

Colorado Springs Soccer Club (CSSC) dba
Colorado Springs Adult Soccer League (COSASL)

By-laws

Revised and Adopted by Board Majority Vote July 17th 2025

Article I – Rules and Procedures

The Board of Directors shall formulate all rules and procedures of the CSSC. Rules and procedures shall be submitted to the Board of Directors for approval. The Board of Directors are responsible for implementing approved rules and procedures according to the by-laws and Constitution of the League. All votes shall be conducted at board meetings or via electronic communication so long as all votes are able to be verified and documented. This can include, but is not limited to, the use of applications, website technology, or email such as the Board has agreed upon.

Article II - Board of Directors

The Board of Directors shall be comprised of 9 active members of COSASL as defined by the Constitution and structured as follows:

Director (five)
Secretary
Treasurer
Vice President
President

Additional Directors may be voted upon and approved by the board but shall maintain an odd number for voting purposes.

Executive officers shall be elected for two (2) year terms, except Directors who shall be elected for three (3) year terms. Two (2) officers shall be elected each year. The President and Secretary shall be elected in even numbered years and serve concurrent terms and the Vice-President and Treasurer shall be elected in odd numbered years and serve concurrent terms. To maintain board continuity, all Executive officers must have been on the board for at least one (1) year prior to assuming an Executive Role. At least one (1) Director shall be elected or reelected each year. Term limits do not apply; however, Directors and Officers seeking reelection shall be included in the vote at the Annual General meeting as described in the schedule above.

Should a vacancy occur among the Executive Officers, a new Officer shall be elected by a two-thirds (2/3) vote of the Board.

At the General Membership Meeting, for matters to be voted upon, there is to be one vote per team in attendance.

Any Executive Officer may be removed from office by a 2/3 majority vote of those attending a General Membership Meeting. A meeting for this purpose may be called by a two-thirds (2/3) vote of the Board of Directors.

Any member of the Board may be removed from office by a two-thirds (2/3) vote of the Board of Directors.

The Board of Directors shall meet monthly or as necessary and agreed to by the Board of Directors to ensure effective and efficient meetings and league operations. All Board Members are to attend all meetings and can be asked to resign by the President should attendance become a problem. In the event of a Board member not resigning willingly they may be removed by a two-thirds (2/3) vote of the board of directors with that member not receiving a vote.

Code of Conduct: All Board Members shall conduct themselves in a manner befitting the League while on the field, during meetings, or at any function when representing the League. This shall include following all League Rules and Procedures and acting in professional and respectful demeanor. It is highly encouraged that Board Members conduct themselves in the same manner while at any soccer or community event where seen as an ambassador for the league.

Article III - Committees

The President shall define and appoint committees.

Article IV – Fiscal Year

The fiscal year of the COSASL will be January 1 to December 31.

Article V – Amendments

Any proposed amendments to these By-laws must be approved by a two-thirds (2/3) vote of the Board of Directors or a two-thirds (2/3) vote of those attending a General membership Meeting.

Article VI – Adoption of the By-laws

The amendments to the June 6, 1983 By-Laws were adopted by the board on July 17th 2025

Article VII - Duties of the Executive Officers

A) President

1. Preside over all meetings to ensure procedures and compliance.
2. Appoint committees to assist him/her and the Board in the administration of the ~~CSSC~~ COSASL. Assign duties and tasks to Board members and committees as necessary.
3. Oversee the activities of the ~~club~~ league. Includes all operations, recommendations to the board to maintain rules compliance and integrity, and veto power for any action that contradicts the adopted rules and procedures or bylaws.
4. Cast the deciding vote in case of a tie vote if necessary.
5. Define the duties of any Appointed Officers and Committees.
6. Perform such duties as may be assigned to him/her by the Executive Board.
7. Work closely with the Vice President, Treasurer, Secretary, and all committees to ensure collaborative leadership and league vision is achieved.

8. Oversight of the League well-being and strategic direction with support and buy-in from the Board of Directors and General Membership.
9. Prepare and submit annually to the Board of Directors for approval: Rules and Procedures for the operation of the league, such as per United States Soccer Federation, United States Amateur Soccer Association and Colorado State Soccer Association Rules and regulations.
10. Supervise the team and player registration process through the Registration Committee or an Organization or individual (Registrar) approved by the Board of Directors.
11. Schedule, or assist the scheduler, all games for the league and ensure that the program is conducted in accordance with the approved Rules and Procedures.
12. Coordinate with the Referee Assignor all game scheduling.
13. Coordinate with the Disciplinary Committee on all disciplinary actions.
14. Has ultimate authority over operations and disciplinary actions through Executive decision to ensure League integrity, reputation, culture, fair play, and safety.

B) Vice-President

1. Succeed to all powers and privileges of Office of the President in the absence of same.
2. Responsible for coordination of all fields used by the league. Shall review with the Board any contractual concerns, draft documentation to protect the League's best interest.
3. Coordinate with the President and Treasurer for field costs, invoices, and payments.
4. Coordinate with the referees or field liaisons for access and opening/closing of the fields in time for games and all league activities.
5. Maintain and monitor field rule compliance by all league members. Bring all infractions to the Board for awareness and potential disciplinary actions.
6. Perform such duties as may be assigned to him/her by the President and/or Board.

C) Secretary

1. Maintain accurate records for all meetings to include meeting minutes and disseminate agendas upon request by the Board.
2. Keep all required documents up to date and uploaded for public review on the COSASL website.
3. Distribute accurate meeting minutes within 48 hours of board approval in addition to uploading said documents to the public website.
4. Send meeting agendas at least one (1) week prior to the scheduled meeting.
5. Be custodian of the COSASL records, and generally perform all duties incidental to the office.
6. Perform such duties as may be assigned to him/her by the President and/or Board of Directors.

D) Treasurer

1. Have charge and custody of, and be responsible for, all funds and securities of the COSASL.
2. Receive and give receipts for all moneys due and payable to COSASL from any source, and deposit all such moneys in the name of the COSASL in such depositories as the Board of Directors may determine.

3. Make disbursement for all financial obligations legally contracted by Executive Officers and authorized by the Board of Directors.
4. Keep full and accurate accounts of the receipts and disbursements of COSASL and be prepared to render these accounts to the Board of Directors whenever needed.
5. Prepare and submit an annual report at the Annual General Meeting.
6. Perform such duties as may be assigned to him/her by the Board of Directors.
7. Prepare and submit bi-annually (before Fall and Spring seasons) to the Board of Directors for approval, a budget for the operation of the league. Set the registration fee required of each team to participate in league play each season

E) Directors

1. A director shall participate in all Executive Board meetings of the COSASL and help formulate and carry out League policies.
2. Help ensure that the COSASL operates in the best interest of the community it serves.
3. Serve on committees as directed by the President.
4. Perform such duties as may be assigned to him/her by the Executive Board.

F) Referee Liaison/Coordinator

1. Keep the COSASL informed about USSF.
2. Assist the COSASL in discipline interpretation of the Laws of the Game.
3. Assist the COSASL by providing officials for both indoor and outdoor tournaments.
4. Assist in coordination of tournament dates so as to preclude any conflicts with other tournaments so as to insure availability of qualified referees.
5. Provide input for the smooth operation of the COSASL, officiating.
6. Handle any complaint of an official submitted by the COSASL