



CONSTITUTION

Article I – Name

The organization shall be known as the Society for American Soccer History and shall hereinafter be referred to as the Society.

Article II – Objectives

- A. To foster the study of soccer as a significant American social and athletic institution.
- B. To establish an accurate historical account of soccer through the years.
- C. To facilitate the dissemination of soccer research and information.
- D. To cooperate in safeguarding propriety interests of individual research efforts of members of the Society.

Article III – Membership

- A. Membership shall be open to those who have an interest in soccer research, statistics, or history.
- B. Types of membership
 - 1. Full members shall be accorded full voting privileges and all other privileges to which such membership shall normally entitle them, including bulletins, publications, and any other benefits the Society shall obtain or provide.
 - i. Associate members shall be non-voting members. Associate members may be accorded such non-voting privileges as outlined in the By-laws.
- C. Any member who fails to abide by the objectives or any other provision of the Constitution shall be subject to expulsion by action of the Executive Board or by a

majority of those voting at the annual meeting. Members shall receive thirty (30) days advance notice of such planned action.

Article IV – Finances

- A. Membership dues shall be determined by a majority vote of the Executive Board. Date of payment to remain a full member in good standing shall be stated in the By-laws.
- B. All monies received by the Society shall go directly into the Society's treasury and shall be used to defray the cost of the annual publications, bulletins, membership directory, and other expenses of the Society that are approved by the Executive Board.

Article V – Officers and Committees

- A. The officers shall include a President, a Vice President, a Secretary, and a Treasurer. Each officer shall serve for a term of two (2) years.
- B. Election of officers shall be by a plurality of votes cast. Procedures for addressing tie votes shall be stated in the by-laws. Officers shall take office at the conclusion of the voting cycle.
- C. An Executive Director may be appointed by the Society's Executive Board under such terms and for such period of time as are mutually agreeable.
- D. In addition to the aforementioned officers, there shall be five (5) Directors to provide functional continuity for the Society on administrative policy. These five (5) members shall be elected by a plurality of the votes cast for a term of two (2) years.
- E. The Officers and Directors shall constitute the Society's Executive Board which shall handle any business which cannot be transacted at the annual meeting.
- F. Procedures for removal of Officers and Directors and the filling of vacancies shall be stated in the by-laws.
- G. The President shall have the power to appoint all committees deemed necessary to the operation of the Society.

Article VI – Board of Advisors

An Advisory Board may be constructed by the Executive Board, with Advisors approved by plurality of votes cast by the Executive Board.

Article VII – By-Laws

The Society may adopt by-laws to carry out the operations of the Society. The process for making further changes to the By-laws is stated in the By-laws.

Article VIII – Meetings

- A. There shall be an Annual Meeting, the date and site of which will be selected by the Executive Board and communicated to the membership no less than sixty (60) days in advance. This meeting may be conducted either in person or in another format at the discretion of the Executive Board.
- B. The membership shall receive updates from the Executive Board on the workings of the Society and conduct any other business that may come before it at the Annual Meeting.
- C. Treasurer’s Reports and reports from all committees shall be made available to membership before the meeting and to the general public after the annual meeting.
- D. Members eligible to vote shall be full members as articulated in the By-laws.

Article IX – Amendments

The Constitution may be amended, either partially or in full, by a two-thirds vote over a thirty (30) day ballot. Amendments may be proposed by the Executive Board on its own initiative or on the petition of at least one (1) percent or any five (5) members (whichever one is greater) addressed to the board. Constitution revisions shall be presented in a special thirty (30) day voting window. Members may request ballots for the special voting window in the seven (7) day period before the voting window opens. At least two-thirds of distributed ballots must be returned to constitute a valid action.

Article X – Parliamentary Procedures

The proceeding of the Society’s annual meeting and all Executive Board meetings shall be governed and conducted according to the latest edition of *Robert’s Rules of Order*.

Article XI – Dissolution

If the Society should ever be compelled to dissolve, all obligations and liabilities shall be satisfied. The remaining assets, if any, shall be distributed in accordance with the Society’s Articles of Incorporation as amended.

EFFECTIVE DATE OF THE SASH CONSTITUTION: January 1, 1994

CURRENT VERSION RATIFIED: November 9, 2024



BY-LAWS

Article I – Membership

- A. One may become a full member of the Society by payment of dues and submitting a completed and approved application form.
- B. The membership year shall cover three-hundred-sixty-five (365) days from the date when dues are paid.
- C. A member's dues must be paid before nominations are solicited for the annual voting window to be a full member in good standing.
- D. An associate member shall receive all benefits of a full member except for voting rights.
- E. A member shall be considered an associate member after dues have been paid and before their application is approved.
 - 1. No membership applications will be approved after nominations are received for the annual voting window in accordance with the Policy Manual.
 - 2. Once the election cycle is completed, an associate member shall be considered a full member upon approval of application.

Article II – Officers and Functions

- A. President
 - 1. Shall preside over the annual meeting.

2. Shall serve as chair of the Executive Board.
3. May establish *ad hoc* committees and appoint the chairperson.
4. Shall carry out the directives of the membership and the Executive Board.
5. Shall work on public relations matters.
6. Shall be elected in odd-numbered years for a term of two (2) years.
7. Shall be empowered to sign contracts and letters of agreement subject to prior approval of the Executive Board.

B. Vice President

1. Shall assume all duties of the President in the absence of the President or in the event that the President is unable to accept or perform his or her responsibilities and duties.
2. Shall be elected in even-numbered years for a term of two (2) years.

C. Secretary

1. Shall take minutes at the annual meeting and at all Executive Board meetings and distribute same promptly to all Executive Board members.
2. Shall be elected in even-numbered years for a term of two (2) years.
3. Shall maintain and record all changes in and of the Policy Manual.
4. Shall be responsible for the use and maintenance of corporate files and records either directly or by supervisory authority at the discretion of the Executive Board.

D. Treasurer

1. Shall prepare or monitor the preparation of the Society's annual budget and the reporting of financial status against budget and submit recommendations regarding same to the Executive Board.
2. Shall prepare and submit expense reports regarding Executive Board meetings.
3. Shall be elected in odd-numbered years for a term of two (2) years.

E. Executive Director

1. Shall be the Society's chief administrative officer upon appointment by the Executive Board.

2. Shall carry out the directives and policies of the Executive Board.
3. Shall supervise the Society's fiscal operations and submit quarterly and annual financial reports to the Executive Board.
4. Shall submit an annual budget and periodic lists of recommended projects to the Executive Board.
5. Shall work with the President for public relations.
6. Shall serve as editor of such publications as determined by the Executive Board.
7. Shall be a non-voting member of all standing committees and receive reports from all committees.

F. Directors

1. Shall serve a two (2) year term.
 - i. Three (3) of the five (5) directors shall be elected in odd-numbered years.
 - ii. Two (2) of the five (5) directors shall be elected in even-numbered years.
 - iii. Further procedures for the election of Directors shall be found in the Policy Manual.
2. Shall serve on the Executive Board.

G. Executive Board

1. Shall advise and direct the Executive Director.
2. Shall determine operational policies and practices .
3. Shall approve all contracts and letters of agreement prior to signing.
4. Shall appoint the chairpersons of all standing and research committees except the Elections Committee.
5. Shall meet at the annual meeting and at least one (1) other time between annual meetings.
6. May establish new research committees in accordance with the by-laws.
7. No member of the Executive Board may serve more than eight (8) successive years.

8. Only full members may be nominated for election to serve on the Executive Board.
9. All decisions of the Executive Board shall be made by majority votes except where specified otherwise in this document.

H. Vacancies

If a vacancy occurs on the Executive Board for any reason other than a recall by two-thirds vote at the annual meeting, the vacancy shall be filled by two-thirds vote of the remaining members of the Board until next election, at which time the members shall elect a replacement for the unexpired term. If a vacancy is created by a two-thirds vote of recall at the Annual Meeting, the vacancy shall be filled by a majority vote at the Annual Meeting until the next election, at which time the members shall elect a replacement for the unexpired term.

I. Removal of Officers and Directors

An Officer or Director for reasons of cause (such as medical incapacity or gross improprieties) may be judged by the Executive Board unsuitable for service to the Society. The Executive Board by unanimous vote (excluding the Officer or Director in dispute, who may not cast a vote) may remove an elected Officer or Director from service. Officers and Directors also be removed by two-thirds vote of the membership at the Annual Meeting. The Board shall notify the Officer or Director in question thirty (30) days prior to the meeting and shall provide for a reasonable opportunity for defense. The vacancy created by the removal of an Officer or Director shall be filled according to Section II(H) of these by-laws.

Article III – Quorums

- A. Five (5) full members in good standing shall constitute a quorum for an annual meeting.
- B. A majority of the Executive Board membership shall constitute a quorum for an Executive Board meeting.

Article IV – Committees

A. Elections Committee

1. Shall consist of three (3) members as follows: The President shall appoint the chairperson and the Executive Board shall appoint two (2) members.

2. Members shall be appointed within thirty (30) days following the annual meeting and shall serve for a term of one (1) year.
3. Shall solicit candidates and receive petitions for office and prepare a slate not to exceed three (3) nominees for each office on the ballot in accordance with these By-laws and the Policy Manual.
4. Shall distribute ballots to all full members in good standing in accordance with the Policy Manual.
5. Shall receive, validate, open, and tally all ballots cast in accordance with the Policy Manual.
6. The tabulation of the ballots shall constitute a certified election.
7. While serving, members of this committee shall themselves be ineligible for nomination to any office of the Society.

B. Auditing Committee

1. An Auditing Committee, including one (1) chairperson and up to two (2) additional members, may be appointed by the Executive Board.
2. Once appointed, an Auditing Committee shall audit and validate the expense reports of the Executive Board and report the same to the membership at the annual meeting.
3. Once appointed, an Auditing Committee shall examine the annual financial report of the Society's accountant and report the same to the membership at the annual meeting.

C. Research Committees

1. May be established by the Executive Board.
2. Shall upon establishment have a stated purpose and a set of goals in conjunction with the objectives set forth in Article II of the Constitution.
3. All committees shall submit a written report to the Executive Director annually and informally upon request.
4. The Executive Board shall have the power to dissolve any research committee in accordance with the policy manual.

D. *Ad Hoc* Committees

1. The President may appoint and disband *ad hoc* committees as needed.

2. These committees shall serve for a finite period of time and be only established to perform specific tasks for the Society.

Article V – Processes for Changing By-Laws

- A. Changes to the by-laws may be proposed by any Officer or Director during a meeting of the Executive Board as part of its duties under Article II(G)(2).
- B. Changes to the by-laws shall be approved by a two-thirds vote of the Executive Board.

EFFECTIVE DATE OF THE SASH BY-LAWS: January 1, 1994

CURRENT VERSION RATIFIED: November 9, 2024