



**Sacramento Adult Soccer
Association**



**Constitution
and
Bylaws**



League Bylaws

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CONSTITUTION

ARTICLE I: NAME

This organization name shall be the Sacramento Adult Soccer Association (SASA).

ARTICLE II: PURPOSE

The purpose of the organization shall be to teach, promote, administer, and develop the game of soccer amongst the adult residents of California while focusing on health, wellness, and camaraderie.

ARTICLE III: AUTHORITIES

This organization shall be governed by its Constitution, Bylaws, League rules, CSAN, USSF, and by the Rules of the Federation International de Football Association (FIFA).

ARTICLE IV: MEMBERSHIP

Members of the organization shall consist of the participating teams, the players, coaches, managers and delegates thereof, the associated members and elected and appointed officers of the League.

ARTICLE V: ORGANIZATION

The policies and business of the organization shall be determined and conducted by an Executive Committee comprised of the elected and appointed officers of the League, whose powers shall be designated in the Bylaws.

ARTICLE VI: COLORS

The colors of the organization shall be:

ARTICLE VII: AMENDMENTS

This Constitution may be amended by a two-thirds (2/3) vote of those voting at a Special Amendments Meeting or the Annual General Meeting, a quorum being present. A quorum shall be fifty percent (50%) of the current member teams plus one (1) additional vote.

BYLAWS

Section I. MEMBERSHIP

A. FEES AND FINES

1. The following fines and fees are defined:
 - a. General fine
 - b. Forfeit fine
 - c. Appeal fee
 - d. Late fee
 - e. Game/Tournament Non-Entry Fine
 - f. Refund
 - g. Protest fee
 - h. Red Card Fine
 - i. Yellow Card Fine
2. Amounts are set in the Season Procedures.

B. TEAM ELIGIBILITY AND RESPONSIBILITIES

1. To join the League, a new team must have a minimum of Eleven (11) players registered and properly affiliated with SASA. The New Club Membership fee is \$185.00 Non-Refundable and provides a Bond of \$100.00 (Refundable if well-disciplined in first season of play). New team initiation can take place beginning of every season Board of Directors' meeting. It is mandatory for all teams to participate in all league games. A Game/Tournament Non-Entry fee will be assessed
2. Each team shall be responsible for insuring that full and accurate registration and roster information is available to SASA by the proper dates.
3. Each team must have all required league fees (Annual fee for Returning Team is \$100.00 and new team is \$125.00) and materials submitted to the League by the time of the season Board of Directors' meeting. If there are no teams on the waiting list, there will be a one (1) week grace period during which time fees from returning teams will be accepted with a late fee. These fees are non-refundable.
4. New teams are eligible for exception to this rule. They must declare their intention to play in the League by the appropriate Board of Directors' Meeting (January, May or August only). League fees are then due within one (1) week after the meeting.
5. Each team, coach, and manager shall conduct its activities in accordance with the Constitution, Bylaws, and Rules of the League, in a sporting manner.
6. Any team playing an unregistered/ineligible player shall be fined one hundred dollars (\$100.00) per player per game and will also forfeit the points earned plus additional action by the SASA Board as deemed necessary. See Section IV- H-4

C. PLAYER ELIGIBILITY

1. To play in any League or cup game, each player must:
 - a. Be resident of California or.
 - b. Anyone who has at least one natural parent from the USA or.
 - c. Anyone with a legal immigrant or non-immigrant status.
 - d. Fulfill all SASA requirements (paid all fees, and signed all forms).
 - e. Possess a valid SASA player pass.
 - f. Sign the SASA Waiver and Release of Liability form. The league office must receive it 24 hours prior to the scheduled kickoff.
2. Players are permitted to carry “multiple registrations”. In addition to registering for a team in the open divisions, a player may also register with: a team in the over-35/40/50 division, a select team or a team in another league.
3. Players may register with only one team in a division.
4. Players must play affiliated games. This is mandatory from USSF. Any player playing an unaffiliated game while their team is playing an affiliated game is subject to a \$100.00 fine and/or suspension for one (1) year.
5. Players falsifying their age will be fined and/or suspended for a full year from all league play.

D. TRANSFERS

1. Players may only transfer between teams within the first 2/3 of the season. Two-thirds of the season is measured by weeks between the first and last originally scheduled games. A Team released (dropped) player may join other team as many times as he is released (dropped) by the team. A player requesting a transfer/release from a team gets one transfer/release per season unless he is released (dropped) by the team.
2. New players, previously unsigned with a team, may be signed at any time during the season.
3. Any team who wishes to release (drop) a player can do that at any time during the season. The team/player shall surrender his/her player pass if dropped to the League Registrar.
4. Any player requesting a transfer to another team must pay appropriate transfer/release fees and any dues to the former team.
5. CSAN shall be the final authority on transfer requests, if there is a problem that cannot be resolved by league structure.

E. DISCONTINUATION

1. Any team who wishes to discontinue membership before the end of a season shall do so in writing to the Executive Committee. Membership shall be discontinued upon receipt.
2. Any team or individual member whose actions seriously damage the reputation or interest of this League may be subject to disciplinary action by the League. Membership may be revoked by a 2/3 vote of the Executive Committee.

Section II. LEAGUE STRUCTURE

A. BOARD OF DIRECTORS

1. Members

The Board of Directors shall consist of one representative for each team in good standing with the League plus the League President. It is important that a team representative attends meetings consistently, and updates alternative representatives on league matters.

2. Chairperson

The Chairperson shall be the President of the League.

3. Duties

The Board of Directors shall carry out the policy and procedural matters of the League. They are responsible for making such rules as are deemed necessary to carry out the purposes of the League.

4. Responsibilities

Each member team of the League must have a representative on a standing committee in the League, or serve as liaison to CSAN.

5. Meetings.

At the conclusion of each Board of Directors meeting the Board shall vote when to meet next. Board of Directors meeting is typically held 2-3 weeks before the start of the next season and usually during the following months: January (Winter/Spring), May (Summer) and August (Fall).

The Executive Committee may cancel or reschedule a Board of Directors meeting if they deem the meeting unnecessary.

The Executive Committee may not cancel more than one meeting in a year.

Teams are assessed a general fine for each missed meeting.

A quorum shall consist of a majority of current membership.

Each member of the Board of Directors present shall have one vote. Only in the event of a tie will the President vote, in which case the President's vote will be deciding.

The Order of Business for the Board of Directors:

- a. Call to order
- b. Roll call
- c. Acceptance of previous minutes
- d. Season procedures
- e. Committee reports
- f. New business
- g. Set next agenda
- h. Adjournment

B. ANNUAL GENERAL MEETING

1. Once each year, during the month of July or December, the League shall hold an Annual General Meeting of the membership. Notification to all teams shall be made at least thirty (30) days prior to the meeting. This meeting shall be open to all League members.
2. A quorum for the AGM shall be 2/3 of the Board of Directors. Team representatives shall cast votes, each team having one (1) vote. League President shall cast the deciding vote in the event of a tie.
3. The Order of Business at the AGM shall be as follows:
 - a. Call to order
 - b. Roll call
 - c. Acceptance of previous minutes
 - d. Committee reports
 - e. Elections
 - f. Amendments
 - g. New business
 - h. Adjournment

C. AMENDMENTS

1. Amendments to the Bylaws may only be made at the Annual General Meeting, or at a Board of Directors' meeting, designated as a special meeting to amend the Bylaws.
2. A Special Meeting shall require thirty (30) days notice to the members. Proposals to amend, add to, or change the Constitution, Bylaws, or Rules of the League must be submitted to the Secretary of the League in writing, at least fifteen (15) days prior to the date of the Special Meeting or AGM.
3. A quorum at a Special Meeting to change the Bylaws shall be 2/3 of the Board of Directors.
4. Any amendment to the Bylaws requires the affirmative vote of 2/3 of the Board of Directors.

Section III. COMMITTEES

There shall be at least two (2) standing committees of the SASA, whose responsibilities and selection methods are outlined below. Other committees may be established on a permanent or temporary basis by the Board of Directors as needed to assist in carrying out the affairs of the League.

A. EXECUTIVE COMMITTEE

1. Members

The Executive Committee shall consist of:

- a. President.
- b. First Vice-President of Disciplinary Matters and Tournament/Game Coordinator.
- c. Second-Vice President of Scheduling, Fields, Referees, Players and Teams registration.
- d. Secretary.
- e. Treasurer.
- f. Member at Large.

2. Method of Selection

- a. The Executive Committee shall be elected by a majority vote to a one (1) year term of office.
- b. The following positions are elected during AGM:
 1. President. (Has to be a SASA officer for minimum of two (2) years).
 2. First VP of Disciplinary Matters.
 3. Second VP, in charge of Scheduling Fields, Referees, New Players, and New Teams
 4. Secretary.
 5. Treasurer.
 6. All Members at Large
- d. In the event that any executive officer can no longer serve, the Executive Committee shall appoint a person to that post, subject to Board of Directors' approval.

3. Duties

- a. Duties of The Executive Committee:
 1. Responsible for interpreting and enforcing the Constitution and Bylaws of the League.
 2. The following Executive Committee members shall also serve on the Disciplinary Committee:
 - a. President.
 - b. First Vice President of Disciplinary Matters.
 - c. Second Vice President of Scheduling, Fields, Referees, Team and Player registration
 - d. Secretary.
 - e. Treasurer.
- b. Duties of the President:
 1. Preside at all meetings.
 2. Call Executive Committee Meetings.
 3. Be a standing member of all committees.
 4. Supervise all athletic, financial, and business affairs of the League.
 5. The President shall make a report of all affairs of the League at the Annual General Meeting.
- c. Duties of The First Vice President of Discipline:
 1. Perform all the duties assigned to the President in the President's absence.
 2. Call Disciplinary Committee meetings.

3. Chair all Disciplinary Committee meetings (but does not have voting power on disciplinary issues).
 4. Provide and receive written correspondence regarding matters of discipline.
 5. Handle disciplinary appeals.
 6. Receive all red and yellow card reports.
 7. Handle referee complaints and any game incident reports.
 8. Coordinate all tournament/games. Provide tournament standing as well as league standing.
- d. Duties of The Second Vice President of Scheduling, Fields, Referees, Player and Team registration:
1. Oversee the local city and county soccer fields.
 2. Handle all scheduling matters, including cancellations, reschedules and forfeits.
 3. Perform as the primary contact for prospective players and teams. Handle Player and team registration.
 4. Maintain new team waiting list.
 5. Coordinate referees with the league Referee Assigner.
- e. Duties of The Secretary:
1. Keep a record of all proceedings of the League.
 2. Take minutes of the monthly Board of Directors meeting.
 3. Give notice of all meetings.
 4. Oversee Liability Release Forms.
 5. Maintain the correspondence of the League.
 6. Monitor attendance for missed meetings.
 7. Oversee blue and white card distribution.
 8. Distribute the agenda and minutes of monthly Board of Directors meetings.
- f. Duties of The Treasurer:
1. Have general charge of the books and accounts of the League.
 2. Track and forecast expenses and recommend League fees.
 3. Report financial status at the Annual General Meeting.
 4. The books of accounts, records of all financial transactions, bank accounts shall be ready to be audited at any time by a committee appointed by the President.
 5. Issue fines and monetary awards.
- g. Duties of The Member at Large - CSAN Representative:
1. Represent SASA at CSAN meetings.
 2. Provide CSAN report at Board of Directors' meeting.
 3. Provide CSAN information.

B. DISCIPLINARY COMMITTEE

1. The League has disciplinary jurisdiction over all clubs and players. This is expressed through the Disciplinary Committee.
2. The Disciplinary Committee shall decide all matters directly pertaining to the conduct of players and team officials, protests and other matters affecting the outcome of soccer games.
3. When a player receives a red card, the mandatory suspension shall be for the next scheduled and played league game. Thus, missing a forfeited or postponed game does not constitute a suspension. Coaches who are reported by the referee for misconduct are subject to disciplinary action.
4. The Disciplinary Committee shall keep the player's identification pass when a player is found responsible for an infraction. The player cannot take part in any scheduled game until the Disciplinary Committee has returned his identification pass.
5. The Disciplinary Committee has the following punitive powers:
 - a. Caution.
 - b. Invoke suspension. Suspension shall be measured in terms of scheduled games.
 - c. Assess fines.
 - d. Deduct points from team standings.
 - e. Any combination of the above.
6. When a player or team deems the sentence imposed to be excessive, a review may be requested by submitting a written statement, plus an appeal fee (refundable if appeal upheld), within one (1) week to the Executive Vice-President of Disciplinary Matters. Appeal may also be made, when all other avenues have been exhausted to CSAN.
7. The First Vice-President of Disciplinary Matters is obligated to make a decision within five (5) days of any properly received appeal.

Section IV. LEAGUE OPERATION

A. DIVISIONS

1. The League shall be comprised of divisions.
2. The number of teams in each division shall be determined by the Executive Committee, based on the following guidelines:
 - a. The minimum number of teams in a division shall be six.
 - b. The maximum number of teams in a division shall be eleven.
 - c. Typically, each division shall consist of six teams, except for the lowest division, whose number will vary, depending on the total number of teams in the league.
3. In the interest of promoting competitive play, selected teams are promoted and relegated at the end of each season, using the following guidelines.
 - a. Teams that win their division shall be promoted to the next higher division.
 - b. Teams finishing at the bottom of their division shall be relegated to the next lower division.
 - c. The actual number of teams promoted and/or relegated must satisfy the criteria specified in Section IV.A.2.

B. FIELDS AND REFEREES

1. The duration of the season and number of games for each season shall be set by the Board of Directors.
2. Field and Referee coordinators shall be volunteers and serve for a period of at least one (1) year. They shall report to the Second Vice-President of Scheduling, Fields, and Referees.

C. STANDINGS

1. Teams shall be awarded points based on the following criteria:
 - a. Three (3) points for a win.
 - b. One (1) point for a draw (or tie).
 - c. Zero (0) points for a loss.
 - d. Minus one (-1) point for a forfeit.
2. Goal-difference shall be defined as the number of goals scored (goals-for) minus the number of goals allowed (goals-against).
3. Cumulative goal-difference shall be defined as the sum of the goal-differences from each league game. The maximum goal-difference per a game, which is applicable to a team's cumulative goal-difference, is five (5).
4. Teams will be ranked within their division using the following criteria.
 - a. Greatest number of points.
 - b. Largest cumulative goal difference.
 - c. Lesser number of goals-against.
 - d. Most wins.
 - e. Head-to-head competition.
 - f. Record against teams higher in the standings.
 - g. Greater number of goals-for.

h. Coin toss

5. At the end of the season, if the top two teams in a division have equal points then a playoff game will be played between them to determine the divisional winner (i.e. - cumulative goal difference is not used to determine the divisional winners).

D. AWARDS

1. One hundred dollars (\$100) will be awarded to the top team in each division.
2. Additional awards may be awarded at the discretion of the Board of Directors.

E. SCHEDULING MAKEUP GAMES

1. When a game is scheduled beyond the end of season then the following two (2) options are available to teams:
 - a. Play the game.
 - b. Concede the game.
2. Game scheduling is handled as follows:
 - a. If Team A and B elect to play.
 - The league will attempt to procure a field and the game is played and the result record. If the league is unable to procure a field then the game is recorded as unplayed and the teams will be credited a refund fee.
 - b. If Team A elects to play, and Team B elects to concede.
 - The game is not played.
 - For Team A: Their results reflect a 1-0 win. They do not receive a refund fee.
 - For Team B: Their games played (GP) will be incremented by one, but their win-loss-draw-forfeits (W-L-D-F) will remain unaltered. They will receive a refund fee.
 - c. If Team A and B elect to concede.
 - The game is not played.
 - Both team's GP will be incremented by one, but their W-L-D-F will remain unaltered. Both teams receive a refund fee.

F. NEW TEAMS

1. A new team is one that has not played the previous season.
2. New teams shall enter to play in the lowest division unless they challenge into a higher division according to the following rules:
 - a. A new team can challenge into any division.
 - b. Challenge applications must be submitted between 30 days prior to the start of the next season and must be accompanied by a \$100 non-refundable deposit
 - c. A challenge application shall consist of a roster with valid picture identification numbers. Eleven players from that roster must be on the roster for the following season, and also properly registered with SASA. If either requirement is not met, the new team shall drop to the bottom standing in the league.

- d. The maximum number of challenge applications accepted each year shall be three. Additionally, only one application shall be accepted per a division. If more than one challenge application is received for the same division, then the application received first will be the one accepted. If multiple applications are received on the same day, then they will be prioritized by lottery.
- e. The new team shall play the second to last place team (as determined by the final standings) of the division in which it wishes to play. This game is defined as a "challenge match".
- f. An appointee acceptable to the Executive Committee will attend the challenge matches involving new teams to check the valid picture identifications.
- g. In the event of a forfeit the following will apply:
 - i. If the new team forfeits, it enters the league in the bottom division.
 - ii. If the SASA team forfeits, the Executive Committee shall select an alternate team to play the challenge match, and a forfeit fee will be assessed to the forfeiting team.
- h. The result of the challenge match shall determine the placement of the new team according to the following rules:
 - i. If the new team wins the match, it is placed in the division into which it challenged.
 - ii. If the new team draws the match, it is placed in the division one below into which it challenged.
 - iii. If the new team loses the match, it is placed at the bottom of the league standings.

G. DISCIPLINE

- 1. Any player receiving three (3) yellow cards in one season will be subject to an automatic next game suspension, following the last yellow card. Any player issued a red card prior to, during, or after a match will be subject to an automatic next one (1) game suspension. Subsequent ejection may result in additional game suspension. These penalties will not be subject to an appeal.
- 2. **VIOLENT MISCONDUCT: Fighting:** Instigator and retaliating party to receive additional two games, suspension and fines. Any officials involved will be fined, or suspended depending on the severity of the incident.

Assault on Referees or Game Officials: Players will receive one (1) year suspension and fines up to \$100.00. Any officials involved will be fined, or suspended accordingly.
- 3. In all cases, the referees report will be the determining factor as to the severity of the penalties. However, in extraordinary situation the SASA may waive this procedure and take appropriate action as it may deem fit and the players be given a chance to represent themselves to the Disciplinary Committee.

H. FORFEITS

- 1. Teams must play at the date, time and place specified in the schedule or a forfeit will be declared. (See Section V-D).
- 2. Teams forfeiting a game for the first time will be assessed a forfeit fine. Any team forfeiting a second game will be suspended for the remainder of the season, be placed at the bottom of its current division and assessed an additional forfeit fine. These fees must be paid no later than the due date of league fees for the next season. A team, which fails to pay these fees, will not be permitted to play in the league in any future seasons (until the fee is paid).
- 3. The resulting score of the forfeited game shall read 1-0 against the forfeiting team.
- 4. Teams playing an ineligible player(s) shall:
 - a. Forfeit that game
 - b. Be assessed a general fine (per ineligible player)
 - c. Not be permitted to play until the fine is paid.

d. Players falsifying their age will be fined and/or suspended for a full year from all league play.

5. Games shall only start or continue if both teams have at least seven (7) players on the field.

I. PROTESTS

1. Only violations of the Constitution, Bylaws and Game Rules of this League as they apply to the game of soccer shall be proper subjects of protest. Intention to file protest must be put in writing on the line-up card before leaving the playing field. The 1st Vice-President of Disciplinary Matters must receive the protest and a protest fee (refundable if upheld) in writing within 72 hours of the action subject to protest.
2. The Executive Vice-President of Disciplinary Matters shall hear the protest and the parties involved should present their cases either in person or by written statement.
3. Any decision rendered in the matter of protest shall be conveyed in writing to the parties involved.

J. APPEALS

1. Decisions of the Executive Committee, whether arising from a protest of any other matter, may be subject to appeal.
2. Appeals must be submitted in writing to the League President within one week of the decision subject to appeal, along with an appeal fee, which is refundable if the appeal is upheld.
3. Any appeals require an affirmative vote of the Board of Directors at the next league meeting for reversal.

K. SELECT TEAMS

1. The League may have one or more select or all-star teams based on consideration of talent, experience, contribution to the game of soccer, and other such guidelines as the League determines will promote a higher level of soccer proficiency.
2. The coach of the select team or teams, and the coach's contractual relationship with the League, shall be determined and be subject to the approval of the Board of Directors.

L. TOURNAMENTS

1. The League may organize or sanction tournament play in order to promote the game of soccer. Affiliated Clubs may request to hold sanctioned tournaments by submitting an application. Application fee is \$50.00
2. Tournaments organized by affiliated or associated teams shall apply for League sanction by submitting to the League a copy of their tournament rules.
3. The organizers of the sanctioned tournament inviting non-member teams to participate shall submit the team roster to the League, and these teams shall become associate members for the duration of the tournament.
3. Fixture will only be drawn for teams who have paid the tournament fees on or before the Fixture Draw Day or have made payment arrangement with the hosting party.

4. Teams forfeiting a tournament or not entering a tournament for the first time will be assessed a tournament non-entry fine. Any team not entering for a second tournament will be suspended for the remainder of the season, be placed at the bottom of its current division and assessed an additional non-entry fine.

M TRAVEL

1. Any team wishing to participate in any tournament, cup competition, all-star or exhibition game organized by a non-member organization, shall inform the League of its travel plans, and state the details of the proposed participating.

Section V. GAME RULES

A. All games will be governed by FIFA Rules, modified as follows:

1. Law III Number of Players.
2. There shall be no sliding tackles except in twenty-one and over (21+) and thirty and over (30+).
3. CYSA goalie protection/possession law.

Goalkeeper has control of the ball:

The ball is clearly being held in one or both hands

The ball is being pinned against the ground with any part of the hand or arm, in the limiting case with as little as one finger.

The goalkeeper is also considered to be in possession of the ball while bouncing it on the ground or while throwing it into the air.

When in control/possession of the ball, the goalkeeper has very special protection:

no other player may kick at the ball or in any way charge (i.e. have more than casual contact with) the goalkeeper
no opposing player may interfere with or harass the goalkeeper from releasing the ball from his/her hands

The above infractions are generally non-penal fouls ("dangerous play") and result in an Indirect Free Kick.

Unlimited substitution is allowed during the course of the game. A player, recognized by the referee, may enter or leave the field of play on his own team's throw-in, corner kick, or injury; and on either team's goal kick.

B. Line-up card

Prior to the start of the game, each team shall give the referee a line-up card listing each player's name and jersey number.

C. Player cards

Prior to the start of play, the referee shall verify each player card against the line-up card, and retain the cards of all participating players until the game is finished. (NO CARD = NO PLAY). A registered player can show U.S. driver's license if card is lost.

D. Grace Period

A maximum of ten (15) minutes past the scheduled starting time of the game will be allowed for any team to meet the requirements set forth in these rules. However, no team will be required to forfeit if, through no fault of that team, the game cannot be started within thirty minutes of the originally scheduled time. In that case, either team may request a postponement, and that game will be rescheduled. Once an official game has begun, both teams lose privilege to request a postponement. This option is not available to any team which has been declared to be in forfeit.

E. Coaching

Coaches must remain within their half of the field, and no coaching is allowed within 10 yards of the midfield line, unless the teams are on opposite sides of the field.

F. Colors

In the event two teams have the same colors, the home team is responsible for alternate uniforms.

G. Referees

When a USSF referee does not appear for a match, the Vice-President of Scheduling, Fields and Referees shall reschedule the game.

H. Spectators

Teams are responsible for the behavior of their spectators. Each team's spectators must remain outside of the other teams sideline area. Teams may be subject to disciplinary action due to the behavior of their spectators and/or coaches.

I. Restrooms and Alcohol Beverages

Any player, officials or spectators not using restrooms or drinking alcohol in the park will be fined or cited as per city ordinance. Players and officials may face suspensions.