

**COMMITTEES**

The BRCL will have *Standing Committees and Ad Hoc Committees*.

**A. STANDING COMMITTEES:**

*Standing Committees* are committees that are deemed necessary for the continuing operation of the league and are continuing committees. The *Standing Committees* are:

1. *Executive Committee*
2. *Competition Committee*
3. *Conduct Committee*
4. *Appeals Committee (Appointed as Necessary)*
5. *Referee Committee*

**B. AD HOC COMMITTEES**

The League President, with approval of the Board of Directors, appoints *ad Hoc Committees* as needed, to advance the work of the League in such matters as rules of competition, discipline, scheduling, publicity and other areas deemed necessary for the improvement of the League. An *Ad Hoc Committee* is a temporary committee that is disbanded when its work is complete.

**C. APPOINTMENTS OF CHAIRPERSONS:** Such committees shall be subject to the final authority of the Board of Directors. The President shall appoint the Chairperson of any committee, unless otherwise provided for.

**STANDING COMMITTEES**

**EXECUTIVE COMMITTEE**

- A. The *Executive Committee* shall be composed of the President, Vice-President of Administration, Vice-President of Operations, Registrar, Secretary, Treasurer, Immediate Past President, League Administrator and such other individuals deemed appropriate by the Board.

**COMMITTEES**

**SECTION 8.2**

- B. The Executive Committee may act with the authority of the BOD between regular meetings of the BOD.
- C. Executive Committee will coordinate communications between BRCL and VYSA, and will instruct Representatives to VYSA meetings concerning voting matters.

**COMPETITION COMMITTEE**

- A. The Competition Committee shall be composed of a Chairperson, and **ONE** Representative from each Member Club. The BRCL administrator may be an EX Officio member.
- B. All division structure and team entry procedures shall fall under the jurisdiction of the Competition Committee. The Committee shall meet as necessary to formulate recommendations to the BOD concerning: Seasonal structure of age divisions; recommendations concerning changes or adjustments of the League's policies and procedures to promote the level of competitive play within the BRCL.
- C. All teams, returning and new teams apply for entry into the League each season.
- D. The Competition Committee will evaluate applications and consider teams for inclusion in the coming season of play based on their level of skill and ability rather than their age.
- E. Teams returning without a break in seasons of play will be given priority. New applicants and previous teams re-applying after a break in seasons of play will be considered equally.
- F. Application to the BRCL is an agreement to play in any division to which it is assigned.
- G. Decisions as to the acceptance and placement of teams in divisions are within the sole discretion of the Competition Committee.
- H. Appeals are allowed in a 48-hour window following the emailing of the NEW season Division Structure to the Member Club Representatives. The 48 hour period begins on the time stamp on the sent email. If a Member Club did NOT have a Representative at the Competition Committee meeting none of their teams can appeal. Extraordinary circumstances will be considered.

**CONDUCT COMMITTEE**

- A. The Conduct Committee shall be composed of a Chairperson, four (4) Club Representatives, and one BRCL officer. A Quorum is four (4) and may include the Chairperson who may vote if there is a tie. A committee member may not participate in any hearing

involving his/her own club (the President may appoint another member for the hearing). An Ex Officio secretary may be appointed..

**B.** The Conduct Committee is responsible for interpreting and enforcing BRCL rules and Codes of Conduct and for disciplining behavior contrary to BRCL rules and Codes of Conduct, when necessary due to the severity of the action and/or in the absence of action by the Member Club to resolve the matter.

**C.** The Conduct Committee will investigate and conduct hearings, as appropriate, to determine, assess, and enforce penalties when violations of BRCL rules or Codes of Conduct are alleged to have occurred that are not adjudicated appropriately by Member Clubs. The Committee has jurisdiction over rostered players, all team officials whether or not listed on the roster, parents and spectators.

**D.** The Committee is to maintain records of all cautions and send offs assessed against players, and all send offs assessed against Coaches, Team Officials, Parents and Spectators.

**E.** The Conduct Committee Chairperson shall communicate all known violations of the BRCL Conduct Code to the appropriate Club Representative in a timely fashion.

## **IF THE CONDUCT COMMITTEE DETERMINES THAT ACTION NEEDS TO BE TAKEN**

**A.** It shall be the duty of the Club Representative, upon advice of the Chairperson of the Conduct Committee to contact the offender, apprise him/her of the situation and inform him/her that the Conduct Committee action is pending. The Club Representative shall request the offender to contact the Chairperson of the Conduct Committee. If the offender is a player, his/her coach must contact the Chairperson of the Conduct Committee.

**B.** Upon being contacted by the offender, the Chairperson of the Conduct Committee shall advise the offender as to offense or alleged violation and the date, time and location of the hearing. The Chairperson shall inform the offender that matters in rebuttal, mitigation, or extenuation may be presented in writing, in person, or by telephone, with the caution that defenses presented in writing must be in the hands of the Chairperson of the Conduct Committee at least twenty-four (24) hours prior to the scheduled hearing in order to be considered.

**C.** The Conduct Committee with the Chairperson presiding shall consider the case on the specified date utilizing such evidence as is available at the time. A decision of the case will be rendered by a majority vote. A written decision will be provided to the President, the

League Secretary and three (3) copies of the decision will be sent to the Club Representative: one (1) for his/her file, one (1) for the coach and one (1) for the offender or alleged violator. Additional copies may be sent to VYSA, or other League officials as appropriate.

D. The Chairperson of the Conduct Committee must advise the offender he/she has seven (7) business days to appeal the Conduct Committee's decision and the procedure for filing an appeal.

E. Decisions of the Conduct Committee may be appealed to the Appeals Committee.

**APPEALS COMMITTEE**

A. The Appeals Committee will be chaired by the President or an officer appointed by the President, and four (4) Club Representatives. A quorum is three (3) and may include the Chairperson who may vote if there is a tie. A committee member may not participate in any hearing involving his/her own club (the President may appoint another member for that specific appeals hearing). An Ex Officio secretary may be appointed.

B. The Appeals Committee shall ONLY consider and adjudicate cases which are presented to it by appeal of a decision of the Conduct Committee.

C. All decisions of the Appeals Committee shall be by majority vote in writing.

D. Within seven (7) business days of receiving written notice of a Conduct Committee decision, the appealing party must send, by **registered mail** to the BRCL President, a written appeal, accompanied by a check for \$100.00 payable to BRCL. If the appeal is upheld, the \$100.00 will be refunded; if the appeal is denied, the \$100.00 will be deposited in the general fund of the BRCL.

The written appeal must include the nature of the appeal; the remedy requested; and all supporting documentation.

E. The Appeals Committee will meet within fourteen (14) days of receipt of an appeal unless otherwise ordered for good cause. The Committee will hear the case of the appealing party; the report of the Chairperson of the Conduct Committee and any desired witnesses by any party.

F. Decisions of the Appeals Committee are final.

**REFEREE COMMITTEE**

The Referee Committee shall be composed of a BRCL member appointed by the President of the BRCL and a certified Referee from the Referee community. This is a committee of two only and is an action committee.

## Responsibilities:

- A. Be the BRCL liaison to improve and maintain positive relations with the referee community (referees and assignors, and regional and state officials related to the referee community).
- B. Communicate to the referee community the BRCL GAME-DAY POLICIES and all other BRCL actions that the league is taking to improve the game environment for the soccer community.
- C. A Referee member should attend all referee meetings.
- D. Develop innovative programs in partnership with the referee community to educate the Coaches, Players, and Parents of the league in the rules of the game.
- E. Coordinate and communicate the availability of referee training classes (via the web site and email) with all Member Clubs that promotes the development of new referees via frequent email and web site communication to Member Clubs. Work with the assignors to schedule these classes when and where they are needed. If the referee pool in a given area is low, communicate the League expectations to ramp up the pool.
- F. Support BRCL's referee evaluation process as a positive tool to award the top referees in the area and identify those that need assistance. Responsibilities include the receiving the input from the Referee cards from the official scorer and developing and managing the referee awards each season.
- G. Report to the Board of Directors regarding the referee cards, referee clinics, and any other business concerning referees.