***Section 1***

The governing authority of the SVSL shall be the Board of Directors, in compliance with the SVSL Constitution and Rules and Regulations.

***Section 2***

The Board of Directors’ responsibilities are as follows:

* 1. **President**

The President of the SVSL shall preside at all SVSL meetings. The President shall appoint all service committees. The President shall only vote in the event of a tie at a meeting or may waive the right to do so. The President is responsible for the SVSL and must maintain situational awareness of all SVSL activities. The President is responsible for the growth and welfare of the SVSL. The President is an ex-officio member of all committees. The president may also invoke his or her powers to initiate special disciplinary review board to review player and referee conduct in special circumstances.

* 1. **Vice President**

The Vice President shall succeed to the powers of the President in the President’s absence. The Vice President shall be Chairperson of the Disciplinary committee and shall report the functions of this committee. The Vice President must identify minimum of three non-SVSL members to serve on the Disciplinary committee prior to the start of each season. The nonmembers server as non-partisan members for ethical review of facts of a situation, thus removing favoritism and or personal bias. Discipline proceedings shall be held in an undisclosed location while reviewing the week’s disciplinary issues. Upon completion of the hearings the team representatives shall be informed individually of the findings so that the rest of the teams in the league are kept unaware of any actions taken.

* 1. **Secretary**

The Secretary shall keep accurate minutes of all SVSL meetings, handle all correspondence, and provide notice of meetings (All correspondence should be available upon request). The Secretary shall maintain a list of member teams in good standing and their official team representatives to meetings of SVSL. The Secretary shall arrange the meeting place for all SVSL meetings. The Secretary shall continuously review the rules of the SVSL and receive input from the teams and players on proposed changes in SVSL rules. The Secretary shall make recommendations to the Board of Directors concerning such changes. The Secretary shall be responsible for maintaining the current list of SVSL rules, which shall be made available to member teams. The Secretary shall appoint assistant secretaries as needed.

**d. Treasurer**

The Treasurer shall maintain all dues, fees, and assessments and have charge of all monies of SVSL and shall keep a detailed account of income and expenditures thereof. The Treasurer shall submit a written report of income and expenses monthly. The Treasurer shall pay all bills. properly passed upon and approved by the SVSL. The Treasurer shall also serve as Chairperson of the Budget and Finance Committee. The Treasurer shall provide receipts of all monies received, which shall be deposited in a recognized bank in the name of SVSL. Bills will be paid by check and require the signature of the Treasurer or President, both signatures are to be filed with the bank on a signature card. The books shall be kept up to date and properly balanced and shall be produced for inspection upon request by any registered player. The Treasurer shall be responsible for the preparation of all papers pursuant to the tax status of the SVSL. The Treasurer will prepare and maintain an annual and seasonal budget that must be reviewed and approved by the Board of Directors.

**e.** **Registrar**

The Registrar shall be responsible for conducting the annual and seasonal registration of teams and players and for maintaining registration records of all teams and players. The Registrar shall also be responsible for issuing player identification cards to affiliated players. The Registrar will print game cards for each match and deliver them to the fields at least 10 minutes prior to game time. The Registrar will collect team and player fines NLT 5pm on the Thursday prior to the next game. Upon receipt of payment, player passes will be returned to the team representative. On a weekly basis the Registrar will coordinate with the Treasurer to transfer all monies collected. In conjunction with the Treasurer and Secretary, the Registrar will complete all State requirements, reports and any other paperwork necessary to keep the SVSL in good standing. The Registrar will be paid $25 per week during the regular season and playoffs. The registrar shall appoint assistant registrars as deemed necessary.

***Section 3***

Each team shall nominate an individual as a team representative for the purpose of voting at SVSL meetings. The team representative is responsible for keeping updated contact information for his/her team, informing team members of all SVSL information, maintaining SVSL uniforms and other equipment, maintaining SVSL player passes, and upholding the SVSL constitution and division rules. The team representative must sign the Team Representative Code of Conduct.

***Section 4***

Any member of the community may be nominated for office. All duly elected officers of SVSL shall be deemed to be full members of the organization during the term of their respective offices.

Nomination of Officers may only be submitted at the Annual General Meeting (AGM). Any general member who is present at the AGM and in good standing may submit a nomination. To be nominated for the Board of Directors, nominees must be present at the AGM. Any officer, while in office, may run for re-election. Elected officials/board members will be registered with the state. State Registration will be paid for by the SVSL.

***Section 5***

The Executive Board shall be elected to office at the SVSL Annual General Meeting (AGM), or by the SVSL General Populace if so decided by the Board of Directors at the AGM. Terms of office for the positions will be one (1) year and will begin immediately upon tabulation of votes. The election vote shall be open to the general membership of the league. Members must be present at the AGM and in good standing to cast their vote.

***Section 6***

Vacancies which occur between elections shall be filled by appointment by the President and ratification by a majority vote of the Board of Directors and team representatives. If the position of President becomes vacant, the Vice President shall succeed followed by the Treasurer, registrar, and lastly the secretary. Should all offices be vacant simultaneously a special election shall be held, after notification of all team representatives.

Board members may resign by submitting a written resignation. Any officer shall be required to resign following a vote of no confidence. A petition for such vote must be signed by the team representatives of at least three (3) teams and must present substantial evidence to support the loss of confidence. The vote of no confidence must be equal to two-thirds majority of the team presentatives, provided all teams have received due notice and copies of the petitions.

***Section 7***

If applicable, Division Coordinators shall be appointed and responsible for the promotion of the women’s, men’s or coed division(s). The Division Coordinator is responsible for gathering player registration materials for their division, rostering the teams and planning the division schedule in conjunction with the Board of Directors and team representatives.