



# **Lexington F.C.**

**Mission Statement**

**Rules**

**By-Laws**

**Committee Structure**

**February, 2009**

**LEXINGTON F.C.  
MISSION STATEMENT**

**The purpose of the Lexington F.C. is to provide a challenging environment for soccer players and coaches in the Central Kentucky area. Our mission is to develop soccer skills, to teach sportsmanship, and to promote and enhance enjoyment of the game of soccer in our community. The goal of the club is to allow players and coaches to achieve their highest potential.**

**CLUB RULES  
OF THE  
LEXINGTON F.C.**

**RULE 1 - TEAMS**

- 1.1 LFC competitive teams will be formed by birth year according to Kentucky Youth Soccer Association (KYSA) and United States Youth Soccer Association (USYSA) rules, beginning with U-10 and extending through U-19.
- 1.2 For the U-9 age group, there is an LFC Academy that has been initiated to train and develop young soccer players.
- 1.3 The names of all teams and changes thereto shall be approved by the LFC Executive Committee.
  - a. All team names shall be assigned according to established Club policy.

Current policy is that, for each age group, the number of teams to be formed is determined by the number of competitive level players available.

Team names in order of competitiveness shall be:

	<b><u>BOYS</u></b>	<b><u>GIRLS</u></b>
	Premier (most competitive)	Premier (most competitive)
	Classic	Classic
Legend	Legend	
	United	United

- b. The formation and names of any additional teams shall be approved by the Executive Committee.
- c. Each team shall have a coordinator or team manager assigned, who shall be responsible for the administrative duties of the team. The LFC team coordinator handbook describes the overall duties and procedures. A copy of the LFC Coordinator Handbook can be obtained from the LFC website or from the LFC Office.

## **RULE 2 – TEAM TRYOUTS**

Tryouts are critical to the function and success of a select soccer club. They assure that teams are formed from the most competitive players available and that the program offered by the club is available to all youths on a fair and equal basis. Tryouts are also stressful to players and their parents, and the mishandling of tryouts can undermine respect for the club among the soccer public.

- 2.1 All competitive players will be required to try-out for their positions annually. In addition to its annual try-out, the club may hold additional try-outs at any time to fill roster vacancies. In order to fill player vacancies, players may be promoted to a higher level team (e.g. from the Legends to the Classic). However, no player will be moved to a team at a lower level during the year unless the player requests such a move in writing and without coercion. Under normal circumstances, player transfer during the course of the year is discouraged. Under extraordinary circumstances, at the discretion of the Director of Coaching, a change may be allowed provided all coaches are notified prior to the change.
- 2.2 Try-outs will be open to all youths.
- 2.3 Try-outs will be conducted according to policies established by the Executive Committee and will be supervised by appointed club members.
- 2.4 Annual try-outs will be publicized in advance of the try-out date/s.
- 2.5 In order to provide a tryout format that is consistent among club teams and that assures, to the extent feasible, that players will be treated fairly and forthrightly in the process and in order to provide the policies called for by Rule 2.3 of Club Rules, the Executive Committee adopts the following as policies for team tryouts. It is expected that these policies will be followed by team coaches and coordinators and that adherence to these policies will be observed by the club's Director of Coaching.
  - a. No prospective player for a club team will be offered a place on the team prior to tryouts. At the discretion of the Director of Coaching, and under special circumstances (e.g. injury or other mitigating circumstances), an established player may be excused attendance at a tryout with the express understanding that his or her suitability for a team will be assessed on level of performance in the preceding season.
  - b. Tryouts will be conducted by club coaches and other qualified evaluators appointed by and under the direction of the Director of Coaching. The content of the tryout shall be determined by the coaches of the team(s) for which the tryout is being conducted. Depending on the number of players seeking placement and in order to provide for the adequate evaluation of each player, tryouts may be extended over two or more days.

- c. At each age group, tryouts for competitive teams will be conducted according to a sequence from the most to the least competitive team (e.g. Premier, Classic, Legends, United).
- d. At each try-out, all players shall be assigned a number, and coaches shall refer to players during the try-out only by their numbers.
- e. Final decisions regarding placement of players on teams shall be made by the coaches after careful consideration of the recommendations of all coaches and qualified evaluators participating at the try-out. While try-outs are the primary vehicle for evaluating players, coaches may observe players in game or practice situations outside of tryouts which may serve as input into the assessment.
- f. No player will be informed of placement on a team at a try-out.
- g. Players shall be informed of their status following tryouts according to the following procedures. Players and alternates selected for a Premier team, or as alternates for a Premier team, will be informed within 24 hours of the tryout, unless tryouts take place prior to the end of the season. The Director of Coaching will make the determination of when the announcement will be made if there is need for extension. Alternates and players not invited to play for the Premier team, i.e. those who do not receive an invitation within 24 hours or within the announced date, are automatically invited to return for the tryout of the Classic team in their age group. Players and alternates selected for a Classic team, will be informed within 24 hours of the Classic tryout unless tryouts take place prior to the end of the season. The Director of Coaching will make the determination of when the announcement will be made if there is need for extension. Alternates and players not invited to play for the Classic, i.e. those who do not receive an invitation within 24 hours or within the announced date, are automatically invited to return for the tryout of the Legends and, depending on the number of players available, the United team in their age group. All players not selected for a team will be informed (by telephone, website listing or letter) of their status normally within 48 hours of the final tryout unless the announcement date is extended.. The Director of Coaching has final review right on final team selection.

There are certain age groups where a “pool” tryout is implemented. In this situation, Premier and Classic players are selected. The same guidelines for notification (i.e., generally within 24 hours unless different announce date is communicated by Director of

Coaching) as for Premier and Classic tryouts are followed.

- h. Players offered places on a club team shall have 24 hours from the date on which the offer is made to accept placement on the team. After 24 hours, if placement has not been accepted by the player, that place may be offered to an alternate player at the discretion of the Director of Coaching.
- i. Trying out for a team represents an implied commitment to play for that team if selected. Players are not committed to try out for the most competitive team. They may elect to try out for a less competitive team. A player who tries out for a team, is offered a place on that team, and declines to play for that team, is no longer eligible to play for a less competitive team.

2.6 Tryouts for Academy players (U9) will be conducted at the same time as the competitive teams. The intent is for all players to be selected. However, if there is a situation where too many players try out and the necessary recourses (e.g., coaches, facilities) are not available, there will be a selection process established. This process will be determined and then communicated by the LFC office.

### **RULE 3 – COMPETITIVE TEAM PLAYER SELECTION**

- 3.1 Player selection will be made solely on the basis of player skill, attitude, performance and potential.
- 3.2 Rosters for full sided teams will normally be limited to 16 players including no more than two (2) goalkeepers. Full sided teams may carry a roster of up to 18 players including no more than two (2) goalkeepers. Rosters for small sided teams shall be in accordance with state and USSF guidelines.
- 3.3 Players will be required to play on a team of their age group as determined by USYSA. To obtain a waiver of this rule (granted only under exceptional circumstances), players must annually request permission from the Director of Coaching to try out for a team above their age and class (generally, a younger birth year player will be allowed to play up if with his/her school class). In exceptional circumstances where a player wishes to play up, the Director of Coaching will meet with the player and the player's parents and may meet with the coaches of both age group teams to determine what is best for the player, teams and club. USYSA and KYSA rules will be followed for any limitations for playing up for an age group and class above the official age group of a player (e.g., U8 players playing in U9 age group).

### **RULE 4 - REGISTRATION**

- 4.1 Initial team registration must be completed prior to any scheduled game play. Player registration will be completed immediately following final player selection. The method for player registration will be announced by the registrar.
  - a. Players will be asked to provide two copies of their birth record and their membership fees to the LFC Office at registration. The LFC team for which the player is assigned shall be provided with one of the copies of the birth record, a recent photograph (full face, approximately 1-1/2" X 2") for the player card, and a signed and notarized (with seal) medical release form.
  - b. Initial registration forms will be forwarded immediately to the Registrar of LYSA, and registration fees to the Treasurer.
  - c. Players will be required to acknowledge/sign a commitment form for the year (both Fall and Spring seasons as applicable).

## **RULE 5 - MEMBERSHIP FEES**

### 5.1 Membership fees:

- a. Are set by the Executive Committee and are due at the time of player registration. The Executive Committee may elect to allow payment installments instead of requiring the full payment at the time of player registration.
- b. Will cover the unexpired portion of the playing season.
- c. Are not refundable. Refund Policy: No refunds will be given except in cases of season ending illness or injury documented by a physician and prior to the season's first game. A \$50 processing fee and cost of uniform, if purchased, will not be refunded.
- d. Will be assessed for each season in which the player participates.
- e. Do not include individual team assessments.
- f. Do not include uniform costs, although these may be collected at registration time.

5.2 The cost of player member registration with the USYSA and KYSA will be paid from membership fees.

## **RULE 6 – PRACTICES**

6.1 Organized practices for younger teams (U-14 and below) will normally be limited to two a week, not to exceed two hours a practice. At the discretion of the coaches, additional practices may be scheduled under specific circumstances (for example, just prior to participation in a major tournament). At the discretion of each team coach, practices for older teams (U-15 and above) may be more frequent.

## **RULE 7 – PLAYER PARTICIPATION**

7.1 Players must be prepared to make a major commitment to soccer. They must be committed to attending all practices and games unless there are good reasons for the absence. Given the club focus on teaching, practices are viewed as equally important as games. Players who miss practices may lose playing time. At the discretion of coaches and by prior arrangement, players may participate in other sports or competitive activities subject to the following guidelines:

- a. A soccer game shall take precedence over a game or event in another sport or competitive activity.
- b. A soccer practice shall take precedence over a practice for another sport or competitive activity.
- c. A game or event in another competitive activity may take precedence over a soccer practice.

Lexington F.C. understands that especially for U-14 and younger age groups that children may want to play other sports and have other activities outside of soccer. Lexington F.C. strives to be more flexible for this young age group concerning this policy. Concerns with a coach's adherence to this policy should be directed to the Director of Coaching.

- 7.2 Scheduled school and faith-related events are an exception to paragraph 7.1 (a) through (c) above. For school and faith-related events, the player will furnish the coach and team coordinator a schedule (when possible) and must notify the coach of the intent to miss team practices/games *in advance of each occasion*.

## **RULE 8 – PLAYING TIME**

- 8.1 It is in the best interest of the club and its teams to afford each player as much playing time as possible. This will provide the opportunity for player development and advancement in the club. While playing time may vary from game to game, for U-12 and under teams, coaches will ensure that each competitive player receives a minimum average playing time across the season of approximately one third of each game. Playing time shall be determined by the coach and may be regulated by the coach for reasons such as:
- a. Unexcused absence.
  - b. Lack of participation in practices, poor physical condition.
  - c. Player attitude.
  - d. Unsporting conduct.

For the conditions above, coaches are encouraged to advise the player that playing time may be cut.

- 8.2 Concerning Academy playing time: The goal of the Academy is to focus on player development, therefore, maximum playing time is critical for this goal to be achieved. It is the intent of the Academy to provide play dates that will give each player this opportunity. Each player can expect playing time to be approximately 75-85% of the

time.

- 8.3 If player assessments are not paid, it is up to the discretion of the LFC Executive Committee to make a determination on whether a player is eligible to play. Coaches may be directed to act in accordance with the Executive Committee recommendation.

## **RULE 9 - SUSPENSION**

- 9.1 Players may not be dropped involuntarily in contravention of KYSA rules.
- 9.2 A player, parent, coach or Club member may be suspended from Club activities by the Executive Committee, pending a formal hearing in accordance with KYSA guidelines. Acts or conduct of parent/guardians and members that reflect unfavorably on the Club, that do not promote club policy and objectives, that create dissension and disharmony within the membership are also subject to sanctions.

## **RULE 10 - PLAYER ASSESSMENT**

- 10.1 Improvement in the game of soccer is enhanced by feedback. Consequently, ongoing evaluation and feedback is a central and ongoing part of the training process. In addition to such feedback, U-15 and above players are invited to request a more formal assessment from their coach at the end of each season.
- 10.2 A coach may use an evaluation format of his/her choice.
- 10.3 The Club requires that coaches of U-14 and below teams routinely provide a formal assessment of each player at the conclusion of each season. Coaches of these teams will use a written standard evaluation form. These forms will be placed in the player's file.
- 10.4 The Director of Coaching will monitor the evaluation process in order to ensure that all players in the Club receive appropriate feedback.

## **RULE 11 - UNIFORMS**

- 11.1 The design and standards for the player uniforms will be determined by the Club.
- 11.2 Uniform colors shall consist of the following colors in a combination approved by the Executive Committee: red, navy, white.
- 11.3 Changes to uniforms may not be made without prior Executive Committee approval.

## **RULE 12 - REFEREES**

- 12.1 All Lexington F.C. games are to be officiated by United States Soccer Federation (USSF) certified referees and are to be covered by three (3) referees or in accordance with Kentucky or League guidelines for small sided age groups. In circumstances where either one or two officials fail to appear for a game in which three (3) referees are required, "club assistant referees" may be selected at the discretion of the senior official present. However, club assistant referees may not be pre-assigned.

## **RULE 13 - COACHING**

- 13.1 The Director of Coaching shall appoint, assign, and discharge Club coaches.
- 13.2 The Director of Coaching:
- a. The Director of Coaching shall be appointed and reviewed on an annual basis by the Executive Committee.
  - b. Qualifications for selection of the Director of Coaching:
    - i. Substantial experience in the game of soccer as a player and coach.
    - ii. National level licensing by the USSF and/or the NSCAA.
    - iii. A reputation for excellence in coaching and for exemplary behavior, good sportsmanship and positive role-modeling.
  - c. The Director of Coaching shall serve as an ex officio member of the Club Executive Committee, as Director of Tryouts and as a member of the Tryouts Committee.
  - d. The Director of Coaching shall be appointed by the Executive Committee and his/her salary shall be set by them.
  - e. As the education and training of coaches and players is viewed as one of the most important functions of the Club and a primary responsibility of the Director of Coaching, the following represents expectations of the Executive Committee for the Director of Coaching:

- i. Conduct himself/herself in professional manner consistent with LYSA's mission statement and goals.
- ii. Abide by LYSA's rules and bylaws.
- iii. Abide by all local, state, and federal laws.
- iv. Attend all LFC executive committee meetings.
- v. Attend LYSA board meetings and coordinator meetings when requested by the LYSA Board or Director of LFC or by the Executive Committee.
- vi. Select and develop coaches
  - a. Establish and lead a coach selection process
  - b. The Director of Coaching will interview new coaches and explain Club policies and philosophy
  - c. Encourage and facilitate licensing of coaches
  - d. Evaluate and recommend coaching and training educational information.
  - e. Evaluate and monitor coaching to insure age appropriate standards
  - f. Approve all trainers for LFC teams
  - g. Develop, communicate and enforce "Coaches Code of Conduct" and ensure that procedures and guidelines of the Coaches Handbook are followed. The Coaches Handbook can be obtained from the Director of Coaching, as applicable.
  - h. Mentor coaches and trainers
  - i. Determine payment of coaches in accordance with expertise, experience and performance within LFC operating budget and in accordance with LYSA rules and policies.
- vii. Provide for player development
  - a. Work with coaches to establish "age appropriate training".
  - b. Establish a system to evaluate team and player development.

- viii. Active participation in tryouts and team formations.
  - a. Serve as overall Director of Tryouts to ensure all tryouts are held in fair in equitable manner.
  - b. Make good faith effort to attend all tryouts for LFC teams.
  - c. Resolve issues and disputes pertaining to player assignment within the framework of LFC rules and subject to the appeal of to the Executive Committee.
  
- ix. Promote Community Relations
  - a. Actively promote LFC within the Lexington community
  - b. Represent LFC with KYSA, USYSA and USSF in all coaching matters.
  - c. Facilitate college scholarships for players via appropriate contacts and personnel involvement.

All coaches are required to complete forms for a background check before being allowed to coach. This must be completed prior to the start of each playing season.

- 13.3 Coaches for U-14 teams and below are required to complete and sign formal, written player evaluation forms for each player for each season. These signed copies are to be kept in player files.

#### **RULE 14 - CONDUCT**

- 14.1 All members of the LFC, including players, parents, officers, directors, coordinators, and coaches, are expected to conduct themselves in a sporting and civil manner in connection with any Club related activity, including matches, tournaments, practices, meetings, and other Club functions. In particular, all members of the LFC are expected to support referees' efforts to officiate and control conduct on and off the field at club matches.
  
- 14.2 Coaches and coordinators are jointly responsible for the conduct of all LFC members and their guests during and immediately before and after all matches. Every LFC member (parents, coaches, players, officers) is expected to share in this responsibility equally and support others in the enforcement of appropriate conduct. A code of conduct for parents is contained in Section 14.7.
  
- 14.3 Coordinators shall report to the Executive Committee and the Chair of the Conduct Committee any conduct of LFC members affiliated with their team that results in a red

card, match termination, or other exclusion from participation in or observation of play. Such reports shall be in writing and provided to the Executive Committee within 48 hours of the alleged misconduct.

- 14.3.1. Those conduct issues not covered in Paragraph 14.3 (e.g., those in violation of a specific Code of Conduct – Parents, Coaches, Players) are expected to be resolved by the LFC team involved.
- 14.3.2. LFC realizes that there are some instances where there are serious enough violations of the code of conduct that need to be escalated to the Executive Committee and the Conduct Committee. Any LFC member may report these violations in writing to the Executive Committee within 48 hours of the alleged misconduct. Pertinent information to include are, at a minimum: date of incident, description of issue, who (individual, teams, witnesses) involved. Processing of these requests will be in accordance with Paragraph 14.5.
- 14.4 There shall be a Conduct Committee consisting of no more than five members of the LFC, one of who shall serve as Chair, who shall be approved by the Executive Committee.
- 14.5 In the following instances the Chair shall convene a meeting of the Conduct Committee to review allegations of misconduct by a member of the LFC:
  - a. When the KYSA or another soccer related entity/league has forwarded to the Executive Committee a report of misconduct regarding a member of the LFC and a request for Club action;
  - b. When the Executive Committee has received a written report from a coordinator under paragraph 14.3 which indicates an instance of misconduct of a member of the LFC; and
  - c. When the Executive Committee has received other reliable, written information alleging that a member of the LFC has committed a substantial violation of the conduct standard stated in Paragraph 14.1.
- 14.6 When any matter is referred to the Conduct Committee by the Executive Committee under paragraph 14.5, it shall meet within a reasonable time (normally within 7 days) to consider the allegations against the Club member. In all such instances the Conduct Committee shall follow the guidelines of LYSA, KYSA and the USYSA. The Conduct Committee shall:
  - a. Determine in cases of violations of paragraph 14.3 whether a sanction should be imposed upon the member accused of the misconduct. Such

sanctions shall be agreed to by a majority of the committee and may include:

- i. A letter of reprimand;
  - ii. A suspension from Club activities;
  - iii. Expulsion from the Club; and
  - iv. Any additional conditions deemed reasonable in the circumstances.
- b. Report its actions in writing to the Executive Committee and inform the sanctioned member in writing within a reasonable time (normally within 7 days) of the right to appeal to the Executive Committee and, where appropriate, authorities beyond the club, subject to LYSA and KYSA rules and appeals procedures.

14.7 The Lexington F.C. has adopted a parent's code of conduct as follows:

- I will remember that Youth Soccer is for youth – not adults.
- I will do my very best to make soccer fun for my child.
- I will place the emotional and physical well being of my child ahead of my personal desire to win.
- I will teach my child that doing one's best is as important as winning. In this way my child will never feel defeated by the outcome of a game.
- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice or other related event. I will refrain from making negative remarks to referees, my own team's players, opposing players, or opposing fans.
- I will ask my child to treat other players, coaches, fans and officials with respect.
- I will insist that my child play in a safe and healthy environment.
- I will expect that my child's coach be familiar with and upholds the Coaches' Code of Conduct.
- I will respect and support coaches and officials working with my child, in order to provide an enjoyable experience for all. I will maintain a positive attitude and provide assistance to the team whenever needed.

## **RULE 15 – APPEALS**

All protests concerning games/matches should be dealt with directly with the appropriate governing body. This will not be dealt with at the LFC level.

### 15.1 Form of Appeal

- A. Appeals or protests pertaining to the interpretation and enforcement of the LFC Constitution, by-laws and General Rules must be made in writing, addressed to the Chairman of the Appeals Committee, and postmarked or delivered to an official of LFC within seventy-two (72) hours of the incident in question and/or notification thereof, except as otherwise noted in these rules.

### 15.2 Consideration of Appeals

- A. Only violations of the LFC Constitution, By-Laws or General Rules shall be proper subjects to be considered for action.
- B. Should any LFC member desire to appeal a decision of the LFC Conduct Committee, they may do so to the full LYSA Board. Decisions of the LYSA Board may be appealed to the KYSA arbitration Council. The decision of the KYSA Arbitration Council may be appealed to the KYSA Board and then to the USYSA Region 2B Appeals Committee.
- C. Should any hearing body choose not to hear an appeal, that body may, if they desire, refer the matter directly to the next higher authority.

#### 15.2.1 Appeals pertaining to the interpretation and enforcement of the LFC Constitution, By-Laws and General Rules made by a coach, referee, parent or guardian, official of LFC will be decided by the LFC Executive Committee.

- A. Decisions of the Executive Committee shall require a majority vote of a quorum of the Committee members.
- B. Any decision rendered by the Executive Committee may be appealed to the full LYSA Board. Such appeal must be postmarked within five (5) days of receipt of the action decision being appealed. The president shall set a date for the hearing of the appeal to the Board. Such date shall be within two weeks of the date of decision rendered by the Appeals Committee.

- C. The purpose of the LFC appeal procedure is to provide a fair consideration of matters in dispute within LFC. Nothing in this procedure shall take precedence over the Rules of LYSA, KYSA, USYSA and of USSF. Appeals beyond this level must be made by LYSA. (Refer to KYSA State Rules.)

### 15.3 Enforcement of Rules

- A. The Appeals Committee may ratify, reverse, increase, or reduce all disciplinary actions properly brought before the Committee as it pertains to LFC.

## **RULE 16 - CONFLICTS OF RULES**

- 16.1 When any LFC rule is contrary to a LYSA, KYSA, USSF or USYSA rule, the LFC rule shall be void and the applicable LYSA, KYSA, USSF or USYSA rule shall control Club action.

## **RULE 17 – BANNERS AND LFC LOGO**

- 17.1 Teams' banners are subject to Executive Committee approval.
- 17.2 The use and placement of LFC logos on any clothing or other items are subject to Executive Committee approval.

## **RULE 18 - SPONSORSHIP**

- 18.1 The Club shall encourage sponsorships.
- 18.2 The form and placement of sponsor logos must be approved by the Executive Committee.
- 18.3 Major sponsorships (over \$5,000) must be coordinated with and approved by the Lexington F.C. Executive Committee and the LYSA Board.

## **RULE 19 – PLAYER SECURITY**

- 19.1 It is the policy of LFC to exclude from all programs any person with a documented history of molestation, sexual abuse, exploitation, physical abuse or other crimes against persons. The policy applies to coaches, assistant coaches, employees, the Executive Committee, coordinators or rostered adults who come into direct contact with players.
- 19.2 There are times, especially when players travel, that they are outside the presence or custody of their parents or guardians. These occasions may be when a player travels to a tournament with another family or Club. The following rules exist for LFC directed

programs:

- a. All coaches, assistant coaches and others in positions of responsibility who interact directly with the children of LFC (e.g., coordinators, rostered adults) must have an Background Check form on file with the LFC.
- b. It is recommended that the person hosting the player have a Medical Release form with them at all times. This is the responsibility of the parent who sends their player with another parent.
- c. Players are not permitted to leave LFC activities without the express permission of the coaches. In the event that a coach is not available, the team coordinator or his/her designee may provide permission for a player to leave LFC activities.

## **RULE 20 - SAFETY**

20.1 LYSA, including LFC, has a specific lightning policy that must be followed. Reference LYSA rules for details. There will be zero tolerance with regard to any violations of this policy.

### 20.1.1 Background

Lightning is the most consistent and significant weather hazard that may affect outside athletics. Within the United States, the National Severe Storms Center estimates that each year lightning causes 100 fatalities and 400-500 injuries requiring medical treatment. Data from NOAA indicate that from 1959-1995 there were **80** lightning deaths and **182** lightning injuries in Kentucky. National statistics show that males in their teens and 20s are the most likely to be killed by lightning and that most deaths occur in open fields...near or under trees or around water. Eighty percent of the fatalities occur between the hours of 10:00am and 7:00pm.

A lightning flash may be two or three hundred feet long. Sometimes it is much longer...as much as five or more miles. The flash may look quite wide but most of what is seen is glowing air. The flash itself may be only as wide as a pencil. It is very hot. Sometimes temperatures reach 30,000 degrees Celsius that is five times hotter than the sun!

Prevention and education are the keys to lightning safety and are the basis of the LYSA policy.

### 20.1.2 LYSA Policy

It is the policy of LYSA that any LYSA activity shall be stopped and possibly terminated due to the presence of severe weather. Severe weather shall include but is not limited to:

1. The sighting of lightning.
2. The hearing of thunder.
3. The sighting of a funnel cloud.

If any of these conditions are present during a game, then the referee in charge shall stop the game and instruct everyone to clear the field and seek shelter. After a wait of at least 30 minutes with the absence of any severe weather, the game may be resumed. If after 30 minutes the severe weather continues, the referee may terminate the game.

If any of these conditions are present during a practice or a scrimmage where no referee is present then the coach or coaches are responsible for stopping the practice or scrimmage and instructing everyone to clear the field and seek shelter. After a wait of at least 30 minutes with the absence of any severe weather, the practice or scrimmage may be resumed. If after 30 minutes the severe weather continues, the practice or scrimmage shall be terminated.

In the case of multiple games, practices or scrimmages occurring at a single location, if there is a person or persons on site who have been vested the LYSA Board with the authority for the whole site, such as is the case of a tournament director, then the individual referees and coaches will be subordinate to that site authority's determination of the presence of severe weather and whether the activities should be stopped or terminated.

Any modification of the 30 minute wait time may only be made by the LYSA Board.

If there are no severe weather conditions present but in the opinion of the referee or the site authority the threat of severe weather is sufficiently real then the referee or the site authority may suspend or terminate a game at their discretion.

If at any time during any LYSA game, practice or scrimmage a parent or guardian feels that conditions are dangerous or constitute a possibility of a threat of severe weather that poses a risk to their or their child's safety, then that parent or guardian has the responsibility to remove their child from the game, practice or scrimmage even if the game, practice or scrimmage continues. In that event there shall be no penalty to the parent or child for such an action but consequences such as forfeiture of a game may result.

If the Fayette County area is under a severe weather warning then no LYSA activities shall be permitted to start or continue while that warning is in effect.

This policy was created after reviewing information found at the following sources:

- National Severe Storms Laboratory website at [www.nssl.noaa.gov](http://www.nssl.noaa.gov) .
- National Lightning Safety Institute website at [www.lightningsafety.com](http://www.lightningsafety.com) .
- National Collegiate Athletics Association website at [www.ncaa.org](http://www.ncaa.org) (search for "weather guidelines")

as well as reviewing policies of individual organizations such as:

- The current Lexington FC and LYSA weather policies at [www.lysa.org](http://www.lysa.org) .
- The severe weather policy of the Georgetown (Texas) Soccer Association at [www.georgetownssoccer.org](http://www.georgetownssoccer.org) .
- The severe weather policy of the city of Louisville, Colorado at [www.lightningsafety.com/nlsi\\_pls/lsvl\\_plans.html](http://www.lightningsafety.com/nlsi_pls/lsvl_plans.html)

20.2 No dogs will be permitted at Lexington F.C. fields while matches are being played or during LFC practices. All Lexington F.C. members are asked to help enforce this rule.

Lexington F.C. Rules.doc  
March 10, 2009

**BYLAWS  
OF THE  
LEXINGTON F.C.**

**ARTICLE I**

***OFFICES***

The principle office of the Lexington F.C. in the Commonwealth of Kentucky shall be located at Kentucky Indoor Soccer and Sports (KISS), 404 Sporting Court, Lexington, 40503. The Lexington F.C. may have such other offices, either within or without the Commonwealth of Kentucky, as the business of the Lexington F.C. may require from time to time. The official mailing address of the Lexington F.C. shall be P.O. Box 22381, Lexington, KY 40522.

The registered office of the Lexington F.C. may be, but need not be, identical with the principle office in the Commonwealth of Kentucky and the address of the registered office may be changed from time to time by the Executive Committee.

**ARTICLE II**

***MEMBERS***

*SECTION 1. MEMBERSHIP.* Membership shall be open to:

- 1) any youth who is currently participating or has participated in the most recently completed playing season and whose parents or legal guardians have paid the required fees; and
- 2) any parent or legal guardian of any child who qualifies for membership (see item 1); and
- 3) any person who actively supports the Club's programs and goals, including, but not limited to: administration, promotion, coaching, assisting coaches or managing equipment. Such persons may join the club as either voting or non-voting members.

*SECTION 2. CLASSES OF MEMBERS.* Membership shall be divided into two categories: voting and non-voting. Youths participating in the Club's programs are non-voting members. Members entitled to vote are those members set forth in Section 1, Subsection 2 above which shall be limited to one vote for each family unit (with custody of child) present, and those members set forth in Section 1, Subsection 3 above who elect to pay a voting membership fee and have been approved by the Executive Committee as voting members.

*SECTION 3. PLAYING SEASONS AND FEES.* The Executive Committee will determine playing seasons and membership fees. Playing seasons are sessions of specified length during which the Club conducts its youth soccer training, education and competition.

*SECTION 4. QUORUM.* The members present at the annual or any special meeting of the membership shall constitute a quorum.

*SECTION 5. ANNUAL MEETING.* The annual meeting of the membership shall be held in March of each year for the transaction of any business as may come before the meeting. An agenda shall be provided to the membership no less than seven (7) days prior to the annual meeting.

*SECTION 6. SPECIAL MEETINGS.* Special meetings of the membership may be called by the Director, by any two (2) members of the Executive Committee or by a member who delivers to the Director or Secretary of the Executive Committee a petition signed by fifty (50) or more members. The petition shall state the specific reason for the special meeting. Upon receiving a petition for a special meeting, the Secretary of the Executive Committee shall provide notice of the meeting to all members within two weeks of the date the petition was received. A special meeting shall be held within four weeks from the date a petition was received.

*SECTION 7. PLACE OF MEETING.* The Executive Committee may designate any suitable place within Fayette County, Kentucky, as the place of meeting for the annual meeting or any special meeting of the membership.

*SECTION 8. NOTICE OF MEETINGS.* Notice stating the place, day and hour of the meeting, and in the case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered or distributed not less than ten days before the date of the meeting, either personally, by email, by mail or telephone, by or at the direction of the Director or the Secretary, or the officer or persons calling the meeting, to each member of record entitled to vote at such meeting. (If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the member at his or her address as it appears on the records of the Lexington F.C., with postage thereon prepaid.)

## **ARTICLE III**

### ***EXECUTIVE COMMITTEE***

*SECTION 1. GENERAL POWERS.* The business and affairs of the Lexington F.C. shall be managed by its EXECUTIVE COMMITTEE.

*SECTION 2. ELECTION OF THE EXECUTIVE COMMITTEE.* A Nominating Committee, elected by the membership, shall present a slate of candidates for positions on the Executive Committee to the membership no less than seven (7) days prior to the annual meeting of the Lexington F.C. Other individuals may be nominated by written letter in care of the LFC office. Members of the Executive Committee shall be elected by a majority of the voting members of the Club present at the meeting. For purposes of the election, each family unit present is limited to one vote. Unless otherwise agreed to by all members present at the meeting, elections shall be conducted by secret ballot.

*SECTION 3. REGULAR MEETINGS.* A regular meeting of the Executive Committee may be held immediately prior to the annual meeting of the membership for the purpose of transacting any business as may come before the meeting without other notice than this bylaw. The LFC Executive Committee shall meet no less than nine times per calendar year.

*SECTION 4. SPECIAL MEETINGS.* Special meetings of the Executive Committee may be called by or at the request of the Director or any two members of the committee.

*SECTION 5. NOTICE.* Notice of any special meeting shall be given at least two days previously thereto by notices delivered personally, mailed or telephoned to each member of the committee. Any member of the Executive Committee may waive notice of any meeting. The attendance of a member of the Executive Committee at any meeting shall constitute a waiver of notice of such meeting, except where a member of the Executive Committee attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Executive Committee need be specified in the notice or waiver of notice of such meeting.

*SECTION 6. QUORUM.* Fifty percent (50%) of the Executive Committee shall constitute a quorum for the transaction of business at any meeting of the Executive Committee, provided that if less than fifty percent (50%) of the committee members are present at said meeting, a majority of the committee members present may adjourn the meeting without further notice.

*SECTION 7. MANNER OF ACTING.* The act of the majority of the members of the Executive Committee present at a meeting at which a quorum is present shall be the act of the Executive Committee. The Executive Committee shall have the power to name committees to carry out its requests. The Executive Committee shall appoint Chairpersons of standing committees and act upon committee reports. The committees shall not have the power to

obligate the Lexington F.C. in any way except as specifically instructed by the Executive Committee.

*SECTION 8. VACANCIES.* Any vacancy occurring in the Executive Committee may be filled by the affirmative vote of a majority of the remaining members of the committee. A member of the Executive Committee elected to fill a vacancy shall be elected for the unexpired term. Any position on the Executive Committee to be filled by reason of an increase in the number of members may be filled by the Executive Committee for a term of office continuing only until the next election of the Executive Committee.

*SECTION 9. COMPENSATION.* No member of the Executive Committee shall receive compensation for his or her services as a member of the committee.

*SECTION 10. INFORMAL ACTION.* Any action required by law to be taken at a meeting of the Executive Committee, or any action which may be taken at a meeting of the Executive Committee or of a committee, may be taken without a meeting if a consent, in writing, setting forth the action so taken shall be signed by all of the members of the Executive Committee, or all of the members of the committee, as the case may be. Such consent shall have the same effect as a unanimous vote.

*SECTION 11. MANAGEMENT OF LEXINGTON F.C.* The Executive Committee shall have management control of the property and finances of the organization. Funds of the organization shall be expended by the Treasurer as the budget is authorized by the Executive Committee.

*SECTION 12. FORMATION OF YOUTH TEAMS.* The Executive Committee shall form select and competitive teams within age groupings as prescribed by the rules set forth by the United States Youth Soccer Association (USYSA), the state of Kentucky affiliate, the Kentucky Youth Soccer Association (KYSA), and the United States Soccer Federation (USSF). The Executive Committee shall determine the methods for forming teams and replacing players.

*SECTION 13. NOTICE TO MEMBERSHIP.* The Executive Committee shall report actions to the members at the annual or other special meetings.

## ARTICLE IV

### **OFFICERS**

*SECTION 1. CLASSES.* The officers of the Lexington F.C. who shall comprise the Executive Committee shall be a Club Director (who shall serve as representative of the Lexington F.C. on the LYSA Board), Secretary, Treasurer, Director of Coaching (ex-officio), Director of Coordinators, Associate Director for Boys, Associate Director for Girls, LYSA President (ex officio), and two (2) Members at Large. The Executive Committee shall annually elect one of its members to serve as Parliamentarian.

*SECTION 2. ELECTION AND TERM OF OFFICE.* Each officer shall hold office for a two (2) year term or until a successor shall have been duly elected. Terms shall be staggered so that no more than half of the Executive Committee shall be elected each year. Officers may stand for re-election. The officers shall be elected by the membership at the Annual General Meeting of the Club. If the election of officers shall not be held at such a meeting, such election shall be held as soon thereafter as shall be convenient. Vacancies may be filled or new offices created and filled at any meeting of the Executive Committee.

*SECTION 3. REMOVAL.* Any officer or agent elected or appointed by the Executive Committee may be removed by the Executive Committee whenever in its judgement the best interest of the Lexington F.C. would be served thereby. Election or appointment of any officer or agent shall not of itself create contract rights.

*SECTION 4. VACANCIES.* A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the Executive Committee for the unexpired portion of the term.

*SECTION 5. CLUB DIRECTOR.* The Club Director, elected on odd numbered years, shall serve as Chairperson and preside at all meetings of the Lexington F.C. The Club Director shall execute the orders of the Executive Committee, and shall enforce the observance of the Articles of Incorporation, Bylaws and Rules of the Lexington F.C.

At the conclusion of the term of office of the Club Director, the then past Club Director shall serve, at the pleasure of the Executive Committee, as an ex-officio non-voting member of the Executive Committee until the next annual election of officers.

*SECTION 6. ABSENCE OF THE CLUB DIRECTOR.* The Executive Committee shall elect one of its members to serve as Vice Chairperson. In the absence of the Club Director, the Vice Chairperson shall take charge of all meetings of the Lexington F.C. and perform all other duties of the Club Director.

*SECTION 7. ABSENCE OF THE CLUB DIRECTOR AND VICE CHAIR.* The Executive Committee shall elect one of its members to serve as the next ranking officer in the absence of both the Club Director and the Vice Chairperson. This individual, to be known as the LFC Deputy

Director, shall take charge of all meetings of the Lexington F.C. and perform all other duties of the Club Director in the absence of the Club Director and the Vice Chairperson of the Executive Committee.

*SECTION 8. SECRETARY.* The Secretary, elected on even numbered years, shall make a record of the proceedings of all meetings, distribute minutes of all meetings to individual members upon request, conduct the correspondence of the Lexington F.C., keep or have access to an up-to-date register of the names, addresses, and voting status of the members of the Lexington F.C., make and present a report of the year's activities at the annual meeting of the Lexington F.C. and perform such other duties as may be required by the Executive Committee.

*SECTION 9. TREASURER.* The Treasurer, elected on odd numbered years, will be bonded and shall receive all such acceptable funds in accord with the purposes of the Lexington F.C. and deposit same in a bank chosen by the Executive Committee. Funds shall be withdrawn from the depository and expenditures made within the limits of an approved budget. The Treasurer shall prepare and present a budget annually for discussion at the annual meeting and perform such other duties as may be required by the Executive Committee.

*SECTION 10. DIRECTOR OF COACHING.* The Club's Director of Coaching shall be responsible for those duties as may be prescribed by the Executive Committee from time to time as well as those duties specifically enumerated by the Director of Coaching contract.

*SECTION 11. DIRECTOR OF COORDINATORS.* The Director of Coordinators, elected on even numbered years, shall chair regular meetings of team coordinators and shall be responsible for matters pertaining to the organization, activities, and conduct of team coordinators, as determined by the Executive Committee.

*SECTION 12. ASSOCIATE DIRECTOR FOR BOYS.* The Associate Director for Boys, elected on even numbered years, shall be responsible for matters pertaining to the organization and conduct of the boys program as determined by the Executive Committee.

*SECTION 13. ASSOCIATE DIRECTOR FOR GIRLS.* The Associate Director for Girls, elected on odd numbered years, shall be responsible for matters pertaining to the organization and conduct of the girls program as determined by the Executive Committee.

*SECTION 14. MEMBERS AT LARGE.* One member at large shall be elected each year. Members at large shall provide liaison with Club Committees and shall be responsible for such additional activities as shall be determined from time to time by the Executive Committee.

*SECTION 15. PARLIAMENTARIAN.* The parliamentarian shall be responsible for ensuring that the Bylaws and Rules of the Lexington, F.C. are adhered to at all meetings of the Executive Committee and in all actions undertaken by committees and members of the club. In addition, the parliamentarian shall be responsible for ensuring that the business and activities of the club are conducted in accordance with approved committee structures and procedures. The parliamentarian shall advise the Rules Committee of issues that arise that merit consideration by the Rules

Committee of a change in the Bylaws, Rules, or Committee Structure of the Club.

## **ARTICLE V**

### ***CONTRACTS, LOANS, CHECKS AND DEPOSITS, BUDGET***

*SECTION 1. CONTRACTS.* The Executive Committee is authorized to enter into contracts with its coaches and officials and with the approval of the LYSA Board may enter into any such contracts as may be necessary.

*SECTION 2. DEPOSITS.* All funds of the Lexington F.C. not otherwise employed shall be deposited from time to time to the credit of the Lexington F.C. in such banks, trust companies, or other depositories as the Executive Committee may select.

*SECTION 3. EXPENDITURES.* The Lexington F.C. Executive Committee has the authority to spend a portion of the proceeds from any Lexington F.C. tournament.

*SECTION 4. BUDGET.* The Lexington F.C. will produce an annual budget to be reviewed by the Executive Committee. An annual financial statement will also be produced. The budget is available for viewing at the LFC Office.

## **ARTICLE VI**

### ***FISCAL YEAR***

The fiscal year of the Lexington F.C. shall be July 1 to June 30.

**ARTICLE VII**

***WAIVER OF NOTICE***

Whenever any notice whatever is required to be given under the provisions of these Bylaws, or under the provisions of the Articles of Incorporation, or under the provisions of the corporation laws of the Commonwealth of Kentucky, waiver thereof in writing, signed by the person, or persons, entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

**ARTICLE VIII**

***INDEMNIFICATION OF CLUB DIRECTOR AND OFFICERS***

The Lexington F.C. may indemnify and may advance expenses to the Club Director, officers, employees or agents of the Club who are, were or are threatened to be made a defendant or respondent to any threatened, pending or completed action, suit or proceeding (whether civil, criminal, administrative or investigative) by reason of the fact that he or she is or was the Club Director, an officer, employee or agent of the Lexington F.C., to the fullest extent that is expressly permitted or required by the statutes of the Commonwealth of Kentucky and all other applicable law.

**ARTICLE IX**

***PARLIAMENTARY AUTHORITY***

Robert's Rules of Order shall be the Parliamentary Authority for the Lexington F.C.

## **ARTICLE X**

### ***AMENDMENTS***

Except for Article XII, these Bylaws may be amended by a two-thirds (2/3) vote of the members of the Executive Committee present at any meeting of the Executive Committee, if at least thirty (30) days notice of such amendment has been given in writing to each Executive Committee member prior to the meeting. Article XII of these Bylaws may be altered or amended by two-thirds (2/3) vote of the members present at the business session of any annual meeting of the Lexington F.C., provided the proposed amendment has been submitted in writing to all members at least thirty (30) days prior to the annual meeting.

## **ARTICLE XI**

### ***AMENDMENT AND ADOPTION OF BYLAWS***

Except for Bylaws affecting Article XII, Bylaws must be adopted by a two-thirds (2/3) vote of Executive Committee members present at any meeting of the Executive Committee if at least thirty (30) days notice of such adoption has been given in writing to each member of the committee prior to the meeting.

## **ARTICLE XII**

### ***DISBANDMENT***

The Lexington F.C. may be disbanded by a two-thirds (2/3) vote of the membership present at any annual or called meeting of the Lexington F.C. provided at least ten (10) days written notice has been given to all members. Assets of the Lexington F.C. shall be distributed under terms of the Articles of Incorporation.

**CERTIFICATE**

It is hereby certified that on this date I am the duly elected and qualified Secretary of Lexington F.C., and that on the \_\_\_\_ day of \_\_\_\_\_ 19\_\_, the foregoing Bylaws were adopted by action of the Executive Committee.

---

Secretary

Lexington F.C. Bylaws.doc  
March 10, 2009

**COMMITTEES  
OF THE  
LEXINGTON F.C.**

**COMMITTEES OF THE LEXINGTON F.C.**

The following committees will conduct the affairs of the Lexington F. C. (LFC):

**Elected**

**Executive**

Eight (8) elected members plus two (2) ex officio, the LYSA President and the LFC Director of Coaching

Club	Director	Elected	odd year
Secretary		Elected	even year
Treasurer		Elected	odd year
	Director of Coordinators		Elected even year
	Associate Dir. Boys		Elected even year
	Associate Dir. Girls		Elected odd year
At	Large	Elected	odd year
At	Large	Elected	even year
LYSA	President	Ex officio	
Director	of Coaching	Ex officio	

σOne member from this group is also elected to serve as Parliamentarian

σThe ex-Club Director (previous term) can serve as an ex officio member

**Appointed**

σThe Executive Committee may appoint additional standing committees and/or ad hoc committees at any time.

σEach committee includes one (1) member of the Executive Committee.

σThe Executive Committee designates the chair of each committee from the committee membership.

Bylaws and Rules	5 members
Conduct	5 members
Community Relations	5 members
Nominating	5 members, one ex officio
Skip Webb Assistance Program	5 members
Tournaments	7-10 members, others may be added by Chair as needed

Tryouts

5 members, one ex officio

## **COMPOSITION AND RESPONSIBILITIES OF COMMITTEES**

As a volunteer organization, open to all with an interest in promoting the game of soccer, the LFC places a high priority on ensuring representation of all constituencies in governance of the club. Consistent with its priority, all non-elective committees will be selected to include a broad constituency and shall include representation from both the boys and girls programs and from different age groups. Emphasis will be placed on ensuring diversity of gender, age, race and culture in committee membership. Where appropriate, representation from the general membership is expected and encouraged.

The Executive Committee shall designate each committee Chair from a list of candidates developed by the full Executive Committee. The Executive Committee will vote in cases where more than one candidate is nominated and the majority vote will determine the outcome. To ensure continuity, committee Chairs will be appointed from the existing committee membership. Committee Chairs shall be required to have completed at least one (1) year of membership in the LFC. The committee Chair must report to the Secretary any changes in committee membership and submit a report on committee activities at least once each season (fall and spring).

The Executive Committee member that serves on the committee will assist with the reporting process. Policy, financial and/or volunteer requirement decisions reached within the committees must be reported to the Executive Committee. The Executive Committee must review and approve these decisions prior to implementation.

The LFC Secretary or administrator shall compile a list of committee memberships at least once per season (fall and spring). This list shall be made available, upon request, to any member of the LFC and shall be routinely provided to all members of the Executive Committee. The LFC Secretary or administrator, with the assistance of each committee Chair, shall maintain an up-to-date committee membership list.

## **ELECTED COMMITTEES**

### **EXECUTIVE COMMITTEE**

#### **Purpose**

To serve as the primary administrative and operating body of the LFC in accordance with Articles II, III, IV and V of the LFC Bylaws.

#### **Responsibilities**

- (1) Represent the views of the LFC membership;
- (2) Hold regular meetings to conduct the business of the LFC;
- (3) Appoint Chairs of all LFC committees and act on committee reports;
- (4) Schedule and conduct in March of each year the LFC Annual General Meeting (Article II Section 5);
- (5) Form and select competitive teams within age groupings (Article III Section 12);
- (6) Engage in any other activities consistent with furthering the goals of the LFC that fall within the bounds of the articles of incorporation;
- (7) Name committees to carry out the requests of the Executive Committee;
- (8) Manage the affairs, business, finances, and property of the LFC (Article III Sections 12).

#### **Committee Composition**

The Executive Committee shall consist of eight (8) elected members plus the Director of Coaching and the LYSA President who shall serve in an ex officio capacity. The composition of the Executive Committee shall be determined according to Article IV of the Bylaws.



## APPOINTED COMMITTEES

### NOMINATING COMMITTEE

#### **Purpose**

To ensure that all the LFC positions are filled, the process of committee appointment and/or election is conducted appropriately and the most qualified members of the LFC are nominated for office and encouraged to lend their talents to the club.

#### **Responsibilities**

- (1) Present a slate of candidates to the Executive Committee at least one month prior to the Annual General Meeting for service in an elected position of the LFC;
- (2) Determine any openings for the upcoming year (March to March) for any LFC appointed Committees and present a slate of candidates to the Executive Committee at least one month prior to the Annual General Meeting for service on all appointed Committees;

Note: One exception to this is that the Tournament Committee chair and Committee composition will not be determined by the Nominating Committee.

- (3) Identify members of the LFC with the talent, expertise, and resources (including time) to serve in leadership positions within the club;
- (4) Ensure that all candidates for both elected and appointed committees are willing and able to serve a the current year term to determine any openings;
- (5) Submit nominations to the Executive Committee of candidates to fill vacancies on committees that may occur during the year.

#### **Committee Composition**

The Nominating Committee shall consist of five (5) members of the LFC and one (1) appointed member of the Executive Committee who shall serve in an ex officio capacity and as a liaison with the Executive Committee. The Executive Committee shall designate the committee Chair. This chair of this committee must be named by the Executive Committee no more than 60 days after the Annual General Meeting. The Nominating Committee chair chosen will serve from May to May of the year term.

## **BYLAWS AND RULES COMMITTEE**

### **Purpose**

To ensure the governance of the LFC is consistent with the principles for which the LFC stands and the goals to which it is committed, that all activities of the LFC are conducted in conformance with its bylaws and rules, and that Executive Committee Meetings, special meetings and Annual General meeting of LFC are conducted in an appropriate manner according to Robert's Rules of Order.

### **Responsibilities**

- (1) Provide interpretation of the LFC bylaws and rules in circumstances when ambiguity arises;
- (2) Propose new bylaws and rules or recommend modification of existing bylaws, rules, and/or administrative and committee structures to improve the operation of the LFC;
- (3) Develop and maintain procedures to enable members of the LFC to express concerns regarding any aspect of the governance of the LFC;
- (4) Ensure that the actions of the Executive Committee are routinely incorporated into the LFC's Bylaws, Rules, and Committee Structure document;
- (5) Provide periodic (at least annual) review and updating of the bylaws, rules and committee structure;
- (6) Ensure that the Bylaws, Rules, and Committee Structure document is published on a regular basis and that copies are available at all times to all members of the LFC and are routinely distributed to new coaches, families and other persons joining the LFC.

### **Committee Composition**

The Bylaws and Rules Committee shall consist of five (5) members of the LFC selected and approved by the Executive Committee in collaboration with the Nominating Committee. In March 2002, a requirement will be instituted that all members of this committee shall have been members of the LFC for a period of no less than three (3) years. The Executive Committee shall designate the committee Chair.



## **TRYOUTS COMMITTEE**

### **Purpose**

To identify and recruit youth players with the highest potential to develop into quality high school and college players. The Tryouts Committee, working with the Director of Coaching, shall act in accordance with Rules 1, 2 and 3.

### **Responsibilities**

- (1) Identify youth players with the highest potential to develop into quality high school and college players;
- (2) Provide potential players and their families with detailed and comprehensive information (brochures, handouts, coaches profiles, placement of ads regarding tryout notices) concerning the LFC;
- (3) Assure timely, well-advertised, well-organized, and fair tryouts for all age groups and handle all administrative aspects of the conduct of each tryout (registration, player identification, preparation of evaluation forms, activities for parents during tryouts, procedures for post tryout sign-up, etc.);
- (4) Provide assistance to the Director of Coaching and the coaches of teams for which the tryout is being held in identifying LFC coaches and other qualified evaluators for each tryout. The Director of Coaching shall appoint all tryout evaluators;
- (5) Engage in other activities that the committee shall deem appropriate for enhancing player recruitment.

### **Committee Composition**

The Tryouts Committee shall consist of five (5) members of the LFC selected and approved by the Executive Committee in collaboration with the Nominating Committee. The Executive Committee shall designate the committee Chair. The Director of Coaching shall also serve as an ex-officio member of this committee.

## CONDUCT COMMITTEE

### Purpose

To maintain standards of conduct defined by the LFC as specified in Rule 14 and to ensure that any individual accused of a conduct violation is permitted a fair and impartial hearing.

### **Responsibilities**

- (1) Convene in a timely manner to review allegations of misconduct by any member of the LFC and to hold such hearings as the committee may deem appropriate in accordance with Rule 14;
- (2) Conduct all hearings in accordance with the LFC rules and the guidelines of LYSA, KYSA and the USYSA (these rules and guidelines shall be made available to the LFC member accused of misconduct);
- (3) Determine what, if any, sanctions should be imposed on the LFC member accused of misconduct as specified in Rule 14, Section 6;
- (4) Report its actions in writing to the Executive Committee and inform the sanctioned member of the right to appeal to the Executive Committee and, where appropriate, to authorities beyond the LFC in accordance with LYSA and KYSA rules and appeals procedures;
- (5) Ensure that all activities of the Conduct Committee are conducted according to established rules of due process;
- (6) Undertake such activities as the committee shall deem appropriate to ensuring exemplary behavior by all members of the LFC.

### Committee Composition

The Conduct Committee shall consist of five (5) members of the LFC selected and approved by the Executive Committee in collaboration with the Nominating Committee. The Executive Committee shall designate the committee Chair.

## **Committee Composition**

As the reputation of the Club and of the accused Club member may be affected by the decisions of the Conduct Committee, it is imperative that this committee be composed of Club members who are known to be fair and impartial. The Conduct Committee shall be composed of five Club members selected and approved by the Executive Committee in collaboration with the Nominating Committee (one of whom shall be designated by the Executive Committee as Committee Chair).

## **TOURNAMENTS COMMITTEE**

### **Purpose**

To administer all matters pertaining to the operation of the LFC's tournaments and the participation of the LFC teams in tournaments.

### **Responsibilities**

- (1) Work with the Tournament Director/s and Club Administrator in organizing and administering tournaments, including recruitment of volunteer support and sub-committee chairs;
- (2) Provide assistance in obtaining information on tournaments in which the LFC teams may participate as a club;
- (3) Undertake such activities as the committee shall deem appropriate to enhance the quality of the LFC-sponsored tournaments and the tournament experience of each LFC team;
- (4) Encourage member involvement in each tournament by providing volunteer opportunities;
- (5) Encourage sponsorship opportunities for the LFC tournaments;
- (6) Report to the Executive Committee prior to and at the conclusion of each tournament information regarding the LFC participation, sponsors, and financial information associated with each tournament;
- (7) To solicit and hire (with Executive Committee approval) vendors and others that assist with the management of each tournament.

### **Committee Composition**

The Tournament Committee shall consist of five members including the Chair of each LFC Tournament, the Referee Assignor and the Director of Coordinators. The Chair may appoint the other members as needed. Each LFC team will be required to name a team coordinator for each of the LFC Tournaments. The team coordinator will report to the Director of Coordinators who in turn will report to the Executive Committee. The individual team coordinators will not be required to attend Tournament Committee meetings unless requested by the Tournament Committee Chair. The Director of Coordinators serves as the committee chair and as the liaison to the Executive Committee.



## **SKIP WEBB ASSISTANCE PROGRAM COMMITTEE**

### **Purpose**

To develop fundraising strategies and programs and seek sponsorships to ensure that no player is denied the opportunity to play for LFC due to limiting economic or social circumstances.

### **Responsibilities**

- (1) Seek sponsorships to support scholarship opportunities;
- (2) Raise funds to provide scholarships and other resources to players and their families who might otherwise be unable to participate in the LFC;
- (3) Develop criteria and procedures to ensure that players with limited resources are provided with assistance, and that such assistance is provided discretely and in an appropriate manner;
- (4) Develop and fund programs, clinics or other activities that will enable children who might otherwise have no opportunity to play soccer to receive an introduction to the game;
- (5) Promote the LFC scholarship program in an appropriate and timely manner that reaches the most eligible players;
- (6) Fairly evaluate all applications for registration and assessment assistance from players in the LFC.

### **Committee Composition**

The Skip Webb Assistance Program Committee shall consist of five (5) members of the LFC selected and appointed by the Executive Committee in collaboration with the Nominating Committee. The Executive Committee shall designate the committee Chair.

## **COMMUNITY RELATIONS COMMITTEE**

### **Purpose**

To promote community recognition of the LFC, players, coaches and teams and increase involvement in and goodwill toward the LFC through the dissemination of information and publicity materials and through public relations efforts.

### **Responsibilities**

- (1) To facilitate the appropriate representation of the LFC in all KYSA publications and on the web site. This is done in conjunction with the Club Administrator;
- (2) To act as a liaison with other soccer clubs in the state and region through the exchange of information;
- (3) To arrange for appropriate publicity for the LFC in local and regional media;
- (4) To develop and disseminate materials describing the activities of the LFC including a newsletter, press releases and brochures;
- (5) To undertake any other activities as the committee shall deem appropriate to provide public information and further the good name of the LFC;
- (6) To work with the LFC to promote a program of Club Awards and recognition of members that make contributions to the LFC;
- (7) To assist with the preparation of information on the LFC made available on the LFC web site.

### **Committee Composition**

The Community Relations Committee shall consist of five (5) members of the LFC selected by the Executive Committee in collaboration with the Nominating Committee. The Executive Committee shall designate the committee Chair.

Lexington F.C. Committees.doc  
March 10, 2009



**Lexington F.C.**  
(A Division of the L Y S A)  
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Lexington, KY 40522

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