

Centerburg Trojan Soccer Club Bylaws

ARTICLE I NAME

The name of the organization shall be "Centerburg Trojan Soccer Club" (hereinafter also referred to as "the Club").

ARTICLE II PURPOSE

- A. The purpose of The Club is to promote the defined core values in an environment where all levels of players will enjoy their soccer experience. We choose to focus on the longevity of a player's development as opposed to short-term results and performances. The Club will provide youth with the opportunity to participate in a soccer experience where they can develop positive self-esteem and build character by learning the virtues of hard work, fair play, respect, honesty, self-control, teamwork and sportsmanship.
- B. This high-quality experience begins with providing our youth with high quality coaches. It is our duty to ensure our coaches have the necessary tools and training to succeed as a positive coach.
- C. While our goal is to build the best young athlete on and off the field, we hope to also build lasting positive relationships with parents and members of the community who are ultimately the foundation of the Club.

ARTICLE III PARTICIPATION

- A. Participation with The Club's teams, leagues, and other activities shall open to all residents of the state of Ohio.
- B. Participation with The Club may be changed by a majority vote of the Board.

ARTICLE IV AFFILIATION

- A. The Club shall be affiliated with Ohio South Youth Soccer Association, and, by extension, US Youth Soccer and US Soccer.

ARTICLE V MEMBERSHIP

- A. General Members of the Club shall be composed of the following:
 - a. The current members of the Board in good standing;
 - b. Any appointed administrator or appointed member of any committee;
 - c. Any parent or guardian of a player or player over the age of 18 registered for the previous playing season (fall or spring), the next playing season (fall or spring), or the seasonal year (fall and spring) immediately preceding the annual meeting;
 - d. Any coach or assistant coach for the previous playing season (fall or spring), the next playing season (fall or spring), or the seasonal year (fall and spring) immediately preceding the annual meeting who is over the age of 18; and
 - e. Any sponsor Team/Club that has sponsored during the playing season
 - f. Any referee over the age of 18 who has worked for the association during the playing season (fall or spring) immediately preceding the annual meeting.
- B. General members do not have voting privileges other than electing Officers or Directors and/or voting to amend these Bylaws at the Annual General Meeting.
- C. From within the general membership, a Board will be selected from among the General Membership via an application and interview process. [See Membership Vacancies on the Board section for application and Board appointment procedures.]
- D. From within the Board, the Offices of President, Vice-President, Secretary, and Treasurer and the Directorships for Coaching, Community Relations, Competition, Fundraising, and Maintenance and Equipment will be elected, by a General Membership vote at the Annual General Meeting. Not every Board member will hold an Officer position or a Director position. It is permitted for one Board member to hold both an Officer role and a Directorship. If such is the case, said person will be allotted just one vote.

ARTICLE VI VOTING

- A. An Annual General Membership (AGM) meeting shall be held in June of each year or at another time as agreed upon by a two-thirds majority of Board members. The Board will notify the membership of the date of this meeting 30 days prior to the meeting date.
- B. Other membership meetings may be called by the Board at any time, with a two-week prior notice to the membership.
- C. Only current members of the Board who are in good standing may vote on all other issues.

ARTICLE VII THE BOARD OF DIRECTORS

- A. Organization
 - a. The Board shall consist of up to eleven (11) but not less than seven (7) individual members who will also serve as Officers, Directors, and At-large Members
 - b. The Board is not to be confused with the Officers and Directors.
 - c. There is no set term limit for a Board member.
- B. Eligibility for Office
 - a. Board members are restricted to general members of the Club as defined above.
 - b. Before being elected President, a person must have served on the present or past Board for at least one (1) year.
 - c. For all other elected positions (Officers or Directors), a candidate must already be a member of the Board.
- C. Membership Vacancies on the Board
 - a. There shall be eleven (11) elected voting members of the Board (the Board), which number may from time to time be changed by resolution adopted by not less than a majority of the Board, subject to the limitation that the Board shall never be reduced to less than five (5) nor more than eleven (11) Board members, except as otherwise provided in these Bylaws. All members of the Board shall have and be subject to the same and equal qualifications, rights, privileges, duties, limitations, and restrictions.
 - b. At any time, a board member may resign or vacate their position regardless of whether a replacement has been identified. A board member may be removed from the Board by a two-thirds majority vote of the remaining Board members. Terms of dismissal include, but are not limited to, actions that are not in accordance with the Club's mission, core values, or coaches/parent code of conduct, or due to criminal activity.
- D. Nominees
 - a. Members of the Board are volunteers and may be elected to the Board, based on availability.
 - b. To be considered for a position on the Board, a person must submit an Application for Board Membership within ten (10) days prior to the next Board meeting to the Secretary.
 - c. Once the Secretary receives the application, all Board members will be notified, and the request will be added to the agenda.
 - d. Board members will interview the candidate, discuss the applicant's merit, and vote for or against acceptance during Executive Session.
 - e. In the case of a "no" vote, the applicant may request an official explanation, which will be delivered within thirty (30) days of the vote.
 - f. If a candidate is accepted, their membership to the Board would be effective immediately.

E. Judicial Powers of the Board

- a. To enforce the Bylaws, Policies and Regulations, and Rules of the Club, and uphold Centerburg Soccer Club;
- b. To hear all cases of misconduct of players, officials, members, or persons affiliated with the Club and after such hearing if such person or persons are found to be acting in a manner not in keeping with the purpose of the Club, to impose any penalty as it may deem proper;
- c. To render final decisions on all matters of controversy subject, nevertheless, to appeals and to decisions of the Club with which the Club is affiliated;
- d. To require the production of papers, books, documents, and accounts as it may from time to time require of Affiliated or Associated Member Organizations and/or subordinate and Affiliated Organizations thereof;
- e. To suspend, expel and/or impose any penalties upon any person under the Club's jurisdiction who is found guilty of violation or breach of Bylaws, Rules, or any policies or regulations of the Club;
- f. To enforce the purposes for which the Club was organized.

F. Due Process

a. Hearing Record

- i. A Hearing of appointed executive committee of at least three Board members shall create a written record which will be the official record of the proceedings.
- ii. At a minimum, the official record shall contain:
 1. The original document that initiated the hearing (See Complaint Form in Appendix A.)
 2. Any written response to the original claim
 3. Any documents submitted by any of the parties in the course of the proceedings
 4. A statement of the facts determined by the committee in reaching its decision
 5. A statement of the decision
- iii. All original copies of evidence submitted shall be retained by the hearing committee at which the evidence was first submitted.

G. Dispute Resolution

a. The Board shall employ a dispute resolution protocol as follows:

- i. All disputes, issues, and concerns brought by any individual regarding the operation or functioning of the Club, or the conduct or behavior of the Club coaches or members, or any other issue, shall be heard at a scheduled monthly meeting of the Board. Any individual wishing to bring a dispute, issue or concern to the Board's attention shall advise the Secretary of the Board, in writing, prior to any meeting of the Board. (See Appendix A for Official Complaint Form.) At the discretion of the Board, individuals may be asked to attend the meeting and provide additional information. The complainant must fill out the official dispute form and include it with the initial request to be heard.
- ii. All proposed resolutions of disputes, issues or concerns, shall be approved by a vote of a simple majority of a quorum of the Board. The decision of the Board on all disputes, issues, and concerns is final. There exists no appeal to the Board.
- iii. At the discretion of the Board, consideration of any dispute, issue or concern may be adjourned or postponed to a subsequent meeting or may be accelerated and handled during an emergency meeting called expressly for resolving said issue.

b. All parties involved have a right to due process.

H. The right to due process

- a. All parties involved in a conflict, dispute, or any matter that requires attention and resolution by the Board shall be given due process. Centerburg Soccer Club defines due process as: a citizen who will be affected by a Board decision must be given notice of what the Board plans to do and have a chance to comment on the action. The following are required to ensure the rights of all parties involved are secure and are given a fair standard process:
 - i. A hearing before a group of impartial individuals which may include but is not limited to, an executive committee comprised of General or Board Members that will not personally or directly benefit from the ruling. This group will be appointed by the Board but must be agreed upon by all parties.
 - ii. Representation by an attorney.
 - iii. Calling witnesses on one's behalf.
 - iv. Cross-examination of witnesses.
 - v. A written decision with reasons based on evidence introduced.
 - vi. A summary of the proceeding.
- b. Exceptions
 - i. When a general member's actions are deemed dangerous or threatening, particularly physical or verbal confrontation with another general member (including—but not limited to—another player, coach, referee, or parent), the Board reserves the right to immediately and without prior notice disallow the member's attendance on the sidelines at games and practices. The procedures of due process outlined above will still apply, but a player's safety is our priority.

I. Indemnification of Board Members

- a. The Club shall indemnify and hold harmless the Board members from and against any and all claims suits, loss, damage, injury or expense (collectively "Liability"), including attorney fees, incurred by or imposed upon an Indemnity in connection with any proceeding to which the Indemnity may become involved, or any settlement thereof, by reason of the Indemnity having been a board member at the time the Liability is incurred, except in such cases where the Indemnity is adjudged guilty of willful malfeasance or malfeasance in the performance of the Indemnity's duties: provided that in the event of a settlement the indemnification herein shall apply only when the Board approves such a settlement and reimbursement as being in the best interest of the Club. The foregoing right of indemnification shall be in addition to and not exclusive of all other rights to which the indemnity may be entitled.

J. Officers and Directors

- a. Election Cycle
 - i. The office of President and Secretary and the Directors of Competition, Maintenance and Equipment, and Community Relations will be up for election in June of even election years.
 - ii. The office of Vice President, Treasurer, Director of Finance, and Director of Coaching will be up for election in June of odd election years.
 - iii. The term "election year" will be defined as the calendar year within which a election is held.
- b. Term of Office
 - i. The term of office for each Officer or Director shall be for two seasonal years, beginning the 1st of July after election to that position.
 - ii. There shall be no term limit or maximum years served in office.
- c. Vacancy

- i. If a vacancy occurs in the Presidency, the Vice President shall assume the office until the Annual General Meeting, at which time the office will be filled either to new two-year term or to complete the final year of the term.
- ii. If a vacancy occurs in either an Officer position or a Director position, the President shall appoint a qualified Board member, with board approval. The interim Officer or Director will serve out the remainder of the term of that Office/Directorship.

K. OFFICERS, DIRECTORS, AND COMMITTEE

a. Officers' Roles

i. President

1. The President shall have the following duties and responsibilities:
 - a. To oversee and coordinate the activities of the Club, the Board of Directors, and designee(s) of the Board of Directors.
 - b. To preside at all Board and membership meetings.
 - c. To appoint special or ad hoc committees, subject to Board approval.
 - d. To appoint, subject to ratification by the Board, Directors of all standing committees in the case of a vacancy, except where otherwise provided.
 - e. To sign money disbursements made in the name of the Club, if the Treasurer is unavailable to do so.
 - f. Other duties as specified by the Club's policies.

ii. Vice President

1. The Vice President shall have the following duties and responsibilities:
 - a. To assume the duties of the President in the case of the resignation of the President or during a temporary absence; or during the inability of the President to perform the functions of that office.
 - b. To attend all monthly board meetings.
 - c. Other duties as specified by the Club's policies.

iii. Secretary

1. The Secretary of the Club shall have the following duties and responsibilities:
 - a. To oversee communication between the Club and its Members to ensure that all are kept informed of the activities of the Club.
 - b. To attend all monthly board meetings and keep meeting minutes.
 - c. To maintain the official records of the Club.
 - d. To maintain the Bylaws as directed by the Board.
 - e. To be primary liaison between the Board and any Member who wishes to address the Board concerning complaints, disputes, and other concerns.
 - f. To deliver (e-mail, text, mail, in person) agendas, minutes, correspondence to Board members.
 - g. To inform members of meetings, handling correspondence of the Club, and carrying out such other duties as shall be delegated.
 - h. Other duties as specified by the Club's policies.

iv. Treasurer

1. The Treasurer of the Club shall have the following duties and responsibilities:
 - a. To ensure the sound financial operation of the Club.
 - b. To oversee the financial policies and procedures (including budget process) for the Club.
 - c. To oversee the financial records, payment of bills, and the investments of assets. Electronic records must be kept using Quickbooks or similar accounting software.
 - d. To prepare the annual budget.
 - e. To sign money disbursements made in the name of the Club.
 - f. To attend all monthly board meetings.
 - g. To present a statement of account at every regular meeting of the Club of the Board and at other times when requested by the Board and make a full report at the Annual General Meeting.
 - h. Other duties as specified by the Club's policies.

v. At-Large (Voting) Board Members

1. The At-Large (Voting) Board Members of the Club shall have the following duties and responsibilities:
 - a. To attend all monthly board meetings.
 - b. To be a member of at least one committee.
 - c. Other duties as specified by the Club's policies.

b. Directors' Roles

i. Director of Coaching

1. The Director of Coaching shall have the following duties and responsibilities:
 - a. To oversee and coordinate the activities of the Coaching Committee.
 - b. To create and maintain the player-development model and ensure that coaches receive the proper instruction in order to successfully apply it.
 - c. To communicate and follow up with coaches regarding issues involving teams, players, or referees.
 - d. To manage all coaches and ensure they are following the Coaches Code of Conduct.
 - e. To coordinate player-development vehicles, such as camps and clinics.
 - f. Administer and enforce policies established by the Board as it applies to coaching.

ii. Director of Community Relations

1. The Director of Community Relations shall have the following duties and responsibilities:
 - a. To oversee and coordinate the activities of the Community Relations Committee.
 - b. To oversee and direct all external communications for the Club, including website and social media.
 - c. To promote all aspects the Club activities.
 - d. To plan and coordinate community events. (i.e. Parades, Festivals etc.)
 - e. To oversee team/player photos
 - f. To plan and coordinate any club events (i.e. Award events, AGM)

iii. Director of Competition

1. The Director of Competition shall have the following duties and responsibilities:
 - a. To oversee and coordinate the activities of the Competition Committee.
 - b. To work with Director of Coaching to fairly assign players within their appropriate age divisions.
 - c. To handle all aspects of league-play not related to coaching (e.g., sign-ups, scheduling, uniforms, referees).
 - d. To act as league coordinator for Centerburg team participation in outside leagues (e.g., MSSA or MOSSL) and competition among local teams (e.g., Cardington, Mt. Gilead).
 - e. To act as tournament coordinator for developmental leagues, as outlined by the Board.
 - f. To attract and coordinate tournaments, as directed by the Board.

iv. Director of Finance

1. The Director of Finance shall have the following duties and responsibilities:
 - a. To oversee and coordinate the activities of the Finance Committee.
 - b. To direct sponsorship sales for the soccer program.
 - c. To oversee all general fundraising and fundraising for special purposes.
 - d. To oversee grant applications as directed by the Board.

v. Director of Maintenance and Equipment

1. The Director of Maintenance and Equipment shall have the following duties and responsibilities:
 - a. To oversee and coordinate the activities of the Maintenance and Equipment Committee.
 - b. To ensure fields are prepared prior to scheduled games, including mowing, painting, flags, nets, benches, etc.
 - c. To evaluate field conditions and to work in conjunction with Director of Coaching regarding weather-related cancellations, postponements, and related announcements.
 - d. To oversee the proper tear-down and storage of field equipment (nets, goals, flags, banners, etc.) at season's end.
 - e. To handle field-related issues between facility owners/managers and the Club.

c. Committees and Subcommittees

- i. A subcommittee is a subset of the overarching committee. Leaders of subcommittees must be board members and will report to their respective Director. Leaders may populate their subcommittees with general members or other Board members.
- ii. Committee Responsibilities and Decision-Making Process
 1. Directors will populate their respective committees. The number of committee members needed is at the discretion of the Director of that committee.
 2. Directors will appoint a leader for each of their committee's different subcommittees; for example, the Competition Director might appoint a leader to handle the Sign-ups subcommittee. While the appointed leader will handle the duties for their assigned subcommittee, the ultimate responsibility for the implementation of all committee/subcommittee plans will fall to the Director.
 3. Directors will hold regular meetings, at least on a monthly basis, but more often as deemed necessary by committee activities. If a committee member cannot

attend a meeting, they must provide a written summary of any subcommittee or activity they are responsible for.

4. During these regular meetings, members will plan and give updates about committee activities and events. Directors will present the committee plans at the monthly Board meetings. Presentations to the Board must include time lines, budgets, and details about each proposed activity. Once a plan is approved by the Board, directors and members may move ahead with their activities. Directors will regularly update the Board about all committee activities.
- iii. With Board approval, the President may add to or alter the following list of Committees and Subcommittees:
1. Coaching
 - a. Coach Recruitment, Selection, Training, and Evaluation
 - b. Player Development
 - c. Coaching Plan (i.e., expectations for skills at each level, plus guidelines and suggested activities for teaching those skills, equipment pick-up/turn-in)
 - d. Player evaluations
 - e. Clinics and Camps
 - f. Coaching Equipment
 2. Community Relations
 - a. Website
 - b. Social Media
 - c. Advertising
 - d. Ball Kids
 - e. Photos
 - f. Equipment Exchange
 - g. Community Involvement (e.g., parades, Crew Night, etc.)
 - h. Scholarship Program
 3. Competition
 - a. Registration (Sign-ups and Player Records)
 - b. League Play (Team/Player assignments, Scheduling)
 - c. Officiating
 - i. Youth leagues (recruitment, training, and evaluation)
 - ii. Club teams (scheduling, correspondence, payment)
 - d. Uniforms and Merchandise
 - e. Tournaments
 4. Finance
 - a. Sponsorships
 - b. Fundraising (General and Special Event)
 - c. Grants
 5. Maintenance and Equipment
 - a. Field space
 - b. Field Maintenance
 - c. Club Equipment

- L. Removal from official title: Officer, Member, Coach, Referee, Player
 - a. Conduct prejudicial to the best interests or objectives of this club, or nonfeasance, malfeasance, or misfeasance with official Club duties will be cause for the removal of a member of the Club, provided the following conditions are met:
 - i. Allegations are brought to the Board in writing by another member of the Board.
 - ii. The member so charged is notified of these allegations in writing by mail at least 14 days in advance of any Special Board Meeting called for reviewing such allegations.
 - b. Removal of a member shall require a special Board meeting and a two-thirds (2/3) vote of the Board members present.
 - c. Definitions
 - i. Malfeasance – is the doing of an act which a person ought not to do at all.
 - ii. Nonfeasance – is the omission of an act which a person ought to do.
 - iii. Misfeasance – is the improper doing of an act which a person might lawfully do.

ARTICLE VIII AMENDMENTS TO BYLAWS

- A. Amendments to the Bylaws shall be enacted by the Board.
- B. Any proposed amendment to the Bylaws of the Club must be submitted by a Board member of the Club, in writing, to the Secretary of the Board, at least sixty (60) days prior to the Annual General Meeting at which the Bylaw will be considered.
- C. Notice of said amendment must be made available to all Board Members at least thirty (30) days prior to the meeting.
- D. Members present shall constitute a quorum for purposes of considering amendments to the Bylaws. In order for an amendment to be passed, it must receive the support of no less than three-fourths majority of the vote.
- E. Upon passage, the Board shall then be required to enact amendments to the Bylaws.
- F. Any amendment to the Bylaws shall become effective sixty (60) days after enactment unless otherwise approved by the Board.

ARTICLE IX DISSOLUTION

- A. A three-fourths vote of the Board is required to dissolve and end Club.
- B. In that event, the assets of the Club will be distributed as required by the State Articles of Incorporation of the Club.
- C. In the event of dissolution of the Club, any remaining fund balance and equipment shall be placed in trust with Centerburg Local Schools (subject to their approval), dedicated exclusively to the funding of Centerburg recreational soccer for youth from grades pre-K through 8 in whatever form they see fit.
 - a. In the event Centerburg Local Schools does not approve to accept the trust, the Board of Directors, by a majority vote may select another entity for the funds to be placed in trust with.

ARTICLE X ACCOUNTING PROCEDURES

- A. Only the Treasurer and President have signing privileges on the Club checking account.
 - a. Maintain books using Quickbooks or similar accounting software. All accounting will be done on a cash basis.
 - b. Make deposits on behalf of the Club.
 - c. Categorize according to income type: for example, soccer fees, sponsorship, specific fundraising projects.
 - d. Pay vendors.
 - e. Categorize according to type of expense: for example, team shirts, referees, advertising, etc.
 - f. Process refunds as directed by Board. (See refund procedures.)
 - g. Reconcile checking and/or savings accounts on a monthly basis.
- B. Refund procedures
 - a. Soccer fees

- i. The Club will issue a full refund for cancellation of a player's registration IF the request is made at least 30 days prior to the start of the season. Refund request form must be supplied and directed to the Treasurer.
 - ii. The Club will issue a partial refund for requests made prior to the first game of the season. The refund will be the difference between the fee and the cost of the jersey that would have been ordered before this time. Refund request form must be supplied.
 - iii. No refunds will be issued after the playing season has begun.
 - iv. Refunds will be approved at the discretion of the Treasurer.
- b. Sponsorships
 - i. Refunds or partial refunds for soccer sponsorships will be collectively determined by the Board on a case-by-case basis.

ARTICLE XI FUNDRAISING

- A. Fundraising shall consist of Sponsorships, General Fundraising, Special Needs Fundraising, and Grant Applications.
 - a. Unless prior approval by the board is granted, all fundraising efforts will benefit all Club teams and players.
 - b. Any fundraising efforts discussed with and/or approved by the Board members will be considered to be solely a function of the Board of Directors and NOT of any other party.
 - c. The Treasurer of the Club must be kept apprised of all fundraising efforts.
 - d. Receipts will be provided for all cash transactions.
 - e. Any monies collected for fundraising efforts must be delivered to the Treasurer within two (2) business days of receipt. The Treasurer and person overseeing each fundraising/sponsorship drive must verify amounts in each other's presence along with one more Board member to act as witness.
- B. **Sponsorships**
 - a. Sponsorships sales will occur twice per year, for the fall and spring soccer seasons.
 - i. All sponsors must complete a sponsorship form, provide the fee (in the form of a check payable to Centerburg Soccer Club), and provide all necessary art (for website, vinyl banner advertising, etc.).
 - b. The Club will be responsible for fulfilling all aspects of a sponsor's chosen sponsorship level and for confirming fulfillment of sponsorship benefits, including photographic evidence (team shirts, banner advertising, etc.).
- C. **General Fundraising**
 - a. General fundraising will be conducted when the Board identifies a need for equipment and supplies. It is anticipated that the Club will engage in one long-term fundraising event per year in order to support these needs.
- D. **Special Needs Fundraising**
 - a. Should a need arise for funds for a particular purpose (e.g., a second set of uniforms for traveling teams or to support other programs, such as scholarship or educational opportunities such as camps or referee trainings), a special fundraiser may be implemented.
 - b. PRIOR APPROVAL FROM THE BOARD IS REQUIRED.
 - c. At least one Board member will be selected to be in charge of the approved fundraiser, and that person may ask for help from coaches and other member volunteers as needed.
- E. **Grants**
 - a. At the direction of the Board, the Club may apply for grant monies with the purpose of one day establishing a soccer facility in the Centerburg community.

Additional Documents

1. Core Value of the Club
2. Philosophy of the Club
3. Official Complaint Form
4. Player & Parent Code of Conduct

Core Values of The Club

- A. TEAMwork “Together Everyone Achieves More.”**
 - a.** See also, Family; teammates are your family on the field and in the locker room, but they also need encouragement and support off the field.
 - b.** Putting the success of the team before any individual achievement.
- B. Sportsmanship**
 - a.** Show proper respect for teammates, opponents, coaches, officials, and spectators
 - i.** There is grace in not only winning, but also losing
 - ii.** There is zero tolerance for negative behavior and engaging in conflict. We rise above this behavior and choose to be a positive reflection of our team, school and community
- C. Integrity**
 - a.** Know and do what is right, even in difficult situations. We instill an atmosphere of “doing the right thing even when nobody is watching” because doing this can teach patience, honesty, responsibility, dependability, accountability, and caring
- D. Respect**
 - a.** Treat others the way you want to be treated. Be considerate of others’ feelings and rights. Show kindness and encouragement for those around you. Accept others for who they are. Be thankful and listen to those who are offering instruction and guidance
- E. Enjoyment**
 - a.** Ultimately, soccer should be fun. We want to provide an instructional environment that is engaging, educational and enjoyable
 - b.** We have an opportunity to give our youth a safe, fun place to learn soccer that hopefully will be memorable for years to come
- F. Family**
 - a.** An integral part of Centerburg Soccer Club is the family. Using activities offered by the Club will strengthen the bonds between our athletes and those who care for them. Seeking parents to volunteer is a great way to include the family in the soccer program and advance their education in soccer
- G. Community**
 - a.** Another integral part of the Club is our community and the surrounding communities. Bringing awareness to these communities of the substantial growth Centerburg Soccer is experiencing is beneficial for our program and those looking to potentially start and build their own soccer program. We can lead by example. Encourage our community to get excited with us and be a part of this new era at Centerburg.
- H. Excellence**
 - a.** We will promote skill development and team play toward the goal of performing at the highest level possible and instilling a lifelong love for the sport of soccer
 - b.** With this includes ensuring we have the best possible coaches and it will be our duty to continue to educate them as well as our youth
- I. Competitiveness**
 - a.** We will teach our youth persistence, hard work and a positive attitude on and off the field
 - b.** It is our responsibility to ensure that our competitiveness does not ever stand in the way of our other Core Values and to teach our youth how to be competitive and still reflect sportsmanship, teamwork, respect and integrity; all while not forgetting to have fun

The Philosophy of the Club

- A.** Success is defined by continued player interest in the sport of soccer; as well as the improvement of our players, coaches, and teams
- B.** Players will be accepted into the Centerburg Trojan Soccer Club without regard to race, religion, nationality, or financial status
- C.** The club will provide a safe place to play for every player regardless of ability or financial means
- D.** Every decision should be in the best interest of the player
- E.** The club board's job is to ensure the mission and philosophy is upheld (consistency and continuity)
- F.** We will continue to work toward a unified, developmentally appropriate training curriculum with a progression from youngest to oldest players
- G.** We are committed to providing the best possible facilities and qualified Coaches
- H.** We are committed to providing ongoing training for Coaches

**Centerburg Soccer Club
Official Complaint Form**

Date Submitted: _____

Complaint by: _____

Status/Official Position (President, Coach, Parent, etc.): _____

Phone Numbers: (m) _____ (h) _____

E-mail: _____

Mailing Address: _____

Please summarize the complaint/violation and the relevant Centerburg Soccer Club governing Parent, Player, and/or Coach Code of Conduct, Constitution, or Bylaw alleged to have been violated. If additional space is needed, you may attach additional pages.

Name of alleged violator(s): _____

Alleged violator's phone number (if available): _____

E-mail (if available): _____

In order to state a valid complaint, you must specify in reasonable detail all relevant factual allegations (e.g. persons involved, locations of events, chronology of events, etc.) of which you have personal knowledge. You may attach additional pages. Unspecified allegations based on hearsay generally will not be sufficient.

Name of Witness/Status or Title (administrator, coach, parent)/Phone Number:

Additional Comments:

Office Use Only. Do not write below this line.

Secretary and Complainant Representative:

I verify this complaint being filed against Centerburg Soccer Club will be brought before the Board has been received on _____ and will be added to the agenda for the Board Meeting dated no later than thirty (30) days from the date complaint was filed. A receipt of filed complaint shall be sent no later than ten (10) days from the date complaint was filed.

Signature of Secretary for Centerburg Soccer Club

PLEASE ATTACH SUPPORTING DOCUMENTS (Examples: letters, match report, e-mail, Referee report, etc.)

Mail to:

Email: Centerburgsoccer@gmail.com

Address: Centerburg Trojan Soccer Club
P.O. Box 502
Centerburg, OH 43011