

EPPU Constitution

ARTICLE 1. NAME

The name of the organization shall be EPPU (East Pennsboro Panther United).

ARTICLE 2. PURPOSE

The purpose of EPPU shall be to promote, foster and perpetuate the game of soccer. For accomplishing this purpose, EPPU shall:

- *Deliver a quality competitive soccer program that promotes a fun, family environment for the youth of East Pennsboro and surrounding areas.*
- *Teach and develop good sportsmanship and provide the best experience possible for players, coaches, and families.*
- *Promote trustworthiness, respect, responsibility, caring, fairness, citizenship, and a high level of community's spirit through sport and competition.*
- *Provide the community's youth with high quality positive coaching that inspires competition and builds players self-esteem.*

EPPU is organized and operated for recreational and educational purposes. No part of the net earnings of EPPU shall inure to the benefit of, or be distributable to private persons except that EPPU shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its purposes and goals.

ARTICLE 3. CLUB BOUNDARY AND COLORS

EPPU shall serve the youth of the East Pennsboro Area School District and surrounding communities. The Club colors shall be Orange, Black, and White or any combination thereof.

ARTICLE 4. AFFILIATION

EPPU shall be affiliated with an appropriate league(s) recognized and associated with the U.S. Youth Soccer.

ARTICLE 5. MEMBERSHIP

- ADMISSION:** Based upon available openings, membership shall be open to the youth of East Pennsboro and surrounding communities effective upon acceptance of the said member's application to the EPPU and payment of the registration fees. Parent and/or guardian of the playing member shall be eligible for EPPU voting rights as established by ARTICLE 6 of the Constitution.
- TEAM DEVELOPMENT:** EPPU shall sponsor male and female teams provided that sufficient numbers constitute a playable roster consisting of registered members eligible for that age group as set for in Section 3 of EPPU's By-Laws.
- REGISTRATION:** EPPU member registration shall be held semi-annually consistent with the appropriate league. Registration for the Fall Soccer Season shall be held in the spring of that current year. Registration for the Spring Soccer Season shall be held in the winter of the current year. EPPU shall not be responsible for the registration of member or teams participating in indoor, futsal, tournaments or other related activities, unless Board approved. Registration responsibilities shall be left to the individual teams provided players are registered with EPYSA.
- SUSPENSION:** Any member may be suspended or expelled from the organization by the EPPU Board of Directors for good cause that shall be defined as serious violations of any provision of this Constitution, By-laws or rules related thereto, criminal charges, or violation of the EPPU Code of Conduct as adopted. The Discipline Committee as describe in Article 8 herein, shall review all suspensions and expulsions and render a final decision within 30 days time. Any violations of or the inability to secure required Risk Assessment approvals shall be forwarded to the proper league or association. Any criminal convictions or charges shall be forwarded to the proper authorities.

ARTICLE 6. CLUB ADMINISTRATION

A. **Board of Directors:** EPPU shall be administered and managed by a Board of Directors consisting of nine (9) members; as follows:

Voting Members:

- President
- Vice President
- Secretary
- Treasurer
- Registrar

- Field Manager
- Equipment and Uniform Manager
- 2 Members at Large (one of which is CPYSL Representative)

The Board of Directors shall transact all business of EPPU and shall have power to enforce the laws of the game, the EPPU Constitution, By-laws and Code of Conduct as adopted, as well as other rules promulgated by EPYSA, supported leagues, and regional or national governing bodies as indicated in Article 2 herein.

- B. **Executive Committee:** The President, Vice-president, Registrar, Treasurer, Secretary to meet on matters demanding immediate attention where it is impractical or impossible to call a Board of Directors meeting. Any recommendation of the Executive Committee shall be presented to the full Board during the subsequent scheduled Board of Directors meeting.
- C. **Elections:** EPPU Officers and Directors shall be elected by ballot at the last meeting of the fiscal year of EPPU. They shall hold office for two years and may be eligible for re-election. In order to be eligible for election to the office of the President and Vice-President, the candidate(s) must have served as a member of the Board of Directors for at least one (1) year of the most recent (5) years. All nominees received for consideration must be reviewed by the current board members, in order to verify that each nominee meets the requirements/criteria of this constitution.
- D. **Vacancies:** Any vacancy occurring on the Board of Directors shall be appointed by the remaining Directors at a regular or special meeting. A Director elected to fill a vacancy shall be appointed for the un-expired term of his/her predecessor in office and until his/her successor is elected and qualified.
- E. **Officers and Directors Duties:** The respective Officers and Directors shall have the following duties:
1. **President:** The President will have overall responsibility for EPPU administration, subject to Executive Board review including but not limited to signature of checks with the Treasurer when the same have been duly authorized, signature of all contracts and documents with the Secretary when the same has been duly authorized, etc. He/she shall appoint committees or delegates on matters of club importance. The President shall arrange for the use of playing fields. He/she or an appointed member shall serve as a representative to the appropriate leagues and EPYSA. He/she or an appointed member will act as the primary interface for EPPU on referee assigning and game scheduling matters.
 2. **Vice President:** The Vice President shall succeed to the position of President in his/her absence. He/she shall investigate any action by member players, coaches, or parents that constitute a violation of game rules of EPYSA, the appropriate league(s), the EPPU Constitution and EPPU By-laws. He/she shall ensure that the Clubs' Code of Conduct is adhered to and shall present conduct concerns to the Board for action. The Vice President shall serve with the President as a club representative to EPYSA and all travel league(s) with which EPPU is affiliated. Leagues are considered 'Travel' if one or more league games in which an EPPU team is a participant are played outside the limits of East Pennsboro. The Vice President shall be responsible for overseeing the execution and administration of all 'in-house' programs instituted by EPPU for the purpose of introducing and orienting new participants to the club and game of soccer. He/she shall investigate any action by member players, coaches or parents during 'in-house' programs that constitute a violation of the EPPU Constitution, EPPU By-laws, or clubs' Code of Conduct.
 3. **Treasurer:** The Treasurer shall collect all team fees and club moneys and shall have charge of all fiscal matters pertaining to EPPU. The Treasurer shall keep a detailed account of monthly income and expenditures and shall submit an annual audited report of finances at the annual meeting. The Treasurer shall report to the EPPU at a minimum on a quarterly basis. He/she shall deposit all moneys in the name of EPPU at such financial institution as designated by the Board of Directors. The Treasurer shall liquidate all bills against EPPU with approval of the Board of Directors. He/she shall sign checks for payment of moneys with the President when the same has been duly authorized. The Treasurer shall be required to be bonded at the expense of EPPU.
 4. **Registrar:** The Registrar shall oversee and process all team and player registration forms required by the appropriate league(s) and EPYSA. The Registrar shall interface with the Regional and State Registrars on all matters or questions dealing with registration issues arising from a team.

5. **Secretary:** The Secretary shall prepare and maintain a detailed record of all Board and Executive meetings and proceedings and shall be the official keeper thereof. He/she shall sign, with the President, all contracts and relevant documents on behalf of EPPU. Meeting minutes be recorded during meeting, condensed and written out in a formal manner, then distributed (electronically) to all board members (present or not at meeting), within week of said meeting. Board members are required to agree or comment within 1 week of issue. If records require adjustment, they will be approved by the President; who will inform the Secretary to revise and present at following meeting.
6. **Field Manager:** The Field Manager shall maintain inventory of all EPPU field needs including but not limited to flags, nets, goals, field lining equipment, etc. He/she shall make recommendations to the Board on the purchase on new equipment. The Director shall organize field cutting, turf management, field lining and corner flag placement during fall and spring seasons and for special events as agreed to by the board. This covers tournaments that the club may wish to hold over the summer like 3v3 or special camps.
7. **Equipment Manager:** Equipment Manager shall maintain all club owned uniforms and team equipment. He/she shall maintain contact with team coaches to ensure that all uniforms and equipment are returned and inspected for future distribution. The Director shall also coordinate the ordering of club uniforms, spirit wear, and team jacket ordering (i.e. sizing, design, etc.) as directed by the Board of Directors.
8. **Member at Large:** Member at Large shall work to support the various priorities of the EPPU Board. These activities shall include but not be limited to community outreach, pre-travel programming, or any other activity deemed relevant by the EPPU Board.

F. **EPPU Meetings:**

1. **Monthly Meetings:** EPPU shall hold monthly meetings to transact club business. Meeting schedules shall be established annually at the last meeting of the prior year. Meetings are open to all members and non-members.
2. **Special Meetings:** A special meeting may be called by the Executive Committee to consider such matters, as it deems necessary, including for the purpose of considering recommendations to this Constitution and By-laws.
3. **Voting:** Each of the Officer or Director shall be entitled one vote for the transaction of EPPU business. Each vote must be cast by the Officer or Director during a given vote. Each club member is entitled to one vote in the elections of Officers and Directors at the annual meeting and as set forth in Article 5. Unless otherwise specified herein, all votes shall be by a simple majority of those present at the meeting.
4. **Quorum:** A minimum of five (5) Directors shall constitute a quorum at all meetings.

ARTICLE 7. FINANCIAL POLICY

- A. **Fiscal year:** The fiscal year for EPPU shall be from January 1st to December 31st, of each year.
- B. **Budget:** A proposed budget for the forthcoming year shall be prepared by the EPPU Treasurer in consultation with the Executive Committee. To be considered binding (or an active budget), it must be reviewed and approved by the EPPU Board of Directors by 2/3's majority vote.
- C. **Financial Report:** A financial report shall be made by the Treasurer at all Club monthly meetings.
- D. **Income/Assets:** No part of income or assets of EPPU shall inure to the benefit of any private individual member.

ARTICLE 8. DISCIPLINARY ACTIONS

- A. **Discipline Committee:** The President shall appoint Board Members, a parent at large, and a coach not serving as a Board member as EPPU's Discipline Committee. The committee shall preside over and decide allegations of misconduct. Committee members will excuse themselves from matters involving potential conflict(s) of interest or where they may stand to gain personally from the outcome. The committee members shall have no conflict of interest in the matters being heard, and have no association with the principal parties in the matters. This committee is specifically charged with the responsibility to review allegations of misconduct by, players, coaches or other members of the EPPU and to take such action as this committee deems necessary to address any incidents of misconduct.
- B. **Allegation of Misconduct Procedure:** In the event of an allegation of misconduct, a designee of the Discipline Committee shall conduct an investigation. If as a result of the investigation it is determined that something less severe than suspension or expulsion is appropriate, the Committee is empowered to take such action. Any action considered sufficiently severe in nature to warrant a suspension or expulsion from the Club shall be presented by the Discipline Committee to the entire Board of Directors. Such actions shall include but not be limited to a willful violation of the EPPU's Code of Conduct, as adopted.

ARTICLE 9. PARLIAMENTARY PROCEDURES AND APPEALS

- A. The rules of parliamentary procedure outlined in Robert's Rules of Order shall govern all meetings and proceedings of EPPU, except where they are in disagreement with EPYSA, and the appropriate league(s) either supported by EPPU or by which EPPU is itself governed
- B. The Club Secretary shall serve as the Club Parliamentarian.
- C. Appeals:
 - 1) Any ruling or decision of the Board of Directors may be appealed by any EPPU member.
 - 2) Appeals must be made within (10) ten days of the ruling or decision and in writing to the Club President who shall present such petitions to the Board of Directors
 - 3) Appeals will be presented to the Board of Directors, for decision, within 10 days of receipt by the President. The Board must come to a decision in a responsive manner, but no later than thirty (30) days after receipt of an appeal by the President.
 - 4) The Board of Directors will not honor appeals or make any decisions in regard to appeals that would result in a violation of the EPPU Constitution and By-Laws and Code of Conduct as adopted.
 - 5) All appeals must clearly state and identify the decision being appealed, the individual or group making such decision, special details or circumstances to be considered by the Board of Directors, and the appellant's desired solutions.
 - 6) Decision of the Board of Directors on appeals will be final subject to review by appropriate league(s) affiliated U.S. Youth Soccer

ARTICLE 10. DISSOLUTION OF EPPU

- A. **Dissolution:** EPPU shall be dissolved in the event it shall cease to carry out the purpose as set forth in Article 1 or upon the unanimous vote of the Board of Directors.
- B. **Disposition of Assets:** In the event of dissolution, all of the property and assets of EPPU shall be distributed to a similar non-profit charitable organization, as may be selected by the Board of Directors, so that the property and assets of EPPU shall in such event be used for and devoted to one or more youth oriented organizations.
 - 1) In no event shall any of the assets or property of EPPU go to or be distributed to any individual member(s) either for the reimbursement of any sums subscribed, donated or contributed, or for services rendered or for any other such purpose.
 - 2) In being the intent that in the event of dissolution the property and assets, then owned by EPPU, shall be donated to carrying on the functions and purposes of such non-profit youth oriented organization, so the Board of Directors shall determine and direct. In the event that assets in good condition go unclaimed or assets in are in sufficient state of disrepair that they cannot be disposed of via the means outlined above, the board shall direct the Director of Fields and Equipment to work with the appropriate group or organizations for proper disbursement or disposal.

ARTICLE 11. AMENDMENTS TO THE EPPU CONSTITUTION

- A. **Proposing Amendments:** Amendments may be proposed by any qualified voting member at any time. Proposed amendments must be submitted in writing to the EPPU President who shall present such proposals to the Board of Directors.
- B. **Adoption of Amendments:**
 - 1) A two-thirds (2/3) vote of the Board of Directors shall be required in order to indicate Board approval of the proposed amendments.
 - 2) Upon approval of the Board of Directors, proposed amendment(s) shall be presented at a subsequent Board meeting for a first reading. Proposed amendment(s) shall be read for a second time and voted upon by the Board for finalization.
- C. **Effective Date of the Amendment:** Amendments shall become part of the Constitution immediately upon their adoption by the voting Directors unless otherwise stipulated in the adopted amendment(s).