



# Fort Saskatchewan Soccer

## Rules and Regulations

Approved at November 22, 2021 AGM

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## **ARTICLE 1 – ORGANIZATION**

The name of the Organization is Fort Saskatchewan Soccer. The official office of Fort Saskatchewan Soccer shall be at the location of the office of Fort Saskatchewan Minor Sports Association (FSMSA).

Fort Saskatchewan Soccer shall consist of members as hereafter set out, and it shall be managed by an Executive Committee constituted as stated in this document.

Fort Saskatchewan Soccer shall ensure that the business and affairs of Fort Saskatchewan Soccer are conducted in accordance to its Rules, Regulations and Policies.

## **ARTICLE 2 – OBJECTIVE**

The objective of Fort Saskatchewan Soccer is to provide an opportunity for its participants to play soccer in a team oriented setting for their personal development and enjoyment. A priority of our organization is to create an environment where players learn skill development, sportsmanship, positive attitude and respect for themselves, other participants and officials.

## **ARTICLE 3 – AFFILIATION**

1. Fort Saskatchewan Soccer is affiliated with the Canadian Soccer Association (CSA), Alberta Soccer Association (ASA) and the Edmonton Minor Soccer Association (EMSA) (ASA District) and follows the rules of these Associations, supplemented by various rules to cover local conditions.
2. Fort Saskatchewan Soccer shall support and maintain the principles of the laws of the game as established by the Federation International Football Association (FIFA), except as provided herein to accommodate regional differences in age or climatic conditions. Fort Saskatchewan Soccer teams shall follow our rules, the ASA Rules of Soccer and the rules of the league(s) in which our teams participate.
3. Fort Saskatchewan Soccer shall support and operate under the umbrella and general guidance of the Fort Saskatchewan Minor Sports Association as set out in the bylaws and operating procedures of the FSMSA.

## **ARTICLE 4 – FISCAL YEAR**

Fort Saskatchewan Soccer's fiscal year shall be from August 1<sup>st</sup> to July 31<sup>st</sup>.

## **ARTICLE 5 – MEMBERSHIP**

Fort Saskatchewan Soccer membership is composed of:

1. Regular Members – those who have paid a membership/registration fee to become a player or the parent/guardian of a registered player if the player is a minor.
2. Active Members – those who regularly participate as a coach, manager, team official, unpaid league official, or a member of the Executive Committee.
3. Honorary Members – the Executive Committee may from time to time recognize and appoint an Honorary Membership to any person(s) whom in the Executive Committee's opinion has made, or is making, a significant contribution to the game of soccer or to Fort Saskatchewan Soccer. Honorary membership must be ratified at the next Annual Meeting

All new Membership applications may be subject to approval by the Executive Committee. Any member wishing to withdraw from the membership may do so upon providing written notice to the Executive through the Fort Saskatchewan Minor Sports Association office.

Any member, parent or legal guardian may be required to appear at a disciplinary hearing, if charged for good and sufficient cause, for violating the Fort Saskatchewan Soccer Rules, Regulations, Policies or Guidelines. Decisions at the hearing may include suspension, fine, revocation of Membership forfeit of registration/membership fees or any combination thereof. Any member, parent(s) or legal guardian may be expelled by majority vote for good and sufficient cause regardless of the attendance of the member, parent or legal guardian, or team official at the actual hearing.

## **ARTICLE 6 – MEMBERSHIP FEES AND OBLIGATIONS**

The membership fee is set annually by the Executive Committee and will be based on the following criteria:

1. Regular Members – a levy on each registered player sufficient to recover the anticipated costs for the playing season.
2. Active Members – no fee shall apply at this time other than what may apply as a regular member.
3. Honorary Members – no fee shall apply at this time other than what may apply as a regular member.

A member who neglects to pay membership fees or fails to negotiate special payment arrangements with the Executive Committee will be in bad standing. Any player in bad standing will not be assigned to a team.

## **ARTICLE 7 – ANNUAL GENERAL MEETING**

The Annual General Meeting (AGM) shall be held each year on a date determined by the Executive Committee. The AGM is to be held annually in the last two months of the calendar year.

The Annual General Meeting will be held each year:

1. With the purpose of electing an Executive Committee.
2. To table the financial statements for the previous year and present the budget for the upcoming season.
3. To report on the affairs of Fort Saskatchewan Soccer for the previous year's operations.
4. With at least three weeks (21 days) prior notice through the local media to provide members of the date, time and location of any meeting. Such notice shall include advertisements in a newspaper in general circulation in Fort Saskatchewan.
5. Order of business at the Annual General Meeting will be as follows:
  - a. Call to order
  - b. Minutes of the previous meeting
  - c. Business arising out of the minutes
  - d. Reports
  - e. Goals and work plans
  - f. Unfinished business
  - g. Budget
  - h. New Business
    - i. Amendments to the Rules and Regulations
    - ii. Election of Executive Committee
  - i. Adjournment

## **ARTICLE 8 – SPECIAL GENERAL MEETING**

1. The Executive Committee may call a Special General Meeting by its own motion. Notice of the Special Meeting shall be published in the same manner as the Annual General Meeting.
2. A Special General Meeting shall be called within 45 days following the receipt of a petition signed by 5% of the regular members in good standing setting forth the reasons for calling such a special meeting.
3. Only the business for which a Special General Meeting has been called will be dealt with, except with the unanimous consent of those present.

## **ARTICLE 9 – MEETINGS AND MINUTES**

1. The Executive Committee shall meet at the discretion of the President to complete business at hand, not less than once a month. During preparations for the start of a season, meetings may become bi-weekly as required.
2. Minutes of meetings shall include a record of those in attendance, motions considered and their disposition; reports received either explicitly or as attachments, and details regarding action items.
3. Agendas will be distributed seven (7) days prior to the meeting. Minutes shall be distributed within seven (7) days of the meeting. Meeting minutes shall be kept on file at the Fort Saskatchewan Minor Sports Association office and will be available for review by any member in good standing.

## **ARTICLE 10 – RULES OF ORDER**

1. All meetings of Fort Saskatchewan Soccer shall be conducted in accordance with Robert's Rules of Order insofar as they may apply.
2. Any submission to the Executive Committee must be received in writing at least seven (7) days prior to said meeting. The Executive Committee has the right to waive this condition.
3. Any member shall have the privilege of proposing motions for consideration. Each member has the right to propose amendments to the motion, providing it enhances the intent of the original motion and is accepted by the proposer.

## **ARTICLE 11 – PRESIDING OFFICER**

The President shall preside at all meetings, and in the President's absence, the Vice President shall take the chair. The absence of these officers shall require the selection of an interim presiding officer.

## **ARTICLE 12 – QUORUM**

1. A quorum for the Annual General Meeting or a Special General Meeting shall consist of one member more than 50% of members who are in attendance at the meeting.
2. A quorum for a General Meeting of the Executive Committee shall consist of one member more than 50% of elected members of the Executive Committee.
3. Vacant positions are excluded for purposes of calculating quorum requirements.

## **ARTICLE 13 – VOTING**

1. Those who shall be eligible to vote and to take part at any meeting of Fort Saskatchewan Soccer shall be Fort Saskatchewan Soccer members in good standing. No members shall be entitled to vote at any meeting unless all monies due by such member have been paid.
2. Any member with a perceived conflict of interest shall disclose the conflict and be excluded from voting. The interests of Fort Saskatchewan Soccer shall always prevail over the interests of an individual or team.
3. At all meetings voting shall be by a show of hands unless a vote by ballot is requested and approved by a majority of the members present. Decisions shall be governed by Fort Saskatchewan Soccer Rules, Regulations, Policies and Procedures.
4. Members under the age of 18 shall be represented by their parent or guardian, with a maximum of one vote per person attending. One member under the age of 18 can be represented by only one vote by attending parent(s) or guardian. Only one parent or guardian representing the under aged players may vote for the family.

5. Active members will have only one vote regardless of the number of positions held.
6. If a vote by ballot is required, the chair shall appoint scrutinizers who shall total the votes and report same to the presiding officer, who shall announce the results to the assembly.
7. If, in the opinion of the President an Urgent issue exists that requires an expedited vote of the Executive Committee, such a vote may be conducted via email. Votes cast by the Executive Committee shall be counted and considered as if they had been cast in-person during a meeting of the Executive Committee. The email votes are to be ratified at the next regular meeting of the Executive Committee for entry into the minutes.
8. Each member of the Executive Committee shall have a voice and a vote. Members must be in attendance to vote, with the exception of when an email vote is undertaken.

#### **ARTICLE 14 – EXECUTIVE COMMITTEE**

1. The business of Fort Saskatchewan Soccer shall be conducted by an elected Executive Committee, which shall consist of the President, Vice President, Registrar, Treasurer, Volunteer Coordinator and no less than four (4) Directors at Large.
2. Past President shall be a non-voting member of the Executive Committee.
3. The list of Directors at Large may be added to as necessary. Additions must be made by a duly approved motion at an Executive Committee meeting.
4. The election of the Executive Committee shall be by a show of hands at the Annual General Meeting.
5. No elected members of the Executive Committee shall be paid for any services rendered.
6. No member of the Executive Committee shall enter into any business arrangement in which the member of the Executive Committee has a direct interest with Fort Saskatchewan Soccer.
7. Fort Saskatchewan Soccer will continue to operate if some positions are unoccupied. Unoccupied positions are not to exceed 50% of the positions on the Executive Committee.

#### **ARTICLE 15 – TENURE AND ELECTION**

1. Executive Committee members who are elected at the Annual General Meeting will take office at the end of the meeting.
2. The President, Program Director U3-U9, Equipment Director, Sponsorship Director, Team Manager Director and Registrar shall be elected in odd-numbered years for a two-year term. The role of President may only be filled by a member in good standing who has served on the Executive Committee for a minimum of one year.
3. The Vice President, Treasurer, Program Director U11-U19, Communications Director and Fundraising Coordinator shall be elected in even-numbered years for a two-year term.
4. A Director may recruit assistants (e.g. Equipment assistant) as the work load requires to help them with their duties throughout the season. All assistant appointments must be approved by the Executive Committee.
5. Voting shall take place by secret ballot if any position is contested. To be elected to the Executive Committee a person must receive the majority of valid votes cast. There shall be successive ballots from which the name of the person receiving the least number of votes in the previous ballot is deleted if no person received a majority of the valid votes cast.
6. If an Executive Committee Member is unable to attend the Annual General Meeting, they must submit their intentions in writing to the President. If any Executive Committee Member is not in attendance and has not submitted their intentions in writing, their position will be put up for re-election.
7. People who wish to fill an executive position must send in their self-nomination to the Fort Saskatchewan Soccer President no later than 14 (fourteen) days prior to the Annual General Meeting. The soccer members in good standing shall hold a vote at the AGM for executive positions which are open for election and that have more than one (1) nominee.

8. No person on the Executive Committee shall hold any one office for more than four consecutive terms.
9. Any Executive member, upon a two-thirds (2/3) majority vote of the Executive Committee present at a duly convened meeting, may be removed from office for failing to abide by, and adhere to, the Rules & Regulations or Code of Conduct & Ethics of Fort Saskatchewan Soccer.
10. An Executive Member can be removed from their position by a two-thirds (2/3) majority vote of the Executive Committee, if the Executive Member is not performing the duties for which they have been elected.

#### **ARTICLE 16 – DUTIES OF THE OFFICERS**

1. The Executive Committee shall be responsible to the members of Fort Saskatchewan Soccer. The Executive Committee shall implement and control the policies, finances, and general affairs of Fort Saskatchewan Soccer in discharging its responsibilities to the Members and Affiliated Associations in full compliance with approved rules, regulations, policies and procedures.
2. The Executive Committee shall have the power to make rules, regulations, policies and arrangements as to all matters of business, duties, management, regulations or otherwise, insofar as it is not already herein expressly provided for. In keeping with their duty to enforce all the laws all the time, and without waiting for official protest or appeal, the Executive Committee shall immediately inquire into the circumstances of any alleged irregularity which may be brought to take appropriate action without delay. This no way shall enable the complainant to gain anything personally there from.
3. The Executive Committee shall not be responsible for any expenditure made or any obligations assumed in the name of the Fort Saskatchewan Soccer by any member unless the Executive Committee thereto has previously given consent.
4. The Executive Committee shall have the power to deal with all protests and appeals and all cases of discipline of any nature whatsoever arising out of games played under its jurisdiction and empowered to use if necessary, its authority in the preservation and enforcement of good order.
5. The President shall be charged with the general management and supervision of the affairs and operations of Fort Saskatchewan Soccer. The President shall be an ex-officio member of all Committees. The President shall when present, preside at all meetings of the members of the Fort Saskatchewan Soccer, of the Executive Committee and Sub-Committees. The President shall supervise the Soccer Sport Coordinator.
6. The Past President provides advice and leadership to the President and Executive Committee regarding past practices and other matters to assist the Executive Committee in governing Fort Saskatchewan Soccer. The Past President supports the President and the Executive Committee for one year on an as-needed basis.
7. The Vice President shall be the senior officer of Fort Saskatchewan Soccer next to the President, and shall preside at all meetings in the President's absence. The Vice President shall have other duties as prescribed in the role description for the position.
8. The Registrar shall plan, coordinate, oversee and maintain records of the seasonal registration process. The Registrar shall ensure the FSMSA staff and Soccer Sport Coordinator are fully prepared to respond to any and all questions regarding the registration process.
9. The Treasurer shall properly account for all funds and work with FSMSA staff to assure correct measurement and control of revenues and expenditures of Fort Saskatchewan Soccer. The Treasurer shall present a full account of receipts and disbursements to the Executive Committee whenever required including the Annual General Meeting and any Special General Meetings.
10. The Fundraising Coordinator is responsible for organizing our fundraising campaigns and events.
11. The Director-at-Large in charge of Communications Director shall be responsible for developing, administering and maintaining a Communications program for Fort Saskatchewan Soccer. Program details shall be reported to and require prior approval of the Executive Committee.

12. The U11 to U19 Program Director shall be responsible for the Fort Saskatchewan Soccer community programs for these age groups. Program details shall be reported to and require prior approval of the Executive Committee.
13. The for U3-U9 Program Director shall be responsible for the Fort Saskatchewan Soccer programs for these age groups. Program details shall be reported to and require prior approval of the Executive Committee.
14. The Equipment Director shall be responsible for the soccer equipment and shed. The duty encompasses distributing and collecting the equipment for each season, making recommendations to the Executive Committee for purchasing and disposing of any equipment and filing grant applications for equipment purchases. The Director is also responsible for conducting, maintaining and costing an annual inventory for submission to the Executive Committee and the Fort Saskatchewan Minor Sports Association.
15. The Sponsorship Director shall be responsible for finding funding sources for the continued financial viability of Fort Saskatchewan Soccer programs.
16. The Team Manager Director is responsible for managing/supporting the team managers.

#### **ARTICLE 17 – VACANCIES**

1. The office of a member of the Executive Committee may be vacated:
  - a. Upon the member's resignation.
  - b. If the member is removed by a resolution of Fort Saskatchewan Soccer for good and sufficient cause such as a violation of the rules, regulations, or polices of the organization or an affiliate.
  - c. If the member has missed three (3) consecutive Executive Committee meetings without reasonable excuse and without informing the President or Sport Coordinator beforehand. Failure to attend the third meeting will be deemed to have resigned, and the position considered vacant by the Executive Committee.
2. If a vacancy occurs on the Executive, the Executive Committee may appoint a person to fill the vacancy until the next Annual General Meeting. Such appointments shall include full voting rights.

#### **ARTICLE 18 – FINANCIAL POLICY AND AUDIT**

The Treasurer and the FSMSA staff shall work together to prepare and administer an adequate system which shall, in accordance with approved accounting procedures, assure correct measurement and control of revenues and expenditures of Fort Saskatchewan Soccer operations.

1. The records of Fort Saskatchewan Soccer may be inspected at the office of Fort Saskatchewan Minor Sports Association within seven (7) days, at a mutually agreed time during normal business hours, of a written request being made by a member in good standing.
2. Financial records will be audited per the processes set out by the FSMSA.
3. Any extraordinary items dealing with revenues/expenditures not budgeted, including Fort Saskatchewan Soccer Executive Committee expenses, must be discussed and approved in the form of a resolution approved by the Executive Committee during regular or special meetings
4. Two of the following: President, Vice President, Treasurer; or another such Executive Committee member, together with any one of the prior mentioned, shall approve and sign all invoices of Fort Saskatchewan Soccer to be paid by the FSMSA office.
5. Members of the Executive Committee shall be entitled to a refund of all reasonable expenses incurred during their performance of approved business of Fort Saskatchewan Soccer. Expenses must have prior approval of the Executive Committee to be approved for payment. Receipts must be provided to support all claims; no expenses will be refunded without original receipts.
6. Registration fees for one under-age, immediate family member shall be waived for any Executive Committee member for the Season. Any team related costs (i.e. tournament fees) will not be waived. In the absence of an immediate family member the Executive Committee member may transfer the fee waiver to a player in need of financial assistance.

7. Half of a registration fee for one under-age, immediate family member shall be waived for any Executive Committee member assistant (e.g. Equipment assistant, U10-18 program assistant) for the season. Any team related costs (i.e. tournament fees) will not be waived. In the absence of an immediate family member the Executive Committee member may transfer the fee waiver to a player in need of financial assistance.
8. Fundraising may be done for the Fort Saskatchewan Soccer organization or an individual team. All Teams must report income and expenditures monthly to the Treasurer. Failure to report income and expenditures monthly may result in a fine against the team of \$25.00 per missed report. A team who is missing a fundraising report will be issued one written warning before being fined.

#### **ARTICLE 19 – INDEMNITY**

Every member of the Executive Committee or other servant of Fort Saskatchewan soccer shall be indemnified by the Fort Saskatchewan Soccer against all costs, losses, and expenses within the budget and incurred by them respectively in or about the discharge of their respective duties, except as happen from their own respective willful neglects or defaults.

#### **ARTICLE 20 – OTHER REGULATIONS AND PROVISIONS**

1. Fort Saskatchewan Soccer may make other rules, regulations and policies as may be deemed necessary to promote, develop, and govern the game of soccer within its jurisdiction.
2. Fort Saskatchewan Soccer may make other regulatory measures as it deems necessary for the efficient administration of the playing structure of the game within its jurisdiction.
3. No such regulation may violate the individual's rights or freedoms except as may be required to protect the rights and freedoms of any other individual and to ensure the stability of the basic structure of the game.
4. All equipment and uniforms belong to Fort Saskatchewan Soccer and are on loan from and to be returned to Fort Saskatchewan Soccer when the season is completed.
5. Fort Saskatchewan Soccer may create paid positions, as deemed required by the Executive Committee, to assist in the administration of the soccer program. The positions could include but not be limited to: sports coordinator, referee coordinator, referee, field line marker; the paid positions have no voting rights.

#### **ARTICLE 21 – MONIES OWING**

1. All monies owing to Fort Saskatchewan Soccer shall be due on demand unless otherwise stipulated.
2. Penalties for late payment or non-payment of monies shall be as established by the Executive Committee.
3. A member who neglects to pay membership fees or fails to negotiate special payment arrangements with the Executive Committee will be in bad standing with Fort Saskatchewan Soccer. Any player in bad standing will not be assigned to a team.

#### **ARTICLE 22 - AMENDMENTS TO THE RULES AND REGULATIONS**

1. All proposed amendments to the Rules and Regulations should be forwarded by the Governance Sub-Committee in writing to the Fort Saskatchewan Soccer Executive at least 30 days prior to the meeting at which they will be considered.
2. Proposed amendments to the Rules and Regulations shall be advertised to all members on the Fort Saskatchewan Soccer website at least 14 days prior to the meeting at which they will be considered.
3. Amendments to the Rules and Regulations will require a three-quarters majority vote of members present at the meeting.
4. Rules and Regulations shall be amended by Special Resolution passed at an Annual General Meeting or Special Meeting.



## **ARTICLE 23 – DISSOLUTION**

Dissolution of Fort Saskatchewan Soccer shall follow the bylaws of the Fort Saskatchewan Minor Sports Association.

In the event that Fort Saskatchewan Soccer is unable to operate due to lack of interest, registration, coaching, etc the sport will remain under the Fort Saskatchewan Minor Sports Association for two years (or four soccer seasons). At the completion of two years (or four seasons) without active member participation, Fort Saskatchewan Soccer will be disbanded and the assets will revert to the Fort Saskatchewan Minor Sports Association for liquidation. The monies will be held in trust for the disbanded sport for a two-year time period; at the end of which the funds will be disbursed on a per capita basis to the remaining sports in good standing with the Fort Saskatchewan Minor Sports Association.

## **ARTICLE 24 – CODE OF CONDUCT & CONFLICT OF INTEREST**

An Executive Committee member of Fort Saskatchewan Soccer shall not permit their own interest to conflict in any way with their fiduciary responsibility to Fort Saskatchewan Soccer.

Members have an obligation to abide by the policies, rules and regulations of Fort Saskatchewan Soccer and also to act in a manner that evidences their commitment to the principles and intent of the rules, regulations and policies.

## **ARTICLE 25 – SUB-COMMITTEES**

The management and affairs of Fort Saskatchewan Soccer is vested in its Executive Committee. There shall be standing Sub-Committees established to facilitate the operation and governance of Fort Saskatchewan Soccer. The Executive Committee may, at any meeting, appoint any special Sub-Committee, name a chairperson, prescribe the terms of reference and dissolve any special Sub-Committee.

The Chairperson of each Sub-Committee shall be a member of the Executive Committee, and if so empowered under the terms of reference given, can select the members of said Sub-Committee from the Members in good standing. The Chairperson shall report to the Executive Committee. Any Chairperson who ceases to be a member of the Executive Committee will cease to be a chairperson of any Sub-Committee. The Chairperson of a Sub-Committee's term of office will end when the Sub-Committee is dissolved; the Chairperson may be re-appointed to the new Sub-Committee.

1. Each Sub-Committee, including Standing Sub-Committees, will be dissolved following the Annual Meeting and reformed by the new Executive Committee.
2. The powers of any Sub-Committee are limited to bringing forward recommendations for the approval of the Executive Committee. No Sub-Committee or member of a Sub-Committee, on its own has the authority to give final approvals.
3. No Sub-Committee or member of a Sub-Committee has the authority to commit the Executive Committee of Fort Saskatchewan Soccer to any financial obligations or purchases.
4. Unless otherwise determined by the Executive Committee, each Sub-Committee shall have the power to fix its quorum at not less than the majority of its members, to regulate its procedures, and to select its members from the Executive Committee and the Members in Good Standing, if so empowered under the terms of reference given.
  - A. Disciplinary Sub-Committee:
    - i. Shall consist of three members of the Executive Committee including the Vice President plus two other members. The Vice President shall be the Chairperson.
  - B. Finance Sub-Committee:
    - i. Shall consist of the President, Vice President, Treasurer and FSMSA staff.
    - ii. It shall be the duty of this Sub-Committee to oversee the financials of Fort Saskatchewan Soccer. Including preparing the semi-annual budget for approval and recommend the membership fees.
    - iii. This Sub-Committee shall enforce Fort Saskatchewan Soccer's Policy to ensure players are not assigned to teams unless all fees are paid in full or special payment arrangements have been established.

C. Governance Sub-Committee:

- i. Comprised of the President, Vice President and the Sport Coordinator plus other Executive Members as available.
- ii. It shall be the duty of this Sub-Committee to oversee and review the Rules, Regulations, Policies and Procedures and amendments of Fort Saskatchewan Soccer to ensure all are kept current.
- iii. All revisions are to be approved at the Annual General Meeting or a Special Meeting called for that purpose.

D. Technical Sub-Committee U11 to U19:

- i. Comprised of the President, Vice President and Program Director for U11 to U19 and other members in good standing as invited to hold positions.
- ii. The Sub-Committee shall nominate a Chairperson.
- iii. This Sub-Committee is responsible to regulate all matters dealing with player assessment, player movement, and coach and team selection; including responsibility for the development of coaches, referees and players at these levels of competition.
- iv. It shall be the duty of this Sub-Committee to ensure the Fort Saskatchewan Soccer Rules, Regulation and Polices are adhered to during the formation of teams or coaching assignments, and ensure Rules and Regulations and Policies are understood by the U11 to U19 team officials.
- v. The powers of the Sub-Committee are limited to bringing forward recommendations for the approval of the Executive Committee.
- vi. No individual member of the Sub-Committee has the authority to authorize player movement or arrange special coaching assignments.

E. Technical Sub-Committee U3-U9:

- i. Comprised of the President, Vice President and Program Director for U3-U9, and other members in good standing as invited to hold positions. Other members in good standing positions to include: U3-U9 Technical Program Assistant and U3-U9 Level Coordinators as applicable.
- ii. The Sub-Committee shall nominate a Chairperson.
- i. This Sub-Committee is responsible to regulate all matters dealing with coach and team selection; including responsibility for the development of coaches and players at these non-competitive levels.
- ii. It shall be the duty of this Sub-Committee to ensure the Fort Saskatchewan Soccer Rules, Regulation and Polices are adhered to during the formation of teams or coaching assignments, and ensure Rules and Regulations and Policies are understood by the U4 to U8 team officials.
- iii. No individual member of the Sub-Committee has the authority to authorize player movement or arrange special coaching assignments.

F. Communications, Marketing & Promotions Sub-Committee:

- i. Comprised of the President and/or Vice President, Treasurer, the Director at Large - Communications Director, Sponsorship Director, and other Executive Members as available and other members in good standing as invited.
- ii. It shall be the duty of this Sub-Committee to make recommendations to the Executive Committee that support:
  - a. Greater awareness of Fort Saskatchewan Soccer and the programs and services it offers.

- b. Development and maintenance of social media (Website, Facebook and Twitter).
- c. Increased participation throughout all age groups and skill levels.
- d. Finding funding sources for the continued financial viability of Fort Saskatchewan Soccer programs.
- e. Developing, maintaining and supporting communications between the Executive Committee and the Fort Saskatchewan Soccer membership.
- f. Developing external communications strategies between Fort Saskatchewan Soccer, sponsors and other external stakeholders.
- g. Special event planning, including but not limited to coach recognition events, parade participation, Fort Saskatchewan community events.

G. Other Sub-Committees:

- i. Establishment of other Sub-Committees as deemed necessary by the Executive Committee to facilitate the operation and governance of Fort Saskatchewan Soccer.