

HARRISBURG AREA WOMEN'S SOCCER LEAGUE CONSTITUTION

Revised – March 2025

ARTICLE I: NAME

The Harrisburg Area Women's Soccer League (hereinafter referred to as "HAWSL") is formed exclusively as a non-profit organization.

ARTICLE II: PURPOSE

II Section 1: The purpose of HAWSL, as stated in the Articles of Incorporation, is "To provide women with a good recreational soccer program through instruction and organized participation."

II Section 2: The HAWSL shall carry out its purpose by sponsoring one division of recreational soccer teams for adult women (See Bylaws), an Open Division and an Over 30 Division. The Open Division is for women who are age 18 years and older. Players must turn 18 at some point during the current 9 week season. The Over 30 Division is for women 30 years and older. Players must turn 30 at some point during the current 9 week season. The Executive Committee reserves the right to subdivide these divisions as necessary. Participation on such teams shall not be restricted by virtue of race, creed, religion, national origin, or ethnic group.

II Section 3: All participants must agree to abide by the rules and regulations of the HAWSL, and of such local, state, and national soccer organizations as the HAWSL elects to join.

ARTICLE III: MEMBERSHIP

III Section 1: Member Class

Membership in this organization shall constitute full membership to the league.

III Section 2: Members

All newly accepted teams shall be deemed full members of HAWSL from the date of their acceptance. Teams must remain in good standing with the Association in order to be deemed full members of the Association.

III Section 3: Obligation of Members

Each and every team that is a member of the Association thereby agrees for itself, and for all of its coaches and representatives, to accept, support, and adhere to the purpose and regulatory authority of this Association. Furthermore, all member teams, whether full or provisional, agree for themselves and for their coaches and representatives to abide by the Constitution and By-Laws of this Association and all the Rules and Regulations of the Association. Each member team, whether full or provisional, shall pay all fees assessed by the Executive Committee. Such fees shall be payable no later than the due date for the given season and submitted with the appropriate registration material. The failure of any team to pay the required fees by the proper due date shall cause immediate forfeiture of the first game of the season, and any game(s) thereafter as deemed necessary by the Executive Committee.

III Section 4: Removal of Members

Any team may be removed from membership in the Association for good cause upon the recommendation of the Executive Committee and a 2/3 majority vote of the voting members present at such general membership meeting that the removal of such team is submitted.

ARTICLE IV: LEGISLATIVE POWERS

The legislative powers of this Association except those which are herein otherwise specifically delegated, shall be vested in the membership of the Association having voting privileges.

IV Section 1: Voting Privileges

Each team shall be entitled to cast one vote at the general membership meeting in which a vote takes place. Each team coordinator shall be responsible for determining the person from her team who shall cast each vote in the event of her absence for any meeting at which a vote takes place.

IV Section 2: Majority Vote

The majority of the voting power present at any general membership meeting shall be necessary to decide any issue which is presented to the general membership, except as otherwise provided in the Constitution and By-Laws of the Association.

ARTICLE V: JUDICIAL POWER

The judicial powers of the Association shall be vested in the Grievance/Ethics Committee, Executive Committee, and Chairpersons of the Grievance/Ethics Committee or their designated representatives.

V Section 1: Executive Committee

The Executive Committee is headed by the President or their designated representative. The President shall have the power to form subcommittees to arbitrate disputes that stem directly from violations of the laws of the game as promulgated by FIFA and adopted by this Association. In addition, the President and any subcommittees shall have the power to arbitrate all other disputes and grievances that may from time to time arise within the Association. Furthermore, the Executive Committee Chairperson, or their designated representative, shall be the initial authority to impose sanctions that result from direct violations of laws of the game as promulgated by FIFA and adopted by this Association.

V Section 2: Notification

Notification of the decision of the Executive Committee shall be sent certified mail, and electronically, if available, to the team coordinators involved within 3 business days of the decision. It shall be the responsibility of the team coordinator to notify all interested parties on her team that are affected by the decision.

V Section 3: Appeals

Any team or person dissatisfied with the decision of the Executive Committee shall have an automatic right to appeal, provided that a written appeal, with the appropriate fee, is

submitted to the Executive Committee, in care of the President, postmarked within 2 business days of the date of the receipt of the decision.

Any team or person dissatisfied with the decision of the Executive Committee has the right of appeal to Eastern Pennsylvania Soccer Association.

ARTICLE VI: OFFICERS AND EXECUTIVE COMMITTEE

VI Section 1: Definition

The officers of the Association shall be the Past President, President, Vice President, Secretary and Treasurer.

VI Section 2: Term of Office

All officers shall serve for a term of one year, or until a successor assumes office. No individual can become President of this association without having first served a one year term as an officer on the Executive Committee.

VI Section 3: Vacancies

In the event that a vacancy occurs in an office, the Executive Committee shall fill the vacancy at the next regularly scheduled meeting of the general membership, using the election procedure herein established for the election of officers at the annual meeting.

VI Section 4: Elections

Elections shall be by secret ballot cast by the members entitled to vote at the annual meeting.

VI Section 5: Removal from Office

An Executive Committee Member of this Association shall be removed from office on the recommendation of the Executive Committee and a 2/3rd majority vote of those entitled to vote and present at the general assembly meeting in which the removal is proposed.

VI Section 6: Past President's Duties

The Past President shall serve on the Executive Committee as an advisor for all issues pertaining to the HAWSL. This position is entitled to one (1) vote on all HAWSL issues. The Past President must have previously served on the board as President of the HAWSL. The Past President remains in office until succeeded by the next Past President. Therefore, there is no election for this position. Previous Past Presidents beyond the most recent can still be invited to attend special meetings determined by the Executive Committee, however only the most recent Past President is entitled to one vote on all HAWSL issues.

VI Section 7: President's Duties

The President's duties shall include:

- A. Presiding at the League and Executive Committee meetings of this Association.
- B. Enforcing the Constitution and By-Laws, Rules, and Regulations of the Association.
- C. Appointing all committee Chairpersons, subject to approval by the Executive Committee.
- D. Calling such meetings as herein provided to be called by the President.
- E. Supervising all affairs of the Association.
- F. Signing all contracts and documents of the Association when the same shall be duly authorized.
- G. Performing other duties as the Executive Committee or General Membership may from time to time direct.

VI Section 8: President's Powers

In addition to the powers necessary to carry out the duties described in Section 7, the President's powers shall also include:

- A. Calling special meetings of the Association upon five (5) days notice to all concerned.
- B. Appointing, with the approval of the Executive Committee, a Field Commissioner and other delegates or alternates required to represent this association.
- C. Casting the deciding vote on all issues at any General Membership or Executive Committee meeting.
- D. Being a signatory on such checks as may be required, when the same shall be duly authorized by the Executive Committee.
- E. Appointing alternates for any officer who is unable to perform her duties as described herein for a period of one month.
- F. Shall be Chairperson of the Finance Committee
- G. Shall be responsible for conducting a biannual audit of the accounts, at a minimum, or upon the departure of the Association Treasurer.
- H. Shall assist the Treasurer in formulating the annual budget of the Association.
- I. Communicate clearly with the Eastern PA State Association EPSA and the referee assignor.
- J. Any other such powers as the Executive Committee shall from time to time vest in her.

VI Section 9: Vice President Duties

The Vice President:

- A. Shall assist the President in the performance of her duties, with special emphasis on Grievance/Ethics Affairs.
- B. Shall succeed to the authority of the President in the case of her absence, incapacity, and death or at her resignation.
- C. Shall represent HAWSL on the Arbitration Committee of the Eastern PA Soccer Association if deemed necessary.
- D. Handles all field availability and communication with the township
- E. Creates and maintains the schedule

VI Section 10: Secretary

The Secretary:

- A. Shall keep a written record of all proceedings of this Association in a book or books to be kept for that purpose.
- B. Shall keep and maintain the official copy of the League Constitution and Bylaws, and all adopted amendments thereto.
- C. Shall be responsible for reporting and distributing the minutes of each General Membership and Executive Committee meeting prior to the beginning of the next meeting.
- D. Promptly respond to perspective HAWSL players with additional league/season information and answer any general questions they may have.
- E. Facilitating the placement of new players to the HAWSL.
- F. Communicate important updates and information to league reps and players via HAWSL social media

VI Section 11: Treasurer

The Treasurer:

- A. Shall keep full and accurate accounts of receipts and disbursements of the Association.
- B. Shall be responsible for the care and custody of the Association's funds, including depositing such funds in the name of the Association under the direction of the Executive Committee.
- C. Shall report in writing on the state of finances of the Association whenever so requested by the President or a majority of the Executive Committee.
- D. Shall coordinate and assist in the preparation of information necessary to properly complete any and all tax returns required of this Association.
- E. Shall pay all bills of the Association after the Executive Committee has duly authorized the same.
- F. Shall execute receipts of any monies that are paid to her on behalf of the Association.
- G. Completing field insurance paperwork, league information form, all remittance forms for both seasons

VI Section 12: Executive Committee

The Executive Committee:

- A. Shall consist of the officers and immediate Past President of the Association.
- B. The powers of the Executive Committee include:
 - a. Ratifying, altering, or rejecting decisions and policies of any committee or person except as otherwise specifically designated in the Constitution and/or Bylaws of this Association.
 - b. Managing the business and affairs of the Association, subject to the restrictions imposed by law, the Certificate of Incorporation, and the Constitution and By-Laws of the Association.
 - c. Imposing financial assessments on member teams when necessary.
 - d. Amending the Constitution and/or By-Laws as deemed necessary.
- C. The duties of the Executive Committee include:

- a. Enforcing the Laws of the Game, the Constitution and By-Laws of this Association and those of the USSF and its affiliated divisions.
- b. Enforcing Code of Conduct
- c. Transacting all the business of this Association directly or by election of its authority to such person or persons as it may from time to time designate except in matters otherwise delegated and reserved in the Constitution and/or By-Laws of this Association.
- d. Making a report to the General Membership at its meetings of all business conducted and decisions rendered at the Executive Committee meetings.

ARTICLE VII: MEETINGS

VII Section 1: Annual Meeting

The annual meeting of this Association will be held prior to the start of the Fall season at a site to be determined by the President.

VII Section 2: Special Meetings

Special meetings of this Association may be called at any time by the President, Executive Committee, or upon written demand submitted to the League Office by the majority of full member Team Coordinators, in which case a meeting shall be called within ten (10) business days. Three (3) business days notice of all Special Meetings must be given.

VII Section 3: Fines and Absence

Each member team is responsible for being represented at any meeting by either a Team Coordinator or a designated replacement. Failure to provide such representation shall subject the team to a fine to be determined by the Executive Committee.

ARTICLE VIII: Quorum

At any given meeting of this Association, a quorum must be in attendance in order to transact business.

VIII Section 1: Executive Committee Quorum

The presence of the majority of the Executive Committee shall constitute a quorum of the Executive Committee.

VIII Section 2: General Membership Meeting Quorum

The presence of at least one representative from 2/3rd of the Full Member Teams shall constitute a quorum for all General Membership meetings.

ARTICLE IX: AMENDMENTS

IX Section 1: Proposal for Amendments

- A. Any proposals or motions to amend the Constitution or By-Laws or this Association must be submitted in writing to the League Office.
- B. Any Full Member Team of the Association at any time may propose amendments.

IX Section 2: Adoption of Amendments

- A. The proposed amendment(s) shall be read at a meeting of the General Membership.
- B. A vote on the proposed amendment shall be conducted at the General Membership meeting in which the amendment is proposed.
- C. It shall take an affirmative vote of at least $\frac{3}{4}$ of those eligible voters present and voting to adopt any proposed amendment(s).

IX Section 3: Effective Date of Amendments

Amendments shall become part of the Constitution and By-Laws of this Association immediately upon their adoption by the voting membership, unless otherwise stipulated by the adopted amendment(s).