

EAU CLAIRE UNITED SOCCER CLUB
Policies and Practices

Amended August 2022

INTRODUCTION

This manual supplements three other documents that guide ECU.

- 1) *ECU's By-Laws*
- 2) *WYSA's (MYSA's when applicable) Administrative Handbook*
- 3) *USYSA's Official Administrative Rulebook*

To obtain a copy of these documents, contact the Club secretary.

Dates appearing in parentheses below correspond to ECU Board of Directors meetings and indicate the date of approval, either by motion or by general verbal agreement, by the Board. Items without dates are common and consistent practices of the club that have not been formally acted on by the Board.

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Club Administration

Board Meetings and Minutes

- a) Board meeting will be held monthly throughout the year
- b) Board meetings will be open to the membership

Financial Management

- a) The Board will maintain two accounts:
 - 1) *General operating account-Treasurer/bookkeeper*
 - 2) *Petty Cash-Club Administrator*
- b) The Treasurer will pay all bills up to \$1000 on his/her signature alone and report all payments to the Board monthly. (9/9/96)
- c) One other Board member (usually President) will also be authorized signatories on Club accounts. (9/9/96)

Travel by Board and Administrators

- a) ECU mileage reimbursement rate is 80% of the current IRS regular business rate. This allows for easy calculation of the rate for future administrative ease. It does not penalize the drivers with the drivers with the extremely low "Non Profit" rate. It does not pay the drivers such a large profit margin over the cost of their gas alone. It is a responsible use of our club member's funds. (1/12/09)
- b) The Club will pay for room accommodations for delegates attending WYSA's (MYSA when applicable) annual general meetings.

Membership

Coach Development

All ECU coaches are required to have Age-Appropriate Grassroots certifications before they can coach an ECU team

Membership fees paid by Club

- a) The Club will pay WYSA (MYSA if applicable) membership fees of Board members, Administrators, Coaches and Team Managers.
- b) ECU Board Members will receive a reimbursement equal to \$250 at end of spring season for services provide to Club for previous year. (10/25/2010)

Parent Involvement

The ECU Board of Directors and Administrators work to benefit all players and teams associated with the Club. Therefore, each team affiliated with the Club MUST provide, each year, a team liaison, and when positions are open as follows for 1-2 additional positions:

10U: recommend volunteer role such as field liner, add'l opportunities when requested by Board

12U: recommend Board member position

14/15U: recommend volunteer role such as field liner, game day facilitator when hosting events, add'l opportunities when requested by Board

Risk Management

- a) All adult volunteers working with children will be required to complete a volunteer disclosure form, authorizing WYSA to run a background check. (2/6/96)
- b) The WYSA will run local background checks on all adult volunteers working with children. If a volunteer has not been a resident of Eau Claire at least 5 years, other checks may be done at the discretion of the Risk Manager. (12/9/96)

Team organization and play

Tryouts and Team Formation

- a) All teams will be formed by open tryouts. (1/16/96) See ECU Tryout Policy.
- b) All players will be provided more than one opportunity for tryouts. (3/30/96)
- c) Teams will be formed according to the Team Formation Guidelines adopted by the ECU Board of Directors.
- d) For liability purposes, no player may practice/play with an ECU team unless that player is a current member of ECU or another WYSA/USYSA affiliated Club.

Scholarships

The Board will use up to 70% of available scholarship funds for Fall requests, and up to remaining 30% in Spring/Summer. Any leftover funds will be rolled in to the next year's funds.

Players who request such assistance prior to season disbursement

- a) AND who qualify for reduced school lunch can receive up to 60% off season league fees from WYSA (or MYSA) and/or tournament fees.
-OR-
- b) AND who qualify for free school lunch can receive up to 80% off season league fees from WYSA (or MYSA) and/or tournament fees.
-OR-
- c) AND who qualify for reduce or free school lunch can receive up to 50% off for ECU summer camps
-OR-
- d) AND who qualify for reduced or free school lunch can receive up to 50% off for HS teams with tournament optionals (i.e.- al-a-carte) for up to 3 tournaments.

League and tournament fees covered do NOT include team formation payment, uniform costs, soccer gear (cleats, ball, shin guards) or any travel related costs.

Maximum scholarship PER FAMILY is based on number of requests and funds available.

- a) If all requests can achieve max assistance as listed above and stay at or below fund percent allowed per Fall/Spring/Summer listed above, then all players in family can receive.
- b) If all requests can NOT achieve max assistance as listed above:
 - 1st player- max assistance equal to what is being offered to all players requesting based on school lunch (reduced or free)
 - 2nd player-max assistance equal to what is being offered to all players requesting based on school lunch (reduced or free)
 - 3rd or more players- up to 25% off

A player is not eligible for scholarship for 1 season (Fall and Spring) if any of the following apply:

- a) Player did NOT complete previous season (Fall and Spring) after registration and scholarship was provided outside of cause being injury/illness or otherwise identified extenuating circumstance.
- b) Player previously received scholarship, then left club for another D9 Club where they did NOT receive scholarship and is now returning.

Multi-player Family Discount

ECU has a multiplayer fee structure that does not require request and is applied when scholarship is NOT requested. First player is oldest birth year player

- First player= Full price
- Second player= Full price
- Third player= Full price minus \$75
- Fourth and more player= Full price minus \$100

Equipment

- a) The Club will provide a coaches supply bag with balls and other training supplies.
- b) The Club will provide goals and nets at each field on which ECU league teams play home games.
- c) The Club will provide a stocked first-aid kit to each Club team.
- d) Teams/Coaches will be charged for any equipment not returned to the Club at the end of the season. (9/8/97)

Field Use

- a) City fields are designated for specific times for ECU use based on cooperative scheduling between the ECU Field Coordinator, AYSO and the Parks and Recreation Department.
- b) School fields are approved for ECU use and may be used for practices, scrimmages and games only with the approval of the ECU Field Coordinator.

Fund-Raising and Tax Exempt Status

Team fund-raising activities, including schedules of these activities, must be approved by the Board to meet the requirement of tax-exempt status. (9/9/96)

Sponsorship

Team uniforms will be reserved for club sponsorships only to ensure compliance with all consistency and proper attire requirements that may be in place by WYSA (MYSA when applicable). However, teams may secure sponsorships and display any sponsor identities on all other equipment including equipment bags, warm-ups, etc. (5/20/02)

Uniforms

- a) Club colors are red and white. (10/14/96)
- b) All Club teams will wear Club uniforms. (10/14/96)
- c) Players will purchase their own uniform (jerseys, shorts, socks).

Winter/Indoor Soccer

ECU will offer supplemental winter training and game opportunities that are not included with the regular season registration. Anything during the winter season that is not organized by ECU accepts no responsibility for that formation, coaching, management, practice or teams AND club communication resources, such as TeamSnap can NOT be used for non-ECU purposes.

Tournament

Tournament Parent Involvement

The annual Club sponsored soccer tournament benefits all the youth in the Eau Claire area. Each family that has children participating in ECU tournament will provide adult volunteers to work at least four/six hours the weekend of the tournament. Lack of completing entirety of hours will result in a \$150 fee charged after tournament weekend. Payment must be received before a player will be assigned to a team for the next season.

Volunteer Opportunities that arise throughout the year that result in greater than 4-6 hours will also meet volunteer hours and be exempt from \$150. Examples include field lining, game day facilitator for home hosting event days, and others as supported by the Board.

Tournament Proceeds

Tournament profits will be used to fund Club operations, scholarships and player development.