

WINNIPEG YOUTH SOCCER ASSOCIATION

CONSTITUTION

ARTICLE 1: NAME

- 1.1 The name of the ASSOCIATION shall be the WINNIPEG YOUTH SOCCER ASSOCIATION INC., hereafter referred to as W.Y.S.A.

ARTICLE 2: OBJECTIVES

- 2.1 The objectives of the W.Y.S.A. are;
- i) To serve as the official regulating and operating body of soccer at the youth level within W.Y.S.A. boundaries.
 - ii) To ensure an orderly registration and transfer of players within the W.Y.S.A. boundaries.
 - iii) To allow registered W.Y.S.A. players and teams the opportunity to participate in Provincial, Inter-Provincial, National and Inter- National competitions.

ARTICLE 3: TERRITORIAL LIMITS / BOUNDARIES

- 3.1 The Territorial Limits/Boundaries of the Member Districts shall be the territorial boundaries recognized by W.Y.S.A.

ARTICLE 4: MEMBERSHIP

- 4.1 The W.Y.S.A. membership shall consist of the following Regular Members.
- i) District Clubs, each of which shall be the governing body in a geographical area as determined by their Community Centres' catchments area.
 - ii) Recognized Associations, Community Centres, Premier Clubs and Schools operating a soccer program. Must be member of WYSA District Club Soccer Program to be defined as a minimum of 10 players.
- 4.2 The W.Y.S.A. membership may also include Honorary Members.
- i) Honorary Membership shall be open to Corporations and Persons having rendered valuable service to the Association Directors.

- ii) Honorary Membership shall be conferred for a special term by the board of Directors at any regular meeting of the Board of Directors.
 - iii) Honorary members shall have no vote and shall not be eligible for WYSA office.
- 4.3 The W.Y.S.A. membership shall also be composed of the following Associate Members.
- i) Communities, Teams or Organizations from outside the WYSA boundaries as defined in Article 3.1.
 - ii) In order to be eligible for affiliation as an Associate Member, applications must be presented in writing to the Board of Directors of WYSA and witnessed by a minimum of three WYSA members in good standing. These applications shall be submitted for the consideration of approval, by the Members, at the next WYSA General Monthly Meeting.
 - iii) Associate Membership if approved, is for a one-year period only. Renewal applications are subject to Article 4.3 ii).
 - iv) Such applications may be approved by a simple majority of the members in attendance.
 - v) Associate Members may be assigned to one of the WYSA Districts Clubs. Conditions equal to the assigned District Club members will apply.
 - vi) Associate Members shall have no vote and shall not be eligible for WYSA office.

ARTICLE 5: ANNUAL RENEWALS AND NEW REGULAR MEMBERS

- 5.1 Only a Regular Member, in good standing, may exercise member rights as established in WYSA's By-Laws, Constitution and Rules and Regulations of WYSA.
- 5.2 To remain in good standing, a District Club must be in compliance with the By-Laws, Constitution and Rules and Regulations of WYSA and must submit an annual membership renewal application including the following documents:
- i) Names and addresses of its elected officers.
 - ii) Bylaws, rules and regulations.
- 5.3 Applicants for affiliation as a Regular Member must submit the following documents and information, forty-five days prior to the AGM, in order to be eligible for affiliation as a Regular Member.
- i) Names and addresses of its elected officers.
 - ii) Bylaws, rules and regulations.

ARTICLE 6: GOVERNMENT

- 6.1 The business and affairs of W.Y.S.A. shall be managed by a Board of Directors.
- 6.2 The immediate Past President, President, Vice-President, Director of Finance, Director at Large (Disciplinarian), Director of Communications, Director of Referees, Director of Outdoors, Director of Indoor and Director of Coaching shall comprise the Board.
- 6.3 The duties of the Board shall be as defined in Article 1 of the By-Laws inclusive.

ARTICLE 7: ELECTIONS AND TERMS OF OFFICE

- 7.1 All Board Members except the Past President must be elected at the Annual General Meeting.
- 7.2 All Board Members to be elected for a term of Two Years.
- 7.3 The President, Director of Referees, Director of Coaching and the Director of Outdoor will be elected each even year, 1994, 1996 etc.
- 7.4 The Vice President, Director of Indoor, Director of Communications, Director of Finance and the Director at Large will be elected each odd year, 1995, 1997 etc.
- 7.5 If a member of the Board vacates his/her office for any reason, the Board of Directors shall appoint a replacement for the balance of the term.

ARTICLE 8: VACANCIES

- 8.1 The office of a member of the Board of Directors shall be vacated:
- i) Upon receipt and acceptance by the Board of Directors of a written notice of resignation.
 - ii) If he/she shall absent himself/herself from three (3) consecutive Board and or General meetings, without special leave of absence from, or reason satisfactory to, the Board of Directors.

ARTICLE 9: VOTING RIGHTS AND RESOLUTIONS

- 9.1 Voting members of the W.Y.S.A. shall be the following Regular Members:
- i) Members of the Board

- ii) Two designated Representatives per District Club.
- iii) One Designated Representative per Community Centre.
- iv) One Designated Representative per Premier Club.
- v) One Designated Representative per School.

9.2 Each Regular Member shall be entitled to one vote.

9.3 A Designated Representative shall be defined as a member of a District Club, Community Club, Premier Club or a School, to be verified in writing by the organization represented.

9.4 Regular members must be in attendance to cast their vote. No proxy vote allowed.

9.5 All motions, with the exception of amendments to the Constitution and By-Laws may be approved by a simple majority of the members in attendance.

9.6 One of the two designated representatives for the District Club attending the General Meetings must be chosen and/or approved by a simple majority of the Community Centre Presidents or their designate(s).

ARTICLE 10: MSA VOTING RIGHTS

10.1 The By-Laws of the Manitoba Soccer Association (2014-2015) identifies WYSA as a voting member of the association. As a voting member, WYSA is granted the right to name a number of delegates to attend meetings of MSA members including Annual General Meetings and Special Meetings.

As a League Member of the MSA, WYSA shall be granted delegates according to the following formula:

Registered Players	Votes	Delegates
Less 1000	5 Votes	Represented by 5 Delegates
1001 to 3000	Plus 5 Votes	Represented by 5 Delegates
3001 to 5000	Plus 5 Votes	Represented by 5 Delegates
5001 to 7000	Plus 5 votes	Represented by 5 Delegates

7001 to 9,000	Plus 5 votes	Represented by 5 Delegates
9,000+	Plus 2 votes	Represented by 2 Delegates

WYSA members are granted voting rights at meetings of MSA members. WYSA shall distribute its MSA voting delegates in the following manner:

Number of Votes	Delegate Distribution
5 votes	1 delegate to each member district club as determined by district clubs.
10 votes	2 delegates to each member district club (1 chosen by district recreational soccer representatives, 1 chosen by district clubs).
15 votes	3 delegates to each member district club (2 chosen by district recreational soccer representatives, 1 chosen by district clubs).
20 votes	4 delegates to each member district club (2 chosen by district recreational soccer representatives, 2 chosen by district clubs).
25 votes	4 delegates to each member district club (2 chosen by district recreational soccer representatives, 2 chosen by district clubs), 5 delegates chosen by the WYSA Board of Directors.
27 votes	5 delegates to each member district club (3 chosen by district recreational soccer representatives, 2 chosen by district clubs), 2 delegates chosen by the WYSA Board of Directors.

District clubs shall be responsible for delegate selection in their districts and shall provide delegates to WYSA at least 30 days prior to a meeting of the MSA members. Should any delegate positions remain vacant after that, the WYSA Board of Directors may name delegates on behalf of its districts. Recreational soccer representatives are defined in Article 4.1 of the WYSA Constitution.

WYSA may name its delegates by regular motion at any meeting of its Board of Directors.

ARTICLE 11: BY-LAWS

- 11.1 The By-Laws of the W.Y.S.A. shall be part of this Constitution and will provide the general operating rules and procedures for the carrying on of the business of W.Y.S.A.
- 11.2 The By-Laws of the W.Y.S.A. shall provide authority and empowerment to the Board for carrying out duties as may be necessary.

ARTICLE 12: COMMITTEES

12.1 Appeal/Protest Committee

- i) The membership of the committee shall be recommended by the Chair and Appointed by the Board. Individuals serving on an Appeals/Discipline Committee of a Member organization are ineligible to be members of the W.Y.S.A. Appeals Committee.
- ii) The committee shall consider all requests for leave to appeal by Members and/or affected parties in accordance with relevant By-Laws, Constitutions and Rules and Regulations of W.Y.S.A. and the Manitoba Soccer Association.

12.2 Discipline Committee

- i) Chaired by the Director at Large (Disciplinarian)
- ii) The membership of the committee shall be recommended by the Chair and appointed by the Board. Individuals serving on an Appeals/Discipline Committee of a Member organization are ineligible to be members of the Discipline Committee.
- iii) The committee shall administer all disciplinary matters in accordance with relevant By-Laws, Constitutions and Rules and Regulations of the WYSA and the Manitoba Soccer Association.

12.3 Coaching Committee

- i) Chaired by the Director of Coaching.
- ii) Membership of the committee shall be the District Club Head Coaches or designated alternate.

12.4 Referees Committee

- i) Chaired by the Director of Referees

- ii) Membership of the committee shall be the District Club Referee in Chief and the District Club Referee Supervisor.

12.5 Golden Boy International Tournament Committee

- i) Membership of the committee shall include but not limited to the Director of Outdoor.
- ii) Additional members to be recommended by the Chair and appointed by the Board.

12.6 Management Committee

- i) The President shall chair the committee.
- ii) Membership of the committee shall be the Vice President and the Director of Finance.
- iii) The committee shall be responsible for liaison with the Executive Director of WYSA in the development of human resources policies and procedures for WYSA. The committee shall oversee the fiscal affairs of the WYSA. It shall review all annual budget submissions from standing or other committees and make recommendations to the Board with respect to budgetary decisions and their impact on the WYSA's financial position. The committee shall also advise, monitor and control expenditure of funds allocated to committees.

12.7 Premier Soccer Committee

- i) Chaired by the Director of Outdoor.
- ii) Membership of the committee shall be Premier Club Executives or designated alternate.

12.8 Indoor Committee

- i) Chaired by the Director of Indoor.
- ii) Membership of the committee shall be the District Club Indoor Executive or designated alternate.
- iii) The committee shall make recommendations for the improvement of the indoor game to the board. The committee shall also be responsible for all WYSA Indoor Tournaments.

12.9 Code of Conduct Committee

- i) The Membership of the committee shall be members of the Board of Directors
- ii) Additional members may be recommended by the chair and appointed by the Board
- iii) The committee shall investigate serious reports, submitted by members (as defined in Article 4 of the constitution) in regards to matters dealing with conduct.

- iv) The committee shall investigate the issue and submit their report to the Board of Directors who will direct the report to the appropriate body.

12.10 The Board may establish additional committees as required. A Director of the Board must chair these committees. In the event this is not possible, the Board may appoint the Chair.

12.11 Chairs of Standing Committees shall be appointed by the Board, unless otherwise Designated, and shall have voice and vote at meetings of their respective committees.

12.12 Committees shall be responsible and accountable to the Board of Directors through documentation and distribution of minutes.

ARTICLE 13: MEETINGS

13.1 Annual General Meetings

- i) The Annual General Meetings will be held for the purpose of conducting W.Y.S.A. business as per Article 6.3 of the By-Laws.
- ii) All Regular Members must be notified in writing not less than twenty-eight (28) days prior thereto.
- iii) Members of the Board of Directors will not be allowed a vote during the Annual General Meeting. The President may cast a vote in the event of a tie.
- iv) Voting privileges at the Annual General Meeting shall be restricted to the Regular Members.
- v) Only those eligible members in good standing present when a motion is fully put forth may cast a vote thereon, and no person may cast more than one vote on any motion. No proxy votes allowed.

13.2 General Meetings

- i) The W.Y.S.A. shall meet not less than nine times a year with seven days' notice to the W.Y.S.A. Board of Directors and District Representatives.
- ii) Notice of meeting as per Article 6.1 of the By-Laws.
- iii) Voting privileges at General Meetings shall be restricted to the W.Y.S.A. Board of Directors and District Club Representatives.

13.3 Board Meetings

- i) Board Meetings may be called at the discretion of the President. All business discussed at these meetings must be brought forward in the form of written minutes, at the next W.Y.S.A. General Meeting for ratification.
- ii) Voting privileges at Board Meetings shall be restricted to the W.Y.S.A. Board of Directors.

13.4 Special Meetings

- i) A Special Meeting may be called to administer or address issues of urgent nature subject to By-Law Article 6.2.
- ii) A Special Meeting may be convened by the President or alternatively by 1/3 minimum of W.Y.S.A. Regular Members as defined in Article 4.
- iii) Voting privileges at Special Meetings shall be restricted to the W.Y.S.A. Board of Directors and/or W.Y.S.A. Regular Members as per Article 4.

ARTICLE 14: QUORUMS

- 14.1 A quorum for the Annual General, General or Special Meetings shall be 9 voting members representing at least 3 District Clubs.
- 14.2 A quorum for a Board Meeting shall be a simple majority of the Board of Directors.
- 14.3 No business shall be conducted if a quorum is not reached. The meeting shall be adjourned if a quorum is not reached within one half (1/2) hour of the scheduled meeting time.

ARTICLE 15: AMENDMENTS

- 15.1 Amendments and changes to the Constitution may only be made at the Annual General Meeting and Special Meetings.
- 15.2 Proposed amendments and changes must be submitted to the W.Y.S.A. office not later than twenty-one (21) days prior to the Annual General Meeting or Special Meetings.
- 15.3 Amendments and changes are to be circulated to the voting members fourteen (14) days prior to the Annual General Meeting or Special Meetings.

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- 15.4 Amendments or changes to the Constitution presented at the Annual General Meeting or Special Meetings require 2/3rds majority of those voting members present to be approved.
- 15.5 In the event whereby no specific guidance is contained herein, the Manitoba Soccer Association and Canadian Soccer Association By-Laws shall apply.
- 15.6 In the event no specific guidance is contained herein, the most recent edition of Roberts Rules of Order shall apply.

ARTICLE 16: FINANCE

- 16.1 The Director in harmony with the Board shall administer all funds and securities of the W.Y.S.A. as per By-Law Article 1.9.
- 16.2 All funds raised on behalf of W.Y.S.A. must have prior approval of the WYSA Board of Directors.
- 16.3 The Director of Finance shall prepare a budget, including proposed fees, for the forth-coming season for consideration and approval at a W.Y.S.A. Special Meeting, on or before January 30th of each year.
- 16.4 The Director of Finance shall present a financial report at each General Meeting. He/she shall also present a Audited Financial Statement at the Annual General Meeting.

ARTICLE 17: DISCIPLINE, PROTESTS AND APPEALS

- 17.1 W.Y.S.A. will administer the rules of conduct to comply and conform to the rules and regulations herein, the W.Y.S.A. By-Laws, the Manitoba Soccer Association and the Canadian Soccer Association regulations.
- 17.2 Protests or appeals of disciplinary action taken against coaches, players, team officials or spectators during the course of a game may be made to the Appeals/Protest Committee, subject to By-Law Article 11.
- 17.3 Appeals against a decision of the Appeals/Protest Committee of W.Y.S.A. may be made to the Manitoba Soccer Association or further to the Canadian Soccer Association.

ARTICLE 18: GENERAL RULES

- 18.1 The rules and regulations governing the play of soccer shall be as laid down by the Manitoba Soccer Association, Canadian Soccer Association, consistent with rules and regulation therein.
- 18.2 Regulations governing the participation and conduct of players, coaches, spectators, parents, team officials as well as game officials shall be consistent with Manitoba Soccer Association and Canadian Soccer Association and regulations set out therein.

ARTICLE 19: CONFLICT OF INTEREST

- 19.1 A W.Y.S.A. member or his/hers immediate family, shall have the right to participate in other activities (i.e. coaching or refereeing) in addition to their administrative duties related to W.Y.S.A.
- 19.2 An elected W.Y.S.A. officer cannot hold an elected position with any Member Organization.
- 19.3 Officers and staff of the WYSA shall not attempt to promote a private or personal interest for himself/herself or some other person, which results in an interference with the objective exercise of his/her responsibilities, or gains an advantage by virtue of his/her position with the WYSA.

ARTICLE 20: CODE OF CONDUCT

- 20.1 This code of conduct is a guide for members in their conduct in certain specified areas. It is not intended to be exhaustive or to provide specific guidance in every circumstance. Specific questions should be addressed to the WYSA office. It shall be the moral and ethical responsibility of all members involved in the sport, to ensure to the best of their ability that the following are adhered to. For the purpose of this code the word “member” or “membership” means any individual, team, group or association involved in or representing the sport at any level or in any capacity.
- 20.2 Members have an obligation not only to abide by the Constitution, By-Laws and Rules and Regulations of the Association but also to act in a manner that evidences their commitment to the principles and intent of the Constitution, By-Laws and Rules and Regulations.
- 20.3 All members should expect to be treated equitably and fairly in all matters. Members shall not discriminate against other members by means of different unequal or inconsistent treatment applied to individuals or segments of the members.

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- 20.4 Information entrusted to members for use in their capacity or position shall not be disclosed or disseminated in a manner that may cause embarrassment to WYSA, or that betrays a trust or confidence.
- 20.5 Members shall at all times exhibit deportment that maintains WYSA's reputation, and shall at no time harm or hinder the WYSA or its ability to represent the sport.
- 20.6 No member shall harass another member by actions that include, but are not limited to, unwelcome remarks, invitations, requests, gestures or physical contact that, whether indirect or explicit, has the purpose or effect of humiliating that other member. Harassment shall be defined inappropriate behaviour, be it ethical, religious or sexual in nature.
- 20.7 The interaction or involvement of members under the jurisdiction of the WYSA shall not result in threats, intimidation, or inflicted physical distress between such members, whether implied or explicit.

ARTICLE 21: REMOVAL OR SUSPENSION OF A MEMBER

- 21.1 The Board of Directors may by a vote of three fourths (3/4) of those present and voting at a regular or special meeting of the Board declare that an Associate member or Honorary member is no longer in good standing. Such actions must be confirmed at the next General meeting of WYSA. Reason for the decision shall be presented to the member within fifteen calendar days of the decision of the General meeting.
- 21.2 The Board of Directors may also, by a vote of three-fourths (3/4) of those present and voting at a regular or special meeting duly called for that purpose, expel or suspend any Member whose conduct has been determined by the Board of Directors to be improper, unbecoming, or likely to endanger the interests or reputation of WYSA or who willfully commits a breach of the WYSA By-Laws. The member to be expelled or suspended shall be given five (5) working days' notice of such meeting and of the charge or complaint lodged against them. The member shall be entitled to be present at such meeting and to make representations. The vote on the expulsion or suspension of the Member shall be by secret ballot and the Member shall be informed of the decision via registered mail within five (5) working days.
- 21.3 A Member expelled or suspended from WYSA has the right to appeal the decision to the Manitoba Soccer Association within fourteen (14) working days of the receipt of the written notice of the ruling.

- 21.4 In the event of a loss of membership, a member so designated remains liable for payment of any assessment or other sum levied or which became payable to WYSA before the loss of membership.
- 21.5 Any Member may withdraw from WYSA by delivering to the WYSA office a written resignation and lodging a copy of the same with the WYSA Board of Directors. A Member remains liable for payment of any assessment or other sum levied or which became payable to WYSA before the acceptance of the resignation.
- 21.6 No Member or any person associated with a member shall refer disputes with WYSA or its members to a court of law, but shall be required to submit any disagreements to the jurisdiction of WYSA or, upon appeal, to the Manitoba Soccer Association.

ARTICLE 22: REMOVAL OF OFFICIERS AND DIRECTORS

- 22.1 Officers and Directors WYSA may be removed from office before the end of their elected term.
- 22.2 Notice of the intention to remove an Officer or Director, together with supporting evidence, must be given to the Regular Members at least twenty-one (21) days before any General Meeting of WYSA. A statement of such intent together with supporting evidence may be submitted by the President, or a member of the Board of Directors or by a Regular Member.
- 22.3 The resolution to remove an Officer or Director must pass by at least two-thirds (2/3) of the valid votes cast at a General Meeting of WYSA.

WYSA CONSTITUTION AMENDMENT DATA:

The following amendments were approved by the members on October 27th, 2005:

Articles amended: Article 11, 11.9 new, (11.10, 11.11, 11.12) numbers were changed.

The following amendments were approved by the members on October 23rd, 2013:

Articles amended: Article 9.6 (new), 4.1 ii) (amended).

The following amendments were approved by the members on October 21st, 2015:

Articles amended: Article 10 (new), Articles 11-22 were renumbered.