

Lubbock Soccer Association General Rules

6. Chapter 6: Lubbock Soccer Association Policies

6.1. POLICIES

All Lubbock Soccer Association Policies shall be duly approved by the Board of Directors and will automatically become part of the General Rules of the Lubbock Soccer Association and shall be treated as such. All amendments/changes to such policies shall also be approved by the Board of Directors. Policies which do not appear to belong in any other chapter of the General Rules will be added to this chapter. In the event of conflicts between approved policies and these General Rules or the By-Laws of the Lubbock Soccer Association or the By-Laws or Rules of the North Texas State Soccer Association, the United States Youth Soccer Association, or the United States Soccer Federation, then the policy will be subservient to the appropriate Rules or By-Laws.

6.2. AMENDMENT TO THE GENERAL RULES

The General Rules of the Lubbock Soccer Association may be amended or modified by a majority vote of the Lubbock Soccer Association Board of Directors. The Board of Directors is not authorized to make any changes in the General Rules that are contrary to or not allowed by the Laws of the Game, United States Soccer Federation rules, United States Youth Soccer Association Rules, or North Texas State Soccer Association Rules.

6.3. ASSOCIATION RECORDS

The minutes of the Association and any associated exhibits are records which are open to inspection by any interested party. The minutes of the Board of Directors and any associated exhibits are also open records. Open records may be inspected by any interested person at the office of the Association. Copies of these records may be made for interested parties, however, the Association may charge a fee for making copies.

Most other records of the Association are also open records and will be available for review at the Association office. However, those records which show individuals' names, addresses, or phone numbers are generally not open records and are not available for review. Records of player sign-ups, team formation notes, and team rosters are NOT open records and are not subject to inspection or copying. Player and team records will only be provided to those individuals who need these records in order to advance the purposes of the Association. All records of the disciplinary committees of the Association, including but not limited to complaints, minutes, and exhibits, are confidential records and are NOT open to inspection or copying. Only those individuals bringing complaints, or being the subject of complaints or other disciplinary actions, will be allowed to inspect and obtain copies of that portion of the records of a disciplinary committee which pertain to their action. Disciplinary records will be made available to any appellate body reviewing that disciplinary action. The decisions of the disciplinary committees, including the sanctions imposed on any individual, are open records subject to inspection and copying.

6.4. REGISTRATION FEES

The Board of Directors of the Lubbock Soccer Association will set the registration fees for each player for each season of scheduled play. The Board may set different fees for players in different Leagues when the Board feels it is in the best interest of the Association. The Board may waive registration fees for any player(s) it deems appropriate.

6.5. REFUND OF REGISTRATION FEES

6.5.1. Refund Policy

6.5.1.1. No refund will be paid to anyone who participated in a regularly scheduled Lubbock Soccer Association sanctioned game.

6.5.1.2. A full refund of the registration fee will be made if a player registers and the Lubbock Soccer Association cannot provide a team upon which the youth can play.

6.5.1.3. The registration fee will be refunded for all players who register and later decide, for any reason, not to play on the Lubbock Soccer Association team to which they have been assigned. A twenty dollar (\$20.00) administrative fee will be withheld from any refund. A refund will NOT be approved once player fees have been paid to NTSSA or the City of Lubbock.

6.5.2. Refund Procedure

6.5.2.1. If the Lubbock Soccer Association is unable to provide a team for a registered player, the League/Conference Commissioner for that League will submit the player's application form with the words 'REFUND - NO TEAM' marked across the top to the Vice President of Finance who will mail a refund check to the player.

6.5.2.2. In all other cases the player or player's parent/guardian will submit a written request to the League/Conference Commissioner. The Commissioner will send the player's registration form with the words 'REFUND REQUESTED' marked across the top to the Vice President of Finance who will send a refund check (less any paid per player fees) to the individual who signed the application for refund.

6.6. LIST OF MEMBERS

6.6.1. The lists of the members of the Lubbock Soccer Association are recognized as being valuable properties of the Lubbock Soccer Association and will not be distributed to any person or organization outside the Lubbock Soccer Association. This includes lists of players, lists of coaches, and lists of officials. The President of the Lubbock Soccer Association will determine which officers of the Association need copies of the various membership lists. Lists will not be given to any officer without a need for them. Under no circumstances will any member of the Lubbock Soccer Association give any such list(s) to any other organization, business, or person(s).

6.6.2. Mailings may be made to all members or to some defined subset of members of the Lubbock Soccer Association for other organizations. Such mailings will only be prepared as a blind mailing by a direct mail service approved by the Board of Directors and will be made in such a manner as to guard the integrity of the Lubbock Soccer Association membership list. The Lubbock Soccer Association will provide mailing labels to the direct mail service that will apply the labels to the mailing piece(s) and supervise the mailing to insure that no copy of the list is made or kept.

6.6.3. Any organization wishing to mail to the members of the Lubbock Soccer Association will apply to the President for permission to use our list. The application must include a copy of the mailing piece(s) and name the direct mail service which the mailer intends to handle the mailing. The President may approve the request himself or may submit it to the full board for approval. Upon approval the Administrative Assistant/Registrar will be directed to prepare a set of mailing labels for the mailing and convey the labels to the approved direct mail service.

6.6.4. Any organization wishing to mail to the members of the Lubbock Soccer Association will pay the Association a fee of 25¢ per name for the use of the list. The organization will also pay for the actual expenses of preparing the mailing labels, and will pay all the expenses involved in the preparation of the mailing and the actual mailing expenses. The fee for the use of the list may be reduced or waived when the Board of Directors feels that the mailing is in the best interest of the soccer programs of the Lubbock Soccer Association. The West Texas Soccer Coaches' Association and the South Plains Soccer Referees' Association will be provided mailing labels at no charge (except preparation expenses) and mailings may be done for these two organizations using the Lubbock Soccer Association non-profit bulk mail permit.

6.7. GENERAL RULES

Any references within the Lubbock Soccer Association By-Laws or General Rules to the Rules and Regulations of the Lubbock Soccer Association or the Playing Rules of the Lubbock Soccer Association or the Rules of the Lubbock Soccer Association or any similar reference will refer to this document, the General Rules of the Lubbock Soccer Association. The By-Laws of the Lubbock Soccer Association and the Lubbock Soccer Association General Rules are the documents governing the Lubbock Soccer Association. Any conflicts between these two documents will be resolved in favor of the wording in the By-Laws of the Lubbock Soccer Association. Any conflicts between these documents and those published by the North Texas State Soccer Association, the United States Youth Soccer Association, the United States Soccer Federation, and the Federation International de Football Association should be pointed out to the Lubbock Soccer Association Board of Directors or the Rules Committee. Usually such conflicts will be resolved by reference to the International, National, and State organization's rules, in that order.

6.8. ADULT CRIMINAL BACKGROUND CHECKS

In accordance with North Texas State Soccer Association Rule 3.6 and USYSA Rule 4044 every person over the age of 17, who at any time could be expected in the performance of their duties to be alone with any registered youth player, must have on file with North Texas State Soccer Association a completed 'NTSSA Application and Consent for Criminal Background Check' (NTSSA Adult Application). For the purposes of this procedure, at a minimum, all coaches, assistant coaches, managers, trainers, referees, volunteer administrators, board members, and staff/employees are included. Others may be included if they may be alone with registered youth players. NTSSA Adult Application forms will be collected by the appropriate Lubbock Soccer Association official and forwarded to the NTSSA office for processing by the State Risk Management Committee. The procedures to be followed are explained in the North Texas State Soccer Association Administrative Rule Book as Rule 3.6.