

Northern Utah United & Cache Valley Soccer League



Constitution & Bylaws and Policies

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Northern Utah United – Constitution

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1:00	Constitution – BYLAWS (Pages 3-5) Includes sections on: Name, Purpose, Areas of Operation, Tax Status, Non-discrimination, Sexual and Physical abuse, Color, Affiliation, Authority Structure, Annual General Meetings, Amendments, Rules of Order, Financial responsibility, and Dissolution of the Association
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Northern Utah United – Bylaws and Policies

Section	Subject
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2:00	Organizational Authority & Structure – Bylaw (Pages 5-11) Includes sections on: Association Governing Bodies, Board of Directors, Removal and Replacement of Officers, Board Advisory positions, Appointed and Contract position, BOD meetings, Committees, Conflict of Interest, Association Employees, Membership, Player & Sideline demeanor, and Bad Standing.
3:00	Organization and Registration Policies – Policy (Pages 11-14) Includes sections on: Duties of employee and contract positions; Registration policies: Refunds, Scholarship Guidelines, Member and Non-member registration requirements, Late ream registration, How to change a Head Coach, and Play-ups.
4:00	Rules of Play – Policy (Page 14) Includes sections on compliance with UYSA, Field requirements.
5:00	Academy Soccer Policies – Policy (Pages 14-15) Includes sections on: Purpose and Definition, Minimum play time, Destination Soccer; team organization, Coach and Team Parent information, Background checks, Coaching instruction, Uniforms and Player Equipment, Practices, Games, Recreational Referees, and Academy.
6:00	General Competition Definition – Policy (Pages 15-19) Includes Sections on: Program definitions, Integrated Competition, Rules of Play, Program Administration, Standings, Tie-Breakers, Reporting Scores, Try-out Dates, Coaches, Licensing, Waivers, Forfeit offences, Developmental Pass, Game Rescheduling/Cancellations, Alignment process, Home team responsibilities, Uniforms, and Red Card Offenses, Collections, and Sideline Policies.
7:00	Tournaments – Definition – Policy (Pages 19-20) Includes sections on: Local tournaments, Tournament Directors, and Annual reviews.
8:00	Disciplinary/Protest and Appeals – Bylaw (Page 20-23) Includes Sections on: The Disciplinary Process and Protest and Appeals.

***Bylaws** may only be changed by the general membership at the yearly annual general meeting, or by special meeting of the Board of Directors, and subsequent ratification of the General membership. See Section 1:11.

Policies may be changed by the Board of Directors at any time, with ratification of the General Membership at the Annual General Meeting. See Section 1:11:03

Northern Utah United (NUU) & Cache Valley Soccer League (CSL)

Constitution

1:00 Name

This Association known legally as Cache Valley Soccer League, inc., a non-profit corporation, shall be commonly known and do business as Northern Utah United, or NUU and/or Cache Valley Soccer League or CVSL.

Throughout this Constitution and the following Bylaws and Policies, the term Northern Utah United or “NUU” shall be understood to refer to Northern Utah United and Cache Valley Soccer League combines, unless otherwise indicated.

1:01 Purpose

The Purpose of the Association is to develop and promote youth soccer; to provide and administrate local competition and development soccer leagues/programs operating under the guidelines of Utah Youth Soccer Association (UYSA) and US Youth Soccer (USYSA); to provide and administrate programs(s) representing multiple levels of play operating under the guidelines of UYSA; to provide support and an organizational structure for independent competition teams, recreational and academy programs; and provide direction and structure for the NUU Club program. Additionally, NUU is committed to provide services for all teams (member and non-member teams) participating in our own Challenger League competition program registration services and support for all State level teams formed within our association; and to provide additional soccer related events, programs, education, and services for our community as we deem needed.

- A. Northern Utah United, or NUU – will function specifically to provide training, programming, and development as defined as a “Club Member” by the UYSA bylaws and policies, including a cohesive core club coaching curriculum.
- B. Cache Valley Soccer League, or CVSL – will function specifically to provide basic services for teams that do not wish to be part of NUU’s cohesive club structure. The services will include, but not be limited to administrative support, fields, and assigning services. CVSL shall operate as a “Member Organization” as defined by the UYSA bylaws and policies.

1:02 Area of Operation – Our principal geographical area of operation shall be, but not limited to, Cache and Box Elder Counties, commonly referred to as “Region I” within UYSA.

1:03 Tax Status – The Association shall be organized as a non-profit corporation under the laws of the State of Utah. The Association shall have the right to do and engage in all activities permitted of non-profit corporations under the laws of the State of Utah. The Association shall operate in accordance with Section 501(c) 3 of the Internal Revenue Code.

1:04 This Association is one that does not contemplate pecuniary gain or profit to the members thereof, and it is organized solely for non-profit purposes.

1:05 Non-Discrimination – This Association does not discriminate on any basis prohibited by applicable law, or USSF Bylaw Section 213 (1) (a) (2).

1:06 Sexual and Physical Abuse – This Association opposes sexual and physical abuse. To the extent permissible under applicable law, The Northern Utah United Board of Directors and affiliated members shall adopt policies consistent with the criteria established to oppose it by USSF.

1:07 Colors – The Representative colors of this Association shall be, but not limited to Navy Blue, White, and Red.

1:08 Affiliation – This Association shall be an affiliated member and comply with the authority of the Utah Youth Soccer Association (UYSA), the United States Youth Soccer Association (USYSA) and the United States Soccer

Federation (USSF). To the extent permissible under applicable law, this constitution and bylaws shall be consistent with USSF's, USYSA's, and UYSA's articles of incorporation and bylaws. To the extent permissible under applicable law, Northern Utah United and its member shall abide by USSF's, USYSA's, and UYSA's articles of incorporation and bylaws.

1:09 Authority Structure

1:09:01 Northern Utah United shall be governed by its Constitution, Bylaws, and Rules, which shall take precedence over its Policies, and shall be consistent with the Constitution, Bylaws, and Rules of the Utah Youth Soccer Association (UYSA), United States Youth Soccer Association (USYSA), and the United States Soccer Federation (USSF).

- A. Policy and Bylaw changes passed by the Northern Utah United Board of Directors during the year must be reported to the membership for ratification, at the next AGM.
- B. Copies of this Association's Constitution, Bylaws, and governing documents shall be made available to its members through, but not limited to, the internet.
- C. The Association will allow UYSA, upon reasonable notice, to review its basic documents and procedures as may reasonably be required to determine compliance with the UYSA Constitution and Bylaws.

1:09:02 **The Governing authority** of this Association shall be the Board of Directors as defined in the Bylaws. The Board of Directors of this Association shall consist of elected officers and all others as defined by these Bylaws.

1:10 Annual General Meeting – The Board of Directors shall hold an Annual General Meeting each year during the first half of the year. Notification shall be made to all affiliated members at least fourteen (14) days prior to the meeting. Notification can be made by mail, publication on the association's website, or by e-mail.

1:10:01 The Order of Business at the Annual General Meeting shall be as follows:

- A. Call to Order
- B. Roll Call and Presentation of the Board of Directors
- C. Acceptance of Minutes from the Previous AGM
- D. Proposals for changes to the Constitution, Bylaws, and Rules
- E. Present next year's financial report for review
- F. Introduction of Candidates
- G. Election of Officers – Board members at large
- H. Good of the Game
- I. Adjournment

1:10:02 All members are entitled to one (1) vote only. No person may cast more than one (1) vote. Members are defined as players who's primary UYSA registration is received through Northern Utah United Soccer; coaches of teams which are primarily registered through Northern Utah United Soccer and meet all of the required coaching criteria; members of the Board of Directors for Northern Utah United Soccer; and committee chairpersons organized under Northern Utah United. Votes for each player-member of the organization must be tendered by a legal parent or guardian. Must be 18 to vote.

1:10:03 A simple majority of eligible votes cast shall be required to determine all issues other than amendments to the Association's constitution, bylaws, or policies, which require a two-thirds (2/3) vote to change. Votes will be tallied, and the newly elected officers shall take office immediately upon election.

1:10:04 No proxies will be allowed for AGM voting purposes.

1:11 Amendments

1:11:01 Any member may submit an amendment to the Constitution and Bylaws of this Association through any member of the Board of Directors. Changes must be submitted in writing to the President, fourteen (14) days prior to the Annual General Meeting and must be circulated to voting members not later than ten (10) days prior to the Annual General Meeting. Circulation may be made by, but not limited to: mail, email, or by posting on the association website.

- 1:11:02 Amendments to the Constitution**, Bylaws, and Rules of this Association shall be made at the Annual General Meeting, or at Special Meetings of the Board of Directors called for such purpose.
- 1:11:03** An Amendment to the Constitution, Bylaws, and Rules shall be deemed adopted by a two-thirds (2/3) majority vote of the general membership present at the Annual General Meeting, or other meeting called for that purpose. Amendments adopted at the Annual General Meeting or by Special meeting, shall be effective immediately unless otherwise specified. Changes must be submitted for approval to the UYSA Board of Directors. Amendments made by the Board of Directors during Special meetings called for such purpose, must be ratified by the general membership at the next Annual General Meeting. Amendments to Policy may be at any time throughout the year by the Board of Directors with a 2/3 vote but must be ratified by the general membership at the Annual General Meeting.
- 1:12 Rules of Order** – All meetings of this Association shall be conducted in accordance with parliamentary procedures, with Robert’s Rules of Order being the standard reference in the event of a dispute.
- 1:13 Financial Responsibilities** – Northern Utah United specifically disclaims financial responsibility for, and shall not assume nor be held liable for debts, contracts, or other financial obligations, either expressed or implied, of any member team or any coaches, managers, officers, officials or any associate members of any affiliated Club or team.
- 1:14 Dissolution** – Upon the winding up and dissolution of this Corporation, after paying or adequately providing for the debts and obligations of the Corporation, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation, which is organized and operated exclusively for charitable, educational, religious and/or scientific purposes, and which has established its tax exempt status under Section 501(c) 3 of the Internal Revenue Code. If this Corporation holds any assets in trust, said assets shall be disposed of in such a manner as may be directed by order or decree of the District Court of the County in which this Corporation’s principal office is located, upon petition therefore, by any person concerned in the liquidation.

Northern Utah United (NUU) & Cache Valley Soccer League (CSL) Bylaws & Policies

2:00 Organizational Authority and Structure

2:01 Association Governing Bodies

- 2:01:01** The governing authority of Northern Utah United and Cache Valley Soccer League shall consist of a Board of Directors. (Throughout these Bylaws, the term Northern Utah United or “NUU” shall be understood to refer to Northern Utah United and Cache Valley Soccer League combined, unless otherwise indicated.)
- 2:01:02 The Board of Directors** shall have the power to change policy. (bylaws may only be changed during annual general meetings of the association, or specially called meetings posted publicly and ser for such purposes.)
- 2:01:03** All members of the Board of Directors shall be elected at the NUU/CVSL Annual General Meeting as described in Section 1:10 of the Constitution in this document and shall be elected to serve two 92) year terms. All Board members shall be elected as Board Members at Large, with half of the Board to be elected in odd years, and half in even years.
- 2:01:04** Election of President and Vice President shall take place at the AGM, the President in Odd years, and the Vice President in Even years. They shall be elected by a majority vote by the NUU / CVSL membership present at the AGM.

2:02 Board of Directors – The Northern Utah United Board of Directors shall consist of the following positions: President, Vice Present, and seven (7) Board Members at Large. The purpose of this Board is to represent the combined interest of ALL members of NUU/CVSL, and as such should always maintain a fiduciary responsibility to ALL groups, teams, and players within this association. As such, the Board of Directors composition should be restricted in such a way as to disallow any splinter faction within CVSL to gain a controlling interest in the Board, as such the NUU / CVSL Board may have no more than two members affiliated with teams registered within CVSL.

Directors –

A. **President** – The President shall be elected by the voting members of Northern Utah United, as set forth in Sections 1:10:01 – 1:10:04. This election shall be held during the Northern Utah United Annual General Meeting, during odd numbered years. The President has voting rights at all NUU Board of Directors (BOD) meetings, but only in the case of a tie breaker or when a secret ballot is requested.

The responsibilities and duties of the President shall include but not be limited to the following, the president shall be paid for the fulfillment of these duties at \$400 a month:

1. The President shall preside at all conduct meetings of Northern Utah United Board.
2. The President shall be an ex-officio member of all committees and shall supervise all activities of the Association.
3. The President is responsible for understanding, implementing, and enforcing the Northern Utah United Constitution, Bylaws, Rules and Policies AND the UYSA Constitution, Bylaws and Policies within Northern Utah United
4. Act on behalf of the organization when so designated by the NUU BOD.
5. Ensure maintenance of the Association’s 501(c)3 tax status.
6. Supervise all Association employees, contract employees, and appointed positions, ensuring their adherence to specified job descriptions and responsibilities as approved by the Northern Utah United BOD.
7. Sign orders on the Treasury
8. Oversee the timely scheduling of monthly NUU BOD meetings, AGM, and elections.
9. Shall oversee the purchase, distribution, and all other aspects of field and office equipment.
10. To represent Northern Utah United at the AGM of the Utah Youth Soccer Association (UYSA).
11. To Oversee the assignment of BOD members or large to specific responsibilities and roles.

B. **Vice President** – Shall temporarily have the authority and responsibilities of the President during his/her absence. If the office of the President becomes vacant during the term of office, for any reason, the Vice President will assume the duties of the President until such time as the Northern Utah United Board of Directors shall meet in a special session to appoint a new President. The Vice President does have voting rights in NUU BOD meetings, as set forth below:

The responsibilities and duties of the Vice President shall include but not be limited to the following, the vice president shall be paid for the fulfillment of these duties \$300 per month:

1. Protest and Appeals – Overseeing all facets of this area of the program to include working with the P&A committee chairman to assure the process is done correctly and in a timely manner.
2. Sign orders on the Treasury.
3. Other duties as assigned by the President
4. Oversee all aspects of usage of city facilities and related contracts.
5. Oversee and represent the interests of the independent teams registered through Cache Valley Soccer League (CVSL) and communicated with those teams/coaches seasonally and report to the BOD.
6. Oversee a sub committee assigned by President/Board Members.

C. **The Board Members at Large**, of which there should be seven (7), not including either the President or the Vice President of the Association, shall be prescribed duties, offices, or responsibilities as needed for the duration of one year following the NUU AGM. Board Members at Large shall serve terms of two (2) years, with three (3) of the positions up for election in odd years, and four (4) of the positions up for election in even years. These board members have voting rights during NUU BOD meetings, as set forth in Section 2:04:03. These Board Members shall be paid \$200 per month for fulfillment of their assigned duties. The following list

are some suggestions for positions that may be filled by Board Members at Large, but does not constitute a complete list:

1. **Director of Developmental Soccer** (Destination and Academy soccer) – The office of the Director of Development’s duties may include but not be limited to the following:
 - a. Oversee the policies that govern the Destination and Academy Programs.
 - b. Work with the Executive directors to help promote the Recreational program within the City organizations.
 - c. Other Recreational and Academy related duties as prescribed by the NUU BOD
 - d. Work with and oversee the position of Academy Director, as needed.
2. **Director of Competition** – The office of Director of Competition’s duties may include, but may not be limited to the following:
 - a. Oversee the Competition Committee
 - b. Be a liaison between Challenger teams from other clubs and NUU’s to address issues of fees, division alignment, disciplinary and other issues.
 - c. To help promote the Challenger and State Competition programs and help with the growth of these programs.
 - d. To assist the Executive Director with policy issues within the Challenger league, such as: game reschedule policies, sideline policies, and addressing poor sideline behavior policies.
3. **Director of Risk Management and Safety** – The office of the Director of Risk Management and Safety’s duties may include, but may not be limited to the following:
 - a. To ensure the safety of our equipment – such as setting policies to ensure that all goals have appropriate anchors or weights; and that all goals are in good repair.
 - b. To encourage and educate coaches about best practices in protecting their players from sexual predators.
 - c. To work with our Attorney and city governments on issues of liability.
 - d. And other Risk and Safety related issues as prescribed by the NUU BOD and UYSA.
4. **Director of Media and Public Relations** – The office of Director of Media and Public Relations’ duties may include but may be limited to the following:
 - a. Social media campaigns
 - b. Helping NUU Promote its image and goals, such as promoting Cache Valley Cup in the community, or to help NUU further Field development goals and ideas.
 - c. Exploring advertising ideas.
5. **Director of Budgeting and Treasury** – The office of Director of Budgeting’s duties may include but not be limited to the following:
 - a. Work with NUU’s accountant to help organize a budget for the following year.
 - b. Work with the Executive Director to help determine a Fee Schedule for each seasonal year.
 - c. Other financially related matters as prescribed by the NUU BOD.
6. **Director of Activities** – The office of Director of Activities’ duties may include but not be limited to the following:
 - a. Work to bring in additional perks for NUU member players and teams, such as camps; work with RSL to set up special Club activities or team nights; work with NUU to provide them with Ball girls / boys, etc.
 - b. Arrange other activities as may create club unity.
7. **Other Positions and/or Duties as needed.**

2:03 Board Advisory positions – The Executive Director, Registrar; Referee Assignor; Coaching Director, Club Director of Operations, and others as deemed necessary as employees of Northern Utah United, hold positions on the board that are advisory in nature. These board positions are not voting positions. They are advisory members of the Northern Utah United Board of Directors only as long as they are employed in these positions. Their specific Responsibilities can be found in Section 3.

- A. **Executive Director / Registrar** (Advisory position with no voting or proxy rights) – The Executive Director & Registrar, as an employee of Northern Utah United, holds a position on the board that is advisory in nature. This

board position is not a voting position, except at the Annual General Meeting. The Executive Director & Registrar is a member of the Northern Utah United Board of Directors only as long as he/she is employed in this position.

- B. **Secretary** (with no voting or proxy rights) – This position is appointed by the Northern Utah United President and approved by the Northern Utah United Board of Directors. The Secretary shall keep an accurate record of all meetings, handle correspondence, give notice of meetings, and maintain the minutes of all association meetings, be responsible for posting approved minutes, and other duties assigned by the President and Board of Directors.
- C. **Committee Chairpersons** (Advisory with no voting rights, may proxy for absent BOD members during board meetings). Committee chairpersons are appointed to Committees as needed, and as formed for specific purposes, by the NUU BOD.
- D. Coaching and/or Academy Director(s) - (Advisory with no voting rights, may proxy for absent BOD members during board meetings.) Coaching and Academy directors can be either appointed or paid positions, whose responsibilities include overseeing the registration, function, philosophy, training programs, and coaching education.
- E. **Paid Employees and Compensated Coordinators and Independent Contractors** (Advisory, with no voting rights, may proxy for absent BOD members during board meetings, except on issues in which there may be a conflict of interest.) These positions may include: Contracted Referee assignor, Assistant Club Registrar, Recreational area leaders, or Recreational Referee trainers.
 - 1. Independent Contractors may not contract with subcontractors to fulfill their contract work, without the expressed permission of the Northern Utah United's BOD.
 - 2. Before the start of each seasonal year, the Board of Directors shall solicit and accept bids for the following positions and services as needed. These positions are also advisory in nature to the Board of Directors.
 - a. At least one (1) certified and registered Referee Assignor.
 - b. A Board Secretary, if one is not already in place
 - c. An Accountant, if one is not already in place
 - d. Contract vendors, such as uniform supplier, equipment supplier, paint supplier, photographer, or other vendors as needed.

2:03:01 No Member of the Board of Directors shall hold more than one Board voting position at the same time.

2:03:02 Conflict of Interest – Each board member must complete a Volunteer Disclosure form and a Conflict-of-Interest Disclosure Form. Forms will be completed by each member of the Northern Utah United Board of Directors upon their first meeting of each calendar year. Failure to do so within the first quarter of the calendar year will result in placing the Board member in 'Bad standing'. For more information on Conflict of Interest see section 2:06 and for more information on "Bad Standing" see section 8:2:10(3).

2:03:03 No voting Board member may hold any paid position within Northern Utah. No voting board member may receive any financial gain, except for the reimbursement of approved expenses incurred in the commission of their duties; or unless a specific task for pay is agreed upon by a 2/3rds vote of the BOD. (see section 2:06 for more information).

2:03:04 Removal and Replacement of Officers – officers may be removed for non-attendance. If a member of the Board of Directors misses more than three (3) regularly scheduled consecutive meetings in a year, that officer may be removed before completion of his or her term of office through a non-confidence vote of two-thirds (2/3) by the Northern Utah United soccer Board of Directors, for issues such as Undisclosed Conflict of Interest, or any other act deem not in conjunction with the goals or ideals set forth in these Bylaws.

2:03:05 Vacancy - When any office becomes vacant because of the removal or resignation of a BOD member, the remaining BOD shall appoint an individual to fill this position on an interim basis. The appointed replacement must meet all of the requirements of the office and shall complete the outgoing individuals' term of office.

2:04 Board of Directors – Board Meetings

- 2:04:01** Board of Directors meetings shall be held monthly. Additional meetings convened for special purposes may also be held if the BOD deems it necessary.
- 2:04:02** The President of the Board of Directors, shall preside over all Board of Directors (BOD) meetings. When he/she is absent, the Vice President shall preside. In case both are absent, the longest standing member of the Board of Directors shall preside.
- 2:04:03** Each elected member of the Board shall have one vote. Board advisory members shall have no voting rights in NUU BOD meetings. See Policy 2:03.
- 2:04:04** A majority of voting members must be present in order for a quorum to exist and a majority of the quorum votes shall determine all issues, with the exception of the removal of officers, bylaw changes, or policy changes, which require a majority of two-thirds (2/3).
- 2:04:05** Any member of the Board who misses three (3) consecutive regularly scheduled board meetings may be removed by the BOD. See Section 2:03:04.
- 2:04:06 Proxies** – Proxy votes will be allowed during the regularly scheduled meetings.
- 2:04:07 Non-voting participants** – All participating Members of the association may attend and participate in Board of Directors meetings, including on-member participants in Association events, such as the Challenger League, or the Cache Valley Cup. However, only Board of Directors may have a vote during Board of Directors meetings. Members may only exercise their voting rights during the Annual General Meetings.
- 2:04:08 Executive Sessions** – Meetings may occasionally be closed to all except the Board of Directors, except upon specific invitation. Executive sessions may be called to discuss personnel wage matters, disciplinary matters, and other sensitive issues. Minutes from Executive session shall not be made public, and confidentiality is required for those present in the Executive session.
- 2:04:09 Out of sync Board of Directors meetings** can be called in case of emergency by a simple majority vote of the Board of Directors. Voting to call the meeting can take place by e-mail, with e-mail voting being longer than 48 hours. At an out of sync board meeting, any motions must be passed by a two-thirds margin by the attending members and will allow board members to send votes with a proxy. (No proxy votes are allowed during out of sync board meetings and no proxy votes are allowed for email votes.)
- 2:04:10** Northern Utah United should make a reasonable attempt to advertise association meetings. Advertisement can be made by mail, publication on the association’s website, or by e-mail. Minutes of open meetings shall be posted on the website on a timely basis.
- 2:04:11 Email Votes** – In cases where issues must be decided before a regular BOD meeting may be convened, an email vote can be held. Following are the stipulations of an email vote:
- A. The entire proposal and all resulting discussion regarding the proposal must be copied to all members of the BOD.
 - B. Any advisory member of the board may be copied into the discussion if their input may be considered helpful to the discussion. However, advisory members of the Board, have no voting privileges.
 - C. BOD must have up to 24 hours to consider the proposal, but voting must conclude within 48 hours (2 days). Any votes not received within 48 hours will not be counted, unless otherwise stipulated in advance. Voting may close earlier than 48 hours under the conditions listed below.
 - D. Any member of the voting Board of Directors can end the discussion and call for the vote to close and be held over until the next regularly scheduled BOD meeting for discussion, at any time during the 24-48 hour voting period, unless the vote has already been concluded by a member of the board “Calling the Question” (see 2:04:11 (D)) or unless all voting members have already submitted a vote.
 - E. Vote may be concluded once a simple majority (or 2/3’s for bylaw or policy issue) of board members has voted, by someone “Calling the Question”, or effectively putting an end to further discussion.
 - F. Proposal, general discussion, and voting results must be entered into the official minutes of the next regularly scheduled BOD meeting to be made public.

2:04:12 Minutes – A written record of discussions, proposals, attendance, and voting results must be kept for each meeting, and posed where the membership can review it, such as on the Association’s website.

- A. Minutes shall be kept by the Secretary
- B. Minutes must be reviewed and either approved or corrected and approved by the Board of Directors at the next regular meeting.
- C. Minutes of Executive sessions must be kept confidential and may not be published, but must be kept by either the Secretary, Executive Director, or the President, depending on the nature of the issues discussed.

2:04:13 Roberts rules of Order – All meetings of this Association shall be conducted in accordance with parliamentary procedures, with Robert’s Rules of Order being the standard reference in the event of dispute. All action items shall be decided by official proposal / discussion / and vote.

- A. **Meeting Agendas** – As per Robert’s rules of order – all Meeting agendas should be posted or circulated 24 hours in advance when possible. Any items being added to the discussion must be proposed through parliamentary procedure, voted on, and if passed, may be added to the meeting’s agenda.

2:05 Committees

2:05:01 Subject to the approval of the Board of Directors, the President may appoint, as needed, Chairmen of committees as are needed. The committees will be convened as necessary. Committees may be, but not limited to:

- A. Protests and Appeals Committee
- B. Disciplinary Committee
- C. Competition Committee
- D. CVSL Committee
- E. Recreation Committee
- F. Tournament Committee
- G. Referee Development Committee
- H. Player Development Committee

2:06 Conflict of Interest

2:06:01 No member of the Northern Utah United board shall engage in any position or function of the association to gain advantage for their personal or business gain, except for employees who shall not have voting rights. Any potential conflict of interest shall be declared in a Conflict-of-Interest disclosure statement to the Northern Utah United Board of Directors which must be submitted during the first meeting of each calendar year pursuant to section 2:02:04, or upon request by the Northern Utah United Board of Directors. The Board of Directors will investigate and, if necessary, take action for the removal of the individual from their position with Northern Utah United if any undisclosed conflict of interest or undisclosed action for personal gain is found. A potential conflict of interest does not necessarily require the removal of the officer, depending on the nature of the conflict.

2:06:02 Northern Utah United Board members, Committee members, and other designated official may receive reimbursement for board approved expenses. Or may be hired for specific purposes under the direction of the Board of Directors with a 2/3’s vote. (Ie: field marking, or goal repair, etc.)

2:06:03 Members of the Northern Utah United Board of Directors, and Committee members must disclose any affiliation that might create an actual or perceived conflict of interest. Members subject to this policy shall be considered to have a conflict of interest if:

- A. The member has existing or potential financial or other interest that impairs or might reasonably appear to impair that member’s independent, unbiased judgment in the discharge of his or her responsibility to the Association; or
- B. The member (or member of his or her family) is an officer, director, employee, member, partner, trustee or controlling stockholder, in any organization which has existing or potential financial or other interest that impairs or might reasonably appear to impair that member’s independent, unbiased judgment in the discharge of his or her responsibility to the association. For the purposes of this provision, a family member is defined as a spouse, parent, sibling, child, and any other person that resides in the same household as the member.
- C. Members who have disclosed a conflict of interest shall not participate in discussions of, and shall abstain from voting on, any pertinent matter under consideration by the Board of Directors. The minutes of these meetings shall reflect that a disclosure was made and that the member having a conflict or possible conflict of interest

abstained from voting. Any member who is uncertain whether a conflict of interest may exist in any matter may request that the Board of Directors resolve the question in his or her absence by majority vote.

2:08 Membership

2:08:01 Membership in this association shall be open to all players, coaches, and teams in good standing with Northern Utah United Soccer and UYSA.

2:08:02 All members and participating non-members are subject to the Constitution, Bylaws and Rules of this association, while participating in Northern Utah United Soccer leagues, tournaments, and other functions.

2:08:03 Mandatory Registration – Northern Utah United soccer shall register all its players, coaches, teams, and administrators with UYSA and, in a timely manner, pay all dues and fees to UYSA, according to accepted practices and policy as set by UYSA, and section 3 of these bylaws. Once registration is completed, membership is established.

2:08:04 Non-member Teams – Non-member teams may apply to play in our gaming league, tournaments, and other functions, as long as they are registered members of UYSA, USYSA, or USSF, and as long as they have met the requirements of participation as set in our gaming policy (see Policy section for current policies.) Non-members are defined as: players whose primary UYSA or USYSA registration is not received through Northern Utah United, and teams and coaches which are not primarily registered through Northern Utah United Soccer.

All non-member teams who are not a part of an organization recognized by the United States Soccer Federation, shall be deemed as an “Unaffiliated Organizations.” Any registered team playing games with an unaffiliated organization, without written consent of Northern Utah United Soccer and/or UYSA shall face disciplinary action and / or suspension.

2:08:05 Players cannot register as a primary player with more than on Club or Member Organization within UYSA.

2:08:06 Northern Utah United (NUU) and Cache Valley Soccer League (CSL) are sister organizations organized under the same 501(c) 3 tax status, but each organization offers its own independent benefits, though some of these benefits may come at additional fees.

A. **Northern Utah United (NUU)** teams / players / coaches are entitled to or have access to the following programs:

1. Administrative and Registration services, including field equipment, field usage, and referee assigning services; as well as UYSA membership benefits as given through “Club” membership.
2. Coaching curriculum and education as made available from NUU’s Director of Coaching.
3. Royalty and Sterling team training programs.
4. Individual player training programs, such as: Destination, Royalty Prep, etc.
5. Scholarship Programs
6. Coaching licensing rebate programs, and Coaching education
7. Access to participation in the Yellowstone National League (YPL), of which NUU is a founding member.
8. Club passing with all other applicable teams within NUU, as per UYSA policy.
9. Access or participating in any other NUU “Club” related programming or benefits as are organized.

B. **Cache Valley Soccer League (CVSL)** teams / players / coaches are entitled to or have access to the following:

1. Administrative and Registration services, including field equipment, field usage, and referee assigning services; as well as UYSA membership benefits as given to “Member Organizations”.
2. Access to NUU training and sterling opportunities as are made on a limited “as space is available” basis.
3. NUU Individual player training programming, such as Destination, Royalty Prep, etc.
4. Club Passing only with teams with the same name / uniform, and only as pre-arranged with the registrar before June 1 of each seasonal year.

2:08:07 Player and Spectator Sideline Demeanor – Northern Utah United will not tolerate any show of poor sportsmanship on or off the field by either players or spectators.

All parents, siblings, and spectators are encouraged to show good sportsmanship and refrain from negative behavior on the sidelines of all games. Player’s and parents’ (“Member Families”) behavior reflects on the association and

affects children's performance. Further, member families should understand that under the rules of the game, coaches can be ejected from our games should member families behave improperly.

Member families should understand that unacceptable behavior by a Player's parent or other family member or friend may be addressed by a referee or Club official asking the offending person to leave the game, the facility, or remove the associated player from the game. Members families, through their registration and membership in Northern Utah United, must comply when asked to refrain from further yelling at a game or if asked to leave a game or facility by a match official or association official.

It is the policy of the organization that the member families must further acknowledge that if the player, player's parent or other family member verbally or physically abuses, taunts, inappropriately gestures, throws an object, makes an inappropriate sign or otherwise harasses, intimidates or improperly touches or engages any fan, players, match official, coach or representative, or opposing coach or club representative – that conduct, at the sole discretion of the association, is grounds for restricting parents and other family members from:

- A. Observing their player during games and practices.
- B. Participating with their player at association and team activities while their player participates within our association.
- C. NUU may further refer inappropriate conduct to applicable league, tournament, UYSA disciplinary committees and / or law enforcement officials, and may place the player / player's family in Bad Standing (see section 8:01:10 (3) for more information on Bad Standing.)
- D. NUU may require any parent or family member spectator that is found to engage in poor sportsmanship or harassment of referees or other officials, to take our NUU Sideline tutorial before being allowed to return to the sideline, under threat of their player being placed on suspension if the family member does not comply.

2:08:08 Non-Participation because of 'Bad Standing' – Any member, team, club or individual Member Association of UYSA determined to be in "bad standing" by either UYSA or Northern Utah United Soccer will not be allowed to participate in any Northern Utah United Soccer or UYSA activities. (This includes participating and voting at all meetings, for the adults.)

Reasons for "Bad Standing" include but are not limited to –

- A. Nonpayment of fees (See section 6:15)
- B. Noncompliance of rules and policies
- C. For teams – unpaid debts on behalf of teams with any retain vendor

3:00 Organizational & Registration Policies

3:01 Duties of Association Employees

3:01:01 Executive Director & Registrar – The responsibilities of the Executive Director & Registrar, with regards to the Northern Utah United Board of Directors shall include, but are not limited to the following:

- A. Setting registration dates and deadlines for both the Competition programs and the Recreation program.
- B. Aid NUU's BOD in setting fees.
- C. Provide at regular intervals, and upon request, reports to the members of the Board of Directors to help them in their duties.
- D. Attend monthly Board of Directors meetings and provide information to the Board of Directors as needed.
- E. Work with other coordinators to train Area Registrars
- F. Uphold and enforce all of the rules and policies of UYSA, Region I, and Northern Utah United Soccer and work with other associated member organizations with regards to their participation in Northern Utah United soccer related tournaments, leagues, and programs.
- G. Prepare and help distribute all pre-registration and registration information
- H. Be responsible for the annual or semi-annual registration of players in the association to include making prior arrangements for the sign-up, supervising the event, and coordinating with the association Treasurer in accounting for all registrations.
- I. Facilitate all registration and online registration of players, administrators, and teams, according to UYSA and NUU's Bylaws, Policies, and Rules, and insure the payment of fees in a timely manner to UYSA in accordance with their policy.

- J. Prepare and maintain records, lists, and reports as needed.
- K. Maintain a working knowledge of and uphold the Bylaws and Policies of both Northern Utah United and UYSA, and be certified through UYSA as a certified association registrar.
- L. Perform all clerical, correspondence, and or other duties as directed by the President and/or NUU's Board of Directors.
- M. Run the day-to-day operations of the business, the recreational programs, and the Challenger League.

3:01:02 Director of Coaching – His/her duties include but shall not be limited to the following:

- A. Act as a liaison between NUU and the UYSA Director of Development or Technical Director.
- B. Oversee coaching development and training for the club
- C. Development training materials and aids for independent and recreational coaches within the association as needed.
- D. Coordinate and oversee coach licensing and training in cooperation with UYSA coaching staff.
- E. Other duties and responsibilities as assigned by the President.

3:01:03 Additional Employees – Northern Utah United may hire other employees as they deem necessary, such as assistant registrars, or Academy directors, or other short-term labor positions, etc.

- A. Northern Utah United shall employ fair hiring practices. Northern Utah United does not discriminate based on gender, sex, race, creed, or religion. Employees are supervised by the President of the Board of Directors.
- B. All paid employees may be entitled to two (2) performance reviews during the year. Due to the cyclical nature of their employment, these reviews shall take place within two (2) weeks of the close of the spring season, and within two (2) weeks of the close of the fall season. This review will be made by a committee comprised of the President, and two additional members of the Northern Utah United Board of Directors. The committee chair being the President. Any input by other members of the Board of Directors not serving on this committee must be submitted in writing to this committee two (2) days prior to the evaluation meeting.

The employee will not be present at this meeting but will be apprised of the committee's evaluation by the President, both in person and in writing. The results of this evaluation could result in, but not be limited to: commendation and retention of the employee; remonstration and retention of the employee; or even dismissal of the employee. Appeals to the results of the evaluation must be made to the Board of Directors at the next regularly scheduled Board of Directors meeting following the evaluation.

3:02 Northern Utah United accepts the UYSA Rules, Bylaws, and Policies as they are printed in the Utah Youth Soccer Association's Constitution, Rules, Bylaws, and Policies regarding registration, with the exception of rules and/or policies that are adopted specifically for our own Challenger League competition, which exceptions will include but are not limited to the rules as stated below.

UYSA Rules, Bylaws and Policies regarding Registration can be found in the UYSA Bylaws under their Section 3, which can be found on their website at: www.utahyouthsoccer.net. Bylaws and Policies in this section refer to the following subjects: Registration, Age Group definitions, Proof of Age, Play up rules, Team Rosters, Tournament teams, Player recruitment, Multiple Rostering, Releases and Transfers, and Player passes, to list a few.

3:03 Northern Utah United Soccer Registration Rules and Policies, and other Policies specific to Northern Utah United's Challenger League Competition, are as follows:

3:03:01 *Refund Policy* – *NO Player refunds will be given unless the reason the player is withdrawing is the fault of the Association –ie: not enough for a division, etc., and no refund will be given after games begin.*

3:03:02 *Scholarships Guidelines* – *Scholarships will be available to registered members of Northern Utah United and will not be available to registered members of CVSL or other non-member organizations.*

Northern Utah United will grant no full scholarships. Northern Utah United will grant up to \$2,000 in scholarships per year. Scholarships shall cover registration fees only, and will not cover referee fees, uniform costs, club fees, training fees, equipment fees, or any other related costs. Each Scholarship recipient will be required to pay the required UYSA portion of the registration fees.

Scholarships will be awarded to families on a first-come, first-served basis, upon completion of a scholarship application. Scholarship applications must be accompanied by proof of income, such as paystubs for two (2) consecutive months, or W-2 tax form from the previous year's filing. Scholarships may have to be done as a rebate in cases where registration must be done online.

3:03:03 All adult participants must fill out and submit a volunteer disclosure with UYSA, which may be done electronically, as part of the registration process.

3:03:04 *Registration requirements and benefits for Members and Non-members*

Players cannot register as a primary player with more than one club or member organization within UYSA

- A. *Members – Members are defined as players and teams which do their primary registration with UYSA through Northern Utah United teams.*
 - B. *Member teams must complete all requirements contained in the registration instructions set by the Northern Utah United Board prior to each season, which shall include but not be limited to: Registering a minimum number of players; a Head Coach with the appropriate required licensing or temporary coaching waiver; field use authorization; pictures uploaded or turned in for all players and coaches; proof of age documents for players as needed; and the required fees according to the current published fee schedule.*
 - C. *Members will be allowed to participate in voting at the annual general meeting of Northern Utah United (NUU AGM.)*
- 1) *Cache Valley Soccer League's members will have, but are not limited to, the following specific membership benefits:*
- a) *Registration services*
 - b) *Field and Goal availability and usage (fees may apply, depending on field)*
 - c) *Referee Assigning*
 - d) *Access to Sterling training and Coaching Education opportunities through NUU if space is available.*
- 2) *Northern Utah United Members will have, but are not limited to, the following specific membership benefits and responsibilities:*
- a) *Enrollment and/or invitation opportunities for the Sterling / Royalty team training programs.*
 - b) *Coaching licensing rebates and scholarship / mentoring programs*
 - c) *Player Scholarships*
 - d) *Club Passing / Developmental Passing*
 - e) *A Unified Uniform Program*
 - f) *Ongoing Coaching Education*
 - g) *DOC Training programs and Developmental Model Training*
 - h) *Access to Yellowstone Premier League*
 - i) *Team Website Platform*

3:03:05 *Registration requirements for Non-Members participating in NUU programs and events – Non-members are defined, for registration purposes, as players and/or teams which do their primary registration with UYSA through a member organization other than Northern Utah United Soccer.*

- A. *Non-member teams must meet all requirements contained in the registration instructions for non-members set by the Northern Utah United board prior to each season, which shall include but not be limited to: Payment of appropriate fees according to the current published fee schedule for non-members; field use authorization; proof of legal registration through UYSA meeting all legal player/coach/team registration requirements of UYSA and Northern Utah United Soccer including coaching requirements and player proof of age documentation.*
- B. *Northern Utah United reserves the right to accept and/or refuse any non-member team for participation in its Challenger League competition program and / or other events.*
- C. *Non-member participants do not have voting rights in Northern Utah United Soccer's Annual General Meeting (Section 1:10).*

3:03:06 *Late Team Registration – The Northern Utah United Board of Directors will set the Northern Utah United registration deadline before each season. Teams registered after the registration deadline must be approved By the Northern Utah United Board of Directors and may be assessed a \$50 late registration fee. The lone exception to the registration deadline is those teams whose players are involved in high school tryouts U15-U19 girls in the fall, and boys in the spring; Also known as High School Provisional teams.) The registration deadline*

and alignment dates will be set by the board based on UYSA deadlines which are set as soon as the Utah High School Activities Association sets the soccer tryout date and first game date for girls' and boys' soccer seasons.

3:03:07 *To Change a Head Coach after Registration – New coach must turn in a Change of Coach form with the appropriate signatures. This form can be found on the Northern Utah United website at: www.NorthernUtahUnited.com*

3:03:08 *Play up – As per UYSA Policy: NO player in the U10 or younger age group may be registered to a team that competes in an age group more than one year older than the players age group. A player U11 – U14 may be registered to a team that competes in an age group not more than two years older than the player's age group. U-15 and older players will be unrestricted for play-up. The actual age of the player shall determine the play-up, not the age division the player is registered in.*

3:03:09 *Northern Utah United Soccer will allow the following exception to the above stated play-up rule for its Challenger League competition program only:*

A. *U14 August Birthdays – U14 players with August birthdays, who are Freshman and therefore eligible to play High School soccer, will be allowed to play as U15 players with no play-up restriction and therefore play with any U15 or older High School age teams that compete solely within Northern Utah United's Challenger League.*

B. *U8 players may play up onto a U9 team, with no maximum of U9 players per team.*

3:03:10 *Challenger League Committee – NUU is responsible for forming a committee to discuss rule changes, collaborate on possible improvements, or adjustments to the Challenger League. These recommendations will be presented for a vote to the NUU Board of Directors for adoption by the league.*

4:00 Rules of Play Policies

4:01 Northern Utah United accepts the UYSA Rules of Play, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Rules of Play, with the exception of rules and/or policies that are adopted specifically for our own Challenger League competition program.

UYSA's Rules of Play Bylaws and Policies can be found in the UYSA Bylaws under their Section 5 & 6, which can be found on their website at: www.utahyouthsoccer.net. Bylaws and Policies in this section refer to the following subjects: Sportsmanship, Field dimension, Equipment, Team Bench sideline policy, Ball size and Game times, Substitution policy, Referee responsibilities, Disciplinary action for non-compliance, to list a few.

Northern Utah United's Rules of Play, Bylaws and Policies, specific to Northern Utah United's Challenger League Competition, are as follows:

4:02 Field Requirements – every team must get approval from city officials or city -authorized field representative for authorization to use their fields.

A. Fields must be marked in compliance with field sizes recommended by USYSA and UYSA to be used in the Challenger Program. U9/10: 55-65 x 35-40 yards: U11/12: 70-80 x 45-55 yards: U13& older: 112x75 yards.

B. Goals must be the size recommended by USYSA and UYSA to be used in the Challenger Program. U9-U12 fields must have goals that are 6.5' x 18.5'; and U13 & Older fields must have goals that are 8' x 24'.

C. *Northern Utah United Soccer will arrange for paint for each field being used by all member team, unless contracted otherwise or unless the fields is in the primary area and control of another club. If Northern Utah United cannot find someone to paint a team's homefield, the team must coordinated with other teams using that field as a home field and arrange for the painting of the fields themselves. NUU will pay for the cost of the paint. A minimum of two (2) teams must be assigned to a field in order for Northern Utah United to authorize the funds for field paint.*

5:00 Academy Soccer Policies

5:01 “Destination” and/or Academy Soccer

5:01:01 Definition and Purpose – The Purpose of the Destination and other Academy programs is to give additional soccer training to younger players that aspire to play competition soccer. These programs focus on building core skills, ball handling, and good sportsmanship. “Destination” and Academy-like soccer programming fills the niche between our competition programs and local recreation programs – allowing for more technical training and skill, without the added pressure to win and perform that is inherent in most competition programming.

5:01:02 “Destination” and other academy program sessions may run year-round. These programs should allow for players to participate in Recreational programs and Destination training sessions concurrently, if they so choose, with one exception: Players may not participate in two different UYSA affiliated gaming leagues at the same time. In other words, if a player participates in a Destination Soccer gaming league, they may not participate in a UYSA affiliated Recreational gaming league. They could participate in Destination training and play in an UYSA affiliated Recreational league at the same time.

5:01:03 Destination and other Academy-like programs’ parameters are fluid and under the direction of the Northern Utah United Development Staff, who may make changes to the program as best benefits the development of the players and the program at large.

6:00 General Northern Utah United Competition Definitions and Policies

6:01 All official Northern Utah United State and Challenger League level competition games shall be played under the ‘Current Laws of the Game’ published by FIFA as modified by USYSA subject to specific rules originated by the UYSA membership and/or the UYSA Competition Board and approved by the UYSA membership and / or Northern Utah United membership at their respective Annual General Meetings, or at special meetings called for that purpose in accordance with UYSA and Northern Utah United’s Constitution, Bylaws, and Rules.

6:02 State Competition Program – Northern Utah United will comply with the UYSA Bylaw’s, Rules, and Policies as it pertains to the ‘State Level Program’. State Teams are defined, for our purposes, as teams formed within Northern Utah United, organized by single age groupings U13 – U19, that enter to play in the UYSA state competition program with other teams throughout the state. The X-league is a UYSA state competition program for U9 – U12 age groups.

6:03 *Northern Utah United Soccer’s Challenger League Competition Program – The Northern Utah United in-house Competition program may include member and non-member U9-U19 teams that meet Northern Utah United and UYSA registration requirements, as set forth in Northern Utah United and UYSA bylaws and policies. This program shall be known commonly as “Challenger League”.*

6:03:01 Destination or other Academy-like League Programs – Northern Utah United may elect to form other developmental leagues and/or programs to meet the needs of players that fall between the Recreational (City League) play level, and Challenger and/or State competition programs. These programs must meet the registration requirements and developmental parameters set forth by UYSA, NUU, and US Youth Soccer’s best practices.

6:03:02 Integrated competition – Integrated play occurs when a team from one Association requests to play within Northern Utah United Challenger League Competition Program, or vice-versa. Integrated play must be approved by the Northern Utah United Board of Directors, with recommendation from Northern Utah United’s Competition director(s), and the appropriate authority from the other participating organization. The Competition Committees for each association should work together to ensure fair alignment, especially if that team comes from outside of Region 1 of UYSA and is previously experienced, but unknown to Challenger League.

6:03:03 Non-member teams participating in Northern Utah United Programs and events are subject to the rules and policies set by Northern Utah United Soccer governing those programs and events.

6:04 Rules of Play – Northern Utah accepts the UYSA Competition rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Rules of Play, with the exception of rules and/or policies that are adopted specifically for our own Challenger League competition and recreation programs.

UYSA’s Competition Rules, Bylaws and Policies can be found in the UYSA Bylaws at www.UtahYouthsoccer.net

6:05 Program Administration – The Northern Utah United Executive Director will be responsible for the day-to-day operations of the Northern Utah United Soccer’s Challenger League Competition program. All Northern Utah United State level teams will be subject to the UYSA Bylaws and Policies which govern the UYSA state competition program.

6:06 Northern Utah United Competition Bylaws and Policies, specific to Northern Utah United’s Challenger League Competition Program are as follows:

6:06:01 Standings –

- A. *Standings for the Challenger League program will be maintained on the Northern Utah United Soccer Club website at: www.NorthernUtahUnited.com. Standings for the State level program will be maintained on the UYSA website at: www.utahyouthsoccer.net. But may also be found on our website.*
- B. *Standings will be determined by a point system: three (3) points for a win, one (1) point for a tie, and zero (0) points for a loss. If a team forfeits a game, the opposing team will be awarded three points and scored as if the game had been played and won 1 to 0.*

6:06:02 Tie Breakers – In the case of a tie at the end of a season, the tie will be broken according to the following criteria: in order:

- 1. The winner in a heat-to-head competition*
- 2. Goal differential (Goals scored minus goals allowed to a max of 4 per game.)*
- 3. Least goals allowed*
- 4. Shut-out wins (forfeits not counting).*
- 5. Championship game – going to shootout if necessary.*

If weather conditions, number of teams or lack of playing time does not allow for a full playoff schedule, a modified formula may be used to determine standings. This formula will be approved by the NUU Competition Director. Each Division shall have a first and second place award each season. All teams will start a new season with zero points for team standings.

6:06:03 Reporting Scores –

- A. *It is the responsibility of both coaches to see that the scores of each game are entered on the Internet through our Affinity online registration program. The Center Referee may also enter the game score.*
- B. *If for any reason a coach cannot enter the game score through the Affinity online system, they should send an e-mail to the NUU Executive Director with the Following information:*
 - 1. Game Number*
 - 2. Age group and Gender*
 - 3. Division*
 - 4. Team names*
 - 5. Score*
- C. *Any individual who knowingly falsifies scores will be referred to the Disciplinary Committee*
- D. *In case of a scoring dispute, the official game score shall be determined by the Center Referee.*

6:07 Try Out Dates – The Challenger League will follow UYSA’s tryout policy, which may be found in Section 6 (policy 6316) of the State Bylaws, to be found at www.utahyouthsoccer.net

6:08 Coaches – Head coaches are recognized as the authority of a team.

6:08:01 Coaches Licensing –

- A. *Northern Utah United requires that all coaches and assistant coaches of teams participating in Northern Utah United’s Challenger League competition program be required to hold a Grassroots licensing certificate for 11v11 play AND an additional Grassroots certificate for either 7v7 or 9v9 play. These combinations will be commonly referred to as the GR7/11 or GR9/11, respectively. Either combination is adequate for coaching within the Challenger league.*
- B. *NUU – Coaches Licensing Rebate Policy – (Not available for coaches that coach within the CVSL). All coaches must pay for their licensing course up front (unless other arrangements are made with the NUU BOD*

by signed contract on a case-by-case basis). Rebates will be granted to coaches receiving their coaching licensing, under the following provisions:

(1) Grassroots Course –

- a. NUU will reimburse coaches that coach any NUU team for half of the course upon completion of the course.
 - b. NUU will pay the additional half of the cost of the course if the candidate will assist in coaching a Destination Soccer session (4 weeks) under the direction of the NUU Director of Coaching. Coaches must contact the NUU DOC to make arrangements.
 - c. Upon the completion of their coaching course and receiving their Grassroots licensing, coaches must apply for the rebate by emailing their request for reimbursement to the Club Registrar with the following information: Name, Address, Name and Date(s) of the course completed, and NUU teams that the coach is affiliated with. Once the licensing is verified, a reimbursement will be sent.
2. D License Coaching Course – The following options are available for coaches to earn reimbursement for the cost of the D coaches licensing course:
- a. Half of the cost of the course fee may be reimbursed by assisting the NUU Director of Coaching with two (2) Destination soccer sessions (8 weeks).
 - b. Full cost of the course fee may be reimbursed by assisting the NUU Director of Coaching with four (4) Destination soccer sessions (16 weeks).
 - c. Half of the cost of the course fee may be reimbursed by spending eight (8) hours marking fields for league play on NUU fields, or for Cache Valley Cup tournament in July.
 - d. Full cost of the course fee may be reimbursed by spending sixteen (16) hours marking fields for league play on NUU fields, or for Cache Valley Cup tournament in July.
 - e. Arrangements for these reimbursement options may be made through the NUU DOC and the Club Registrar, after the successful completion and attainment of the D license.
3. National “C”, “B”, or “A” License Coaching Courses-
- a. Reimbursement of \$1,000 for running 25 sterling training sessions, under the direction of the NUU Director of Coaching (DOC). The candidate coach must complete the 25 sessions a year, failing to complete even one session will require full repayment.
 - b. For every \$1,000 provided reimbursement for the course, the coach must remain committed to coach in NUU for one year. Ie: if NUU reimburses a coach \$3,000 for a B license course in 2019, that coach must commit to registering all teams he/she is coaching with NUU for the following three (3) years – in addition to running sessions provided under 3.a.
 - c. Exception: coaches will be released from these obligations if they move their primary personal residence outside of Cache, Box Elder or Franklin, ID, counties.

C. Individuals that Head Coach more than one team, must have a licensed qualified assistant coach for each team.

6:08:02 **Waivers** – Waivers may be available through UYSA’s state office. Requirements and duration of waivers are up to the governing bylaws and policies of UYSA. Information may be found at: www.UtahYouthSoccer.net on their coaching education page.

6:08:03 **Coaching policies, responsibilities, and forfeit offences** –

- A. If a coach is not legally registered, he/she will not be allowed to participate in any game or event.
- B. Only coaches listed on the game-day roster will be allowed in the team area during the game.
- C. If any games are played with a participating unlicensed coach, said coach and/or the team’s Head Coach will be brought up on disciplinary charges which may include suspension and game forfeit.
- D. Any team without a coach listed on the game-day roster will not be allowed to play. Every team must have a qualified coach on the game-day roster or must forfeit.
- E. If any coach is ejected and there is no other coach on the game day roster for that team, the game is forfeited and should be abandoned by the referee.
- F. If the coach gets a red card, he/she must sit out the remainder of the game away from the coaching sideline and field of play, and either one or two of the next sequentially scheduled games, depending on the severity of the offense.

- G. Coaches are responsible for their sidelines and are encouraged to promote positive behavior in their players, parents, and coaching staff. If the referee abandons a game due to the actions of a team or a team's supporters, that team will forfeit the game.
- H. Coaches found to be aggressive or abusive toward game officials, may be asked to undergo the NUU Sideline tutorial education program before being allowed to return to the sideline. Additionally, if the team's sideline culture is found to be abusive and harassing of game officials, the coach may be restricted from coaching until all parents associated with the team take the NUU Sideline tutorial education program. (Individual parents may also be required to undergo the program, depending on the situation.).
- I. Coaches are expected and required to uphold the Coaching Code of Conduct, which they must sign electronically when they register to coach through the Affinity Online registration program each seasonal year. Coaches found violating any of the provisions in the Coaching Code of Conduct may be placed in Bad Standing, or brought up on disciplinary charges. A copy of the Coaching Code of Conduct may be found on our website www.NorthernUtahUnited.com under Resources / Downloads.

6:09 Developmental Pass – Northern Utah United adopts the Developmental pass policy for use in the Challenger League competition program.

- A. The Developmental Pass provides the fluid movement of players to help allow player development as well as reduce the need for cancelling or rescheduling games due to injuries, conflicts, etc.
- B. Players may only developmental pass between teams within their own member organization (Club).
- C. A team must have a minimum of eleven (11) regularly rostered players in all games for ages U13-U19 teams; and a minimum of nine (9) regularly rostered players in all games for teams for ages U10-U11; and a minimum of seven (7) regularly rostered players in all games for teams U9 – U10.
- D. Players may only utilize the developmental pass up to a maximum of six (6) times per season.
- E. A team may only utilize up to three (3) developmental pass players per game.
- F. A player may not use the pass to play down more than 2 divisions.
- G. A player may only developmental pass up in accordance with UYSA play up policy, ie:
 - 1. U10 and younger may play up a maximum of 1 year.
 - 2. U11 – U14 players may play up a maximum of 2 years.
 - 3. U15 & older players may play up without restriction.
- H. The team's game-day roster is still limited to the maximum roster limits of their age group.
- I. To employ the developmental pass, the coach of the team wanting to use the pass, and the coach of the loaning player must come to an agreement. Instructions on how to use the developmental pass can be found on the website: www.NorthernUtahUnited.com under Resources.
- J. Prior to each match, the coach will present the referee with two (2) copies of the game day roster – one for the referee and one for the opposing team. This roster shall be printed online prior to the game and presented a minimum of fifteen (15) minutes before game time.
- K. Any coach or player who violates the provisions of this Developmental Pass policy shall be subject to disciplinary actions in accordance with the Association's disciplinary policy. The team utilizing an ineligible player is in violation of this Developmental pass policy.

6:10 Game Rescheduling / Cancellation – Northern Utah United accepts the UYSA rules, bylaws, and policies as they are printed in the Utah Youth Soccer Association Constitution, Rules, Bylaws, and Policies regarding Cancelling / Rescheduling Games for teams in the State Level Competition leagues.

6:10:01 The Game Rescheduling / Cancellation policy for the Challenger League Program is as follows:

- A. Game cancellation requests must be made 48 hours in advance of game day or may not be approved.
- B. Reschedules will NOT be approved by phone.
- C. To cancel a game, the following steps should be taken:
 - 1. Agreement between the two coaches / teams involved.
 - 2. The Coach requesting the change needs to contact the Field Rep for field availability.
 - 3. Coach requesting the change should work with the Field Rep and the opposing coach to establish two possible dates for the reschedule.
 - 4. The rescheduling coach then must forward the game information, the approval from the opposing coach, and two (2) possible days/times for rescheduling to the Referee Assignor by email, for approval.
 - 5. Once the reschedule has been approved by all parties, the Referee Assignor will forward all the pertinent information to the Game Scheduler to be updated on the published schedule. The scheduler

will then send confirmation e-mails to the appropriate field rep, the rescheduling coach, and the referee assignor.

- a. It is the responsibility of the rescheduling coach to make sure that the opposing coach is made aware that the game has been successfully rescheduled
- b. Both caches are then responsible to make sure that their teams are aware of the schedule change.

6. The rescheduling Team has 48 hours to pay the \$20 rescheduling fee. Disciplinary action will be taken against teams for non-payment of rescheduling fees.
7. Complete instructions on rescheduling are available on our website.

6:01:02 If cancellation request is made less than 48 hours in advance, the seven (7) requirements must still be met. There is a risk that the cancellation MAY not be approved which would result in a forfeit for the requesting team.

6:10:03 In the event that the two teams cannot agree on a reschedule, the league authority may decide the dispute.

6:11 Criteria for Alignment Process – depending on the number of teams registered to play within Northern Utah United's Challenger League program in each age group, teams may be divided into 'divisions'.

A. Divisions will be determined by the following:

1. Previous records – wins and losses – with promotion of the of the top two (2) teams and the relegation of the bottom two (w) teams, where possible.
2. Age of players and previous level played.
3. Experience and license level of the coach.
4. Number of returning players.

B. Teams may be aligned in two age group combined brackets if necessary, ie: U9/10, U13/14, etc.

C. Teams must be aligned in divisions in compliance with the UYSA play-up policy. Teams will be registered in age according to their oldest player. Teams may not play-up in an older division if it means that players legally rostered on that team will then be in violation of our play-up policy which states that players U9/10 may play up 1 year, U11-U14 may play up 2 years, and players U15 and older are eligible for unlimited player- up.

D. The final team alignment for the Challenger League program will be approved by the Northern Utah United League authority.

6:12 Home team responsibilities – The home team should provide a marked field, nets, ball, goal anchors, and corner flags. If the nets, goal anchors, and corner flags are not in place within 15 minutes after the scheduled game time, the home team will forfeit the game in accordance with criteria as established by the competition committee.

6:13 Uniforms

A. Each player shall have a uniform consisting of a shirt that displays the UYSA logo with a number at least eight (8) inches high on the back, a pair of shorts and socks that match the shirt color. Shin guards are mandatory. (No AYSO logos – see guidelines below).

B. Sponsorship on Uniforms: Sponsors will be allowed to put logos / names on uniforms under the following guidelines:

1. The logo for the sponsor should be moderate size and shouldn't interfere with the number or UYSA logo.
2. The sponsor cannot be someone who is in competition with UYSA (ie: AYSO)
3. The sponsor logo cannot be something detrimental for youth (alcohol, tobacco, etc.) and must uphold the standards of youth soccer.

C. The Sponsor logo/name is subject to approval by the NUU Board of Directors.

D. CVSL teams shall be responsible for choosing their own uniforms, colors, and team names.

E. NUU (and not CVSL teams) must wear the official NUU club uniform.

6:13:01 Home Uniforms – As a general rule, the home team should wear their darker colored jersey and the visitors their lighter ones. If there is still a conflict, the home team must change or wear pinnies.

6:14 Red Card Offenses – Within Northern Utah United Soccer's Challenger League Program, any player receiving a red card, or two yellows within a game will be required to sit out the remainder of the game and will not be allowed to participate in the next scheduled game. Three yellow cards within one season, will also result in a minimum of 1 game suspension. More egregious offenses may warrant a two (2) game suspension or more, depending on the offense. Red Card Offenses for Coaches can be found in Policy 6:08:03 (6).

6:15 *Collections – Northern Utah United reserves the right to place into Bad Standing (section 9:02:10 (3)) any player that has an overdue balance.*

NUU reserves the right to refuse to allow the registration or participation in any NUU event, league, or registration process for any player or family that has an overdue balance from a previous seasonal year.

NUU reserves the right to charge reasonable late fees, and will make every effort, including the use of the court system to recover unpaid fees.

6:16 *Sideline Policies –*

A. *Sideline Behavior – NUU reaffirms that we expect the highest degree of courtesy, tolerance, patience, and good sportsmanship to be displayed by all our teams, coaches, players, and spectators at all matches, scrimmages, tournament games, and other events. Prohibited behavior and penalties are spelled out in our policies: sections 2:08:06 and 6:08:03.*

B. *Northern Utah United Challenger Program will use the following sideline procedures in all their games:*

1. *Home team shall have preference on which side of the field they would like as their own.*
2. *Coaches and players shall remain on the right end the field, defined as the “bench area”. The bench is defined as an area 20 yards long, starting no closer than five (5) yards from the midline of the field and a distance of at least two (2) yards away from the touchline of the field. Coaches are required to remain within the bench area during the game.*
3. *Parents shall be restricted to the left end of the same side of the field. So, the visitors coaches and team will be directly across the field from the home spectators, and the home coaches and team will be directly across the field from the visitors spectators. The spectator area begins no closer than five (5) yards from the midline of the field and no closer than two (2) yards to the touchline (sideline) of the field.*
4. *A substitution zone shall exist on each sideline that extends a minimum of five (5) yards each direction from the midline, where neither coaches, nor spectators may linger.*
5. *Only players and coaches that are on the current game-day roster may be in the team area of the field.*
6. *No coaches, parents, or other spectators are allowed behind the endline or net area of the field.*

7:00 Tournament Policy

7:01 *Northern Utah United Soccer will annually organize a competition tournament. The tournament shall take place within Cache County. The Competition tournament will be known as the Cache Valley Cup.*

7:02 *Tournament Directors – The tournament director for each tournament shall be selected by Northern Utah United’s Board of Directors, and on an annual basis. The Cache Valley Cup Tournament Director shall be paid no less than \$500 to run the tournament.*

7:03 *Tournament directors are responsible for chairing and presiding over their own tournament committee.*

7:04 *Tournament directors are responsible for record keeping for the tournament, such as budgets, minutes, policy changes, etc. and making that information available to the Board of Directors.*

7:05 *Tournament directors are responsible for completing tournament reports at the conclusion of the tournaments and submitting these reports to UYSA and the NUU Board of Directors in a timely manner; And for submitted the appropriate application information to UYSA in a timely manner (in October).*

7:06 *Annual Review – Annually, the Board of Directors has the right to review the policies of the Cache Valley Tournament. Additionally, the Northern Utah United’s Board of Directors shall be presented for review a copy of the tournament report that is required by UYSA.*

8:00 Disciplinary / Protest and Appeals – Bylaws

8:01 Northern Utah United shall adopt UYSA Bylaws and Policies set forth in their Section 5, which can be found on their website at: www.utahyouthsoccer.net, with the following exceptions and/or additions:

Northern Utah United reserves the right of original jurisdiction in all matters related to our Challenger League and events. Where appropriate, we reserve the right of original jurisdiction in local matters involving our member State level teams, except where it pertains to specific within the State competition program administrated by UYSA. For Challenger and local matters, we us the following process.

8:02 Disciplinary Process –

8:02:01 Northern Utah United’s Disciplinary committee – shall consist of not fewer than three (3) members. The Chairman of this committee shall be appointed by the President and ratified by the Board of Directors. Other members of the committee shall be selected by the Chairman.

8:02:02 Disciplinary Committee Conflict of Interest – No member of the Disciplinary Committee shall participate in any case or controversy in which that member has a direct interest of the appearance of a conflict of interest, as determined by the President and/or Board of Directors.

8:02:03 Temporary Orders – The Disciplinary Committee is empowered to issue temporary orders that may suspend or otherwise condition Northern Utah United’s involved team’s participation until the timely completion of the Committee’s review of a matter.

8:02:04 Subpoena Power – The Disciplinary Committee may require any person or entity subject to its jurisdiction to appear before the Committee and/or to provide information or materials related to any pending disciplinary matter. Failure to cooperate with such requests from the Disciplinary Committee may be grounds for immediate suspension from Northern Utah United Soccer activities and/or sanctions.

8:02:05 Sanctions – The Disciplinary Committee is empowered to impose any form of discipline deemed appropriate by the Committee unless otherwise prohibited by UYSA, USYSA or USSF’s constitution, bylaws, rules, or policies.

8:02:06 Review and Investigation – The Discipline Committee is empowered to investigate and review matters within its jurisdiction. All matters referred to the Disciplinary Committee must be submitted inwriting and in a timely manner (see subsection F). The committee will not consider verbal referrals. Each referral to the committee must be accompanied by a certified check for \$50 payable to Northern Utah United to cover administrative costs, unless the case is generated by the Northern Utah United Board of Directors (Also see subsection G below). Requests for waiver of the filing fee will be conducted by the Chairman of the Disciplinary Committee and all decisions regarding fee waivers are final.

All matters referred to the Disciplinary Committee shall be filed in writing and must include:

- A. The appropriate filing fee (or a request for waiver of fee)
- B. The nature and specifics of the complaint
- C. A listing of rules or procedures that have been violated,
- D. A statement of the desired result,
- E. All supporting documentation,
- F. Shall be submitted within 15 days of the incident (allegations of referee assault, non-referee assault, refer abuse). All other complaints / allegations of misconduct must be reported within thirty (30) days of the incident or discovery of the misconduct,
- G. Referee game reports and any supporting documentation are considered to have accomplished A through F above and the \$50 administrative fee is automatically waived.

If the disciplinary referral results in disciplinary action, the filing fee shall be refunded.

8:02:07 Decisions and Orders – The Disciplinary Committee shall issue a final determination, resolving a case or controversy, not more than five business days after the close of a hearing. The Disciplinary Committee will deliver that recommendation to the President of Northern Utah United including their determination of violations, and their recommended consequence, in accordance with Northern Utah United, UYSA, USYSA, and USSF.

After review, if the President finds the decision to be in violation of a rule, then the decision is to be resubmitted to the committee for further review.

8:02:08 Notice of Decision – Decisions and orders of the Disciplinary Committee and President of the organization shall be conveyed to parties by certified, registered, or US Mail, FAC, Telephone, e-mail, or by hand-delivery. Copies of decisions and orders of the Disciplinary Committee shall be maintained on file with Northern Utah United in a confidential file.

8:02:09 Enforcement of Decisions and Orders – Parties subject to disciplinary action will be provided with notice of the specific charges or alleged violations. Service may be accomplished by certified, registered, or regular US Mail; FAX; telephone; or e-mail. All officers of Northern Utah United including team and club officers and coaches must honor the enforcement of all appropriate decisions or be placed in Bad Standing.

8:02:10 Potential Consequences of Negative findings –

- A. Probation – shall be defined as an official period of warning wherein any further violations of Northern Utah United, USSF, USYSA, UYSA Constitution, Bylaws or affiliated tournament rules, may result in an immediate hearing without regard to stated time limits in these bylaws. The resulting decision of the Disciplinary action may place conditions of probation. Probation is not considered an adverse action in and of itself, and therefore may not be appealed, unless there are specific conditions of probation imposed with the period of probations. Specific conditions of probation that remove such benefits of membership, e.g., ability to participate in association tournaments or ability to coach or hold administrative positions, are considered adverse actions and may be appealed.
- B. Suspension – shall be defined as the complete cessation of all affiliated activities within Northern Utah United. All benefits of membership are removed. Northern Utah United reserves the right to notify UYSA of the suspension along with a recommendation for the removal of benefits in UYSA.
- C. Bad Standing – shall be defined as the period where specific membership benefits are removed due to the member's nonpayment of financial obligations to the appropriate affiliated authority or non-compliance of Northern Utah United, UYSA, USYSA and/or USSF rules or policies. Bad Standing may exist along with Suspension or Probation.

8:02:11 Appeals – Appeals may be heard by UYSA according to their Bylaws and Procedures as set in Section 7 & 8 of the Utah Youth Soccer Association's bylaws and policies.

8:03 Protest and Appeals Process –

8:03:01 Northern Utah United's Protest and Appeals committee shall consist of not fewer than three (3) members. The Chairman of this committee shall be appointed by the President and ratified by the Board of Directors. Other members of the committee shall be selected by the Chairman.

8:03:02 Protest and Appeals Committee Conflict of Interest – No member of the Protest and Appeals Committee shall participate in any case or controversy in which that member has a direct interest or the appearance of a conflict of interest, as determined by the President and/or Board of Directors.

8:03:03 Jurisdiction – Northern Utah United reserves the right of original jurisdiction in all matters related to our Challenger League and events. Where appropriate, we reserve the right of original jurisdiction in local matters involving our member State level teams, except where it pertains to specifics within the State competition program administered by UYSA, and where the original jurisdiction is with the Northern Utah United Disciplinary committee.

8:03:04 Protests – A protest is any dispute which arises from a specific match or administrative action and is based on an alleged violation of the published rules of the competition, or Northern Utah United's Constitution and bylaws, or misapplication of the FIFA Laws of the Game, as modified by UYSA and/or Northern Utah United. Only those coaches, players, or administrators of the teams directly involved are permitted to protest a specific game.

Protests must be filed in accordance with the protest procedures and rules of Northern Utah United / and or UYSA. The protest must be based upon an alleged violation of the published rules of the competition authority or violation of the Northern Utah United Constitution, bylaws and or tournament rules.

Judgement calls and decisions of referees are considered final and not subject to protest. Where misapplication of the rules of the game *can be shown to have occurred and such misapplication can be shown to have had a major effect on the outcome of a game*, a protest may be considered.

The protest and appeal process within the rules of the competition must be exhausted before proceeding to the Protest and Appeals process.

8:03:05 Submission of Protests or Appeals –

Every notice of Protest or Appeal must be submitted in writing, and it must contain the following:

- A. A statement guaranteeing that the current issue is not under consideration by another board, such as Northern Utah United's competition committee, Disciplinary, or any UYSA committee.
- B. A listing of all parties by name, with address and telephone number, that are directly or potentially affected by the protest or appeal.
- C. A brief statement of relevant facts
- D. A listing of the rules, bylaws, regulations, or procedures allegedly misinterpreted, misconstrued or violated
- E. A certification that all lower-level administrative procedures have been exhausted.
- F. A statement of the desired resolution or remedy
- G. Submission of protest or appeals fee in a cashier check
- H. A declaration that all parties listed in the notice (as required in subsection (b) above), have been served with a copy of the notice of protest or appeal.

8:03:06 Protests and Appeal Submissions – shall be submitted in writing and must be postmarked or delivered to the Association address (unless specified otherwise, such as in tournament rules), and e-mailed to the President of Northern Utah United, no later than three (3) days following the completed game or the incident being protested or appealed. Saturdays, Sundays and holidays are not included in the three (3) days.

8:03:07 Protest and Appeal Filing Fee – all protests and appeals must be accompanied by a check or money order for \$100.00 payable to Northern Utah United. The fee shall be returned only if the protest or appeal is upheld.

8:03:08 Rejection of Protest – Upon receipt of a protest or appeal, the Protest and Appeals committee chairperson may dismiss any protest or appeal deemed untimely, moot, or defective under 8:03:05.

If the protest or appeal does not include the fees, fails to cite constitutional provisions, bylaws or rules, or a cause of action, the written documents will be returned to the person filing the protest or appeal with notice identifying the defects and referring them to the rules.

8:03:09 Distribution – Immediately upon receipt of a protest or appeal and upon determination that it has been properly submitted according to section 8:03:05, Northern Utah United will forward a copy to:

- A. The chairman of the Protest and Appeals committee for distribution to each member of the Protests and Appeals Committee.
- B. Individuals directly affected by the protest or appeal such as opposing coach, referees, etc.
- C. Any Northern Utah United administrators having jurisdiction over parties.

Failure to distribute copies of a protest or appeal in accordance with these provisions shall not be the basis for a further appeal.

8:03:10 Rebuttals – from individuals directly affected by the protest or appeal must be mailed and e-mailed to the President of Northern within four (4) days following the date they were notified of the protest or appeal. The four (4) days do not include Saturdays, Sundays, or holidays. Notification shall be evidenced by the postmark or by note of the actual date of delivery of a copy of the protest or appeal or the time and date of electronic notification. Copies of rebuttals shall be forwarded to each member of the Protests and Appeals Committee and the protesting party.

8:03:11 Decisions and Orders – The Protest and Appeals Committee shall issue a final determination, resolving a case or controversy, not more than five business days after the close of a hearing. The Disciplinary Committee will deliver that recommendation to the Northern Utah United Board of Directors, including their determination of violations, and any possible referrals to the Disciplinary Committee. The Northern Utah United Board of Directors may be convened if the matter is time sensitive.

After review, if the President or Board of Directors finds the decision to be in violation of a rule, then the decision is to be resubmitted to the committee for further review.

- 8:03:12 Notice of Decision – Decisions and orders of the Protest and Appeals Committee and Northern Utah United Board of Directors shall be conveyed to all parties by certified, registered, or US Mail, FAX, Telephone, e-mail, or by hand-delivery. Copies of decisions and orders of the Protest and Appeals Committee shall be maintained on file with Northern Utah United in a confidential file.
- 8:03:13 Appeal of Decision – Only those parties to the original action, who are adversely impacted by decisions made by the Northern Utah United Protest and Appeals process, shall have standing to appeal and may appeal to UYSA.

All appeals must be filed in accordance with the appeal procedures and rules of UYSA. The appeal must be based upon an alleged violation of the published rules of the competition authority or violation of the Northern Utah United Soccer and/or UYSA Constitution, Bylaws, and Rules, or FIFA Laws of the Game as modified by Northern Utah United and/or UYSA.