

KLEIN SOCCER CLUB

CONSTITUTION AND BYLAWS

REVISED JULY 2008

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CONSTITUTION
Klein Soccer Club, Inc.

ARTICLE I - NAME

SECTION 1 The name shall be Klein Soccer Club, Inc. hereinafter referred to as KSC.

ARTICLE II - PURPOSE AND OBJECTIVE

SECTION 1 The specific and primary purpose of KSC is to foster national and international amateur sports competition in the sport of competitive soccer.

SECTION 2 The objectives of KSC are (a) to promote the play of good, fundamental soccer by persons under nineteen years old with their own neighborhood, nationally and internationally with local guidance and administration: (b) to teach good sportsmanship and (c) to promote physical fitness.

SECTION 3 In furtherance of its purpose and objectives KSC shall sponsor, organize and govern regularly scheduled soccer games for its members.

SECTION 4 KSC shall be non-profit, non-political and non-sectarian.

ARTICLE III - AFFILIATION

SECTION 1 KSC shall be affiliated with Timberline Youth Soccer Association (TYSA), the South Texas Youth Soccer Association (STYSA) and the United States Youth Soccer Association (USYSA) and shall be governed by their Constitutions and Bylaws.

ARTICLE IV - HEADQUARTERS

SECTION 1 KSC's headquarters shall be located at Meyer Park where the files and records shall be kept unless custody of the records is delegated by the President to some other location.

ARTICLE V - MEMBERSHIP IN KSC

SECTION 1 KSC shall be made up of member teams. A team is defined as a Klein Affiliated EDDOA youth team or a youth team registered through KSC. KSC shall be the parent organization for the member teams. The requirements for and composition of member teams are described by the KSC team formation rules.

SECTION 2 KSC shall have the authority to levy fees on member teams or players as set forth in the Bylaws.

SECTION 3 KSC will have two classes of membership, resident and non-resident. A resident member is defined as (a) a person living within the zip codes 77014, 77038, 77066, 77067, 77068, 77069, 77070, 77086, 77090, 77375, 77379, 77388, and 77389, (hereafter referred to as “the KSC zip code list”), and having a child playing on a member team or (b) a coach of record in good standing of a KSC team registered through TYSA and residing within the KSC zip code list or (c) a director of KSC.

A non-resident member is defined as a person living outside the KSC zip code list and having a child playing on a member team.

ARTICLE VI - BOARD OF DIRECTORS

SECTION 1 The business, property and activities of KSC shall be managed by a Board of Directors.

SECTION 2 The Board of Directors of KSC shall consist of the following:

- A. President (1)
- B. Secretary (2)
- C. Treasurer (3)
- D. Vice President Registration (4)
- E. Vice President Team Formation (5)
- F. Vice President Uniforms and Equipment (6)
- G. Vice President External Affairs (7)
- H. Executive Vice President of Operations (8)
- I. Vice President Scheduling (9)
- J. Vice President Coaches and Training, Select (10)
- K. Vice President Coaches and Training, Recreational (11)
- L. Vice President Fields (12)
- M. Vice President Scorekeeping (13)
- N. Vice President Fundraising (14)
- O. Vice President Referees (15)

SECTION 3 Directors shall receive no compensation for their services as directors.

SECTION 4 All directors shall reside within the KSC zip code list, or have a child playing on a KSC member team.

SECTION 5 No officer or representative of KSC is authorized to bind KSC to any contract, lease, employment contract, or other obligation which requires the expenditure of \$1,000 or more in any twelve month period unless such expenditure was (a) approved by the Board as part of the annual budget and reported to the Board after expended or (b) is approved by a vote of the majority of the Board.

ARTICLE VII - COMMITTEES

SECTION 1 Standing Committees as well as any Special Committee shall be subject to the approval of the Board of Directors. It shall be the duty of these Committees to perform such services as defined in the Constitution and Bylaws or as instructed by the directors.

ARTICLE VIII - MEETINGS OF KSC

SECTION 1 KSC Board of Directors shall meet on a regular basis at a time and place made known to each of the directors. Notice of each regular meeting shall be communicated to each director with at least 7 days prior notice.

SECTION 2 Special Meetings: Special meetings may be called by the President. Notice of each special meeting shall be communicated to each director with at least 24 hours prior notice. The special meeting shall take up only the specified business for which the meeting is called.

SECTION 3 Voting: Each member of the Board of Directors shall have one vote. Directors must be present to vote.

SECTION 4 Minutes of the Meetings: The Secretary shall record minutes of each regular or special meeting and shall reproduce copies of these minutes for distribution to each director prior to the next regular meeting. Such minutes shall be offered by the Secretary and any corrections, additions or deletions shall be made before acceptance by the members of the Board of Directors. A complete set of minutes of each meeting shall be preserved by the Secretary as part of KSC's records.

SECTION 5 Annual Meeting of KSC: The annual meeting of KSC shall be held during each Spring season with at least 14 days prior public notice (public notice is intended to mean publications in a major Houston daily newspaper such as the Houston Chronicle) of the meeting date and agenda being communicated to the membership. Elections of Board of Directors and voting on proposed amendments, alterations or changes to the Constitution and By Laws will take place immediately following the Annual Meeting.

SECTION 6 Order of Business: The normal order of regular business meetings for KSC shall be as follows unless a change is moved and approved by the directors.

- Roll Call
- Reading of minutes
- Communications
- Guest Presentations
- Old Business
- Report of the Treasurer
- Reports of the Directors
- Committee Reports
- Special Reports
- New Business
- Adjournment

SECTION 7 Attendance at KSC Meetings: KSC Board members are required to be in regular attendance at KSC meetings.

SECTION 8 Rules of Procedure: Unless specifically set out in this constitution or state or national association rules, Robert's Rules of Order (current edition) shall apply.

ARTICLE IX - DIRECTORS

SECTION 1 Term of Office: The directors, will be elected for a 2 year alternating term as set forth herein. Positions 1, 2, 3, 4, 6, 7, 10 and 14 (Article VII, Section 2) shall be elected in even years; positions 5, 8, 9, 11, 12, 13 and 15 in odd years.

The term of office for all directions shall begin on June 1 of the year in which they are elected and shall end at the end at the end of May; two years hence.

Elected directors shall be allowed to be re-elected in the same capacity a maximum of one additional term.

SECTION 2 Nominations: The President shall appoint a Nominating Committee by the February meeting to seek out qualified candidates for directors for the coming year. The Nominating Committee shall have the duty to ascertain from each nominee that, if elected, he/she shall be willing to serve, and in the case of the treasurer, he/she has the knowledge and understanding of financial and accounting procedures. The Nominating Committee shall nominate no more than one person for each office.

The Nominating Committee shall report its results to the KSC Board of Directors for approval no later than 4 weeks prior to the annual meeting. The slate of director candidates shall be presented to members 14 days prior to the designated meeting by mail or public notice.

Nominations from the floor may be made during the regularly scheduled KSC Board meeting in the month immediately preceding the Annual Meeting, with the provision that person nominated for the floor shall be present and affirm his or her willingness to serve if elected or such person shall have stated his or her intention in writing and this intention is presented to the President at the time the nomination is made.

SECTION 3 Voting: To be eligible to vote, you must be a resident member. Each resident member present at the annual meeting shall have one vote. Non-resident members shall not vote.

SECTION 4 Filling of Vacancies: When a vacancy occurs in any of the directorships of KSC, except the office of President, the President shall elect to either;

- (1) Wait to notify the KSC Board of Directors at the next regular meeting. The President may nominate a candidate who resides within the KSC zip code list or has a child playing on a KSC member team, to fill the vacancy. The nominee shall either be approved by the KSC Board of Directors or any director may, with a second, be allowed to nominate a candidate who resides within the KSC zip code list or has a child playing on a KSC member team to fill the vacancy. The nominee shall be subjected to approval by the KSC Board of Directors at this meeting or
- (2) Call a special meeting to nominate a candidate who resides within the KSC zip code list or has a child playing on a KSC member team, to fill the vacancy. The nominee shall be subject to approval by the KSC Board of Directors at this special meeting. Upon the failure of the KSC Board to approve the candidate, the President may at this same special meeting, form a nominating committee, subject to the KSC Board approval, composed of two KSC Board members, and two non-board members. The approved nominating committee shall have at least 2 weeks, but not more than 3 weeks from the special meeting, to bring a nomination to the next regular meeting or the President must call a second meeting. The nominee must reside within the KSC zip code list or have a child playing on a KSC member team.

Once the nomination has been presented to the KSC Board, the nominee must either be approved or any KSC Board member may, with a second, be allowed to nominate a candidate to fill the vacant directorship position. The nominee must reside within the KSC zip code list or have a child playing on a KSC member team and shall be subject to approval by the KSC Board of Directors at this meeting.

When the office of President becomes vacant, the Board of Directors shall appoint a new President within 60 days of the date of resignation. The Executive Vice President of Operations will serve as President until a new President is appointed.

ARTICLE X - DISCIPLINE OF MEMBERS, OFFICERS AND DIRECTORS

SECTION 1 The Board may, by a two-thirds (2/3) majority vote of all directors, reject any team membership application or cancel any team membership wherein a member team's or individual's (coach, player or spectator) activities are not in accord with KSC's purpose and objectives as set forth in this Constitution. The team or individual in question shall be notified in writing of the nature of the complaint and shall have an opportunity to be heard by the D& P Committee and the Board of Directors of KSC prior to any action being taken. Any disciplinary action taken will be reported to TYSA accompanied by the reasons for such action.

SECTION 2 The Board may, by a two-thirds (2/3) majority vote of all directors, remove a director for gross neglect of assigned duties or misconduct.

ARTICLE XI - AMENDING THE CONSTITUTION AND BYLAWS

SECTION 1 Proposed amendments, alternations or changes to the Constitution and Bylaws must be approved by a two-thirds (2/3) majority vote of all the Board of Directors, 14 days notice having been given to the Board of the proposal(s) in writing. Upon approval by the Board, the proposal(s) must be approved by a majority of members voting at the annual meeting.

ARTICLE XII - ENACTMENT

SECTION 1 When the Constitution and Bylaws are adopted by the KSC membership, it shall supersede previous Constitutions, Bylaws and enactments of KSC.

ARTICLE XIII - DISSOLUTIONS

SECTION 1 KSC may be dissolved by a two-thirds (2/3) majority of the resident member present and voting provided that each resident member has received written notice of the proposed action 14 days prior to the meeting called for that purpose. If dissolved, the assets of KSC will be donated to a corporation, or to such organization or organizations, organized and operated under Section 501 © 3 of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE XIV - WITHDRAWAL FROM ASSOCIATION

SECTION 1 KSC may withdraw from any association (including but not limited to TYSA, STYSA and USYSA) provided that such withdrawal is approved by two-thirds (2/3) majority of the resident members present and voting and further provided that each resident member has received written notice of the proposed action at least 14 days prior to the meeting called for that purpose.

ARTICLE XV - ITEMS NOT COVERED

SECTION 1 If not directly addressed in this Constitution, KSC will follow the Constitutions and Bylaws of TYSA, STYSA, and USYSA respectively.

BY LAWS

BYLAW I - DUTIES OF OFFICERS

SECTION 1 The duties of the **President** shall be

- A. to preside at all meetings and exercise general supervision over the affairs of the corporation;
- B. to supervise the activities of the secretary, treasurer, the vice presidents of uniforms and equipment, registration, team formation and external affairs, and be an ex-officio member of all their committee but shall not be counted in determining a quorum;
- C. to call special meetings if requested by three (3) directors or more;
- D. to provide information to members concerning the operation of KSC;
- E. to appoint such committees as may be required for the proper operation of KSC subject to the approval of the Board of Directors (e.g. D&P, election, nominating, tournament and other special committees as required);
- F. to nominate individuals to fill vacancies in any of the offices of KSC;
- G. to represent KSC at meetings of the Timberline Youth Soccer Association (TYSA);
- H. to represent KSC at public functions;
- I. to present an annual report of KSC's operations at the annual meeting;
- J. to assure an independent review of the financial conditions of KSC within one month of taking office; and
- K. to manage the activities of the club administrator.

SECTION 2 The duties of the **Secretary** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to secure a meeting place for KSC board meetings;
- C. to receive items to be placed on the meeting agenda;
- D. to prepare a meeting agenda and distribute it to the Board of Directors at least 7 days prior to the meetings.
- E. To notify each director, and other parties as required, as to the location, date and time of regularly scheduled or special meetings;
- F. To record and distribute typed copies of the minutes of the KSC Board of Directors meetings;
- G. To provide directors and coaches with a current list of Director's addresses and phone numbers;
- H. To give public notice of the annual meeting;
- I. To develop and maintain a list of people to serve on KSC's Board of Directors;
- J. To obtain assistance as needed; and
- K. To perform any other duties as may be assigned by the KSC Board of Directors

SECTION 3 The duties of the **Treasurer** shall be

- A. to prepare the KSC annual budget and present it at the second regular meeting of the KSC fiscal year. The KSC fiscal year begins on June 1 and runs for 12 consecutive months thereafter;
- B. to maintain all financial records of KSC;
- C. to prepare a budget for KSC at the beginning of its fiscal year;
- D. to provide written monthly financial statements;
- E. to receive and account for all cash receipts of KSC and to disburse and account for all expenditures of KSC. The treasurer shall keep the financial books and accounts of the corporation. He/she shall make payments only for expenses approved by the Board of Directors and all checks drawn against a corporate account shall bear the signature of the President or executive vice president of operations in addition to that of the treasurer. In the absence or incapacity of the treasurers, checks bearing the signature of both the President and executive vice president of operations may be drawn against any corporate account;
- F. to prepare an annual financial report for KSC to be presented at the final meeting of the outgoing Board of Directors;
- G. to coordinate and provide for the filling of all state and federal tax returns;
- H. to obtain assistance as needed; and
- I. to perform other duties as may be assigned by the KSC Board of Directors.

SECTION 4 The duties of the Vice President of **Registration** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to coordinate matters of registration with TYSA and STYSA;
- C. to promote, organize and coordinate registration for KSC;
- D. to collect registration fees and remit all fees to the treasurer;
- E. to disseminate to the appropriate individuals the names of all individuals who, in connection with registration, indicate an interest in serving KSC in any capacity (e.g. coach, sponsor, referee);
- F. to register all member team players and coaches with TYSA and STYSA;
- G. to obtain assistance as needed; and
- H. to perform other duties as may be assigned by the KSC Board of Directors.

SECTION 5 The duties of the Vice President of **Team Formation** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to coordinate matters of team formation with TYSA and STYSA;
- C. to organize and supervise a coordinated recreational team formation policy consistent with TYSA's policies and to present that policy to the Board of Directors for approval prior to team formation;
- D. to provide for timely team formation in accordance with the approved team formation policies of KSC and TYSA;
- E. to obtain assistance as needed; and
- F. to perform other duties as may be assigned by the KSC Board of Directors.

SECTION 6 The duties of the Vice President **Uniforms and Equipment** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to evaluate competitive suppliers of uniforms, balls and equipment;
- C. to monitor uniforms and balls via in-season interaction with coaches and an end-of-season survey;
- D. to coordinate the obtaining of sponsors;
- E. to coordinate the delivery of uniforms with the persons responsible for adding sponsors names to uniforms;
- F. to handle uniform size/quality complaints as they arise;
- G. to special order additional uniform parts to accommodate non-standard team composition/size (e.g. 17 or 18 players);
- H. to coordinate distribution of uniforms, balls, etc;
- I. to forecast number of teams for coming seasons and determine price breaks for early orders;
- J. to order balls, uniforms and equipment;
- K. to obtain assistance as needed; and
- L. to perform other duties as may be assigned by the KSC Board of Directors.

SECTION 7 The duties of the Vice President **External Affairs** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to serve as liaison between the Klein Independent School District, Harris County, civic clubs in the KSC area, the Northwest Chamber of Commerce and other organizations, individuals and external circumstances which do or may effect the operation of KSC. His/her involvement should be aimed at the maintaining good working relationships with these organizations and to follow through on any problems that may arise;
- C. to coordinate external communications including any authorized club publication;
- D. to obtain assistance as needed; and
- E. to perform other duties as may be assigned by the KSC Board of Directors

SECTION 8 The duties of the Executive Vice President of **Operations** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to act in the absence of the President with the same powers and authorities;
- C. to serve as President if that position is vacant until a new President is appointed;
- D. to coordinate the activities of the vice presidents of coaches, scheduling, fields and scorekeeping, and he an ex-officio member of all their committees but shall not be counted in determining a quorum;
- E. to act as Chairman of the Discipline and Protest (D&P) Committee;
- F. to obtain assistance as needed; and
- G. to perform other duties as may be assigned by the KSC Board of Directors`

SECTION 9 The duties of the Vice President **Scheduling** shall be

- A. the prepare an annual budge and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to organize and coordinate the scheduling and competitive format to be used for each age division throughout KSC and to coordinate with the TYSA scheduler;
- C. to establish schedules for all interclub (recreational and select) play, TYSA play-offs, STYSA play-offs and coodinate field use by non-KSC members;
- D. to reschedule regular season games as necessary;
- E. to coordinate KSC regular season game schedules with (a) KSC referee coordinator; (b) KSC vice president scorekeeping; (c) KSC vice president fields regarding fields to be used for all inter- and intraclub games and play-off games and (d) concessionaire;
- F. to communicate as necessary with TYSA and other club schedulers;
- G. to obtain assistance as needed; and
- H. to perform other duties as may be assigned by the KSC Board of Directors.

SECTION 10 The duties of the Vice President Coaches and Training, **Select** shall be

- A. to prepare an annual budge and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to work with TYSA director of coaches and KSC vice president coaches and training, recreational in organizing coaching clinics and training;
- C. to set up KSC coaching clinics for select coaches;
- D. to communicate with, work with and guide all coaches throughout the year with an objective of upgrading coaching quality;
- E. to coordinate and administer a skills award program;
- F. to act as a liaison to Select Clubs and independent teams;
- G. to obtain assistance as needed; and
- H. to perform other duties as may be assigned by the Board of Directors.

SECTION 11 The duties of the Vice President Coaches and Training, **Recreational** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to coordinate the evaluation process for a recreational coach candidate list and make recommendations for all recreational teams subject to KSC Board approval. The process is intended to include a review of the D&P reference file;
- C. to work with the TYSA director of coaches and the KSC vice president coaches and training, select in organizing coaching clinics and training;
- D. to set up KSC coaching clinics for recreational coaches;
- E. to communicate with, work with and guide all coaches throughout the year with an objective of upgrading coaching quality;
- F. To coordinate and administer a skills award program;
- G. To develop and administer a season format that fosters the matching of appropriate levels of competition;
- H. To develop and administer a season format that fosters the matching of appropriate levels of competition;
- I. To obtain assistance as needed; and
- J. To perform other duties as may be assigned by the KSC Board of Directors.

SECTION 12 The duties of the Vice President **Fields** shall be

- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
- B. to coordinate the development and maintenance of all KSC practice and game fields. With prior approval, the vice president fields may close fields for development, maintenance and repair;
- C. to obtain required goals, goal nets, marking chalk, corner posts and to provide for lining of game fields when game are scheduled;
- D. to secure and maintain all KSC field maintenance equipment and material;
- E. to work with the vice president external affairs and Harris County personnel for proper operation and maintenance of Meyer Park in accordance with the lease agreement;
- F. to obtain assistance as needed; and
- G. to perform other duties as may be assigned by the KSC Board of Directors.

- SECTION 13** The duties of the Vice President **Scorekeeping** shall be
- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
 - B. to collect game reports, obtain and verify scores of all games, keep accurate records, and post standings weekly;
 - C. to make sure all game reports are signed by the referee and any protest reported to the proper authority;
 - D. to submit a list of cautions and ejections on the game reports to the KSC D&P committee chairman;
 - E. to notify the vice president fields about notes of field conditions, etc., written on the game reports;
 - F. to call the TYSA scorekeeper weekly to report interclub scores;
 - G. to submit needed game reports to the TYSA scorekeeper;
 - H. to obtain assistance as needed; and
 - I. to perform other duties as may be assigned by the KSC Board of Directors.

- SECTION 14** The duties of the Vice President **Fundraising** shall be
- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year;
 - B. to organize and maintain relationships with sponsors;
 - C. to organize and solicit sponsorships for KSC;
 - D. to report directly to the KSC President;
 - E. to obtain assistance as needed; and
 - F. to perform other duties as may be assigned by the KSC Board of Directors.

- SECTION 15** The duties of the Vice President **Referees** shall be
- A. to prepare an annual budget and submit it to the KSC treasurer at the beginning of the KSC fiscal year.
 - B. To provide for recruiting, training and the scheduling of referees for KSC;
 - C. To report directly to the KSC vice president of operations;
 - D. To obtain assistance as needed; and
 - E. To perform other duties as may be assigned by the KSC Board of Directors.

BY LAW II - COMMITTEES

SECTION 1 The Standing Committees of KSC and their functions are as follows:

A. Discipline and Protest Committee (D&P)

1. Function

- a. Investigate and make the final rulings on any game forfeits, protests, grievances, appeals and disciplinary matters within its jurisdiction;
- b. The D&P committee shall report at each regular meeting of the board on rulings and violations occurring since the last meeting;
- c. Notify in writing all involved parties of the D&P committee's ruling and decisions;
- d. Establish and administer programs to monitor sportsmanship and conduct of coaches/players;
- e. Obtain a list of cautions and ejections from the KSC vice president scorekeeping;
- f. Maintain accurate, up-to-date records and assure compliance with TYSA and STYSA discipline system;
- g. Coordinate with the TYSA Disciplinary and Protest Committee on all of the above matters which relate to interclub play; and
- h. Establish and maintain a formal reference file on all issues brought before the D&P committee.

2. Membership

- a. The Chairman shall be the executive vice president of operations.
- b. A D&P Committee will be appointed by the chairman, executive vice president of operations of KSC, and approved by the KSC Board for a 1 year term coinciding with the KSC fiscal year.

B. Election Committee

1. Function

- a. Develop and administer all voting procedures for elections;
- b. Tabulate and account for all votes;
- c. Announce the results of the elections; and
- d. Maintain the ballots for 30 days after the elections.

2. Membership

- a. Chairman appointed by the KSC President subject to Board approval;
- b. Chairman select for Board approval a minimum of two additional persons

C. Nominating Committee

1. Function
 - a. Defined in Article X, Section 2 of the Constitution and Bylaws.
2. Membership
 - a. Chairman appointed by the KSC President subject to Board approval;
 - b. Chairman selects, subject to Board approval, a minimum of two additional persons maintaining an equal number of board and non-board persons.

D. Klein Tournament Committee

1. Function
 - a. Raise money for capital expenditures having a useful life of more than 1 year and or;
 - b. Raise money to provide other such services as are deemed necessary by the KSC Board of Directors except that necessary services will not include general operating expenses.
2. Membership
 - a. Co-chairman of the tournament committee shall be nominated by the KSC President and approved by the Board of Directors.
 - b. The co-chairman will nominate a tournament committee for approval by the KSC Board of Directors;
3. Disposition of Funds
 - a. Authority for disposition of funds remains solely with the KSC Board of Directors. However, the Board of Directors must actively solicit recommendations for disposition of funds from the tournament committee;
 - b. If funds have been designated by the tournament committee with KSC Board approval for an educational scholarship fund, it cannot be changed by subsequent boards.
4. Duties
 - a. The tournament receipts and disbursements will be presented in accordance with generally accepted accounting principles;
 - b. The tournament committee will furnish a budget proposal for each tournament to the KSC Board of approval no less than 90 days prior to the scheduled date of the tournament;
 - c. The tournament committee will furnish to the KSC Board a concluding report for each tournament within 90 days of the conclusion of the tournament.

SECTION 2 Special Committees may be formed as necessary to perform a specific function.

BYLAW III - FINANCES

SECTION 1 Assessment of members. KSC shall have the authority to determine an appropriate per player per fee to permit KSC to carry out its functions. The per player fee will cover such items as local, state and national registration fees for youth players; office expenses which may be authorized by the Board of Directors; publicity and public relations expenses for promotion of soccer and KSC activities; equipment and uniforms furnished by KSC; trophies and awards; field preparation and maintenance; certain insurance coverage; and assessments which may be approved by the Board of Directors. Generally, the player fee shall be determined prior to registration and collected at the time of registration.

SECTION 2 Non-profit status of KSC. KSC shall obtain and maintain non-profit status with the Internal Revenue Service.

SECTION 3 Exempt status for Texas sales tax. KSC shall obtain and maintain exempt status from Texas sales tax.

SECTION 4 Independent Review. The Board of Directors will assure an independent review of KSC's books and funds, including tournament books and funds, once per year.

SECTION 5 Bonding of KSC's officers and directors. The officer and directors of KSC who are authorized to collect and or disburse KSC funds shall be bonded.

BYLAW IV - MEETINGS OF KSC BOARD OF DIRECTORS

SECTION 1 It shall be the purpose of KSC Board of Directors' meeting to tend to the business that affects the majority of participants. During the season the operations of the soccer program will be give priority. All other business that cannot be handled during a reasonable time frame (e.g. 3-1/2 hours) shall be postponed until the next scheduled meeting or handled at a special meeting.

SECTION 2 For purpose of conducting business, a quorum must be present. A quorum is present when a majority of the directors are in attendance.

BYLAW V - RULES OF YOUTH SOCCER COMPETITION

SECTION 1 KSC shall adopt and publish rules and regulations for youth players as may be required by regional, state, or national associations and the needs of KSC to operate an orderly soccer program.

SECTION 2 The rules of youth soccer competition to be followed by KSC are contained in the TYSA Bylaws.