

**REGINA EAST ZONE YOUTH SOCCER  
ASSOCIATION (REZYSA)**

**BY-LAWS**

**Version 2.0  
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# BYLAWS OF THE REGINA EAST ZONE YOUTH SOCCER ASSOCIATION

## Article 1: Definitions

- 1.1 In these bylaws, unless the content otherwise requires:
  - 1.1.1 *REZYSA* shall mean the Regina East Zone Youth Soccer Association.
  - 1.1.2 *Directors* shall mean the elected Directors of the Regina East Zone Youth Soccer Association.
  - 1.1.3 *Executive* is the REZYSA Directors plus other appointed members involved in operation of the league.
  - 1.1.4 *Annual General Meeting* is an annual meeting of the members.
  - 1.1.5 *Special Meeting* is a meeting of members called by the Directors other than the Annual General Meeting.
  - 1.1.6 *Executive Meeting* is a meeting held regularly to deal with league business
  - 1.1.7 *Special Resolution* is a resolution to address an item outside the normal operations of the league or that may have a significant impact on REZYSA operations.
  - 1.1.8 *REZYSA* encompasses the City of Regina East Zone recreation area plus other areas accepted by the REZYSA Directors.
  - 1.1.9 *Member* shall mean any parent or guardian of a player in good standing with REZYSA.

## Article 2: General

- 2.1 The name of the Association shall be the Regina East Zone Youth Soccer Association or REZYSA.
- 2.2 The registered address of REZYSA shall be P.O. Box 30005, Regina, SK, S4N 7K9
- 2.3 The fiscal year of REZYSA shall be from September 1st to August 31<sup>st</sup> of the following year.
- 2.4 For the purpose of carrying out its objectives, REZYSA may raise, or secure payment of money in such manner as it thinks fit.
- 2.5 REZYSA may borrow monies provided a special resolution is passed.
- 2.6 These bylaws may be altered, varied, rescinded or added to via special resolution.

## Article 3: Purposes and Objectives

- 3.1 The purpose and objective of REZYSA shall be to promote the sport of soccer in the East Zone recreation area of the City of Regina and for this purpose:

- 3.1.1 Provide the programs necessary such that the youth of the East Zone can participate at a level of the sport that is consistent with their abilities.
- 3.1.2 Provide for the training of coaches, referees and players so as to maintain and improve the level of soccer in the East Zone.

#### **Article 4: Membership**

- 4.1 Membership in REZYSA shall be open to all parents or guardians of participants in REZYSA programs, upon payment of a REZYSA registration fee and upon payment of a community membership in one of the Regina Community Associations.
- 4.2 Any member in good standing at any time during the current REZYSA fiscal year is eligible to vote. A member who is not in good standing shall not be entitled to vote on any question.
- 4.3 REZYSA may subscribe to, become a member of, and cooperate with any other association, or society, whether incorporated or not, whose objectives are in whole or part similar to its own objectives.
- 4.4 The bylaws of REZYSA shall bind REZYSA and its members to the same extent as if they had been respectively signed by each member and contained covenants on part of each member to observe all the provisions thereof.
- 4.5 Any member wishing to withdraw from REZYSA may do so at any time. No refund of registration fees shall be given. Upon written notice of withdrawal the Executive may provide a REZYSA registration credit to be used in a subsequent season.
- 4.6 The Executive shall have the right to suspend membership of any member who fails to comply with the Bylaws or with the Rules and Regulations of REZYSA. Any person being considered for suspension or expulsion from membership shall have a right to a hearing at a special meeting.
- 4.7 Special Member status may be granted to non-members upon the nomination of the Directors. Such persons shall have a voice but no vote at all meetings of REZYSA.

#### **Article 5: Annual General Meeting**

- 5.1 REZYSA shall hold an annual general meeting in each calendar year, such meeting to be held in Regina, no earlier than the first day of April, and no later than the 30th of June in each and every year.
- 5.2 No member shall be entitled to more than one vote on any question, and there shall be no voting by proxy.
- 5.3 All questions shall be decided by a simple majority vote unless otherwise required to be by special resolution. A special resolution must be submitted to the Directors and shall be communicated to the membership at least fifteen (15) days prior to the Annual General Meeting. A special resolution must be passed by at least two-thirds (2/3) of the votes cast.

- 5.4 Typically voting shall be by a show of hands. For special resolutions ten (10) or more members may request of the Directors, a minimum of 10 days prior to the vote, that voting shall be by ballot.
- 5.5 In the case of a tie vote, the President shall cast the deciding vote.
- 5.6 The quorum for the transaction of business at any Annual General or Special Meeting of REZYSA shall be twenty-five (25) members.
- 5.7 Notice of the annual general meeting and special meetings shall be given to members at least fifteen (15) days prior to the date of the meeting. Notice of every meeting shall be provided by advertising in any manner as the Directors deem fit that reaches a majority of members. Some examples of notification are the REZYSA website, the REZYSA voice mail, or via email.
- 5.8 A financial statement must be provided for membership review at each Annual General Meeting.
- 5.9 The procedure for all meetings shall be governed by the procedures provided in Robert's Rules of Order.

## **Article 6: Directors and Officers**

- 6.1 The following shall be the elected Directors of REZYSA and their duties:
  - 6.1.1 President:
    - Must be a member in good standing.
    - Shall obtain a criminal record check annually, a copy to be presented to the Executive within thirty (30) days of the beginning of the term.
    - Shall serve as chairperson at all meetings and at disciplinary hearings.
    - Shall be responsible for the general administration of the affairs of REZYSA.
    - Maintains signing authority on the REZYSA bank account.
    - Supervise and direct the activities of the Executive;
    - Promote the aims of REZYSA;
    - Provide leadership in determining policies and in the administration of the affairs of REZYSA;
    - Submit a report at the AGM.
  - 6.1.2 Vice-President
    - Must be a member in good standing.
    - Shall obtain a criminal record check annually, a copy to be presented to the Executive within thirty (30) days of the beginning of the term.
    - Shall perform the duties of the President in the event of his/her absence, resignation or inability to perform his/her duties.
    - Assist the President and perform the duties of President, as well as duties as delegated by the President;
    - Establish soccer skills and training guidelines and/or programs for players and coaches.
  - 6.1.3 Treasurer

Shall obtain a criminal record check annually, a copy to be presented to the Executive within thirty (30) days of the beginning of the term.

Keep the accounts, and receive and deposit funds in the REZYSA bank account in a timely manner;

Disperse funds, with Executive approval, by cheque, signed by the Treasurer and President or the Vice President;

Shall present an audited financial report for each Annual General Meeting

Shall prepare a budget before each season for presentation to the Executive.

Shall prepare and present an annual budget for presentation at the Annual General Meeting.

Shall prepare a monthly statement of transactions and account status for each Executive meeting.

Shall receive and process all financial correspondence;

Maintains signing authority on the REZYSA bank account. All expenditures must have Executive approval.

Keep such records as are required for auditing purposes;

Perform other duties as assigned by the President

6.1.4 Secretary

Record the minutes of all meetings and distribute same as soon as possible to all concerned prior to the next meeting;

Be responsible for the safe keeping of REZYSA minutes and keep all files, and correspondence.

Inform all members 15 days before the AGM of the date, time and place of meeting;

Perform other duties assigned by the President

6.1.5 Equipment Co-ordinator

Shall be responsible to maintain a proper record of REZYSA's equipment.

Shall prepare an equipment budget for Executive approval annually and before each season for equipment to be purchased

Shall select and purchase the equipment for use by the League.

Perform other duties assigned by the President

6.1.6 Referee Coordinator

Shall assign all referees to all games.

Shall prepare a budget of referee expenses for Executive approval annually and before each season.

Shall coordinate referees clinics.

Shall arrange for payment of officials through the treasurer.

Perform other duties assigned by the President.

6.1.7 Web Master

Shall post all relevant league documents to the website in a timely manner.

Shall arrange for, support and coordinate payment of web hosting for REZYSA.

6.2 In addition, each member Community Association shall be entitled to appoint one (1) member to the Directors.

- 6.3 The Directors shall appoint other members to the Executive to fulfill the operational requirements, as it deems necessary. Some of these positions include, but are not limited to:
- Registrar
  - Scheduler
  - Assistant Equipment Manager
  - Assistant Referee Coordinator
  - Trophy Coordinator
  - Executive at Large
- 6.4 The nomination and election of the Directors shall be done during the annual general meeting by the members present.
- 6.5 The Directors elected at the annual general meeting shall take office immediately after the election and will serve for a one (1) year term, such term to commence immediately after the annual general meeting at which the member is elected and to terminate immediately after the ensuing annual general meeting. Directors shall be eligible for re-election when their term has expired, the exception being the President who shall only serve three consecutive terms.
- 6.6 The Executive position of Past President is available for a one year term to the outgoing president.
- 6.7 No Executive shall receive any remuneration whatsoever but shall be reimbursed for any reasonable expenses approved by the Executive which may be incurred in the course of duty.
- 6.8 If any of the Executive positions are left vacant following the Annual General Meeting or are vacated at anytime after the Annual General Meeting, the Directors may assume responsibility to fill these positions and appoint capable and willing members in good standing to fill the vacant positions.
- 6.9 A member of the Executive, who has, or could reasonably be seen to have, a conflict of interest has a duty to declare this interest. The declaration should be made to the members upon nomination and if serving on the Executive, when the possibility of a conflict is realized. A conflict of interest does not prevent a member from serving on the Executive provided that he/she withdraws from the decision making on matters pertaining to that interest.

## **Article 7: Executive**

- 7.1 Carry out the duties of each Executive position as determined by the Directors.
- 7.2 The quorum of the Executive shall consist of no less than one-half of the number of the Executive, but in no event shall be less than three (3) persons.
- 7.3 Each member of the Executive shall be entitled to one (1) vote at an Executive Meeting.
- 7.4 Executive Meetings will be once per month except for the month of July. Meetings will be prescheduled at the beginning of each fiscal year.

- 7.5 The Directors shall be entitled to set up such committees as it deems fit and shall be entitled to name any members of REZYSA to the committees.
- 7.6 The Directors shall cause the organization to be incorporated with the appropriate government agency, and shall perform such actions necessary to remain incorporated.
- 7.7 The Directors shall cause the financial statements of REZYSA to be audited within 90 days of the end of the fiscal year. The auditor shall be appointed by the Directors.

#### **Article 8: Dissolution**

- 8.1 If for any reason the operations of REZYSA are terminated or are wound up, or are dissolved and there remains, at that time, after satisfaction of all its debts and liabilities, any property or assets whatsoever, the same shall be provided to another non-profit organization in the Province of Saskatchewan, having objectives similar to those of REZYSA.

#### **Article 9: Amendments**

- 9.1 Amendments to the Bylaws can be proposed and voted on at the annual general meeting. These amendments shall be passed by a simple majority vote.