

LIONVILLE SOCCER CLUB (LSC) OPERATIONS MANUAL

ORGANIZATION

- LSC is an affiliate of and operates under the auspices of the Lionville Youth Association (LYA). LYA delegates normal operations of LSC to the President of LSC but maintains authority over LSC to comply with requirements directed by the Board of LYA.

PARTICIPATION

- All players within LSC, unless specifically permitted by the President of LSC under exceptional circumstances, must be individuals from within the normal territory of LYA soccer. All players must be duly registered on an LYA soccer registration form and a travel soccer disclosure statement with all appropriate fees paid in advance of team participation. Anonymous financial aid is available for all fees and uniform costs for any individual team members who cannot otherwise afford it.
- All player selections must be made via official tryouts, a schedule of which must be issued and disseminated in an open, unrestricted fashion in advance so as to permit the maximum opportunity for involvement.

COACHES

- LSC coaches are appointed by and serve at the discretion of the President of LSC and the Board of LYA. LSC coaches can be removed and/or replaced at any time when in the sole discretion of the LSC President, as the delegate of the LYA Board, it is deemed to be in the best interest of LYA.

FUNDS ACCOUNTABILITY

- Any and all collection of funds by team coaches or other designees in cash or checks made payable to other than LSC or LYA for registration costs is strongly discouraged.
- An annual accounting of all team related expenses encountered by team members is to be detailed and summarized by each team. The types of expenses to be included in this accounting must include, but are not limited to, uniform costs, sweat suits, jackets, patches, extra tournaments (including indoor), etc. This report will provide meaningful data to current and prospective team parents inquiring regarding program costs as well as LYA Board members for oversight responsibilities. This report will cover the LSC fiscal period from June 1 to May 31 and must be provided to the LSC President not later than August 1 of each year.

TOURNAMENT FEES

- Each team will provide a preliminary schedule of all anticipated tournament participations (including indoor) for the LSC fiscal year on or before June 30 of each year. All tournament fees will be centrally disbursed.
- The four tournament fees included in the travel soccer registration fee premium may not exceed \$1,200 per team for full-sided leagues (U-11 and up) and \$900 per team for small-sided leagues (U-9 and U-10). This amount will be periodically reviewed and adjusted in advance of the annual registration and budget processes.
- Any and all tournament fees in excess of the four must be centrally disbursed and reimbursed in advance by team members via checks made payable to LSC.

REGISTRATION FEES (STATE AND LOCAL) AND REFEREE FEES

- These costs will be centrally disbursed and are included (for league play) in the LYA registration and travel soccer premium fees.

PATCHES

- Patches will be standard for the LSC and will be centrally ordered through a coordinator. Payment will be collected from each team and assessments must be included in the annual accountability statement.

FIELD SCHEDULING

- Field usage will be coordinated by an individual(s) selected by the LSC.
- To avoid conflicts and to ensure equal time allocation of this precious commodity (field usage), all usage must be scheduled in advance through the coordinator. Each and every team will be allocated equal field time to the best of the coordinator's ability.
- Field related equipment and field preparation will also be centrally coordinated by a LSC assigned individual. Preparation will be fairly rotated among teams participating in the season. All field related equipment is the joint property of all teams of LSC. This equipment includes liners, paint, corner flags, etc. Individual team property is strongly discouraged and presents a diminished unification image for LSC.

OPERATIONS MANUAL CHANGES

- Changes to this manual (additions, deletions, modifications) can only be made via a majority vote of the Board of Directors of LYA and only after such modification is properly noticed in advance as an agenda item for an LYA Board Meeting.