

LEAYSA

Little Elm Area Youth Sports Association

**AMENDED and RESTATED BYLAWS, RULES &
REGULATIONS**

OF

LITTLE ELM AREA YOUTH SPORTS ASSOCIATION, INC.

(LEAYSA)

A Texas Nonprofit Corporation

A Texas Nonprofit Corporation

<http://www.leaysa.com>

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Tuesday, August 04, 2009

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BYLAWS OF THE LITTLE ELM AREA YOUTH SPORTS ASSOCIATION, INC.

These are the AMENDED Bylaws of LITTLE ELM AREA YOUTH SPORTS ASSOCIATION, INC., (the 'Association') duly adopted on _____, 2009, at an organizational meeting of the Board of Directors named in the Articles of Incorporation of the Association.

ARTICLE I - OFFICES

The principal address of the Association in the State of Texas shall be located in the Town of Little Elm, County of Denton, Texas and shall have a certified PO Box mailing address #103, Little Elm , Texas 75068 . The Association may have such other addresses, either within or without the State of Texas, as the Board of Directors may determine or as the affairs of the Association may require from time to time.

Registered Office and Agent Address

The Association shall have and continuously maintain in the State of Texas a registered address, and a registered agent whose address is identical with such registered address, as required by the Texas Non-Profit Corporation Act. The registered address may be, but need not be, identical with the principal address of the Association, and the registered address may be changed from time to time by the Board of Directors.

ARTICLE II - MEMBERSHIP IN ASSOCIATION

This Association shall be comprised of adults and youths who have become members of the Association by application to and approval of the Board of Directors and who also adhere to the Constitution, Bylaws and Rules and regulations of the Association. Any player may become a member of the Association upon submission to and approval by the Board of Directors of the Association of a properly executed Application/Release form, birth certificate and payment of all fees. Any adult who agrees to abide by the Constitution, Bylaws, Rules and Regulations of the Association may become a coach upon the signing of a Coach's Agreement and of the approval of the Board of Directors and continue coaching, subject to removal for a cause by the Association.

Any member of the Association (or coach, team or official) may be expelled and his or her membership canceled, forfeited or suspended unilaterally by the Association's Board of Directors or through its consideration of a recommendation of the Appeals and Disciplinary Committee or he or she may be ensured by the Appeals and Disciplinary Committee and/or by the Association's Board of Directors for a violation of the Association's Constitution, Bylaws, Rules and Regulations or for conduct prejudicial to the interests of the Association..

The Association will honor all orders of suspension of players, coaches or referees issued by this Association or any other Member Association, other Governing Associations or Divisions, other North Texas State Soccer Association member associations and the United States Soccer Federation (USSF) member associations.

An annual membership is established as being from September 1 through August 31 of the following calendar year.

ARTICLE III - GOVERNMENT OF ASSOCIATION

Government of Association

This Association shall be governed by its members which shall consist of the Board of Directors of the Association and the recognized delegate from each registered Member Association in good standing, each of whom shall be entitled to one vote. No delegate shall be entitled to more than one vote. Only the designated delegates will have the right to speak at the meeting. Any Board of Director or delegate may introduce anyone to speak provided he has the permission of the chair. The designated delegate shall be the President of the registered Member Association unless otherwise specified in writing. If the President cannot attend, one of the following people, in this order, may attend with written permission from the President:

Vice President
Secretary/Registrar

There shall be no vote by proxy.

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Territory of the Association

The territory under the jurisdiction of this Association is defined as being that part of Texas which includes:

*Little Elm Independent School District
Town of Little Elm
Town of Oak Point
Town of Lakewood Village*

A map reflecting the territory under the jurisdiction of the Association shall be on file with LEAYSA

Jurisdiction

This Association shall have jurisdiction over all member associations, members, administrators, referees, coaches, assistant coaches, managers, registered players, teams, parents, and other persons affiliated with such teams. Each member will adhere to these Bylaws and Rules and Regulations and will comply with the authority of the Association. If the Association is presented sufficient evidence that a Member is not adhering to these Bylaws and Rules and Regulations, the Association will ask the Ethics Committee to investigate the allegations and take necessary action.

Fiscal Year

The fiscal year of the Association shall be from September 1 to August 31.

Books and Records

The Corporation shall keep correct and complete books and records of account and shall keep minutes of all meetings. The books and records shall be kept by and in the possession of the board member responsible for such books and records and shall be made readily available for all regular, special meetings and at Committee meetings if requested by the committee chairperson.

Resignation

Any director, committee member, officer or agent may resign by giving written notice to the President. The resignation shall take effect at the time specified therein, or immediately if no time is specified. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Amendments to Bylaws

These Bylaws may be altered, amended or repealed, or new Bylaws may be adopted, at any meeting of the Association by a two-thirds (2/3) vote of the total present membership; provided, however, that all members have been given ten (10) days written notice, including a written copy of the proposed changes. Motions for amendments to the Bylaws may be made from the floor at the Annual Meeting in May or June without advance notice.

Amendments to Member Association Bylaws

No Registered Member Association may alter, amend, repeal, or adopt new Bylaws, Rules or Regulations without approval of the Association by a two-thirds (2/3) vote of the Board of Directors. Motions for amendments to Member Association Bylaws, Rules or Regulations may be made from the floor at the Annual Meeting in May or June without advance notice.

ARTICLE IV - MEETINGS OF ASSOCIATION

Place of Meetings

All meetings of the Association shall be held at such place as shall be designated by the President. All meetings of the Association will be open to the members and the general public. Executive sessions may be called by a 2/3 approval of the Board of Directors or a committee to discuss personnel or legal matters.

Annual Meeting

An Annual Meeting of the Association shall be held each year on a day to be selected by the President during the month of May or June, at which they shall elect officers in accordance with Article VII hereof, and transact such other business as may properly be brought before the meeting. A quorum is not required for this meeting so long as notices of such meetings were properly given. The order of business for such meeting shall be:

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Roll Call and Vote Accreditation
Approval and Minutes of Last Meeting
Communications
Unfinished Business
Reports of Chairman of Standing Committees
Reports of Officers
New Business
Adjournment

Special Meetings

Special meetings of the Association for any purpose or purposes, unless otherwise prescribed by statute or by the Articles of Incorporation or by these Bylaws, may be called by the President or by petition of the designated delegate of registered Member Associations in good standing. Business transacted at all special meetings shall be confined to the purpose stated in the notice of the meeting. A quorum is not required for this meeting so long as notices of such meetings were properly given.

Board of Directors Meetings

The meetings of the Board of Directors shall be held on the second Tuesday of each month. A quorum of 50% of the Board of Directors is required. If the meeting is changed, then notice must be given.

Once a quorum is established, all actions taking place at the meeting shall be legal regardless of the number present at the time of a vote, provided the meeting had not been previously legally adjourned. All members of the Association may attend this meeting.

Emergency Actions

Any three (3) voting members of the Board of Directors (which may include the President) may take emergency action on matters demanding immediate attention when it is impractical or impossible to call a meeting and shall report their actions to all Board of Director members in writing within three (3) days.

Notice of Meetings

Written or printed notice stating the place, day and hour, of a meeting, and the purpose or purposes for which the meeting was called, shall be delivered not less than ten nor more than fifty days before the meetings, either personally or by mail, by or at the direction of the President, to each delegate or Board Member of record entitled to vote at the meeting unless otherwise provided in these Bylaws. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the delegate or Board Member at their address as it appears on the records of the Association, with postage thereon prepaid.

Proxy

There shall be no vote by proxy for any meetings.

ARTICLE V - NOTICE

Manner of Giving Notice

Whenever, under the provisions of applicable statutes, the Articles of Incorporation or these Bylaws, notice is required to be given to any delegate or Board Member of the Association and no provisions are made as to how such notice shall be given, it shall be construed to mean personal notice, shall be given in writing, by mail, postage paid, addressed to such delegate or Board Member at the address appearing on the records of the Association. Any notice required or permitted to be given by mail shall be deemed given at the time when the same is thus deposited in the United States mail as aforesaid.

Waiver of Notice

Whenever any notice is required to be given to any delegates or Board Members of the Association under the provisions of applicable statutes, the Articles of Incorporation or these Bylaws, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated in such notice, shall be deemed equivalent to the giving of such notice. Attendance at a meeting shall constitute a waiver of notice of such meeting, except where a person attends for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

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ARTICLE VI - BOARD OF DIRECTORS

Board of Directors

The business and affairs of the Association shall be managed by its Board of Directors, which shall consist of the Directors of this Association and the Member Association Delegate, each of whom will be entitled to one vote (the Past President is not a voting member). The Board of Directors and recognized delegate(s) shall transact all business of the Association and shall have the power to enforce the Laws of the its respective divisions, and the Bylaws and Rules and Regulations of this Association and Member Associations. The Board of Directors shall also hear appeals of decisions of their Appeals & Disciplinary Committee.

Election of Board of Directors

The Directors, i.e., the members of the Board, are listed below and shall be elected for a term of two (2) years, and may succeed themselves in office. To be eligible, the members of the Board of Directors must reside within the LEAYSA jurisdiction and/or they are not bound by any other association or governing association, subject to board approval. Should any member of the Board of Directors change residence outside said jurisdiction, the position shall be grandfathered until the end of the term of such position. The Past President position is to be ratified each year.

Any Director that desires to seek election to another office must first resign the Office he/she is holding, prior to the election. Elections shall be held at the Annual Meeting with one-half of the Board of Directors being elected each year in the following manner:

To qualify for the positions of President and/or Vice-President, a candidate must have previously served at least one (1) year as a LEAYSA Board member or two years as a delegate within the previous three years of the date of the LEAYSA annual General Meeting; or a candidate must be appointed by a majority of the Board. In the instance that a qualified Board member is not available, a candidate must be approved by a majority vote of the Board.

President	(Elected odd years)
First Vice President of Appeals and Discipline	(Elected odd years)
Treasurer	(Elected even years)
Secretary	(Elected even years)
Concessions and Facilities	(Elected odd years)
Fundraising	(Elected odd years)
Registrar, Uniforms and Equipment	(Elected even years)
Public Relations	(Elected even years)
Delegates of Member Associations	(Not elected – ratified yearly - unlimited service)
Past-President (exofficio member)	(Not elected - former President - non voting member)

THE BOARD OF DIRECTORS SHALL BE ELECTED BY THE MEMBERS OF THE ASSOCIATION OF AT LEAST 18 YEARS OF AGE
DELEGATES SHALL BE APPOINTED BY THE BOARD OF DIRECTORS

Removal

Any member of the Board of Directors shall be required to resign following vote of no confidence in his ability to remain in office. 20% of delegates or voting members of the Board of Directors may petition for such a vote. The petition must be submitted in writing to the Board of Directors that in turn, will review the petition within fifteen (15) days of receipt of such petition. The vote of no confidence must be passed by a two-thirds (2/3) majority of all the Board of Directors. If an officer receives this vote of No Confidence, he is automatically suspended from the board. His/her office shall then be filled by an appointment approved by the majority of the Board until the next LEAYSA Annual General Meeting.

Attendance at Meetings

A Board of Director member not attending two (2) consecutive scheduled meetings, including regular meetings, of this Association or Executive Committee meetings will have his/her office declared vacant unless such absences are excused by the Board of Directors. A vote of 'no confidence' by the Board of Directors shall be taken upon the first board meeting following the third consecutive absence. Should the vote of 'no confidence' pass, his/her office shall then be filled by an appointment approved by the majority of the Board until the next Annual Meeting.

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Vacancies

The Ethics Committee will find a candidate and present this person to the Board of Directors for a majority Board approval.

Compensation

The Board of Directors shall serve without salary for their services. Any Board of Director member may be reimbursed for expenses approved by the budget and/or the Board of Directors.

Parliamentarian

The Past President (exofficio member) shall act as Parliamentarian, using "Robert's Rules of Order, Newly Revised" as a guide. In the absence of the Past-President, the current President of the Board of Directors can act as Parliamentarian.

Minutes

The Board of Directors shall keep regular minutes of its proceedings. The minutes shall be placed in the minute book of the Association. Minutes shall be approved at the next Board Meeting.

Grievance Involving Board of Directors Members

A member of the Board of Directors can be a member or official of a member association team, league or club. In the event of any grievance involving such organization, he may not act in its behalf nor be entitled to vote on the grievance.

Conflicts of Interest

A member of the Board of Directors can be a member or official of a member association, team, league or club.

- a) *Conflict of Interest:* Any member of the Board, a Standing Committee, a Delegate or any other committee of the Association or Member Association shall abstain from discussion of and voting upon any subject matter being considered by the respective body if such would constitute a conflict of interest, directly or indirectly, with any individual, player, coach, manager, official, referee, parent, or team, including, without limitation, those conflicts of interest related to hearing protests or appeals related to the member's team, club players or coach, or parents or managers involved with the member's team or club.
- b) *Other Conflicts of Interest:* It is the policy of the Association that no member of the Board, a Standing Committee, or any other committee or any officer or any employee of the Association shall have any association with or interest in any business enterprise which would conflict with the proper performance of his duties or responsibilities as such or which might tend to affect his independence or judgment with respect to transactions between the Association and any such business enterprise.

It is also the policy of the Association that no member of the Board, Member Association Delegate or any committee or any officer or employee of the Association shall have, directly or indirectly, any material personal business or financial interest with, or in any business enterprise with which, the Association does business, including, without limitation, the member, or any person in the immediate family of the member, holding a position with a supplier of goods and/or services to the Association, unless the material facts of the relationship or the interest in the business are disclosed to the Board and the Board in good faith authorizes the contract, of the disinterested Directors. If a member of the Board, rather than a member of a committee, is the person making the disclosure, the interested Director may be counted in determining the presence of a quorum at a meeting of the Board, whereat the disinterested Directors consider whether to authorize the contract, transaction, or relationship.

ARTICLE VII - OFFICERS, EMPLOYEES AND AGENTS: Powers and Duties

President

The President of the Association shall preside at all Association meetings. He/she shall appoint all Service Committees. He/she is an ex-officio voting member of all Committees. He/she shall cast the deciding vote in the event of a tie at any meeting, or he/she may waive the right to do so. He/she may appoint delegates to any meetings of the members. He/she shall submit an annual report in writing at the Annual Meeting and said report shall become part of the minutes of such meeting. He/she shall be responsible for insuring that all members with check signing

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authority be bonded. He/she is empowered to take prudent and reasonable action in cases not covered in these Bylaws, and such authority is implicit in the office.

First Vice President of Appeals and Discipline

The Vice President shall be the primary Chairman of the Ethics Committee. This committee shall be responsible for the evaluation and monitoring of the conduct of participants, attendees, coaches and referees of LEAYSA and LEAYSA Member Associations. The committee will be responsible for overseeing the A&D process. He/She shall be responsible for communication, support, and direction of the LEAYSA member Association and there delegates. He/she shall be responsible for seeing that the administrative policies and operations of the Association are carried out and will be responsible for assisting in the set up and administration of player development programs and coaching clinics. He/she shall approve and/or administer all Member Association rules and regulations, Bylaws, and tournament play sponsored by and under this Association. The Vice President may temporarily succeed to the powers of the President in his/her absence. The Vice President may succeed to the office of President, in the event that office becomes vacant, with the majority approval of the Board of Directors. In the instance that the Vice President cannot or does not desire to succeed to the office of President, the position may then be filled by an appointment approved by the majority of the Board until the next Annual Meeting.

Secretary and Registrar

He/She shall keep minutes of all Board of Directors meetings and membership meetings. The Board of Directors will approve their minutes and the members will approve membership meetings minutes. The Secretary will keep all approved minutes in a book and have this book available for review by all Board of Directors and Association members. He/she shall assist the public Relations Director for the association as may be required. He/She shall be responsible for the registration and eligibility of all players and teams within the jurisdiction of the Association. In addition, He/She will be responsible for implementing valid Identification Cards for the Association. He/she may appoint and/or solicit help from any member or non-member approved by the Board for fulfilling his/her duties relating to Registrations as defined herein.

Treasurer

The Vice President shall be the primary Chairman of the Budget and Finance Committee. He/she shall serve as the financial officer of the Association and shall be responsible for accounts receivable and accounts payable, coordinating budget appropriations, complete financial reconciliation and reporting in writing, prior to each scheduled Board of Directors meeting, a balance sheet and income statement. The reporting will be itemized by category and listed in the following manner: Activity during the month, Accumulative to date; Approved budget; Difference (plus or minus). He/she shall review and initial all contracts by this Association. He/she shall require all checks to have two (2) authorized signatures and shall be bonded. Along with the Treasurer, the President, Vice-President and Concessions/Facilities will be authorized to sign checks. The 2 signatures required on the checks can not be from people who are related. The person or persons receiving the check may not be either of the authorized signatures on the check. All financial records are available for review by any Director or registered Delegate. He/She shall file or cause to be filed such annual reports with the IRS, the State of Texas and local agencies as required by law. He/She shall be responsible for checking the post office box for LEAYSA on a weekly basis

Concessions and Facilities

The Concessions and Facilities Director shall be the Co-Chairman of the Fundraising Committee. He/She shall be responsible for all concession activities for the association. This includes recruiting two assistants, one for management of operations and one for product management. The Concessions and Facilities will be responsible for coordinating/scheduling concession volunteers, setting price points, determining menu, purchasing product and maintaining the concessions facilities. All concession activities will be reported, in writing, at each regular monthly meeting of the Association.

Uniforms and Equipment

He/She will be in charge of coordinating with member associations for operation and facilitating the prompt and accurate purchase of uniforms and other team, league or club apparel, garments and related sporting attire as approved by the Association. He/She will be responsible for coordinating with Member Associations for the proper approval and use of Association and non-Association equipment and property including the use of City, schools and/or school district facilities. He/she shall also have the responsibility to monitor and when necessary, make recommendation to the Association for capital improvements. He/she may appoint and/or solicit help from any member or interested party in fulfilling his/her duties as defined herein.

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Public Relations

The Public Relations Director shall be the primary Chairman of the Community Partners and Technology Committee. He/She shall be in charge of coordinating all efforts relating to marketing, advertising sales, layout, and production. Coordinate with the Fundraising Director as necessary or requested by the President for collecting contributions and gifts related to promotion/publicity of the Association and Member Associations. He/She shall coordinate with the LEISD administration and athletic program on strategies to promote LEAYSA to all school district parents. He/She shall maintain a LEAYSA database and email list for all members of the association. Communicate to LEAYSA members all public meetings and special events of the Association. Help with the recruiting of non-Board of Director and non-Committee volunteers for all necessary projects and special events. He/She shall provide technical support as may be required for the effective operation of the Association or as otherwise requested by the President.

Fundraising

The Fundraising Director shall be the primary Chairman of the Fundraising Committee. He/She shall create and maintain the official fundraising activity calendar for LEAYSA and all Member Associations. He/She shall work together with the PR Director to coordinate LEAYSA with the school activities calendar. Schedule, record and approve all fundraising activities submitted by the Board of Directors and Member Associations. He/She shall provide a summary of the upcoming fundraising activities at the monthly meeting of LEAYSA and manage and coordinate all special events and fundraising activities upon such approval by the Board of Directors.

Delegates

The Board of Directors shall appoint the President of a registered Member Association as a Delegate. He/She shall have overall responsibility for coordination of efforts common to all matters of his/her Member Association and will act as liaison for LEAYSA and his/her registered Member Association. Delegates shall keep a complete list of board members, commissioners, coaches and other volunteer representatives within their respective member association. RECOGNIZED DELEGATES OF MEMBER ASSOCIATIONS SHALL BE PROHIBITED FROM ATTENDING, PARTICIPATING OR VOTING IN ANY APPEALS AND DISCIPLINARY ACTIONS UNLESS SPECIFICALLY REQUESTED BY THE ETHICS COMMITTEE

Past President

He/she will assist the President. The Past President will be a non-voting board member who will succeed from the office of President.

Employees/Staff

The Board of Directors shall be authorized to employ such employee's, as it deems necessary to carry out the day-to-day functions of the Little Elm Area Youth Sports Association. Employees shall not have any voting roles in any business of the Association. The term of employment for all employees shall be at the will of the Board of Directors.

ARTICLE VIII - STANDING COMMITTEES

The following Standing Committees shall be appointed by the President and approved by 2/3 majority vote of the Board of Directors at the first Board Meeting following the Annual General Meeting of each year. Vacancies on such committees shall be filled by appointment, within thirty (30) days of occurrence of such vacancy. In case of an emergency, the Committee Chairperson shall have the power to fill vacancies of any Committee by appointment until such vacancy can be filled in accordance with normal procedures. All committee meetings/hearings are open to the membership.

Executive Committee

It shall be composed of the President, First Vice President of Appeals and Discipline, Secretary and Registrar, Treasurer, and Public Relations Director, of which five (5) shall constitute a quorum

Ethics Committee

It shall be composed of the Vice President of Appeals & Discipline as Chairperson and four (4) members not holding an executive position within the Association, of which three (3) shall constitute a quorum. This committee is established to evaluate, monitor and assist in the conduct of participants, attendees, coaches and referees of LEAYSA sporting events. The Ethics committee will be responsible for overseeing the A&D process for all violations. The Chairperson shall notify those parties involved in any Appeals & Disciplinary hearing within three days, in writing, of the rulings of this Committee. The Little Elm Area Youth sports Association, Inc. (LEAYSA)

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shall appoint a referee who will serve as an advisor to the Appeals and Disciplinary Committee. All reports will be heard in a timely manner by the Committee and in no event shall this time period exceed 14 days.

Budget and Finance Committee

It shall be composed of the Treasurer as Chairperson, the President and two (2) members, of which three (3) shall constitute a quorum. This committee is established to evaluate, monitor and assist in all financial matters of LEAYSA including but not limited to the following: Banking, Insurance, Budgets, Taxes and Audits. It shall submit a proposed budget for the Association for the upcoming fiscal year to the Board of Directors two (2) months prior to the Annual General Meeting. It shall report the status of the budget to the Members at the Board of Directors Meetings. An audit shall be conducted the lesser of two years or changing of the Treasurer. The audit shall be conducted by an agency appointed by the Board of Directors. The agency shall be instructed to make any recommendations to improve the Association record keeping processes. The Budget and Finance Committee shall not include a salaried employee of the Association.

Fund Raising Committee

It shall be composed of the Fundraising Director as Chairman and the Concessions and Facilities Director as Co-Chairman and two (2) members, of which three (3) shall constitute a quorum. It is established to evaluate, monitor and assist with corporate solicitations, concessions and other designated fund raising activities of LEAYSA.

Community Partners and Technology Committee

It shall be composed of the Public Relations Director as Chairman and three (3) members, of which three (3) shall constitute a quorum. This committee is established to assure the interaction and attendance by LEAYSA representatives at relevant city and school meetings, to assist in the publication of newsletters, and in general to promote public awareness of LEAYSA activities. It shall evaluate, monitor and assist in the establishment of technological support for the LEAYSA office.

Rules, Regulation, Constitution and Bylaw Committee

It shall be composed of the First Vice President of Appeals and Discipline as Chairman, Secretary/Registrar and all delegates of registered Member Associations, of which 50% of the committee shall constitute a quorum.. It shall be responsible for annually reviewing the Association's Rules and Regulations and the Constitution and Bylaws and proposing changes as required to such rules at the meeting immediately preceding the Annual Meeting of this Association. All proposed rules shall be presented to the membership for 2/3 approval of membership present.

The proposed changes will be voted on by the members at the Annual Meeting each year. It shall maintain a list of rules and regulations enacted by the Association, Member Associations or governing Associations and shall provide all delegates and Member Associations with a copy of the LEAYSA Rules and Regulations and Constitution and Bylaws.

ARTICLE IX - RULES, REGULATIONS, PROCEDURES FOR APPEAL

Procedure for Filing Appeals

In no event shall any person, persons, or organizations under the jurisdiction of this Association resort to the Courts until all appeal procedures have been exhausted. For violations to this rule, the offending party shall be subject to the sanctions of suspension and fines and shall be liable for all expenses incurred by LEAYSA and its officers and members in defending each court action, including but not limited to court costs, attorney fees, reasonable compensation for time spent by the LEAYSA officers and members in responding to and defending against allegations in the actions, including responses to discovery and court appearances, travel expenses, and the expenses for holding special meetings necessitated by the Court action.

Submittals and Notices

1. All appeals to the Ethics Committee must be submitted in writing and received within ten (10) days of the appealed decision. All appeals shall be accompanied by a \$50.00 fee (cash or cashier's check). If the appeal is upheld by the Committee, the fee will be returned. If it is denied, the fee will be forfeited to the treasury of this Association.

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2. This Committee, at its discretion, may, when requested in writing to do so, waive the time limit for filing appeals but in no case shall an extension of more than ten (10) days be granted.
3. All appeals to this Committee must be made in writing to the Chairman of the Committee. In cases of controversy as to timely receipt of appeals, the postmark date (postage meter not acceptable) will govern.
4. Upon receipt of appeal, properly submitted, the Chairman of this Committee shall set a time and place for the hearing and will advise all appropriate parties. Such hearing settings are solely the responsibility of the Committee, but all such hearings must be scheduled within ten (10) days of receipt of the appeal and the appealing party is bound to present all information and evidence relative to the appeal at the hearing.

The A&D process shall be managed by the Ethics committee. There are two purposes and thus two formats for the A&D process. The first addresses initial hearings and the second is to address appeals of results from an initial hearing. All Appeals and Disciplinary hearings must be initiated by a written complaint from one or more LEAYSA member(s). Notification of hearing may be initially done by phone, but the parties involved must receive written notification by mail or electronic mail with proof of delivery. Unless competition or circumstances dictate otherwise, notification shall be provided at least seven days prior to the hearing. Notification is extremely important to provide due process and shall include the following:

1. A statement of the reason for the hearing – including initial charges or alleged violations;
2. A statement of possible and worst-case consequences if charges are found true;
3. Identification of Date, Time, and Location for the hearing;
4. An outline of the procedures for the hearing – including the format to be followed, who will be allowed to testify, and the timeline imposed.

Initial Hearings of Appeals

All initial hearings shall be chaired by the chairperson of the Ethics committee or designee and shall consist of a committee of three (3) to five (5) impartial members appointed by the Chairman. The purpose of the initial hearing is to fairly and thoroughly assess the appeal and disciplinary situation identified in the written notification. Attendees to the entire hearing shall be limited to the Chairman (or designee), the appointed Ethics committee, representatives of the accusing party, and the accused individual (or individuals). The chairman shall ensure that equal time is provided to both parties. The hearing shall follow the following outline:

1. Ethics Chairman calls to order;
2. Introductions and identification of roles;
3. Charges stated and procedures for hearing itemized – including timeline;
4. Party alleging complaint heard by committee;
5. Opposing party or alleged violator with equal time to respond to complaint(s);
6. Committee members allowed time to question and cross examine both parties;
7. Equal time for closing statements of both parties;
8. Chairman details the time and place for the committee decision and the plan for notification of results;
9. Both parties dismissed;
10. Committee decision and publication.

Decisions of the Ethics Committee may be appealed to the Executive Committee of this Association. Procedures for filing appeals with the Executive Committee shall be exactly (including time limit and filing fee) as for filing with the Ethics Committee except that all material shall be submitted to the President, who shall notify all concerned parties of the receipt of the appeals and the time and place for the hearing as set by the President.

Appellate Hearing

A defendant, to whom a judgment was rendered against, may appeal the judgment by request in writing to the Executive Committee of LEAYSA. All appeals shall be chaired by the President (or designee from the Board of Directors) and shall consist of the Executive committee members of which five (5) shall constitute a quorum, (if a quorum of the Executive Committee is not possible, then the President may appoint another designee from the Board of Directors). The purpose of the appellate hearing is to ensure the initial hearing was fair in the hearing process, just in the decision process, and administered an appropriate penalty in the punishment declaration. The Executive Committee shall determine whether an appeal has merit, identify and explore other facts, or call for additional witnesses - rescheduling the hearing as necessary or convening or dismissing the appeal. Attendees to the hearing

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shall be limited to the Executive Committee, the appointed Ethics Committee, representatives from the initial hearing, and the accused individual (or individuals). The chairperson shall ensure that equal time is provided to both parties. Decisions shall be made on written requests/responses and testimony at the hearings. The hearing shall follow the following outline:

1. President calls to order;
2. Introductions and identification of roles;
3. Charges stated and procedures for hearing itemized – including timeline;
4. Representative from the initial hearing stating the purpose of the original hearing, the decision process for the hearing, and the penalty declared;
5. Opposing party or alleged violator with equal time to state reason for appeal of the problems from the initial hearing process;
6. Committee members allowed time to question and cross examine both parties;
7. Equal time for closing statements of both parties;
8. Chairman details the time and place for the committee decision and the plan for notification of results;
9. Both parties dismissed;
10. Committee decision and publication.

In all hearings, the outlined shall be followed, notes must be taken and a decision published in a timely manner. The utmost care shall be taken to be honest, objective, and fair. Any punishment identified must fit the offense. The intent is always to correct and train. Resolution and punishment should be in the best interest of all parties involved including LEAYSA, the sport, and especially the child participants.

Any decision of a Board member or standing Committee of a regular meeting may be appealed by a member to the Ethics Committee.

All decisions at all levels of the appeal process shall stand and be of full force and effect until changed by a higher authority.

ARTICLE X – FOUL WEATHER PROCEDURES

At the discretion of the LEAYSA Board, on days in which the quality of weather or field conditions dictates, all league games/practices shall be suspended. Upon the discretion of the LEAYSA Board and its agents, fields will remain closed until suitable playing conditions exist.

On days which the ambient temperature outside is 90 degrees or above, water breaks for players MAY be implemented, by the referee of the sport, if agreed to by both team coaches prior to game starting. The break shall last two minutes and game time shall not be stopped for breaks. Time will not be made up and games will not be extended because of water breaks. Players are to remain on the field of play during water breaks.

Teams MUST report to the playing fields ready to play unless previously OFFICIALLY NOTIFIED. A ten-minute grace period will be allowed after the starting time. After ten minutes, forfeiture for the team not in attendance will be declared. A double forfeit will be declared if neither team arrives within ten minutes of game time. A FORFEIT is equivalent to a LOSS. No points will be accumulated for forfeiting teams. Coaches must not assume that a game has been postponed.

Approved by LEAYSA Board of Directors on this the _____ day of _____, 20____.

Executed this the _____ day of _____, 20____ by _____.

Board member: _____.

Witness: _____.