

# Midwest Regional League Commission Charter

## Table of Contents

<b>1.</b>	<b>GENERAL ORGANIZATION .....</b>	<b>3</b>
1.1.	AUTHORITY OF THE REGION II REGIONAL COUNCIL.....	3
	1.1.1 Creation of Regional Council.....	3
	1.1.2 State Presidents as Council Members .....	3
	1.1.3 Authority of Council to Administer Leagues .....	3
	1.1.4 Authority of Council to Administer Programs.....	3
	1.1.5 Creation of Committees by the Regional Council.....	3
	1.1.6 Creation of MRL Commission .....	3
1.2.	COMMISSION NAME .....	4
1.3.	MEMBERS OF THE MRL COMMISSION .....	4
	1.3.1 Commission Members as Trustees.....	4
	1.3.2 Size of MRL Commission .....	4
	1.3.3 Regional Director as Chairperson .....	4
	1.3.4 League Commissioner .....	4
	1.3.5 At-Large Trustees.....	4
	1.3.6 At-Large Trustee Qualifications.....	4
	1.3.10 Trustee Term of Office .....	4
<b>2.</b>	<b>POWERS &amp; DUTIES OF THE MRL COMMISSION .....</b>	<b>5</b>
2.1.	GENERAL POWERS & DUTIES .....	5
2.2.	LEAGUE RULES AND PROCEDURES .....	5
	2.2.1 Form of Rules & Procedures.....	5
	2.2.2 Notice to Council .....	5
	2.2.3 Effective Date of Proposed Amendment .....	5
	2.2.4 Veto by the Council .....	5
2.3.	LEAGUE STRUCTURE .....	6
2.4.	CREATION OF VOLUNTEER ADMINISTRATIVE POSITIONS .....	6
2.5.	CREATION OF COMMITTEES .....	6
2.6.	ESTABLISHMENT OF PAID STAFF POSITIONS .....	6
2.7.	LEAGUE FEES & FUNDRAISING .....	6
2.8.	FINANCIAL MATTERS .....	6
	2.8.1 Budget .....	6
	2.8.2 Accounting.....	6
	2.8.3 Reporting.....	6
2.9.	DISPUTES, DISCIPLINE & APPEALS .....	7
<b>3.</b>	<b>OPERATION OF THE COMMISSION .....</b>	<b>7</b>
3.1.	COMMISSION CHAIRPERSON .....	7
3.2.	COMMISSION TRUSTEES .....	7
3.3.	LEAGUE COMMISSIONER.....	7
	3.3.1 General Responsibilities.....	7
	3.3.2 Chain of Command .....	7
	3.3.3 Job Description & Compensation .....	7
	3.3.4 Hiring Procedure .....	8
3.4.	COMMISSION MEETINGS .....	8
	3.4.1 Voting by Trustees .....	8

	3.4.2 Formal Meetings.....	8
	3.4.3 Informal Decisions.....	8
<b>4.</b>	<b>RELATIONSHIP BETWEEN THE MRL COMMISSION AND THE COUNCIL ....</b>	<b>8</b>
4.1.	OWNERSHIP .....	8
4.2.	CONTROL.....	8
4.3.	STATEMENT OF INTENT BY THE COUNCIL .....	8
4.4.	COMMISSION TO KEEP THE COUNCIL INFORMED.....	9
4.5.	LEAGUE RULES, POLICIES & PROCEDURES.....	9
4.6.	LONG TERM DEVELOPMENT .....	9
<b>5.</b>	<b>OTHER PROVISIONS .....</b>	<b>9</b>
5.1.	AMENDMENT OF CHARTER .....	9
5.2.	EFFECTIVE DATE.....	9
5.3.	CURRENT LEAGUE RULES & POLICIES.....	9
<b>6.</b>	<b>TRANSITION OF LEAGUE GOVERNANCE .....</b>	<b>9</b>
6.1.	INITIAL STEPS UPON RATIFICATION OF CHARTER .....	9
6.2.	FINAL ASSUMPTION OF CONTROL BY COMMISSION .....	10

# US Youth Soccer

## Region II Regional Council

### Midwest Regional League Commission Charter

In order to provide an improved administrative structure for the Midwest Regional League, (MRL), to assist the MRL in its mission of ensuring the best possible competitive play between the highest level teams in Region II, to increase the opportunities for league expansion and to aid in the development of US Youth Soccer players, the Region II Regional Council hereby creates and charters, as a standing committee of Region II, the Midwest Regional League Commission, and grants to it those powers and responsibilities herein described.

#### **1. GENERAL ORGANIZATION**

##### **1.1. Authority of the Region II Regional Council**

The Region II Regional Council, (Council), makes the following findings as to its authority to create the MRL Commission:

##### **1.1.1 Creation of Regional Council**

The Council was created under the Bylaws of the United States Youth Soccer Association, Inc. at bylaw 323, §1(a).

##### **1.1.2 State Presidents as Council Members**

By practice and custom, the representative of each state on the Region II Regional Council is the President of each State Association in Region II or his/her designee.

##### **1.1.3 Authority of Council to Administer Leagues**

The Council was granted authority by the US Youth Soccer Bylaws to “administer any league established by the Regional Council.” Bylaw 323, §3(5).

##### **1.1.4 Authority of Council to Administer Programs**

The Council was also granted authority to “administer other programs instituted by US Youth Soccer or the Regional Council.” Bylaw 323, §4.

##### **1.1.5 Creation of Committees by the Regional Council**

The Council may create those committees and commissions necessary to assist it in meeting its duties to administer its various leagues and programs.

##### **1.1.6 Creation of MRL Commission**

The creation of the Midwest Regional League Commission, (the Commission), and a delegation to it of some of the Council’s duties and authority is a reasonable and necessary means for the Council to carry out its administrative responsibilities.

**1.2. Commission Name**

The name of the governing authority of the Midwest Regional League will be the *Midwest Regional League Commission* and may also be referred to as the “MRL Commission,” or the “Commission.”

**1.3. Members of the MRL Commission**

**1.3.1 Commission Members as Trustees**

Members of the MRL Commission will be referred to as “MRL Trustees” or “Trustees.”

**1.3.2 Size of MRL Commission**

The MRL Commission will consist of up to eight (8) Trustees.

**1.3.3 Regional Director as Chairperson**

The Region II Regional Director will serve as a Commission Trustee and as the Commission’s Chairperson. The Regional Director may appoint one of the Deputy Regional Directors to temporarily serve as Commission Chairperson in the absence of the Regional Director. During the time of that temporary service, the Deputy Regional Director may exercise all the rights and responsibilities herein assigned by this Charter to the Commission Chairperson or the Regional Director.

**1.3.4 League Commissioner**

If the position of MRL League Commissioner is created by action of the Council, the Regional Director, in consultation with the Council, will hire the MRL League Commissioner. The League Commissioner will serve as a Commission Trustee.

**1.3.5 At-Large Trustees**

The Regional Director, with the advice and consent of the Council, will appoint to the Commission six (6) At-large Trustees.

**1.3.6 At-Large Trustee Qualifications**

While all Trustees will be expected to serve the interest of the MRL as a whole, At-large Trustees should have the following background, training, experience or interest:

**1.3.7 Directors of Coaching**

Three (3) At-large Trustees will be State Directors of Coaching.

**1.3.8 Trustees Representing Player Interests**

Three (3) At-large Trustees will represent the interest of players, both boys and girls.

**1.3.9 Limitations on At-Large Trustees**

No At-large Trustee can be a sitting State President and no At-large Trustee, appointed to represent the interest of players, can be a State Director of Coaching.

**1.3.10 Trustee Term of Office**

At-large Trustees will serve at the pleasure of the Regional Director for a two year term of office. Trustees may serve more than one term. In order to establish a

rotation of terms so that the terms of half of the At-large Trustees will expire each year, the Regional Director, when making initial appointments to the Commission, will specify which At-large Trustees will serve an initial one year term and which will serve a two year term. After this rotation is established, each Trustee appointed thereafter will serve a two year term.

## **2. POWERS & DUTIES OF THE MRL COMMISSION**

### **2.1. General Powers & Duties**

In addition to the specific powers detailed in other sections of this Charter, the MRL Commission will be vested with all necessary power and authority to plan, develop, manage, regulate, supervise, administer and conduct the Midwest Regional League.

### **2.2. League Rules and Procedures**

The Commission will have authority, subject to the provisions of this Charter, to promulgate all league rules, policies and procedures reasonable and necessary for the administration and growth of the MRL. All league rules, policies and procedures must be in writing and available for inspection by coaches, teams, players, parents and others.

#### **2.2.1 Form of Rules & Procedures**

All proposed amendments to league rules, procedures and policies must be in writing and must note an effective date at least ten (10) business days after the date it has been approved by the Commission.

#### **2.2.2 Notice to Council**

Notice of any proposed amendment must be given to each member of the Council at least seven (7) business days before the effective date of the proposed amendment. Notice can be given by US Mail, email, fax or in some other manner reasonably certain to deliver a written copy of the proposed amendment to the Council member. Notice is effective when a mailing is postmarked or an email or fax is sent. Council members can specify to the Regional Director how they wish to receive notice of proposed amendments.

#### **2.2.3 Effective Date of Proposed Amendment**

Proposed amendments, approved by the Commission, will take effect on the effective date noted on the proposed amendment, provided notice is given to Council members as detailed herein and provided the proposed amendment is not vetoed by the Council.

#### **2.2.4 Veto by the Council**

League rules and policies, once approved by the Commission, do not need to be approved by the Council to take effect. However, whenever seven (7) members of the Council file with the Regional Director a written objection to a proposed amendment, it will not take effect until after the next regular or special meeting of the Council, unless the Regional Director certifies that the amendment is essential to the operation of the league. In that event, the amendment will take effect, subject to review by the Council at its next regular or special meeting.

### **2.3. League Structure**

The MRL will consist of at least two (2) divisions, with the most competitive MRL teams in a Premier Division and other teams in one or more divisions less competitive than the Premier Division. Consistent with this requirement, the Commission will have authority to structure the MRL, to divide it into various divisions, to assign teams to those divisions and to provide for the promotion and relegation of teams, to designate the MRL seasons and team schedules, and to establish and enforce team participation eligibility rules.

### **2.4. Creation of Volunteer Administrative Positions**

The Commission is authorized to create and define various volunteer administrative positions, including age group coordinators, to appoint volunteers to fill those positions and to supervise the work of those volunteers.

### **2.5. Creation of Committees**

The Commission is authorized to create various technical, advisory and other specialized committees on either a permanent or ad hoc basis to assist and advise in the operation of the league.

### **2.6. Establishment of Paid Staff Positions**

The Regional Director, with the consent of the Council and pursuant to the provisions of this Charter, may create one or more paid league staff positions in addition to the League Commissioner and may hire people to fill those positions. From time to time, the Commission may make recommendations to the Regional Director and the Council as to league staffing needs and requirements.

### **2.7. League Fees & Fundraising**

The Commission, working with the Regional Director, is authorized to solicit league sponsors, to raise money, to accept donations, to establish and collect program and other fees and to otherwise secure the revenue necessary to operate the league.

### **2.8. Financial Matters**

#### **2.8.1 Budget**

At a time to be determined by the Regional Director, the Commission will present to the Council its proposed annual budget for the Council's review and approval.

#### **2.8.2 Accounting**

All league revenue will be submitted to the Regional Director, or his/her designee for deposit in an appropriate account. All league expenses will be paid pursuant to procedures established by the Commission and the Regional Director.

#### **2.8.3 Reporting**

Twice each year, at times to be determined by the Regional Director, the Commission will present to the Council a written financial report detailing league operations, team participation, fundraising, and an updated accounting of all league revenues, expenses and liabilities.

**2.9. Disputes, Discipline & Appeals**

The Commission is authorized to settle disputes which arise in the course of league play. The Commission, in accordance with the disciplinary policies and procedures of Region II, US Youth Soccer and U.S. Soccer, will investigate and adjudicate all allegations of misconduct by teams, coaches, players or others involved in league operations and will impose an appropriate sanction for any violation found. When an appeal of a Commission decision is authorized, the appeal will be made to an Appeals Committee, appointed by the Regional Director, chaired by the Regional Rules Chairperson and composed of no less than three (3) nor more than five (5) members of the Regional Council.

**3. OPERATION OF THE COMMISSION**

**3.1. Commission Chairperson**

The Chairperson of the Commission will preside at Commission meetings, sign all documents on behalf of the Commission, represent the Commission, will supervise the work of the League Commissioner, if one exists. In the absence of a League Commissioner, the Chairperson will assume general executive authority over the work of the Commission and the League and will supervise the work of all league volunteers and employees.

**3.2. Commission Trustees**

Commission Trustees will have those duties assigned by the MRL Commission Chairperson or the Commission itself.

**3.3. League Commissioner**

**3.3.1 General Responsibilities**

If a League Commissioner is hired under the provisions of this Charter, the League Commissioner will serve as a voting member of the Trustees and will be the chief executive officer of the league. He or she will be responsible for making sure that all of the duties assigned to the Commission by this Charter are duly performed. The Commissioner will faithfully perform all duties detailed in his/her job description and all tasks assigned by the Commission.

**3.3.2 Chain of Command**

All league volunteers, committees, employees and others accountable to the MRL Commission will report to the League Commissioner. The Commissioner will report to the Chairperson of the MRL Commission. Individual Trustees are to work through the Commission and its Chairperson in the assignment of tasks to the League Commissioner, other employees, committees or volunteers.

**3.3.3 Job Description & Compensation**

Before a League Commissioner is hired, the Commission must establish a detailed job description and compensation package for the position. The job description and compensation package must also be approved by the Regional Director and the Council.

### **3.3.4 Hiring Procedure**

The Regional Director, in cooperation with the Commission and Council, will solicit applications for the position of League Commissioner, will review those applications, will conduct interviews of suitable candidates, will make an offer of employment to the successful applicant and will negotiate the compensation package to be paid.

## **3.4. Commission Meetings**

### **3.4.1 Voting by Trustees**

Each Trustee will have one vote on the Commission.

### **3.4.2 Formal Meetings**

The Commission may meet in formal session in person or by conference call on five days notice. An agenda must be provided to Trustees at least three days before the meeting.

### **3.4.3 Informal Decisions**

The Commission may work by telephone, email or in some other manner to reach a consensus on some matter of policy that must be resolved quickly. The decision by consensus will be placed on the agenda for the next formal meeting for ratification at that time. The Chairperson or his/her designee may also poll individual Trustees on an issue where time is of the essence and the decision is final, provided each Trustee was given a chance to vote on the issue.

## **4. RELATIONSHIP BETWEEN THE MRL COMMISSION AND THE COUNCIL**

### **4.1. Ownership**

The Midwest Regional League is owned by Region II, US Youth Soccer.

### **4.2. Control**

The MRL is under the control of the MRL Commission. The MRL Commission is under the control of the Region II Regional Council.

### **4.3. Statement of Intent by the Council**

1. It is the intent of the State Associations of Region II, acting through their respective State Presidents sitting as the Region II Regional Council, to allow the MRL Commission as much independence as possible to develop league rules and policies, organize and manage the league, and to take those steps necessary to expand the league.
2. The Council recognizes that it is counterproductive to attempt to micromanage the League at the Council level.
3. The Council recognizes that it is vital that coaches, parents, teams and players view the Commission as the final authority whose decisions will not be set aside except on rare occasions involving exceptional circumstances.
4. The Council also recognizes its obligation to exercise oversight in the area of budget, finances, the overall direction of the league and to ensure that the Commission, and its Trustees, are faithfully discharging their duties.

#### **4.4. Commission to Keep the Council Informed**

The Commission has a duty to provide to the Council, on a timely basis, information on league finances, operations, problems, successes, future plans, upcoming meeting dates and agenda items, proposed amendments to league rules and policies, and other information requested by the Council on a one time or a continuing basis.

#### **4.5. League Rules, Policies & Procedures**

The Council reserves the authority to review league rules and procedures and to propose to the Commission additions or revisions to those rules and procedures it determines are in the best interest of the MRL or Region II. Amendments to the rules proposed by the Council, if adopted by the Commission, take effect immediately and are not subject to the Council veto provisions of this Charter.

#### **4.6. Long Term Development**

In establishing this Charter creating the Commission and giving it greater independence, it is the intent of the Council that the Commission focus much of its efforts on long term planning. It is vital to future growth of the league that plans and dates for future seasons be established well in advance. The Council's goal is that the MRL earn a reputation as a well run, well organized league that provides a quality experience for its participants and which continues to grow across the region. The Council expects the Commission to focus on this goal and will make it a reality.

### **5. OTHER PROVISIONS**

#### **5.1. Amendment of Charter**

This Charter may be amended, modified or revoked at any time by majority vote of the Region II Regional Council.

#### **5.2. Effective Date**

This Charter will become effective the day after it is approved by majority vote of the Council.

#### **5.3. Current League Rules & Policies**

All league rules, policies, schedules, plans and commitments, made by the league before the adoption of this Charter and not contrary to the provisions of this Charter, will continue under the Commission unless or until the Commission decides otherwise.

### **6. TRANSITION OF LEAGUE GOVERNANCE**

#### **6.1. Initial Steps Upon Ratification of Charter**

1. The Regional Director will present to the Council his/her nominees to serve as Trustees on the MRL Commission.
2. The Council, meeting by conference call or in some other manner will meet to confirm the nominations.
3. Since the Council has already decided to hire a League Commissioner, the

Commission will begin work on a job description and the Regional Director will take steps to begin selection process.

4. Commission will appoint whatever technical committees it believes it will need to do its work.
5. League work under the current system will continue.
6. New governing system & the new Trustees will be announced to the public.
7. Commission will review current operations and will set a date when it will assume formal control over the league and will develop timeline to achieve that goal.
8. Date to hire League Commissioner will be decided.
9. Commission will completely review league rules and policies.
10. Commission will begin its long term planning, setting dates and deadlines for future seasons.
11. Procedures will be established to transition the financial and accounting aspects of the league to the new system.

## **6.2. Final Assumption of Control by Commission**

The Commission will assume formal control of the MRL on July 1, 2004.

[Note: It is the consensus of the Council that while the Commission should assume formal control of the MRL on July 1, 2004, it would be in the best interest of the MRL, and a smooth transition from the current league management to that of the Commission, for the Commission to formally authorize the current league management to continue to operate the league for the balance of 2004. The Council suggests that for the balance of 2004, the league remain under the operation of the current committees, volunteers and others while the Commission begins to work on the 2005 seasons. The Commission will have full authority over and management of the league, only delegating operations to the current management. The Council will look to the Regional Director and the new League Commissioner to manage and facilitate a smooth transition during the balance of the year. After July 1, 2004, if the current league leadership needs to have various policy matters decided, those issues would go to the Commission for resolution in the manner provided by this Charter. It is suggested that the Commission plan to exercise primary operation control of the MRL beginning with the 2005 seasons].