membership Chairperson will make this announcement to the member clubs at the AGM. CDYSL will make every attempt to notify the non-member clubs in writing via email and/or United States Postal Service. Response of receipt will be required.*

Sponsor: Cathleen Knauf

Rationale: This change was made in 2012 and there is no longer a reason to exclude any clubs retroactively. An email notification to the club President or representative with an email response is sufficient proof of receipt.

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### **3. Meetings Requirements – Article II.4 Meetings**

This proposal would increase the fine for missing the Annual General Meeting from \$50 to \$200.

Current Bylaw:

4. All clubs MUST attend the Annual General Meeting. Failing to do so will result in a \$50 fine for the missed meeting.

**Recommendation:**

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**Proposed New Bylaw:**

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Sponsor: Cathleen Knauf

Rationale: The AGM is an important meeting for all clubs to attend, it sets the tone for the upcoming year and lays out any changes. Since this is the only meeting Bylaws and Constitution can be changed, it is important for all clubs to have a voice in this decision. Any representative can attend as long as they are designated as able to cast a vote for the said club.

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## **Officers and Their Terms Requirements – Article III and Article III.1 (President)**

Part One of this proposal would restrict the persons eligible to run for President to current Executive Committee that have attended four out of the five General Board meetings and the AGM. The proposal would also reduce the minimum time a person had to serve on the Executive Committee prior to running for president to one year.

Part two of this proposal would require that in the event an Executive Committee member does not run for President, a person nominated from the general membership must have attended five out of the last six Board of Directors meetings and/or the AGM.

Part three of this proposal regarding the role of the President is an editorial change in that it combines two of the responsibilities into one sentence.

Current Bylaw:

### **ARTICLE III: Officers and League Office**

A person who is elected to the office of President of CDYSL shall preside for a maximum of two (2) consecutive two (2) year terms (i.e. 4 years). If there is not an individual that would like to run for the office of President that is currently on the Executive Committee, then the current President can continue to preside in that position until someone from the general membership or Executive Committee decides to run for the office. A person can only be elected to the office of President if he or she has currently served on the Executive Committee as an officer for a minimum of two (2) years. If no current Executive Committee member wishes to run for the office of President, then the position of President can be opened up to the general membership for nominations.

1. **PRESIDENT:** The President shall be the executive officers of the League and may, at his/her discretion, preside over all meetings except during the election of officers at the Annual General Meeting, or appoint a chairman.

The President shall have the responsibility for the general management of the affairs of the League and shall see that all orders and resolutions of the Board are carried into effect. The President shall represent the League and see that all orders and resolutions of the Board are carried into effect. The President shall represent the League in all matters of a foreign nature and shall have the full power to deal with matters coming to its attention, subject to the regulations of the Eastern New York Youth Soccer Association and the United States Soccer Federation.

The President shall be an ex-officio member on all committees and shall appoint the members of each Standings and special Committee, except the Nomination Committee, subject to the approval of the Board of Directors. The President shall not serve as a director during his or her term as President.

### **Recommendation:**

A person who is elected to the office of President of CDYSL shall preside for a maximum of two (2) consecutive two (2) year terms (i.e. 4 years). If there is not an individual that would like to run for the office of President that is currently on the Executive Committee, then the current

President can continue to preside in that position until someone from the general membership or Executive Committee decides to run for the office. A person can only be elected to the office of President if he or she has currently served on the Executive Committee as an officer for a minimum of ~~two (2) years.~~ **one year and has attended 4 out of 5 General Membership meetings and the AGM.** If no current Executive Committee member wishes to run for office of President, then the position of President can be opened up to the general membership, **that has attended 5 of the last 6 BOD meetings and/or AGM,** for nominations.

**President:** The President shall be the executive officers of the league and may, at his/her discretion, preside over all meetings except during the election of officers at the Annual General Meeting, or appoint a chairman.

The President shall **represent the League and** have the responsibility for the general management of the affairs of the League and shall see that all orders and resolutions of the Board are carried into effect, ~~The President shall represent the League and see that all orders and resolutions of the Board are carried into effect,~~ The President shall represent the League in all matters of a foreign nature and shall have the full power to deal with matters coming to its attention, subject to the regulations of the Eastern New York Youth Soccer Association and the United States Soccer Federation.

The President shall be an ex-officio member on all committees and shall appoint the members of each Standing and special Committee, except the Nominations Committee, subject to the approval of the Board of Directors. The President shall not serve as a director during his or her term as President.

**Proposed New Bylaws:**

*A person who is elected to the office of President of CDYSL shall preside for a maximum of two (2) consecutive two (2) year terms (i.e. 4 years). If there is not an individual that would like to run for the office of President that is currently on the Executive Committee, then the current President can continue to preside in that position until someone from the general membership or Executive Committee decides to run for the office. A person can only be elected to the office of President if he or she has currently served on the Executive Committee as an officer for a minimum of one year and has attended 4 out of 5 General Membership meetings and the AGM. If no current Executive Committee member wishes to run for office of President, then the position of President can be opened up to the general membership, that has attended 5 of the last 6 BOD meetings and/or AGM, for nominations.*

**President:** *The President shall be the executive officers of the league and may, at his/her discretion, preside over all meetings except during the election of officers at the Annual General Meeting, or appoint a chairman.*

*The President shall represent the League and have the responsibility for the general management of the affairs of the League and shall see that all orders and resolutions of the Board are carried into effect. The President shall represent the League in all matters of a foreign nature and shall have the full power to deal with matters coming to its attention, subject to the regulations of the Eastern New York Youth Soccer Association and the United States Soccer Federation.*

The President shall be an ex-officio member on all committees and shall appoint the members of each Standing and special Committee, except the Nominations Committee, subject to the

approval of the Board of Directors. The President shall not serve as a director during his or her term as President.

Sponsor: Cathleen Knauf

Rationale: Limiting the opportunity for someone to step up to this important role in a time where volunteerism is down seems to hurt more than help our league. I do believe the person that steps into this role should have some background as to how our organization works and firsthand knowledge of the issue at hand at the time or running. If you can't be at 5 of the 6 meetings, how are going to be able to make the commitment of 12 Executive Committee meetings plus 6 BOD meetings.

I think stating that the President represents the voice of the league is important to mention in this article. The role is given a lot of authority which I have found to be necessary, but it should be stated that the decisions made she be based on the needs of the entire league and not just one entity. The part being removed is redundant.

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#### 4. Officers and their Terms – Article III.4 (Secretary)

The proposal further defines the responsibilities of the Secretary.

Current Bylaw:

4. SECRETARY: The Secretary shall be responsible for the minutes recorded at all meetings of the AGM, Executive Board and meetings of the Board of Directors. He/She shall insure a verbatim copy of each motion and its disposition. Upon receiving a written request, using the information request form, he or she shall make copies of minutes available and shall maintain a complete reference file of the minutes of all meetings. He/She shall also review the meetings minutes taken by the Recording Secretary. He/She shall attend to all correspondence received by CDYSL and shall draft communications from CDYSL as directed by the Board of Directors or the Executive Board. He/She shall be responsible for the sending of reports, minutes, notices and agendas for all meetings to the proper persons. He/She shall keep a complete list of all member clubs and their voting power. He/She shall also be responsible for the counting and certification of all ballots cast by the general membership at the AGM and General Board Meetings

#### **Recommendation:**

4. Secretary: The Secretary shall be responsible for the ***distribution of*** minutes recorded at all meetings of the AGM, Executive Board and meetings of the Board of Directors ***in a timely manner***. He/She shall insure a verbatim copy of each motion and its disposition. Upon receiving a written request, using the information request form, he or she shall make copies of minutes available ~~and shall maintain a complete reference file of the minutes of all meetings.~~ He/She shall also review the meetings minutes taken by the Recording Secretary ***upon submission***. He/She shall ~~attend to all correspondence received by CDYSL and shall~~ draft communications from CDYSL as directed by the Board of Directors or the Executive Board. He/She shall be responsible for the sending of reports, minutes, notices and agendas for all meetings to the proper persons. He/She shall keep a complete list of all member clubs and their voting power. He/She shall also be responsible for the counting and certification of all ballots cast by the general membership at the AGM and General Board Meetings.

## Proposed New Bylaw

4. Secretary: The Secretary shall be responsible for the *distribution of* minutes recorded at all meetings of the AGM, Executive Board and meetings of the Board of Directors *in a timely manner*. He/She shall insure a verbatim copy of each motion and its disposition. Upon receiving a written request, using the information request form, he or she shall make copies of minutes available. He/She shall also review the meetings minutes taken by the Recording Secretary *upon submission*. He/She shall draft communications from CDYSL as directed by the Board of Directors or the Executive Board. He/She shall be responsible for the sending of reports, minutes, notices and agendas for all meetings to the proper persons. He/She shall keep a complete list of all member clubs and their voting power. He/She shall also be responsible for the counting and certification of all ballots cast by the general membership at the AGM and General Board Meetings.

Sponsor: Cathleen Knauf

Rationale: Our biggest issue with information is getting information to clubs in a timely manner to prepare them to make decisions based on knowledge at our meetings. There is way too much correspondence for the secretary to responsible for all but with more correspondence going to the President, they can, or the BOD can, ask the secretary to handle issue as needed.

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## **5. Officers and their Terms – Article III.5.e (Treasurer)**

This proposal increases the amount the Treasurer may spend to \$250.

Current Bylaw:

- e. May draw up to one hundred (\$100) dollars without the approval of the Board of Directors. He/She shall perform additional functions relative to his general responsibilities for finances, such as developing CDYSL's finances or preparing financial reports as directed by the Board and as required by other legal entities of the government. He/She shall make himself/herself and all financial documents available to the League's auditors when requested to do so,

### **Recommendation:**

- e. May draw up to ~~one hundred (\$100)~~ **two hundred fifty (\$250)** dollars without the approval of the Board of Directors.

### **Proposed New Bylaw**

- e. May draw up to two hundred fifty (\$250) dollars without the approval of the Board of Directors.

Sponsor: Cathleen Knauf'

Rationale: \$250 is the new \$100. This will allow the Executive Committee to make decisions such as donations to causes and expenditures that help the flow of CDYSL in a more timely fashion.

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## 6. The League Office – Article IV.6 (CDYSL Office)

This proposal gives the President added authority over the League Operations Director and the office.

Current Bylaw:

6. CDYSL OFFICE: An office staffed with paid employees, shall be established, funded, and maintained for the purpose of conducting the daily business of the League. The staff shall be under the immediate supervision of the League Operations Director, who shall report to the President. Other elected officers and Standing Committee Chairs whose responsibilities may, in part, be handled by the office staff shall work with the President to insure the smooth and proper operation of the Office. The responsibilities of the CDYSL office shall include, but not limited to: general office and secretarial duties; progressing the registration materials of all clubs, teams and players for membership, including Select players, tournament teams, Permission to Host Tournaments, Permission to Travel forms; the recording and processing of all fees, fines and other costs submitted to the League and any disbursements made on behalf of the League that are not handled by the Treasurer; management of the CDYSL website.

### Recommendation:

6. CDYSL OFFICE: An office staffed with paid employees, shall be established, funded, and maintained for the purpose of conducting the daily business of the League. The staff shall be under the immediate supervision of the League Operations Director, who shall ~~report to the President.~~ be under the direct supervision of the elected President of the Executive Committee based on the decisions made by the Executive Committee and Board of Directors. Other elected officers and Standing Committee Chairs whose responsibilities may, in part, be handled by the office staff shall work with the President to insure the smooth and proper operation of the Office.

The responsibilities of the CDYSL office shall include, but not limited to: general office and secretarial duties; processing, as requested by the Board of Directors, the registration materials of all clubs, teams and players for membership, including Select plyers, tournament teams, Permission to Host Tournaments, Permission to Travel forms, the recording and processing of all fees, fines and other costs submitted to the League and any disbursements made on behalf of the League that are not handled by the Treasurer, management and updating of the CDYSL website.

### Proposed New Bylaw:

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of all clubs, teams and players for membership, including Select plyers, tournament teams, Permission to Host Tournaments, Permission to Travel forms, the recording and processing of all fees, fines and other costs submitted to the League and any disbursements made on behalf of the League that are not handled by the Treasurer, management *and updating* of the CDYSL website.

Sponsor: Cathleen Knauf'

Rationale: After living under the past President and working over the past two years as President, I feel the clubs are not able to be heard and are being shut down enough that the parameters of the CDSYL need to be outlined better. The Board of Directors runs CDYSL, the office's job is to implement in the best way possible with the resources they have that mission.

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