



WOODRIDGE SOCCER ASSOCIATION



BYLAWS

ARTICLE I: ORGANIZATION

Section I: Name

This organization will be known as the Woodridge Soccer Association, hereafter referred to as the WSA. The WSA is a Woodridge Park District (hereinafter referred to as WPD) parent association. A WPD parent association is an association of parents of children involved in a particular type of sports program. The WSA exists and functions with the approval and guidance of the WPD and its Board of Park Commissioners, hereinafter referred to as the Park Board, but its activities are self-directed to the extent the provisions herein provide. The WSA is a subsidiary body of the Woodridge Park District, and, therefore, is subject to the requirements of the Illinois Open Meetings Act and other laws involving Public Bodies.

Section II: Purpose

The WSA is organized for the purpose of promoting the outreach and growth of soccer (playing, refereeing, and coaching) in Woodridge in both a recreational and competitive format. While recognizing that competition is a natural inclination, winning must be secondary to the goals of furthering the participant's skills and knowledge of the game of soccer. The underlying motive for all programs will be the enjoyment of participation and the right to compete as a team sport. Soccer provides the opportunity to grow in interpersonal relationships, develop a sense of fair play, and learn to participate in a disciplined atmosphere according to prescribed rules. Of necessity to accomplish these purposes, adult participation must be supportive of the high aims of good sportsmanship. To this end we commit our time, energy, and talent.

Section III: Fund Raising

All fund raising in the name of the WSA will be conducted under the direction of the Executive Council of the WSA. Individual teams or team members will conduct no fund raising. Solicitation for team sponsors is not allowed unless approved by the Executive Council and the Director of the Woodridge Park District. All fund raising efforts, once approved, must adhere to, but not limited to, two main guidelines; 1) the fund raising must fall under the confines of these bylaws. They must also be within the confines of any and all legal and legitimate fund raising efforts. 2) a statement will be made known for all fund raising efforts to the general public where the monies collected from the fund raiser will be used. Monies collected for a specific event, team, program or dollar amount will only be used for its sole stated purpose. Any monies collected over the stated dollar amount or for a specific program that is not utilized will be placed into the WSA equipment/capital fund.

Section IV: Sponsorship

The WSA may at time to time seek corporate or local sponsorship for events, tournaments, or traveling teams. Sponsorship must be approved by the Executive Council and the Director of the Woodridge Park District. The integrity of the soccer program will always be a priority when reviewing the advertising of any potential sponsor. The purpose and direction of monies collected from a sponsor must be in writing and be used solely for the purpose of that sponsorship. Any monies collected that are not used from that sponsorship will be placed into the WSA equipment/capital fund.

ARTICLE II: MEMBERSHIP

Section I: General Membership

Membership shall be open to all parents or legal guardians of players, referees and coaches registered in the Woodridge Soccer Program of the current calendar year.

Section II: Membership Voting Eligibility

All members, as defined in Article II, Section I, shall have the opportunity to vote at any legally constituted general membership meeting where a vote of the general membership is called by the presiding officer.

ARTICLE III: EXECUTIVE COUNCIL MEMBERS, DIRECTORS, COMMITTEE CHAIRPERSONS AND THEIR DUTIES

Section I: Government

A. Executive Council:

Governing of the WSA shall be vested in the Executive Council duly elected by the general membership of the WSA. The business and affairs of the WSA shall be controlled by the Executive Council. The Executive Council shall consist of the President, Vice President, Secretary, Park District Liaison/Treasurer (Non Voting), Operations Leader, and Administrator. The Executive Council by a majority vote, at any duly constituted meeting, shall have the authority on all matters concerning policy of the organization according to the bylaws and rules of the WSA and in accordance with the general provisions of the open meeting act (5 ILCS 120/1.02). Accordingly, for a 5-member public body, 3 members of the body constitute a quorum and the affirmative vote of 3 members is necessary to adopt any motion, resolution, or ordinance, unless a greater number is otherwise required. All Executive Council Members within the framework of their jurisdiction report to the Executive Council any violators and/or act of misconduct which are prejudicial to the WSA.

B. Duties of the Executive Council as a Whole (see Attachment 'A' for organizational chart)

The Executive Council shall have vested the responsibility and authority to:

1. Formulate and amend procedures and rules in order to serve the best interests, purpose, and advancement of the WSA's programs and activities.
2. Interpret and enforce the Association's bylaws, rules, and procedures.
3. Identify and recommend annual budgetary expenditures for the WSA program to be considered for approval by the WPD Board to include but not limited to: uniform selections, equipment, commodities, referee fees, and miscellaneous expenditures.
4. Form committees and appoint individuals to serve on such committees. Such committees are also subject to the Open Meetings Act requirements.
5. Appoint individuals to fill vacancies on the Executive Council, Directors and Committee Chairpersons.
6. Maintain the Recreation In-House Program as the primary and most important function of the WSA and the Storm Traveling Program as part of the natural progression and advancement resulting from player development.
7. Hear and decide all protests, grievances, appeals and decide appropriate disciplinary actions for the incidents of misconduct.
8. Reprimand, suspend, bar completely, or otherwise discipline any member, coach, referee, parent, for violations of the Association's bylaws and rules.

C. Executive Council Eligibility Requirements

In order to hold office on the Executive Council such person must be a parent, legal guardian, or coach having a player registered in the WSA at anytime during the previous five (5) years from date of the upcoming election or WSA soccer referee (18 years of age or older).

Section II: Duties of the Executive Council Members

A. President:

The President will:

1. Preside over all meetings of the General Membership and the Executive Council and shall set the agenda for all meetings.
2. Be responsible for overseeing that all duties are carried out by the appropriate Executive Council Member(s), Director(s) and Committee Person(s).
3. Vote on Executive Council Business.
4. Initiate association policies and to make suggestions for appointments to fill vacancies within the association.
5. Be responsible to oversee the Director of Officials and the Director of Coaches.
6. Set the direction of the WSA.
7. Preside over the annual planning meeting.
8. Sign such papers as may be required by this office or as directed by the Executive Council.
9. Perform such duties as may be incidental to the office of President.
10. Orientate newly elected Executive Council Members on the Associations bylaws and duties of member's position.
11. Review list of referees from referee assignor for their suitability for the next season.

B. Vice President:

The Vice-President will:

1. Preside in the absence of the President.
2. Take over presidential duties, in the interim, in case of resignation or separation from the association of the President.
3. Be responsible for recommending changes to the WSA rules of play.
4. Be responsible for establishing game schedules for all recreational divisions and coordination of traveling teams' schedules.
5. Produce and distribute the WSA Recreational Handbook.
6. To perform any duties assigned by the Executive Council.

C. Operations Leader

The Operations Leader will:

1. Preside in the absence of the Vice President.
2. Assist Vice President with the coordination of practice and game soccer field locations and oversee the equitable method for coaches to select practice fields.
3. Assist the WPD staff with the resting of fields, grass cutting schedule, striping schedule, set-up and take-down of fields.
4. Be responsible for equipment used in the recreational program and to oversee Director of Equipment.
5. Be responsible for the retrieval of equipment and keys from disbanded Storm Travel teams with the Administrator.
6. Be responsible for notifying the Park District liaison in advance of finalizing the budget each year (February) for equipment replacement and improvement needs as recommended by the WSA Executive Council.

7. Report immediately and document to the Park District liaison any equipment that poses a safety risk, needs to be fixed, or needs to be replaced throughout the season.
8. Coordinate and run WSA authorized tournaments.
9. Perform any duties assigned by the Executive Council.

D. Secretary:

The Secretary will:

1. Preside in the absence of Operations Leader.
2. Be responsible for recording the minutes of general meetings and Executive Council meetings and shall be responsible for all maintenance of records of the WSA and the records of the association's activities.
3. Be responsible for making minutes available after they are approved by the Executive Council to the general membership and shall be the official custodian of minutes of all meetings.
4. Be responsible for submitting copies of all approved agendas and meeting minutes to the WPD Park District Liaison on a monthly basis.
5. Be responsible for all announcements of meetings, communicating the association's activities, correspondence of the association, and maintain a file for permanent records of the association.
6. Be responsible for communications from the WSA to the general public including but not limited to, the WSA website, newsletters, press releases, and their appropriate committees.
7. Issue, in writing, all notices of meetings and post on the WSA's website the agenda at least one (1) week in advance of any scheduled meetings.
8. Prepare any and all correspondence and mailings required by the WSA and be responsible for all Executive Council correspondence.
9. Perform any duties assigned by the Executive Council and prescribed in these bylaws.

E. The Administrator will:

1. Preside in the absence of the Secretary.
2. Act as the Director of Banquets and coordinate the duties of the Banquet Committee members.
3. Be responsible for making sure the WSA complies with the Open Meetings Act requirements (See Attachment 'C').
4. Be responsible for the retrieval of equipment and keys from disbanded Storm Travel teams with the Operations Leader.
5. Be responsible for composing the Fact Finding Committee when required.
6. Be responsible for obtaining code of conduct sheets from elected Officers, Coordinators and Committee positions—to be kept on file by the Park District Liaison/Treasurer.
7. Be responsible for surveying the membership and reporting those findings to the board, coaches and referees.
8. Be responsible for scheduling all practice and game fields and will coordinate rescheduling of postponed games for all recreational and traveling teams.
9. Perform any duties assigned by the Executive Council and assist other Board members in their duties.

F. Park District Liaison/Treasurer (Appointed - Non Voting Member):

The Park District Liaison/Treasurer will:

1. Be the liaison between the Park District Staff, Park District Board, and the WSA. The Park District Liaison/Treasurer shall be a Park District employee.
2. Be appointed by the WPD Director.
3. Not have any vote on the Executive Council or any committee.
4. Not sit on any committee, but may be present for communication and/or guidance to that committee.
5. Coordinate all financial matters of the association with the WPD.

6. Review at each meeting items of receipt or payment not before reported.
7. File any and all forms that may be required by the WPD, such as financial and code of conduct forms.
8. Provide any and all financial breakdowns of fees to the board.
9. Provide guidance in the selection and ordering of all uniforms, supplies, trophies, capital equipment, or other needs as recommended by the WSA board and approved in the annual WPD budget.
10. Report to the WSA any and all issues communicated from the WPD.
11. Ensure all trainers have a signed independent contractor agreement on file with the Woodridge Park District for each season or year.

Section III: Coordinators and Committee Chairpersons:

Understanding that, the Executive Council cannot conduct or handle all matters of business. The Executive Council may appoint, by recommendations from officers of the Executive Council, Coordinators or Committees in the following positions:

- A. Coordinator(s):
Registration, Coaches, Officials, Banquets and Awards, and Equipment.
- B. Committee Chairperson(s):
Storm Traveling Committee, 4 v 4 Fund Raising, Communications, Outreach, Scholarships

The WSA Executive Council can at any regular or special meeting create an additional committee for a specified purpose by majority vote.

C. Eligibility of Coordinators:

In order to be appointed as a Coordinator by the Executive Council such individual must be a member of the General Membership and may be an Executive Council member.

Section IV: Duties of the Coordinators

A. Registration Coordinator (Recreational):

The Registration Coordinator will:

1. Be responsible for coordinating with the WPD, recreational player registration, which includes preparing advertisements, press releases, and school notices for registration.
2. Be responsible for managing the registration process.
3. Generate team rosters and the corresponding uniform ordering reports per the guidelines established by the Executive Council.
4. Monitor a waiting list and assign players as needed to maintain team parity within each division upon closing registration each season.
5. Provide mailing labels and other information from the registration data as requested by the Executive Council.
6. Provide and tabulate a system for evaluating player's skills by coaches after each season in order to assign players for next season equitably.

B. Coaches Coordinator (Recreational):

The Coaches Coordinator will:

1. Select the coaching staff with the approval of the Executive Council and assist the Park District Liaison in obtaining necessary information to complete the WPD's criminal background check requirements.
2. Coordinate in-house training and certification programs for coaches.

3. Update the coach's handbook as needed.
4. Hold coaches meeting to review the coach's handbook and provide guidance to the coaches.
5. Be present at each game review.
6. In the absence of the Vice-President, run the game review and communicate any issues or findings to the Vice-President.

C. Officials Coordinator (Recreational and Traveling):

The Officials Coordinator will:

1. Be responsible for recruiting and scheduling of referees.
2. Coordinate an annual referee training and certification class.
3. Be responsible for training and evaluating current referees.
4. Be present at each game review.

D. Equipment Coordinator (Recreational and Traveling):

The Equipment Coordinator will:

1. Be responsible for all association equipment and maintenance as necessary.
2. Maintain a written inventory of association property and its location.
3. Make recommendations for new purchases for Executive Council approval.
4. Communicate field condition and maintenance needs to the WSA Operations person.

E. Banquets and Awards Coordinator:

The Banquets and Awards Coordinator will:

1. Prepare recommendations for awards to be approved by the Executive Council
2. Be responsible for the purchase of the approved awards
3. Be responsible for coordination of the awards presentations
4. Be responsible to search for and recommend a photographer to the Executive Council
5. Be responsible for scheduling team photographs

Section V: Duties of the Committee Chairpersons

The Executive Council shall approve committees and Committee Chairpersons from the general membership as they are needed. Duties, powers and duration of committees shall be determined by the Executive Council. All committees shall report to the Executive Council.

Storm Traveling Soccer Committee (*Storm Traveling Soccer Committee shall operate per Operating Procedures as adopted and revised by the WSA Executive Council, see Attachment 'B'*)

4 V 4 Committee

Fund Raising Committee

Communications Committee

Newsletter Committee

Outreach Committee

Scholarship Committee

A. Eligibility of Committee Members:

In order to be appointed as a Committee Chairperson or serve on a committee such individual must be a member of the General Membership.

Section VI: Fact Findings and Discipline

Fact Findings. All grievances must be submitted to the Executive Council in writing and shall be addressed at the following regular Executive Council meeting unless the President deems such grievance of an emergency nature, then a fact finding meeting may be called. Any Executive Council Member who is

involved with the team in an official capacity from which the grievance has been filed shall remove themselves from any vote taken to address the grievance.

Discipline. The Executive Council shall have the authority to suspend or discharge any member, manager, player or other person whose conduct is deemed detrimental to the best interest of the WSA.

ARTICLE IV: ELECTIONS AND TERMS OF OFFICE

Section I: Term Limitations

Members of the WSA Executive Council shall be elected to a two year term, the following officer's term shall expire on even numbered years: President, Operations Leader, and Secretary. The following officer's term shall expire on odd number years: Vice President and Administrator. The position of Park District Liaison/Treasurer does not expire and is appointed by the WPD Director.

Officers may not be elected to more than two (2) consecutive two (2) full year terms in the same position. Any officer who has served more than two consecutive two year terms can be voted back to the same position after waiting 2 years. Two members of one family (which means a spouse, child, stepchild, parent, brother or sister and includes non-traditional families) may not hold office simultaneously. Any Executive Council position may not be jointly held.

Directors are not elected positions. They are appointed positions by the WSA Executive Council. These positions shall be appointed to a two year term and may be consecutive for more than 2 terms. Any Director position may be held jointly by a Co-director with all the same powers as the original Director.

Committee positions are not an elected position. They are appointed positions by the WSA board. These positions may be appointed for any specific time period deemed necessary by the WSA board. Any Committee position may be held jointly by a co-committee with all the same powers as the original Director.

All elected Officers, Coordinators and Committee positions must sign a code of conduct sheet prior to taking their duties. (See Attachment 'D')

Section II: Nominating Committee

The Nominating Committee must be constituted at least sixty (60) days preceding the Annual General Membership meeting. This committee will be made up of five (5) general members and chaired by the President or Vice President, none of which shall be seeking election. Its purpose shall be to seek out members interested in running for an Executive Council position. The Committee will advertise the election procedures and publicize the qualifications of all members interested in seeking a Council seat. The Nominating Committee shall not endorse or otherwise favor or give the appearance of favoring any one candidate. Nominations for Executive Council officers shall be made by the Nominating Committee or may be made from the floor at the Annual Meeting. Each nomination for an individual must be in good standing and has paid any outstanding balances due to the WPD. Each motion for nomination must be seconded by a member of the general membership.

Section III: Elections of Executive Council Members

Elections shall be held during the regular Annual Meeting of the General Membership by written ballot for each office and a simple majority vote of the voting members at such election meeting shall constitute election. The General Membership shall select the Executive Council Members At Large. General members may vote as set forth in the General Meeting Procedures of Article VII. Each voting member shall be entitled to a single secret ballot. A ballot shall be valid only when presented by the voting member during the appropriate meeting. Ballots shall be tallied by at least three (3) members of the Nominating Committee.

All elections shall be held and all questions decided by a majority vote of the members present. No voting by proxies shall be permitted.

Section IV: Transfer of Power

The terms of all current members of the Executive Board shall end effective 12:00 a.m. January 1, 2008, however the current members of the Executive Board shall continue to serve in an advisory capacity to the newly elected Executive Council until March 3, 2008. At a general membership meeting held in the fall of 2007, five (5) members shall be elected to the Executive Board. Three (3) of the Executive Board members shall be elected to complete a term commencing on January 1, 2008, and ending on December 31, 2008. Those three (3) Executive Board members shall be appointed to the positions of President, Secretary, and Operations Leader as determined by the Executive Council. Two (2) Executive Board members shall be elected to complete a term commencing on January 1, 2008, and ending on December 31, 2009. Those two (2) Executive Board members shall be appointed to the positions of Vice President, Administrator Leader as determined by the Executive Council. Thereafter, the terms of office of each officer of the Executive Council (except the Park District Liaison) shall be on a two year staggered basis.

For example, in the Fall of 2008, an election will be held for a two year term for the President, Secretary and Operations Leader to begin on January 1, 2009 and to end on December 31, 2010. In the fall of 2009, an election shall be held for a two-year term for the Vice President, and Administrator to begin on January 1, 2010 and end on December 31, 2011.

At the first meeting of 2008, the Executive Council shall appoint by majority vote an Acting President to conduct the nomination and vote by the Executive Council for the officers of the Executive Council to consist of the President, Vice President, Secretary, Operations Leader and Administrator.

The period between any election of Executive Council Members and the beginning of a new calendar year shall be known as the interim period. During this time the newly elected Executive Council Members shall attend at least one Executive Council meeting in order to familiarize themselves with the WSA operations but they may not vote on any issue. The transfer of power shall be effective with the start of the new calendar year, January 1.

ARTICLE V: EXECUTIVE COUNCIL VACANCIES

Section I: Removal

Executive Council Member vacancies can be created by the following removal procedures:

- A. Executive Council Member who misses two (2) consecutive or three (3) total regularly scheduled Executive Council meetings without good cause may be removed from his/her council seat by a majority vote of the other Executive Council Members who are entitled to vote and will be replaced as per Article V, Section II of these bylaws. The said Executive Council Member will maintain WSA membership. Before he/she is removed from office, an Executive Council Member must be given written notice of the charges against him/her and have an opportunity to present his/her side of the story. If the Executive Council Member is removed from office by the Executive Council, he/she may appeal that decision to the Board of Park Commissioners of the WPD who will make the final decision. Any council member who misses six (6) or more regularly scheduled Executive Council meetings shall be removed from his or her Council seat and replaced as per Article V, Section 11 of these bylaws. The said Executive Council Member shall maintain WSA membership.
- B. Any Executive Council Member may by Motion ask that the Park Board be notified of the conduct of any member of the Executive Council that the member deems to be prejudicial to the interest

of the WSA. If the Motion is seconded and approved by the affirmative vote of 2/3rds of the Executive Council entitled to vote, written notice of the conduct shall be forwarded to the Park Board. Upon receipt of notice regarding said conduct, the Park Board shall consider removal of said officer. The Park Board, on Motion, seconded, and by majority vote, shall have authority at any time to remove from office any member of the Executive Council whose conduct is deemed to be prejudicial to the interest of the WSA or the WPD. Upon removal from office, the former Executive Council Member shall retain regular membership in the WSA.

- C. Any general member in good standing can bring formal charges against an Executive Council Member for alleged misconduct prejudicial to the best interest of the WSA and WPD. These charges are to be submitted in writing to the WSA Park District Liaison and shall be signed by at least 10% of the general membership. The Park District Liaison shall keep all signatures of the general membership confidential. The Park District Liaison will notify all Executive Council Members and a special Council meeting will be held within seventy-two (72) hours of notification. After review and discussion of the charges, the Executive Council may 1) dismiss charges, or 2) accept charges and present to the general membership at a special meeting for said purpose. After presentation, the general membership by a two-thirds (2/3) vote of the general members at such a meeting can remove the Executive Council Member from office.
- D. Any Director or Committee person can be removed from his/her position by approval of two-thirds (2/3) majority vote of the Executive Council and replaced as per these bylaws for the following reason:
 - i. Failure to perform their said duties
 - ii. Misconduct prejudicial to the best interest of the WSA

Section II: Replacement

Any vacancy occurring on the Executive Council shall be filled by appointment of the Executive Council at the first regular or special meeting following the creation and posting of the vacancy. Vacancies shall be filled by majority vote of all members of the Executive Council entitled to vote present at the regular or special meeting. Vacancies shall be filled for the remaining term of office of the member replaced. In case of resignation of the entire Council, the officers shall remain on the Council in a caretaker capacity until new officers are elected by the membership in a special election called by the resigning Council. In circumstances where retaining the existing Council is not in the best interest of the WSA or WPD, then the WPD Board of Park Commissioners shall appoint an interim Council until the next scheduled election.

ARTICLE VI: EXECUTIVE COUNCIL MEETINGS

Section I: Regular Meetings

Regular meetings of the Executive Council shall be held monthly, in a public place at such an hour as may be fixed by resolution of the Executive Council at the first meeting of the new calendar year, beginning January 1. All Executive Council meetings must comply with the Illinois Open Meetings Act (see Attachment 'C').

Section II: Special Meetings

Special meetings of the Executive Council shall be held when called for by the President or any two (2) officers after not less than forty-eight (48) hours notice to each officer and posted on the WSA's website and as required by the Open Meetings Act. Such notice shall specify the place, day, hour, and purpose of the meeting.

Section III: Quorum

A majority of the number of officers must be present to constitute a quorum for the transaction of all business of the Executive Council.

Section IV: Order of Business

The order of business at any meeting shall be as follows:

1. Call to order
2. Roll call
3. Approval of prior meeting minutes
4. Consideration of old business
5. Consideration of new business
6. Adjournment

The rules for order of business may be suspended at any time by a majority vote of the Executive Council.

Section V: Open Meetings

All Executive Council meetings shall be open to all general members and the public except as set forth in Section VI below.

Section VI: Closed Meetings

The only closed meetings will be Executive Council meetings which meet the requirements of the Open Meetings Act and has the prior approval of the Director of the WPD.

Section VII: Voting

Motions may be made orally by any member of the Executive Council and shall be recorded in the minutes together with the action taken thereon. At every meeting of the Executive Council, each Council Member (except the Park District Liaison/Treasurer) shall be entitled to vote. Every member who shall be present when a question is stated from the President shall be entitled to one vote thereon.

Section VIII: Parliamentary Authority

The President shall decide all questions or order. The most recent edition of Roberts Rules of Order shall govern this Association and its official bodies in all parliamentary situations for which there are no provisions in these bylaws.

Section IX: Records

Records of the WSA may be disposed of from time to time, but only in compliance with the Local Records Act, 50 ILCS 205/1, et seq.

ARTICLE VII: GENERAL MEMBERSHIP MEETINGS

Section I: Annual Meeting

The Annual Meeting of the general members shall be held within three (3) weeks of the end of the fall program. The primary purpose of this meeting will be to elect officers to the Executive Council.

Section II: General Meetings

General meetings of the general membership may be called for any purpose by a majority of the Executive Council or by twenty (20) or more general members by signed petition presented to the Secretary or Secretary Pro Tem.

Section III: Notice of Meetings

Advance public notice on the WSA's website of at least seven (7) days will be made for each general membership meeting. Such notice shall specify the place, day, hour, and purpose of the meeting.

Section IV: General Meeting Procedures

1. Presiding Officer

Duties of the Presiding Officer. The President (or in his/her absence the Vice President) of the Executive Council shall be the presiding officer. The presiding officer shall preserve order and decorum and may speak to points of order in preference to other members and shall decide all questions of order.

2. Duties of Members.

Every member, previous to his speaking, making a motion or seconding the same, shall address himself to the presiding officer and shall not proceed with his remarks until recognized and named by the presiding officer. He shall confine himself to the question under debate, avoiding personalities and refraining from impugning the motives of any other member's argument or vote.

When two or more members address the presiding officer at the same time, the presiding officer shall name the member who is first to speak. The Executive Council may by two-thirds vote expel a general member for disorderly conduct.

3. Rules of Order

At least fourteen days (14) prior to the General Membership Meeting, the Executive Council may establish the rules of order and procedures governing the deliberations and meeting of the General Membership.

5. Voting

Every member who shall be present when a question is stated from the presiding officer shall be entitled to one vote thereon or abstain at the time that his name is first called. General members must be present at the meeting to call a vote.

Section V: Quorum

The presence at the meeting of at least twenty (20) general members entitled to cast votes shall constitute a quorum for any action except as otherwise provided within these bylaws.

Section VI: Proxies

Proxy votes are not permitted.

Section VII: Parliamentary Authority

The most recent edition of Roberts Rules of Order (newly revised) shall govern this Association and its official bodies in all parliamentary situations for which there are no provisions in these bylaws.

ARTICLE VIII: BYLAW AMENDMENT PROCEDURES

Section I: Approval

Subject to the general requirements of the bylaws and to the provisions set forth hereafter, these bylaws may be amended, altered or repealed by the vote of at least two thirds (2/3) of the general members present at the Annual General Membership meeting. These bylaws and any rules of the WSA may be suspended, repealed, altered, or amended by the Woodridge Park District Board of Park Commissioners.

Section II: Amendment Proposals

Amendment proposals for the General Membership or Executive Council will be considered for adoption at the annual meeting of the general membership as long as:

- A. The proposal is submitted in writing to the Secretary of the Executive Council at least three (3) weeks in advance of such meeting.
- B. The proposal contains a recommendation for its adoption signed by twenty (20) WSA general members or by all members of the Executive Council.
- E. The proposal contains an explanation for its submission.
- F. Any proposal being considered for adoption must be approved by the WPD Board of Park Commissioners prior to a vote by the general membership.

Section III: Notification

Notification of the intent to consider any amendment proposals for adoption will be made by:

- A. The placement of a notice in a local Woodridge newspaper and on the WSA website at least fifteen (15) days prior to the meeting at which the vote will be taken, such notice to read only that amendment proposals will be considered at a specified meeting time and place and where the proposals may be reviewed beforehand.
- B. The placement of the written amendment proposal(s) at the Woodridge Park District for viewing by the General Membership.
- C. The distribution of the written amendment proposal(s) to the General Membership, if deemed appropriate, in any means to be determined by the Executive Council.

ARTICLE IX: ORDER OF BUSINESS

Section I: General Membership Meetings Agenda

At meetings of the General Membership of the WSA, the order of business in so far as the character and nature of the meeting may permit shall be as follows:

Roll call, minutes of last meeting, report of President, report of Vice President, report of Secretary/Treasurer, report of Executive Council Directors, report of committees, election of Executive Council Members (at annual meeting), unfinished business, new business, adjournment.

ARTICLE X: DISSOLUTION

The Board of Park Commissioners of the Woodridge Park District may dissolve the WSA at any time it deems to be in the best interests of the Woodridge Soccer Association and/or the Woodridge Park District. In the event of dissolution, all equipment, etc., become the property of the Woodridge Park District.

Edit History of this document:

07/06/98	_____	Approved by General Membership
04/06/98	_____	Reviewed and approved by Executive Council
11/20/85	_____	Amendments made at Annual Meeting
08/24/87	_____	Reviewed and approved
12/31/92	J.E. Kulaga	Update for all changes 1988 - 1993, format for WordPerfect.
07/06/98	Cindy Kinnaman	Update for all changes 1993 - 1998, format for WordPerfect.
02/21/00	_____	Approved by Executive Council, format for Word.
03/08/00	_____	Approved by WPD Board of Commissioners, format for Word.
12/3/07	_____	Approved by the General Membership.
12/11/07	_____	Approved by the WPD Board of Commissioners.
08/09/11	_____	Approved by the WPD Board of Commissioners.
10/11/11	_____	Approved by the WPD Board of Commissioners.