



BYLAWS AND CONSTITUTION OF THE
PHILADELPHIA PHOENIX SOCCER LEAGUE

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**BYLAWS OF THE
PHILADELPHIA PHOENIX SOCCER LEAGUE**

ARTICLE I-NAME

Section 1- Name: The name of the organization shall be known as PHILADELPHIA PHOENIX SOCCER LEAGUE, incorporated as a non-profit organization with the state of Pennsylvania, hereinafter referred to as “PPSL”.

ARTICLE II- PURPOSE

Section 1- Purpose: The purpose of PPSL shall be to provide competitive amateur soccer and to promote fair play and good sportsmanship by imparting the ideals of respect, teamwork, accountability, integrity, and commitment to all players.

ARTICLE III- CHARTER & FACILITIES

Section 1- Charter: PPSL may be chartered by any national or local organization, at its discretion. The OFFICIAL PLAYING RULES AND REGULATIONS of the Chartering Organization shall be binding on PPSL. Local rules of PPSL may be adopted providing that such rules do not conflict with the OFFICIAL PLAYING RULES AND REGULATIONS of the Chartering Organization.

Section 2- Facilities: PPSL is located in the southeastern corner of the Commonwealth of Pennsylvania. PPSL extends its services to any neighboring community which desires quality amateur soccer. The schedule of fields and insurance certificate must be kept on file at the facilities of use.

ARTICLE IV- MEETINGS

Section 1- Captains Meetings: Regular meetings of PPSL shall be held one evening per season. Meeting notification will be posted on the league website within 5 days prior to the meeting date. Captains meetings are open to all PPSL members and guests. However, voting shall be limited to Voting Members as provided in Article VI. A quorum consists of Executive Council members plus 2 Voting Members. No member may vote by proxy. One member per team is required to attend 1 captains meeting per season.

Section 2- Special Meetings: Notification of a Special meeting will be posted on the league website at least 5 days prior to the meeting date. A quorum consists of Executive Council members plus 2 Voting Members. No member may vote by proxy.

ARTICLE V- ELECTIONS

Section 1- Nomination of Candidates: Nominations will be open at the Fall Season Regular Meeting. Nominees must be in good standing with the league and provide consent prior to nomination.

Section 2- Election Procedure: Elections will be held in December at a Regular Meeting. If there is no contest to a position, the Secretary will cast a vote for the candidates of each office and declare them elected by unanimous vote. In the event of a contest for any office(s), the election shall be held by secret ballot and tallied by the Secretary during the meeting. Elected Officers shall take office in January. All Officers are elected for a term of two years.

Section 3- Vacancy: An interim vacancy in any elective office shall be filled by a majority vote of the Executive Council.

ARTICLE VI- MEMBERSHIP

Section 1- Players: Any player meeting the requirements as set forth in the Rules and Guidelines of Article XI.

Section 2- Member: Any community member with an interest in furthering the objectives of PPSL.

Section 3- Voting Members: A voting member is a recognized and current captain of the League or a member of the Executive Council. A Voting Member must be recorded with the Secretary before each session begins. Voting Members must maintain the attendance of regular meetings as set forth in Article IV.

Section 4- Ex-Officio/Honorary and Life Members: From time to time, the League may deem it appropriate to recognize the extraordinary contributions of individuals to the League and its membership. These individuals will be honorary members of the elected officers of the League and the voting members of the League. A quorum consists of twice the amount of Executive Council members, plus one.

Section 5- Obligations of Players: Each player of the League agrees to accept, support, and adhere to the purpose and regulatory authority of this League Association. Furthermore, each player agrees for themselves to abide by the Constitution and By-Laws of this League Association and all of the Organization Rules and Guidelines. Each player shall pay seasonal fees and deposits (fines) assessed by the Executive Council and approved by the membership. The Executive Council may, upon receipt of a written request, defer the payment due date of a particular fee, at their collective discretion. The failure of any player to

pay fees and required deposits shall cause immediate forfeiture of membership in this League Association without legislative formality.

Section 6- Termination of Membership: Any PPSL Member may be terminated either by voluntary resignation or by vote of the Executive Council. If a member is terminated, they may not participate in any activity of PPSL except as a public spectator and only to the extent required by the laws of the State of Pennsylvania. If any member in good standing knowingly permits or allows a terminated member to act in violation of this action, that member may be terminated by the Executive Council.

ARTICLE VII- EXECUTIVE COUNCIL & APPOINTED POSITIONS

Section 1- Officers of the PPSL Executive Council:

- a) Chief of Operations
- b) Assistant Chief of Operations
- c) Chief Financial Officer
- d) Outreach Chair
- e) Commissioner
- f) Secretary
- g) Diversity and Inclusion Chair

Section 2- Term of Office: All will hold offices for the ensuing two years or until their successors are duly elected.

Section 3- Executive Council Eligibility: At the time of election, an individual must have a minimum of one year as a Voting Member. Refer to Article VI.

Section 4: Executive Council Meetings: The Executive Council Meetings shall consist of all the elected officers in-person or remotely. All decisions of the

Executive Council must be made by a majority vote. An Executive Council Meeting will occur at the beginning and end of each season. The time and place of such meetings shall be fixed by the Chief of Operations.

Section 5: Duties of the Executive Council:

- a) To transact routine business in the intervals between League meetings and the League may refer such other business to it.
- b) To present a report at regular meetings of the League of the Executive Council's decisions as per the meeting.
- c) To accept and submit to the Voting members a budget for each season of the PPSL.
- d) Voting shall be permitted in the running of league business.
- e) The Executive Council shall have the power to appoint any standing committee or special committee and its Chair to benefit the PPSL.

Section 6- Appointed Positions: The Executive Council reserves the right to appoint the following positions. Individuals holding these positions will be considered voting members by definition but will not be part of the Executive Council.

- a) Director of Referees & Officials

ARTICLE VIII- DUTIES AND POWERS OF THE OFFICERS

Section 1- Chief of Operations:

- a) The Chief of Operations shall be responsible for conducting the affairs of PPSL and for executing the policies and by-laws.
- b) The Chief of Operations shall present a report of the condition of PPSL at such times as the Chief of Operations or Executive Council deems

- appropriate. The Chief of Operations shall communicate suggestions to the league members as to such matters.
- c) The Chief of Operations shall be responsible for the conduct of PPSL in strict conformity of the OFFICIAL PLAYING RULES AND REGULATIONS of the Chartering Organization.
 - d) The Chief of Operations shall have the authority to suspend immediately any Executive Council Member, Voting Member, League Representative, or Player who has violated the spirit and objectives of the Philadelphia Phoenix League Code of Conduct or By-Laws of the PPSL. A special meeting of the Executive Council will be held to discuss the issue and the Council will recommend the length of suspension or expulsion from PPSL.
 - e) The Chief of Operations shall be responsible for all keys, but may assign the keys to members as they deem necessary.
 - f) The Chief of Operations shall sign all documents and contracts of the League when duly authorized by the Executive Council.
 - g) The Chief of Operations shall be the Ex-Officio member of all Committees.
 - h) The Chief of Operations shall perform other duties as the Executive Council shall direct from time to time, including, but not limited to, the growth and development of the League.

Section 2- Assistant Chief of Operations:

- a) The Assistant Chief of Operations shall assist the Chief of Operations in the performance of their duties.

- b) The Assistant Chief of Operations shall perform all duties and have all of the powers of the Chief of Operations in the absence of the Chief of Operations.
- c) The Assistant Chief of Operations shall be registered at the bank to enable her to sign checks in the Chief of Operations's absence.
- d) The Assistant Chief of Operations shall assist the Chief Financial Officer in formulating the annual budget of the League Association.
- e) The Assistant Chief of Operations shall be the chair of the Financial Committee, when formed.

Section 3- Chief Financial Officer:

- a) The Chief Financial Officer shall have custody of all funds, securities, and assets of the League Association.
- b) The Chief Financial Officer shall keep records of all receipts and disbursements for the bank accounts of PPSL.
- c) The Chief Financial Officer shall provide a written report at the seasonal general meeting to include seasonal income and expenses for all accounts held by the PPSL.
- d) The Chief Financial Officer shall make a full statement of accounts at the Annual Meeting in December.
- e) The Chief Financial Officer shall work in conjunction with the appointed CPA to compile and submit all reports and/or tax returns required by State or Federal law.
- f) The Chief Financial Officer shall ensure that no funds are disbursed from any PPSL account without proper documentation and approval.

Section 4- Outreach Chair:

- a) The Outreach Chair shall perform the duties of the Assistant Chief of Operations in the event of their absence.
- b) The Outreach Chair shall be responsible for sponsorship inquiries of the league.
- c) The Outreach Chair shall be responsible for PPSL's social media presence and use.
- d) The Outreach Chair shall be the chairperson of the Events Committee, when formed.
- e) The Outreach Chair shall oversee registration concerns for teams and players.
- f) The Outreach Chair shall inform the Executive Council of all new players and teams to the League at Executive Council Meetings.

Section 5: Commissioner:

- a) The Commissioner shall oversee and manage the respective divisions.
- b) The Commissioner shall create a seasonal schedule for each division of the league.
- c) The Commissioner shall be responsible for building teams and rosters and properly distributing rosters to all interested parties.
- d) The Commissioner shall be responsible for ensuring all game scores and statistics are collected and reported in a timely manner.
- e) The Commissioner shall be responsible for ensuring the uniforms of each team meet the requirements stated in the OFFICIAL PLAYING RULES AND REGULATIONS.

Section 6: Secretary:

- a) The Secretary shall be responsible for recording the activities of PPSL and maintaining appropriate files, mailing lists, and necessary records.
- b) The Secretary shall maintain a list of Voting Members.
- c) The Secretary shall give written notice of General Meetings to PPSL Members.
- d) The Secretary shall keep minutes of all meetings and make said minutes available to all members.

Section 7: Diversity and Inclusion Chair:

- a) The Diversity and Inclusion Chair shall initiate actions to foster an open and inclusive environment.
- b) The Diversity and Inclusion Chair shall serve as the “go to” person for inclusion issues that need to be addressed by the Council.
- c) The Diversity and Inclusion Chair shall work with the Chief of Operations to create and implement a diversity and inclusion plan.
- d) The Diversity and Inclusion Chair shall serve as a league spokesperson on diversity and inclusion.
- e) The Diversity and Inclusion Chair shall encourage collaboration and serve as a liaison with other community groups whose missions reflect PPSL priorities.
- f) The Diversity and Inclusion Chair shall monitor the growth of diversity in membership and recruitment.

ARTICLE IX- LEGISLATIVE & JUDICIAL POWERS

Section 1- Legislative Powers: Each Voting Member shall be entitled to cast one vote at each meeting in which a vote takes place. The majority of the voting power present at any meeting shall be necessary to decide any issue which is presented to the membership, within the Constitution and By-Law's parameters.

Section 2- Judicial Powers: The Judicial Powers of the League Association shall be vested in the Executive Council, Grievance Committee, and the chairpersons of any Grievance or Ethics Committee.

Section 3- The Grievance Committee: The Grievance Committee shall have the power to arbitrate disputes that stem directly from the violation of the laws of the game as promulgated by FIFA and USSF and adopted by this League Association. Furthermore, the Grievance Committee Chairperson shall be the initial authority to impose sanctions that result from direction violations of the laws of the game as promulgated by FIFA and USSF and adopted by this League Association.

Section 4- Grievance Committee Decisions: Notification of the decision of the Grievance and/or Executive Committee shall be communicated to the captains within 72 hours of the decision. It is the responsibility of the captains to notify all interested parties of the team that is affected by the decision. All decisions shall be made in a timely fashion.

Section 5- Disputes and Appeals: Any team dissatisfied with the decision of the Grievance Committee shall have an automatic right of appeal, provided that a written appeal is submitted to the Executive Council within 48 hours of the date of notification of the decision.

Any team dissatisfied with the decision of the Executive Council has the right of appeal to the appropriate regional governing body, EPSA.

ARTICLE X- PLAYER REGISTRATION

Section 1- Registration Fee: A registration fee shall be determined annually by the Executive Council for all programs prior to the opening of Player Registration.

Section 2- Hardship: A player may have registration fee waived due to financial hardship. The Executive Council will decide together to waive this fee and report to the Chief Financial Officer and Commissioner for processing. The name(s) of hardship recipients shall not be made public.

ARTICLE XI- ORGANIZATION RULES AND GUIDELINES

Section 1- Referees:

- a) Referees will be assigned to games by the assigner.
- b) All Referees will be certified.
- c) Payment must be made at or prior to kick off. Unless otherwise discussed and agreed upon by the official (ie. captain is running late and the official is okay with being paid at halftime)
- d) Referee's decisions on the field are final.
 - Dissent or abuse towards referees will not be tolerated.
 - Captains may speak to referees involving calls in a respectful manner.
 - Appeals are to be made within 24 hours of a game to the league commissioner.
- e) Referees need to complete a game report within 24 hours of the game completion, with the report to contain the following information.
 - Score
 - Goal scorers from each team (last name and jersey #)

- Yellow cards
- Red cards (Use the following codes for reds)
 - i. (1) Second yellow
 - ii. (2) Violent conduct or intent to injure
 - iii. (3) Fighting
 - iv. (4) Verbal abuse
- Fights during games are to be reported immediately after the game to the referee assignor. The assignor will then relay the information to the Commissioner and Chief of Operations, who will start the review process with the respective league commissioner.

Section 2-Player Eligibility and Registration: Philadelphia Phoenix Soccer League is an adult league. All players, including guest players, must be over the age of 18 and must register with the league prior to being eligible to play. Players can choose to indicate their gender identity upon registration and will be asked to provide their preferred gender pronouns. Players must be registered on a specific team roster and cannot register to play on multiple teams.

Section 3- Equipment:

- a) Player Equipment: Players are required to wear a jersey with a visible number that matches the roster. Shin guards are optional. Cleats with metal toes or spikes are strictly prohibited. Cleats or turf shoes are considered proper footwear. Any cast or brace must be padded prior to play. Players should use their best judgment about jewelry and other accessories unless otherwise instructed by the referee.
- b) Field Equipment: Teams may be asked to help set-up and break-down goals or layout and clean-up cones.

Section 4- Rules:

a) Roster

- Rosters need to be complete and carry a minimum of 8 players
- Maximum of 15 players
- Rosters lock before first playoff game

b) Game Length, Extra Time, and Shootouts- Games are comprised of two twenty-five minute halves. There is no extra time in regular season play. In the event of a tie after regular time during playoff games, two five minute periods of extra time will be played in order to determine a winner. Penalty shoot outs will take place if there is still a tie following extra time. Penalty shoot outs will consist of five shooters. If there is still a tie after the first five shooters, sudden-death 1, 1, and so on. A player may only take more than one penalty shot when the team runs out of available shooters.

c) Substitutions- Substitutions are unlimited and can occur during any restart except corner kicks. A substitute may enter the game once the player being replaced has left the field.

d) Off-Sides- There is no off-sides.

e) Restarting Play- All restarts from a sideline are throw-ins. Opposing team must be 5 yards from the ball on all restarts. Penalty kicks are taken 12 yards from the end line. Direct kicks and indirect kicks are determined by the referee and follow the laws of FIFA and USSF.

f) Goal Keepers- No punting. If a punt occurs the opposing team is given a free kick at midfield. Drop kicks are allowed.

g) Slide Tackling- There is no slide tackling allowed unless the player is unmarked and does not create any undue risk for another player.

- h) Playoffs- At the conclusion of the season, playoffs will contest a 4-team single elimination tournament to determine the champion for that season.
- i) Inclement Weather- Games will be held unless weather conditions prohibit safe access to the field. If a game is canceled due to inclement weather, captains will be notified no later than two hours before the start of the game. If inclement weather comes while the game is being played, it is up to the discretion of the field referee to determine if the conditions are no longer safe enough to continue playing.
- j) Rescheduling / Forfeits- Teams may be asked to play a double-header in the event of a rescheduled game. If a team must forfeit, the captain must notify the commissioner no later than two hours prior to game-time. If a team does not notify the commissioner about a forfeit, they must pay the full referee fee and the team will be fined \$50.00 by the league. Teams must be able to field at least 6 players or they must forfeit.

ARTICLE XII- DISSOLUTION

Section 1- Dissolution of the Corporation: In the event of dissolution of the corporation, its assets shall be distributed for one or more exempt purposes specified in Section 501-(c)(3) of the Internal Revenue Code or any future corresponding provision.

ARTICLE XIII- AMENDMENTS & RESOLUTIONS

Section 1- Amendments: The By-Laws of PPSL may be amended, revised, repealed or altered in whole or part by the Executive Council members at any meeting.

Changes must be presented in writing at least ten (10) days prior to such a meeting and will be voted on at the next regular meeting of the League.

Section 2- Resolutions: Any actions of the voting members relating to league policy, goals, directions, rules, or regulations shall be reduced to written resolution for and appended to the bylaws as amendments.

ARTICLE XIV- PARLIAMENTARY PROCEDURE

Section 1- Robert's Rules of Order: The most recent edition of Robert's Rules of Order Shall be used as a guide for conducting all PPSL meetings. The regular order of business shall be: (a) call to order; (b) reading of minutes; (c) Chief of Operations's report; (d) Assistant Chief of Operations's report; (e) Chief Financial Officer's report; (f) Commissioner's report; (g) old business; (h) new business; (i) good of the game; (j) adjournment.

Section 2- Bylaws: The PPSL Bylaws shall supersede Robert's Rule of Order where an inconsistency exists.

APPENDIX

APPENDIX A- CODE OF CONDUCT

Philadelphia Phoenix Soccer League is committed to creating a safe, comfortable, enjoyable soccer experience for all players and guests at its events. PPSL will immediately take action to the following behaviors as they represent a threat to the safety of the event:

- Fighting and/or inciting others to fight or inciting or engaging in unruly or disruptive behavior
- Causing significant damage to property
- Using (including on any sign or other visible representation) political, threatening, abusive, insulting, offensive language and/or gestures, which includes racist, homophobic, transphobic, xenophobic, sexist or otherwise inappropriate language or behavior
 - Threatening and/or abusive behavior directed towards other fans, players, officials or staff members will be subject to sanctions even if done outside the time period of a PPSL event (including on social media)

A. Players Code of Conduct

- a. Participate for the fun and enjoyment of the sport.
- b. Support your teammates and be a team player.
- c. Learn the rules and play by them.
- d. Respect your captains, teammates, guests, opponents, and officials.
Do not argue with the decision of an official.

B. Captain Code of Conduct

- a. Be a positive role model to your players. Always display emotional maturity and be alert to the physical safety of players.
- b. Care more about your players than winning the game.
- c. Do not yell at players or verbally abuse a player, official, or other participant.
- d. It is never appropriate under any circumstances to initiate physical contact with any player in anger, frustration, or for the purpose of enforcing discipline. Behavior of this type may subject you to criminal charges in addition to any league sanctions which may be imposed.
- e. Captains are responsible for assisting game officials in controlling their players during a game.
- f. Refrain from running up a score.
- g. Immediately seek medical attention for any serious injuries and report all injuries to the appropriate league officials. Remove any player from participation when the player is experiencing pain or any other medical condition until competent medical advice is available.

All players are expected to adhere to the Code of Conduct and to make all participants aware of the Code of Conduct as well. All athletes, guests, league officials, and spectators are expected to behave in a manner that reflects respect and good sportsmanship at all times. Officials have the authority to eject any individual who engages in a behavior in violation of the Code of Conduct during athletic events. Violations occurring at events other than games will be subjected to the sanctions of the league.

APPENDIX B- INCLUSION POLICY

Women's, Transgender, and Non-Binary Inclusion Statement:

The Philadelphia Phoenix Soccer League is a space for players who typically do not receive equal space or treatment within the sport of soccer due to their gender identity. The league aims to create a safe and inclusive space in which diverse soccer players can come together to play their sport without discrimination or marginalization. The league welcomes players who identify as cis and transgender women (mtf), transgender men (ftm), as well as players who identify as gender queer, gender non-conforming, bi-gender, and/or non-binary. The league is also grounded in respect and recognition of other differences among players, including sexuality, race, ethnicity, nationality, and ability, and strives to be an inclusive space for players from diverse backgrounds and of diverse experiences. Players can choose to indicate their gender identity upon registration and will be asked to provide their preferred gender pronouns. However, all players will play in the same league. Recognizing that there are already many options for cis-male identified players in Philadelphia, our league respectfully asks cis-male players to register with one of those leagues.