MISSISSIPPI SOCCER BYLAWS

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MISSISSIPPI SOCCER ASSOCIATION
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Bylaws of the Mississippi Soccer Association, Inc

Bylaw 101 MSA Council 2
Bylaw 102 MSA Officers 3
Bylaw 103 MSA President 4
Bylaw 104 MSA 1st Vice President – Recreation 5
Bylaw 105 MSA 2nd Vice President – Competitive II 5
Bylaw 106 MSA 3rd Vice President – Competitive I 6
Bylaw 107 MSA – Registrar 6
Bylaw 108 MSA –Secretary/ Treasurer 7
Bylaw 109 State Referee Administrator 8
Bylaw 110 MSA – District Directors 8
Bylaw 111 MSA – Meetings 9
Bylaw 112 Revisions to the Constitution, Bylaws and Policies 10
Bylaw 113 Discipline and Appeals 11
Bylaw 114 Discipline and Appeals Committees 12
Bylaw 115 MSA Administration 13
Bylaw 116 Bylaws and Policy Committee 14
Bylaw 117 Membership 15
Bylaw 118 Members Bylaws Requirements 16
Bylaw 119 Full Member 16
Bylaw 120 Associate Member – Competitive I 19
Bylaw 121 Associate Member – TOPSoccer 21
Bylaw 122 Membership Dues 23
Bylaw 123 Player Registration 23
Bylaw 124 Territories 24
Bylaw 125 Disaffiliation, Savings Clause and Amendments 25

Bylaw 101 MSA Council

1. **Members:** MSA shall be administered and operated by a Council of elected officers as specified herein. The Council shall consist of the President, First Vice-President, Second Vice-President, Third Vice-President, Registrar, Secretary/Treasurer, who are six (6) statewide officers elected by the membership's Annual General Meeting (AGM) delegates; the State Referee Administrator, who is appointed by the President after reviewing recommendations (if made) by the State Referee Committee; four District Directors, who are elected by their district member's AGM delegates; and the Immediate Past President as an ex-officio member.

   The Executive Council members are the President, First Vice-President, Second Vice President, Third Vice President, Registrar, Secretary/Treasurer, who are six (6) statewide officers elected by the membership's Annual General Meeting (AGM) delegate and State Referee Administrator, who is appointed by the President after reviewing recommendations (if made) by the State Referee Committee.

2. **Voting Policies:** The Council practices will ensure that:

   a. Each member may cast one vote in all properly presented and considered matters.

   b. Each member may advocate, represent a member's views, and/or vote on a proposed resolution to any member grievance that must be resolved by the Council. However, a member must abstain from acting on behalf of their organization and voting on the resolution motion for any grievance involving their own organization.

   c. Except where designated differently in the Constitution and these By-Laws, All matters are determined by a majority vote of the meeting quorum (for the Council seven (7) members present and for the Executive Council four (4) members present. Policy changes require a two-thirds vote of the entire Council and must be by ballot vote.

   d. The Executive Council members shall have no voting alternate at any MSA meetings.

3. **Authority:** The Council shall have the authority to:

   a. Transact all business of this Association.

   b. Delegate its authority to such person or persons whom it may determine should accomplish one or more of its delegated responsibilities.

   c. Enforce the Constitution, By-Laws, and Administrative rules or policies of the USSF, USASA, U.S. Youth Soccer, and MSA.

   d. Arrange games of any nature whatsoever in its own name, and to that end, it may request the memberships support and/or their affiliated organizations and personnel.

   e. Create and manage the establishment of special funds such as injured players, trips, and/or any organization that it may deem expedient for the welfare of The Game. This authority may be delegated to others under the direction of the Council.

f. Suspend, expel, and/or impose such fines or penalties upon any organization and/or person under its jurisdiction who violates or breaches the Constitution, By-laws, and Administrative Rules of USSF, USASA, U.S. Youth Soccer, and/or MSA

g. Settle all disputes between two or more MSA Members.

h. Make the final decision on all controversial matters subject to the U.S. Youth Soccer and USASA, USSF Appeals and Decisions Process.

i. May bestow the title of Honorary President upon any person who has performed meritorious service to MSA. The Council may vest in that person such rights and privileges as it deems appropriate. This individual will have one vote at the MSA Annual General Meeting, or any other matter brought before the full membership, provided this person has served MSA on either a Local, State, Regional or National level for a period of at least ten (10) years.

j. Evaluate whether a Full Member is servicing its territory in accordance with its membership obligation.

k. Review annually to determine if sub-pools of small communities, cities, counties, extreme geography, schools or neighbor hoods are sufficient and viable to be encouraged to seek full membership.

4. **Limitations on Authority:** The Council shall not have the following authority:

a. To remove any affiliated organization officer. This authority is vested in the organizations membership.

b. To interfere in the financial matters of any affiliated organization except with regards to MSA annual dues, MSA player registration fees, special financial commitments, and the levying of fines.

c. To interfere with an affiliated organization's structure and operation except in matters relating to discipline and in matters that are contrary to USSF, USASA, U.S. Youth Soccer, and MSA Constitution, Bylaws, Rules, Regulations, and Policies.

Bylaw 102 MSA Officers

1. **Term of Office:** All officers shall hold office for two years or until their successors have been elected and qualified. They shall take office as of September 1 of the next seasonal year after their election at the AGM. The President, Second-Vice President, Secretary/Treasurer, Northern District Director, and Southern District Director shall be elected at the odd year AGM to their two-year terms. The First Vice-President, Third Vice President, Registrar, Central District Director, and Western District Director shall be elected at the even year AGM to their two-year terms. The State Referee Administrator, as appointed by the currently elected President after reviewing recommendations (if made) by the State Referee Committee shall also serve as an officer. Any elected officer, who must vacate their office temporarily during the Seasonal Year, may assume the position's duties from their duly appointed successor at the end of the temporary period.

2. **Election of Officers:** The Executive Council and the four District Directors shall be elected in the following manner. All elected individuals may be a member of any Full Membership organization in good standing and must receive a majority of the cast votes.

   a. Any individuals who wish to run for any MSA Council Office shall submit such notice to MSA by doing so using the "Notice of Intent to Seek Election" form on the MSA website or by certified mail or commercial delivery service where a signature is required, by 4:00 P.M., 45 days prior to the MSA Annual General Meeting.

   b. The entire membership shall elect the Executive Council by secret ballot.

   c. The member organizations of each district shall elect their District Director by secret ballot.

   d. No duly elected MSA Executive Council officer may hold a voting position on the Board of Directors of a local organization. The newly elected or re-elected officer must relinquish his/her current local board position before assuming the duties of the MSA Executive Council Office.

3. **Removal from Office:** Any elected or appointed Council member who misses three (3) regularly scheduled Council meetings in a seasonal year shall be automatically removed from office. Further, any member may be impeached and removed from office by seventy-five (75%) percent of the total MSA members-in-good standing.

4. **Officer Duties:** Each officer shall accomplish the tasks described in the following Sections.

5. **Vacancy:** The President shall appoint with the Executive Council approval a temporary successor for any vacant officers' position except the President, until the next general membership business meeting when the membership shall fill the position in the manner prescribed for officer elections.

Bylaw 103 MSA President

1. **The President shall:**

   a. Preside at all MSA meetings.

   b. Pass upon and approve all incurred MSA bills. However, the President may designate an appropriate MSA staff member to fulfill these duties. The President shall review on a monthly basis the expenditures of the organization.

   c. Appoint with Executive Council approval, all MSA non-elected MSA Council positions, committees, and Appeal boards with the goal of equitable representation among the member organizations. The President shall inform Member organizations of openings and request member organizations to nominate individuals to serve in such positions, committees and Appeal Board decisions. The President shall be required to appoint from the nominations received. The President shall attempt to diversify appointments among Members. This appointee shall serve at the will of the President and Executive Council.

   d. Serve as an ex officio member of all appointed MSA committees and Appeal boards.

   e. Serve as or appoint to all Association Committees a nonvoting ex officio member.

f. Have access to all member organization meetings.

g. Serve as the MSA delegate to all U.S. Youth Soccer, USASA and USSF meetings unless he/she chooses to appoint an alternate delegate due to the inability to fulfill the obligation.

h. Be responsible for the State Office operation and personnel.

i. May vote as any other member when the vote is by ballot. In all other instances, the President shall abstain from voting and only cast his vote in order to break a tie. The President's voting powers are established as an exception to Chapter XIII §44. Bases for Determining a Voting Result practices outlined in Robert's Rules of Order Newly Revised 10th Edition.

Bylaw 104 MSA 1st Vice President – Recreation

1. The Vice President for Recreation shall:

a. Assume the duties of the President in the absence of the President.

b. Administer Recreation business, which includes, but is not limited to:

i. Promote the growth of recreational soccer in Mississippi;

ii. Promote the development of Soccer Across America and Top Soccer Programs;

iii. Organize and direct MSA sponsored Recreation Tournaments, Cups, and Games except those specifically the responsibility of other Vice-presidents and the District Directors.

Bylaw 105 MSA 2nd Vice President – Competitive II

1. The Vice President for Competitive II shall:

a. Assume the duties of the President in the absence of both the President and the First Vice President;

b. Administer Competitive II business, which includes, but is not limited to:

i. Development and Promotion of All-star and Intermediate level soccer in Mississippi;

ii. Manage, along with the 3rd Vice President Competitive I, the Mississippi Soccer Competitive League;

iii. Serve as State Representative to the USYS Regional and National Presidents Cup;

iv. Organize and direct MSA sponsored Competitive II Tournaments, Cups, and Games except those specifically the responsibility of other Vice-Presidents and the District Directors.

Bylaw 106 MSA 3rd Vice President – Competitive I

1. The Vice President for Division I shall:

a. Assume the duties of the President in the absence of the President and the First and Second Vice Presidents;

b. Serve as the State Representative to USYS Region III for Mississippi;

c. Organize and direct of the MSA sponsored Competitive I Tournaments, Cups, and Games except those specifically the responsibility of other Vice-Presidents and the District Directors;

d. Organization and management of the MSA Competitive I League play according to MSA Competitive League rules and USYS National Cup rules.

Bylaw 107 MSA – Registrar

1. The Registrar shall:

a. Administer all USSF, USASA, U.S. Youth Soccer, and MSA rules and regulations for player registration.

b. Maintain records and detailed reports on the number of player registrations.

c. Respond to all routine correspondence about MSA registration matters.

d. Serve as the Registrar for all MSA sponsored tournaments.

e. Accomplish all required MSA approval/disapproval actions on all player registration related actions such as player releases, player transfers, player drops, etc.. This authority may be delegated to the staff in the MSA State Office.

f. Upon receipt of an organization's registration information, the registrar may review the information for any errors, omissions or violations of MSA registration policies and procedures. Upon review, the registrar shall advise the organization of any errors, omissions or violations in a timely manner so as to allow the organization to correct those errors, omissions or violations. This may include but is not limited to:

1. Divisional Assignments
2. Team balance variations
3. Other alleged violations

Bylaw 108 Secretary/Treasurer

1. **The Secretary/Treasurer shall:**

   a. Shall record and transcribe the minutes of all MSA AGM and Council meetings and advise the MSA Executive Director on distributing those minutes;

   b. Send the minutes to the MSA Council, at a minimum, within one week of the conclusion of the meeting;

   c. Provide redacted highlights to the MSA staff for posting on the MSA website;

   d. Serve as the recording Secretary for all MSA Discipline and Appeals Hearings;

   e. Prepare a complete financial report for all MSA Business and Council Meetings;

   f. Sign all MSA checks with a co-signature of the President, Executive Director or Registrar;

   g. Assist in preparation of the annual MSA budget;

   h. Respond to all routine correspondence about MSA financial matters;

   i. Serve as an MSA Tournament Official when required.

Bylaw 109 State Referee Administrator

1. **The State Referee Administrator, who shall be a member of USSF and USYS, shall:**

   a. Plan, implement and supervise the state referee committee meetings, and ensures compliance with the National Programs for Referee Development within the state.

   b. Appoint individuals to State Referee Committee positions and subcommittees.

   c. Maintain close communications and consults with members of the State Referee Committee.

   d. Review all State Referee Committee Reports and short and long range planning by technical directors, and insure that required reports are submitted in a timely manner.

   e. Set Referee Meetings schedule and establishes the agenda

   f. Preside over Meetings of the State Referee Committee

   g. Carry out the mission of the National Programs for Referee Development within the State. Serve as liaison between the National Referee Department Office, the National Referee Committee and the State Association(s).

   h. Ensure that the State Referee Committee sponsored clinics are provided in a fair and equitable manner, wherever the most impact may occur.

   i. Respond to all routine correspondence about Referee matters.

   j. Serve as an MSA Tournament Official when required

Bylaw 110 MSA – District Directors

1. **Each District Director in their district shall:** Be responsible for all MSA related soccer activities except those specifically the responsibility of the State Association. These responsibilities include, but are not limited to:

Be responsible for all MSA related soccer activities except those specifically the responsibility of the State Association. These responsibilities include, but are not limited to:

a. Providing information, guidance, and assistance to district members;

b. Developing new programs;

c. Organizing and conducting the Division III District Tournaments;

d. Organizing and conducting the MSA funded district coaching and referee training clinics. This planning includes a minimum of thirty (30) day advanced written notification of each free MSA Referee clinic in the playing districts during the seasonal year;

e. Promoting MSA programs and events;

f. Representing their district interests on the Council;

g. Annually reviewing Division III assignment method(s) of district member organizations, verifying that no changes have been made to the original MSA-approved assignment methods.

h. Annually review and approve, in conjunction with the MSA Registrar (or MSA Registrar's designee), sub-pool request(s) to evaluate the reason, justification and need for deviations from normal MSA team assignment methods mandated for the MSA Recreational Programs. Sub-pool(s) shall not be automatically renewed and must be requested and approved prior to formation of teams each year using the appropriate request form. Member organizations shall be notified within ten (10) days of receipt of sub-pool requests whether or not such sub-pool request is approved or denied.

i. Follow the MSA approved playing format best suited to bracket play, double elimination, round robin, and/or single elimination for district tournaments. Any exceptions must be approved by the MSA 1st VP Recreation and the MSA President. No cross-bracket games will be scheduled in the tournament except semifinal games.

j. Shall exercise authority to the limits of the granted authority. This granted authority is not absolute since the membership has vested absolute authority in the Council.

Bylaw 111 MSA – Meetings

1. **Annual General Meeting:** This meeting shall be held annually in January or February. The purpose of this meeting shall be informational, training, adoption of proposals; election of officers, awards, and other such business as may be approved by the Executive Council.

2. Location: The Executive Director or appointed staff shall research various locations within the State of Mississippi for potential location(s) and make recommendation(s) to the MSA Council. The MSA Council shall make the final decision based upon costs and best business practices.

3. Registration of Voting Delegates: Each Member Organization will register its primary and alternate voting delegates to the Annual General Meeting with the MSA Secretary/Treasurer or a designated MSA staff member no later than thirty (30) days prior to the meeting. The primary delegate will be responsible for duplicating and distributing additional copies of information relative to the meeting for their local organization to review and consider prior to the meeting. No member may vote for more than one organization.

4. Special Meetings: This type meeting may be called at any time by the President or upon written demand of one third (1/3) or more of the total membership in good standing. The MSA President shall call any properly demanded membership meeting within two weeks of receipt of the mandatory registered demand letter legibly signed by at least the required number of members as required by the total number of members in good standing organizations.

5. Conference Call Meetings: The President may authorize the Calling of Council or Committee Meetings through the use of a recognized reputable teleconferencing company for the purpose of handling urgent matters in an expedient manner. The President may also authorize the usage of electronic mail as a tool for handling urgent matters in an expedient manner.

6. Meeting Policies: All meetings shall conform to the following policies except for the appointment of a Parliamentarian.

a. The Secretary/Treasurer or a designated MSA staff member shall give written notice to all concerned parties. In the case of a Special Meeting, its specified purpose shall be embodied in the required notice, and no other matter shall be considered at the meeting.

b. The President or a majority of the Council may allow guests to attend and/or speak to them.

c. The latest edition of Robert's Rules of Order will be used to conduct them.

d. The President will appoint a Parliamentarian for the Annual General Meeting to serve as an advisor on the application of Robert's Rules of Order.

7. The following order of business shall be followed at all regular meetings of the Association and the Council.

a. Roll Call

b. Minutes of the Previous Meeting

c. Communications

d. Report of the President and Other Council Members

e. Financial Report of the Treasurer including Budget Approval

f. Reports of Other Committees

g. Organizational Reports

h. Unfinished Business

i. New Business

j. For the Good of the Game

8. Quorum: A quorum at any general membership meeting (AGM or special called meeting of the membership) shall be fifty percent (50%) plus one (1) of all members in good standing and eligible to vote on any issue. A quorum of the Council shall be seven (7) members present and for the Executive Council, four (4) members present.

Bylaw 112 Revisions to the Constitution, Bylaws and Policies

1. The Rules and Revisions Committee: is a Standing Committee of the MSA in accordance with the MSA Bylaws. The Committee will be appointed by the President and shall consist of a Chairperson and a representative from each District. The Committee will review and make a recommendation on each proposal to be presented to the Annual General Meeting prior to the submission of the proposal for consideration by the membership at the Annual General Meeting, or if to policies; prior to the regularly scheduled Council Meeting. The Committee is empowered to submit its own proposals to the Annual General meeting and Council.

2. Revisions to the Constitution, Bylaws and Policies:
The Constitution and Bylaws shall only be changed by the membership at the annual General Meeting of the MSA. All other rules and regulations shall be deemed as "policies" and shall require a two thirds majority of the MSA Council to be changed. Members may propose revisions to policies through the Rules and Revisions process.

3. Revision Proposals: All Revision proposals must be submitted in compliance with these established procedures. Any submitted proposal, which does not meet the process requirements, shall not be considered by the Rules and Revisions Committee and the AGM delegates, or for policies; by the Council.

4. The proposals may be submitted by the following groups of the Association: Member Organizations, Executive Council Members, District Directors, Ex-Officio Council Members, Executive Director, Immediate Past President, Youth Referee Administrator, State Youth Coach, Insurance Coordinator, ODP Program Administrators and Standing MSA Committees.

5. Revision Proposal Form: Proposals must be submitted online using the official proposal cover sheet, which must be completed in its entirety. Incomplete forms will not be considered. Additional documentation must be uploaded to the e-org system. Each proposed change must be inserted into the appropriate portion of the manual. Such changes must be clearly identified, i.e., italicized, underlined or placed in brackets. If the proposed change contradicts, affects or modifies any other portion of the manual, a copy of such affected portions shall be likewise attached and the affected portions are identified in the same manner.

6. Due Date: All proposals must be uploaded before 4:00 PM 45 days prior to the General Meeting, 30 days prior to an MSA Council Meeting. Proposals received after 4:00 PM CST, will not be considered by the Committee, or the Annual General Meeting, or Council.

7. Committee Meeting: The Committee Chairperson will distribute a copy of each proposal to each Committee Member within five (5) days after the cutoff date. The Committee will convene not later than twenty five (25) days prior to the Annual General Meetings to jointly develop a Committee recommendation to the membership at the AGM, or 10 days prior to the MSA Council Meeting.

8. Proposal Distribution: The Committee will mail a copy of each proposal, including the Committee's recommendation, to all registered delegates and to the MSA Council not later than fourteen (14) days prior to the AGM, or 5 days prior to the MSA Council Meeting.

Bylaw 113 Discipline and Appeals

1. Objectives: The objective of the MSA disciplinary and protest process is to equitably and justly consider and resolve every properly filed disciplinary and protest action at the lowest possible level of MSA while protecting the rights of the involved individuals and/or member organizations. In order to achieve this objective, MSA shall:

a. Require the existence of Disciplinary and Protest Committees at the Organizational and State level with specified responsibilities to conduct Administrative, Disciplinary and/or Protest Hearings for appropriate actions and/or protests as outlined herein. Such actions and/or protests do not include the defined automatic violations and/or penalties contained in these bylaws.

b. Have appropriate and equitable membership at each level of established Discipline and Protest Committees.

c. Ensure a documented fair and impartial hearing and resolution process for each level of Discipline and Protest Committees. This process is operated by these by-laws and in no way should be construed as to following any Local, State or Federal Judicial process or standards.

d. Maintain an equitable and timely documented appeals process for an individual, team, and/or organization who is adversely affected by a decision of the next lower level Discipline and Protest Committee. The decision and/or imposed penalties are in full force and binding on all interested parties until overruled by the next higher level of the established Discipline and Protest Appeal Committee structure.

e. Require an individual, team, and/or organization to exhaust all administrative remedies through USSF before pursuing legal action. A violation of this requirement shall constitute an immediate and automatic expulsion from MSA of the party instituting the legal action personally or through an attorney. Any expelled or removed party:

1. Shall forfeit all moneys paid to MSA as liquidated damages for committing the act which led to expulsion, removal, or cancellation of MSA membership.

2. May apply for reinstatement at any time as provided in these Bylaws.

f. Require the pursuit of all administrative remedies regardless of the circumstances including the existence of a serious emergency situation which threatens irreparable injury to the party; the lack of adequate time to exhaust the prescribed administrative remedies; and/or any other reason.

Bylaw 114 Discipline and Appeals Committees

1. **Discipline and Protest Committees** shall adhere to the following operational policies.

2. **An Organizational Committee shall:**

   a. Consist of any individual organizational members.

   b. Only act on all appropriate disciplinary cases and protests which involve only their members and teams.

   c. Establish and follow a written operating process which implements all MSA established meeting policies and all MSA established Discipline and Appeal procedures within the MSA Bylaws and Policies.

3. **The MSA Disciplinary / Appeals Committee shall:**

   a. Include an MSA President appointed Chairperson, a member appointed by the Committee Chairman, from each political district; the State Youth Coach, and the State Youth Referee Administrator. Each committee member shall have full participatory rights and one vote in all matters except any action involving their own team. The Chairperson shall only vote to break a tie vote of the committee or to constitute a committee quorum. A simple majority vote of at least five committee members is sufficient to take action on any considered matter.

   b. Act on all appropriate disciplinary cases and protests, which involve any MSA member organizations and their teams. This responsibility includes serving as the State appeals level for the initial action committee for any matter which cannot be handled at the Organizational Committee. This includes all reported occurrences of Referee abuse, or misconduct at any MSA sanctioned event when multiple districts or other States organizations are involved.

   c. Determine the final MSA resolution on all matters, which are not subject to the U.S. Youth Soccer Association and USSF appeals process. The State Committee's decision on any matter subject to the U.S. Youth Soccer and USSF appeals process may be appealed to the MSA Council, who shall make the final Statewide resolution decision subject to the USSF appeal process.

   d. Follow the MSA committee operating procedures found in the MSA Policies manual.

Bylaw 115 MSA Administration

1. This Association shall abide by the following operating policies.

a. The reimbursement of Council and MSA Committee members' official business expenses if MSA funds warrant it.

b. A majority of voting Full Members shall constitute a quorum to conduct MSA business.

c. This Association's dissolution for any reason shall result in its assets distribution in accordance with the MSA charter.

d. Where a club has more than one team, the word "club" shall be replaced with the word "team" in the Constitution, By-Laws, and Policies.

e. The Council shall determine the extent of the Treasurer's, President's and Executive Directors' bond.

f. This Association may establish and maintain a mandatory statewide and/or member organization disciplinary reporting system for any or all games played in any or all MSA levels of competition. Member organizations shall fulfill all of their responsibilities for all such established systems. The format and requirements for each level of competition's reporting system must be approved by the Annual General Meeting delegates prior to implementation of such a reporting system.

g. A bonafide member of concerned MSA organizations shall not participate in the decision-making process of a MSA dispute, claim, protest, or appeal. The decision making process includes the deliberations and votes of the MSA responsible resolution body.

2. Audit Policy: The MSA financial records will be audited annually after the close of the Seasonal Year on August 31st. This audit may be accomplished by either an employed independent auditor or an auditing committee of three (3) members under the director of the President. Regardless of the selected auditor option, the audit shall include all records and require the submission of a written report and recommendations. The Secretary/Treasurer shall distribute the audit to the organizational members.

3. Penalties, Debts, and Assessments: Any organizational debt to the Association shall be paid within fifteen (15) days of such notification. Any member who fails to comply with this time deadline shall forfeit its membership until the next AGM.

4. Benefit Game for The Association: MSA may designate certain date(s) for the playing of a benefit game(s) for any worthwhile purpose. On such an occasion, all MSA players, teams, clubs, leagues, or organizations shall be at the disposal of this Association. No player or team may participate in any other game on such date, except as may be authorized by this Association. Any violator of this rule, except individual players, shall be fined fifty dollars ($50.00). A selected player for such a game, who fails to comply without good cause, shall be suspended for six (6) months.

5. Operating Procedures: The normal MSA operating procedures will be described in the Administrative Manual which will be reviewed and updated at least annually. If information in the Administrative Manual conflicts with the MSA, U.S. Youth Soccer, or USSF Constitution, ByLaws, and/or Administrative Policies, these documents will take precedent over the Policy Manual.

6. Enforcement of Other States' Actions: This Association shall recognize suspensions and other rulings of all USSF and U.S. Youth Soccer sanctioned organizations when it receives official notification of such action.

7. Tournaments: The Council shall have the authority to determine the site and structure for all MSA sponsored tournaments. If it chooses District Playoffs to precede State Tournaments, it may

8. Standing Committees: The President with Council approval shall appoint three standing committees, that shall serve at the will of the MSA President and the Executive Council. They are the Protest and Disciplinary Appeals Committee, the Rules and Revisions Committee and the Bylaws and Policies Committee. The Council may create additional committees as it deems necessary.

9. Player's Right: Neither this Association nor any member may prevent any high school student from MSA participation because the individual is playing a school sport, i.e., soccer or any other school played sport.

10. Meeting Reports: This Association shall distribute a Highlights Report of all MSA meetings (AGM, Council, Executive Council, and all Committee) to the member organization's official mailing address within sixty (60) days of the meeting date. They shall be marked "approved" or "unapproved".

11. Game Permission: The MSA Council must approve all games played in Mississippi except National Amateur, US Youth Soccer National Championships, and International games. A hosting organization for an interstate game must request Council approval in writing.

12. Automatic Disciplinary Actions: The Council may automatically discipline a club (a one team organization) or team which violates established MSA policies within the prescribed disciplinary action(s). They have established the following penalties for the stated violations.

a. Any team playing non-affiliated teams without MSA permission following Council notification of this team's status may be fined up to fifty dollars ($50.00).

b. Any team who plays knowingly against suspended teams or clubs may be fined fifty dollars ($50.00).

c. A team or club who knowingly uses a suspended player or players may be fined up to fifty dollars ($50.00) for each such player and shall forfeit every game in which the player or players participated.

d. A team that competes in any tournament in a competition classification lower than the actual competition class or Division of which that team is formed, without the knowledge and permission from the Tournament Committee; the coaches and managers of that team shall be suspended from all play for one year from the notice of suspension. The suspension shall include all activities with that team. Any suspension pursuant to this provision may be appealed directly to the MSA Council subject to all applicable Protest and Appeals policies. This suspension is in addition to any other sanctions imposed by the organization of which the team is a manager.

13. Any person/s or group in an attempt to circumvent the policies and rules of MYSA affiliates with a competing association of USYSA will upon re-affiliation with MYSA will not be allowed to hold a position of influence within MYSA, at the local or state level for a period of two (2) years. A position of influence is an administrator, an officer, a coach, or team manager/trainer.

Bylaw 116 Bylaws and Policies Committee

1. **Bylaws and Policies Committee:** is a Standing Committee of the MSA in accordance with MSA Bylaws. The Committee will be appointed by the President and approved by the MSA Council. It shall consist of a Chairperson and a Representative from each District. The Committee will review each member organizations Constitution, Bylaws and Policies for compliance with the minimum USSF, USYS and MSA standards.
2. **Revisions to the Constitution, Bylaws and Policies by a member**: Any revision by a member to its Constitution, Bylaws and Policies shall only be changed by its membership in accordance with its MSA approved Constitution, Bylaws and Policies. The Bylaws and Policies Committee shall review and if in compliance with the minimum USSF, USYS and MSA standards, recommend approval to the MSA Council.
3. **Non-compliance:** Non-compliance with the minimum USSF, USYS and MSA standards shall be cause for suspension of membership from MSA, USYS and USSF.
4. **Committee Authority:** The committee, through its chair, has the authority to advise the member organization and the MSA Council of its non-compliance, and suggest a timeline for bringing itself into compliance depending on the severity of the deficiency. The MSA Council shall be the final authority under its powers and duties in Bylaw 101.

Bylaw 117 Membership

1. Membership - The membership of MSA and the members of its Associations shall be open to any soccer players, coaches, trainer's managers, administrators and officials not subject to suspension under section 4 of Bylaw 241, and to any Adult soccer organization in its territory. MSA will not discriminate against any individual on the basis of race, color, religion, age, sex or national origin. Individuals registered with the Federation shall be members of the Federation with the rights accorded to them under these bylaws

2. Eligible Organizations: Two types of Association membership shall be open to any recognized youth or Adult organization who is interested in the promotion and organization of soccer within the State. The purpose of different membership types is to assure that all organizations interested in youth soccer will be able to participate in the MSA level of competition which satisfies their specific needs without adversely affecting MSA or other affiliated organizations. An organization who accepts either type membership is automatically subject to USSF, USASA and U.S. Youth Soccer rules and regulations which make its players and teams eligible for all USSF, USASA and U.S. Youth Soccer sponsored events. The two types of membership are Full Member and Associate Member.

3. Membership Approval Authority: The Council shall have sole power to determine membership qualification; to accept or reject any applicant; and to grant provisional MSA membership rights and privileges to a prospective member. However, all provisional membership decisions of the Council must be confirmed by a majority AGM membership vote. The President may authorize a prospective member the right to begin organizing to play under the Association prior to Council approval with the applicant's understanding that the Council must approve its application before it has any MSA rights and privileges. Prior to this approval action, the prospective member must fulfill the appropriate member requirements for the requested type of membership outlined in these bylaws**.**

4. Risk Management Requirements: The following items must be performed prior to presidential approval for Provisional Membership.

a. KidSafe Disclosure documentation on proposed Officers, Directors and known Coaches.

b. Presentation of proposed budget and playing schedule

c. Examination of playing sites and goals/equipment by the MS SYRA or his designee

d. Minimum Standards -

1. Playing sites must be permanent athletic facilities or fields and must have a signed letter giving permission to use said sites.

2. Goals/Equipment must conform to MSA Goal Inspection criteria

5. **Prohibition on Transferring and assigning membership:** membership in MSA is not transferable or assignable. Membership terminates when MSA and/or the Organizational Member dissolves, as provided under these bylaws.

Bylaw 118 Members Bylaws Requirements

1. **Member Organizations: Every MSA organization shall:**

a. Have jurisdictions over its internal affairs, except as provided herein, in the Constitution, or in MSA adopted policies. Any organization that suspends any member or team must notify the MSA State Office of this action and the expiration of such action.

b. Take all necessary precautions to prevent disorder at games. The failure to comply with this requirement shall be referred to the Council for appropriate action.

c. Be able to send teams to the appropriate State Cup Tournaments. For District Tournaments, if an age and/or gender group has twelve (12) or more teams, an additional team is eligible for every four (4) teams beyond eight (8) teams.

d. Be able to send two Adult teams in the appropriate age Divisions to a State Sanctioned Championship tournament, should there be such tournaments scheduled.

e. Provide their official mailing address for the next seasonal year to the State Office by August 1 of each year. This address must be a permanent Post Office Box or street address. Any organization which does not provide this address to MSA will not be mailed copies of the Highlight Reports.

Bylaw 121 Full Member

1. Full Member: These type member organizations must meet all specified membership obligations in order to remain in good standing and retain the specified rights and privileges of this type membership. These obligations and rights are listed herein.

2. The Full Members' obligations are: To complete and submit the following items to the Council for file and/or their approval in accordance with the established deadlines:

a. Data for all required KidSafe risk management background checks

b. A signed, dated organization approved Constitution, or an affidavit that there has been no change to the organizations Constitution or Bylaws since the date on the copy on file in the MSA E-organization database.

If there is any conflict over versions in use, the version in the MSA database shall be considered official. It is incumbent on each organization to insure that their most current version is on file at MSA.

c. The organization shall have a Board of Directors (or similar body) selected through an open and democratic election process.

d. Actions and policies adopted by the Board of Directors (or similar body), or Executive Committee, or Officers of the local organization shall be reported to its membership, with notice and agenda of the meeting at least 15 days in advance of the meeting.

e. The local organization shall provide to the Treasurer of MSA an annual report on the activities of the association and a current annual financial statement as a part of its member in good standing requirements.

f. The local organization will provide copies of any changes to their Constitution, Bylaws or Playing rules within 10 days of adoption of those changes.

g. The local organization will provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to compete. These procedures shall follow the hearing and appeals policies set forth in these bylaws.

h. A statement of its territorial boundaries. A member organization may also submit a Boundary Revision request.

i. Organization approved team assignment procedures for Division III and II teams

j. Current officers list by position with names, mailing addresses, fax, e-mail and telephone numbers (Home and Work), and provide full contact information and active e-mail address for the main individual responsible for approving transfers and releases for the e-Registration system.

k. The official mailing address for MSA documents. This address must be a permanent Post Office Box or Street Address.

l. A statement of intent with a specified registration period to conduct open registrations for all interested children or Amateurs, if the organization sanctions Amateurs in its membership, within the claimed organizational boundaries and to field teams in all

playing divisions and age groups where there is sufficient player interest, personnel resources, and facilities. Organizations must publicize spring registration procedures to ensure that all fall registrants are advised of the new season and makes restoring team strength the responsibility of league officials.The annual membership fee as determined at the AGM.

m. The annual membership fee as determined at the AGM.

n. To pay all dues and fees as required herein.

o. To obtain player medical insurance through MSA.To actively encourage participation of all youth within its claimed territorial boundaries.

p. To submit its annual player registrations and team rosters in the MSA-required format. MSA will provide each organization access to the Registration Software.

q. To send a voting delegate to the MSA Annual General Meeting. Should the need arise for more than one (1) AGM per year, at least fifty percent (50%) of these meetings must be attended by every full member.

r. To furnish annually a minimum of one MSA committee member if requested by the President

s. To maintain a minimum of four (4) certified referees per one hundred (100) registered players up to a required maximum of twenty (20) per organization. Any organization that does not provide these minimum numbers will be placed on probation. Such an organization shall have one (1) year to correct this violation or face additional MSA action.

t. To pay MSA all bond and registration fees for all their teams entering any MSA sponsored tournament.

u. To meet all other established MSA Council requirements as outlined in the MSA Administrative Manual and other pertinent MSA documents like the periodic newsletter.

v. Upon a board decision to remove itself from MSA, the organization shall convene a special called general membership meeting for the purpose of voting on a membership decision on whether to remove itself from MSA. The calling of such meeting shall require 10 days written notice to all general organization members and the MSA President, specifying the date, time and place of the meeting.
Each member and the MSA President shall have the right to participate. A decision to remove the organization from MSA membership shall require a majority vote of the entire general membership. The vote shall be reported to MSA and shall include a list specifying those members present and voting, and the final decision of the general membership. Each organization should consider amending its Bylaws to include this proposition.

3. The Full Members' rights are:

a. To cast one vote at all membership business meetings.

b. To have qualified teams participate in all MSA sponsored and sanctioned tournaments.

c. To have qualified individuals hold MSA Council offices if elected in accordance with the provisions of these bylaws.

d. To participate fully in all MSA programs for which the organization is eligible.

Bylaw 122 Associate Member – Competitive I

1. Associate Member – Competitive I: This membership category is for those organizations with at least three teams comprised of two teams in the USYS National Cup age groups and one non-national age group team (U11, U12), which would like to obtain insurance; to have their players eligible for national programs; and/or to affiliate clubs or other such organizations which exist solely to further Amateur or competitive, highly skilled youth soccer competition. This membership category is not either interested in providing the Competitive II and/or Recreation levels of competition or in becoming involved in the administration of MSA. This category of membership includes clubs, which exists solely to further competitive, highly skilled soccer competition. All organizations that hold this type membership must register all of its players with MSA or another Organization Member of the United States Soccer Federation, Inc, and in compliance with U.S. Soccer Bylaws and Policy 212.1, provide MSA verification of those players registered with another Organization Member of the United States Soccer Federation, Inc; and provide MSA with a copy of the communication advising those members that they are not registered with MSA and are ineligible for MSA benefits, and meet all specified membership obligations in order to remain in good standing and retain the specified rights and privileges of this type membership.

2. The Associate Member Organization may provisionally attempt to form after having received approval from the MSA Executive Council and the Full Member(s), if formation is within the an existing Full Member(s) territorial boundaries and paying all applicable MSA Fees. All three teams must be formed by the deadline for the Letter of Intent to play league play or the provisional organizations acceptance shall be deemed null and void. If, after registering the requisite number of teams players, the Associate member will continue to exist until some future time that both organizations can form a mutually acceptable unified program or one of the two programs dissolves or such time as the Associate Member registered teams players falls below the minimum requirement for Associate Membership

3. An Associate Member program formed within the boundaries of an existing program for the purposes of playing Competitive I Soccer exists until such time that the organizations can form a unified program or one program dissolves.

4. The Associate Member may obtain players from already rostered teams for a seasonal year only to the extent that the transfer of players is mutually acceptable to both coaches and teams involved and that the receiving team will be composed of no more than three (3) transferred players. Their obligations and rights are the following items.

5. The Associate Members' obligations are: To complete and submit the following items to the Council for file and/or their approval in accordance with the established deadlines:

a. Data from all required KidSafe risk management background checks

b. A signed, dated organization approved Constitution, or an affidavit that there has been no change to the organizations Constitution or Bylaws since the date on the copy on file in the MSA office. If there is any conflict over versions in use, the version in the MSA office shall be considered official. It is incumbent on each organization to insure that their most current version is on file at MSA.

c. The organization shall have a Board of Directors (or similar body) selected through an open and democratic election process.

d. Actions and policies adopted by the Board of Directors (or similar body), or Executive Committee, or Officers of the local organization shall be reported to its membership, with notice and agenda of the meeting at least 15 days in advance of the meeting.

e. The local organization shall provide to the Secretary/Treasurer of MSA an annual report on the activities of the association and a current annual financial statement as a part of its member in good standing requirements.

f. The local organization will provide copies of any changes to their Constitution, Bylaws or Playing rules within 10 days of adoption of those changes.

g. The local organization will provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to compete. These procedures shall follow the hearing and appeals policies set forth in these bylaws.

h. Current officers list by position with names, mailing addresses, fax, e-mail and telephone numbers (Home and Work),and provide full contact information and active e-mail address for the main individual responsible for approving transfers and releases for the e-Reg system.

i. The official mailing address for MSA documents. This address must be a permanent Post Office Box or Street Address.

j. A statement of intent with a specified registration period to conduct open registrations for all interested children.

k. The annual membership fee as determined at the AGM.

l. To pay all dues and fees as required herein.

m. To obtain player medical insurance through MSA.

n. To submit its annual player registrations and team rosters in the MSA-required format. MSA will provide each organization access to the Registration Software.

o. To send a voting delegate to the MSA Annual General Meeting. Should the need arise for more than one (1) AGM per year, at least fifty percent (50%) of these meetings must be attended by every associate member.

p. To furnish annually a minimum of one MSA committee member if requested by the President

q. To maintain a minimum of four (4) certified referees per one hundred (100) registered players up to a required maximum of twenty (20) per organization. Any organization that does not provide these minimum numbers will be placed on probation. Such an organization shall have one (1) year to correct this violation or face additional MSA action.

r. To pay MSA all bond and registration fees for all their teams entering any MSA sponsored tournament.

s. To meet all other established MSA Council requirements as outlined in the MSA Administrative Manual and other pertinent MSA documents like the periodic newsletter.

t. To only operate Tournaments for which this membership is eligible

u. Upon a board decision to remove itself from MSA, the organization shall convene a special called general membership meeting for the purpose of voting on a membership decision on whether to remove itself from MSA. The calling of such meeting shall require 10 days written notice to all general organization members and the MSA President, specifying the date, time and place of the meeting.

Each member and the MSA President shall have the right to participate. A decision to remove the organization from MSA membership shall require a majority vote of the entire general membership. The vote shall be reported to MSA and shall include a list specifying those members present and voting, and the final decision of the general membership.

Each organization should consider amending its Bylaws to include this proposition.

6. The Associate Members' rights are:

a. To participate in all membership business meetings and cast one vote on all Competitive I proposals or Adult Division proposals if an Adult program exists within that organization.

b. To have qualified teams and/or players participate in all USSF, US Youth Soccer, and MSA sponsored and sanctioned programs and tournaments for which they are eligible.

c. To serve on all MSA committees that specifically deal with USSF and US Youth Soccer sponsored activities for which the organization is eligible.

d. To apply for Full Membership if the organization can meet the requirements of such membership.

7. The Associate Members' cannot:

a. Vote on Recreation and Competitive II proposals or participate in Recreation and Competitive II affairs

b. Run individuals for MSA Council offices.

Bylaw 123 Associate Member – TOPSoccer

1. Associate Member – TOPSoccer: This membership category is for those organizations that wish to operate a community based soccer program that is designed to meet the needs of the children aged 4 – 19 years old with physical and/or mental disabilities outside the framerwork of a member organization for tax or donation purposes. These programs are geared toward player development rather than to competition. Participants are placed on teams according to ability NOT by age. All organizations that hold this type of membership must meet

all specified membership obligations in order to remain in good standing and retain the specified rights and privileges of this type membership.

2. The Associate Member – Topsoccer Organization will continue to exist until some future time that both organizations can form a mutually acceptable unified program or one of the two programs dissolves. An Associate Member program formed within the boundaries of an existing program for the purposes of playing Competitive I Soccer exists until such time that the organizations can form a unified program or one program dissolves.

3. The Associate Member – TOPSoccer obligations are: To complete and submit the following items to the Council for file and/or their approval in accordance with the established deadlines:

a. Data from all required KidSafe risk management background checks

b. A signed, dated organization approved Constitution, or an affidavit that there has been no change to the organizations Constitution or Bylaws since the date on the copy on file in the MSA office. If there is any conflict over versions in use, the version in the MSA office shall be considered official. It is incumbent on each organization to insure that their most current version is on file at MSA.

c. The organization shall have a Board of Directors (or similar body) selected through an open and democratic election process.

d. Actions and policies adopted by the Board of Directors (or similar body), or Executive Committee, or Officers of the local organization shall be reported to its membership, with notice and agenda of the meeting at least 15 days in advance of the meeting.

e. The local organization shall provide to the Secretary/Treasurer of MSA an annual report on the activities of the association and a current annual financial statement as a part of its member in good standing requirements.

f. The local organization will provide copies of any changes to their Constitution, Bylaws or Playing rules within 10 days of adoption of those changes.

g. The local organization will provide equitable and prompt hearing and appeal procedures to guarantee the rights of individuals to compete. These procedures shall follow the hearing and appeals policies set forth in these bylaws.

h. Current officers list by position with names, mailing addresses, fax, e-mail and telephone numbers (Home and Work)

i. The official mailing address for MSA documents. This address must be a permanent Post Office Box or Street Address.

j. A statement of intent with a specified registration period to conduct open registrations for all interested children.

k. The annual membership fee as determined at the AGM.

l. To pay all dues and fees as required herein.

m. To obtain player medical insurance through MSA.

n. To submit its annual player registrations and team rosters in the MSA-required format. MSA will provide each organization access to the Registration Software.

o. To send a voting delegate to at least fifty percent (50%) of all Seasonal Year MSA business meetings.

p. To furnish annually a minimum of one MSA committee member if requested by the President for a TOPSoccer related committee.

q. To pay MSA all bond and registration fees for all their teams entering any MSA sponsored tournament.

r. To meet all other established MSA Council requirements as outlined in the MSA Administrative Manual and other pertinent MSA documents like the periodic newsletter.

s. Upon a board decision to remove itself from MSA, the organization shall convene a special called general membership meeting for the purpose of voting on a membership decision on whether to remove itself from MSA. The calling of such meeting shall require 10 days written notice to all general organization members and the MSA President, specifying the date, time and place of the meeting.

Each member and the MSA President shall have the right to participate. A decision to remove the organization from MSA membership shall require a majority vote of the entire general membership. The vote shall be reported to MSA and shall include a list specifying those members present and voting, and the final decision of the general membership.

Each organization should consider amending its Bylaws to include this proposition.

Bylaw 124 Membership Dues

1. Membership Dues: The annual dues policies for each membership category are:

a. The Full Member dues shall be determined by the AGM membership.

b. The Associate Member dues shall include the cost of insurance, USSF, USASA and U.S. Youth Soccer player registration fees, and any appropriate MSA administrative charges, which are deemed proper by the Council.

c. All dues shall be paid on demand by the Council.

d. Any member, who does not pay their annual dues as provided herein, shall give cause for immediate suspension of its membership after a fifteen (15) day period.

Bylaw 125 Member Registration

1. Player Registration: The registration policies for either type MSA member are:

a. To register all players on the appropriate MSA forms in accordance with the established MSA directives and policies as interpreted by the Council.

b. To require that one hundred percent (100%) of its players, coaches, trainers, managers, administrators and officials are registered with MSA or another Organization Member of the United States Soccer Federation, Inc.

c. To forfeit its MSA membership if it fails to register one hundred percent (100%) of its affiliated players and teams with MSA or another Organization Member of the United States Soccer Federation, Inc.

Bylaw 126 Territories

1. **Organizational Boundary:** Each organization shall operate from within its MSA approved boundaries as specified in the organization's Constitution or by-laws. All boundaries must be physical features, i.e. rivers, streets, highways, etc.

2. **Boundary Revisions:** All changes to a member organizations' boundaries must be submitted on a Boundary Revision Request form**.** This form states the proposed revision, effective date, reason for the request, indicates any other organization that might be affected by the revision, and other pertinent information to the revision request. No revision may be accomplished until the revision is submitted to the Council for review, approved or rejected and the member organization has received written acknowledgment of that approval or rejection.

3. **Districts:** The Association may form political and playing districts and sub-districts as needed to accomplish its objectives. When possible, district boundaries should follow county boundaries (refer to the MSA Policy Manual) and reflect relatively equal player registrations among the established districts. However, deviations are acceptable when approved by the Council. Each established political district will elect a District Director who will represent it on the Council.

4. **Territorial Restrictions:** Each Organization of MSA has a prescribed territory or boundaries in which it shall operate its MSA approved soccer programs. No other Organization may establish itself within existing, approved territory or boundaries without first:

   a. Receiving written approval from the existing MSA approved organization – this written approval must be provided to the MSA Council AND

   b. Receiving written approval from the MSA Council – this approval must be recorded in the approved minutes of the MSA Council meeting.

5. **Player Territorial Restrictions**: Each player residing in the State of Mississippi has the opportunity to register and participate with any MSA approved organization of its choice. Only when a player has been duly registered with an organization and rostered to a team within said organization is the player obligated to the organization. Should a registered/rostered player choose to leave the organization to play elsewhere, he/she must follow the guidelines established under the MSA Player Transfer Policy 102.7

Bylaw 127 Disaffiliation, Savings Clause and Amendments -

1. Disaffiliation: The Association shall enforce the following policies in order to promote the growth of The Game throughout the State.

a. Any member organization, which does not actively promote The Game in a portion of its MSA approved boundaries, risks losing this portion of its territorial boundaries. The MSA Council shall grant a provisional membership to another group of interested individuals if the member organization does not implement a corrective plan of action as soon as possible after Council verification and notification of this failure to fulfill its membership obligation(s). This action must be approved at the next AGM.

b. Any member organization, which disbands or withdraws from MSA, shall give written notice of such intent to the Association. If such notice is not received and is believed to be warranted, the MSA Council shall request, by certified mail, the membership status of the organization. If this organization fails to respond in writing to the MSA request within thirty (30) calendar days of its receipt, it shall abandon its franchise and make it available for reassignment to another group within its MSA approved territorial boundaries.

2. Savings Clause: If any word, phrase, sentence, or other provision of these by-laws or its application to any person or circumstances is held invalid, this finding shall not affect the other words, phrases, clauses, sentences, or provisions and/or applications of these by-laws, and to this end, the provisions of these by-laws are declared to be severable. In the event that any provision of the Constitution, By-Laws or Rules shall be deemed in illegal or contrary to; or amended by FIFA, USSF, USYS or USASA, such portions shall be changed administratively

3. Amendments: These by-laws shall be made only at an Annual General Meeting by, a two thirds (2/3) majority of the votes allowed under a duly constituted quorum. Proposed amendments must be submitted in accordance with the established MSA Rules and Revisions Process. Except where provided in the MSA Constitution, any additions or amendments to this Constitution, By-Laws, or Policies shall not be effective until they are set down in writing and physically appended to those documents as a part thereof.

•Revised by the MSA Membership at the Annual General Meeting, February 14, 2016 in accordance with its Bylaws, superseding all previous revisions.

•Revised by the MSA Membership at the Annual General Meeting, January 26, 2014 in accordance with its Bylaws, superseding all previous revisions.