

## **VANCOUVER YOUTH SOCCER ASSOCIATION POLICY REGARDING REQUESTING a CLUB NOTICE TO READER**

*The purpose of the Society is to foster, develop and govern the game of soccer within the City of Vancouver and the University Endowment Lands and to enforce the Constitution, Bylaws and Rules & Regulations of the British Columbia Soccer Association.*

Please note the following “Notice to Reader” annual requirement as passed at the June 2016 BC Soccer Annual General Meeting.

Please send your club’s completed Notice to Reader and Society form 11 to Vancouver Youth Soccer c/o the VYSA Secretary (vysasecretary@vysa.ca).

### **BC Soccer Bylaws, Article 12**

- c. District Associations may only affiliate not for profit registered society Clubs who annually complete at a minimum Notice to Reader financial statements.
  - i. Not for profit affiliate clubs shall provide to their District Association within the previous 12 months and annually proof of filing of the affiliated club’s Society Annual Report (form 11).
  - ii. Not for profit affiliate clubs shall provide at a minimum Notice to Reader financial statements, which have been prepared by a licensed CPA, to their District Association within 30 days of the club’s Annual General Meeting. Review and Audit Engagements are preferred.
- d. The books and records of all soccer clubs and teams shall be open to inspection by their District Association on demand.

#### *Interpretations:*

- v) “Books and Records” shall mean the Listing of officers, the Rules and Regulations, the Constitution and Bylaws, the Board Meeting Minutes, the General Meeting Minutes and Financial statements (current and previous).

### **Article 12, 2**

- k) Each Youth District Association shall provide at a minimum Notice to Reader financial statements, which have been prepared by a licensed CPA, to BC Soccer within 30 days of the district’s Annual General Meeting. Review and Audit Engagements are acceptable

#### **Procedure Regarding Club Members Requesting a Review of their Club financials:**

Duly recognized members of affiliated Vancouver Soccer Clubs have the right to request a review of that club’s books and records. This request must go through the Club’s Executive giving specific reasons for the request.