

BY-LAWS
OF
VALLEY YOUTH HOCKEY ASSOCIATION INC.

Article I. Membership

Section 1. Acceptance of youth into activities of this Association shall not contravene the principles of membership set forth in Article V of the Constitution.

Section 2. Application and Acceptance

Membership shall be by application, completed in its entirety and accompanied by the annual dues as set for that year by the Board.

Section 3. Dues

House dues shall be set annually by the Board, prior to commencement of the season. House dues shall be paid in its entirety at the time of registration. In hardship cases, dues may be waived entirely if so voted by a majority of the Board.

Travel team managers shall submit a budget for their team to the Board prior to December 1. Travel team dues may be paid in three installments with all monies collected by January 25 of the current season.

Section 4. Denial of Membership

No application for membership shall be accepted if:

1. Dues from a prior year were not paid.
2. Prior suspensions are still outstanding.
3. Equipment from a prior year is still outstanding.
4. Proof of age within five days of request by the Association is not received.

Section 5. Membership Limits

The Association will accept as many applicants as budgetary quantity of ice and ice hours will permit. If it is necessary to limit the number of member/participants, members from the immediate previous year shall be allowed first consideration.

Section 6. Participation and Suspensions

Any member can be suspended from participation in the activities of this organization by a two-thirds vote of the Board of Directors, if said member violates any rule or regulation, as set forth by the Constitution, By-Laws or Rules Governing the Game of Ice Hockey is amended.

No youth may commence participation in any activities of this Association until he/she has met the requirements as set forth in these articles.

Article II. Government

Section 1. General Supervision

The Board of Directors shall have general supervision of the affairs of the Association and are charged with carrying out the Articles of the Constitution and these By-Laws.

Section 2. Finance

Funds of the Association shall be withdrawn from the bank with which they are on deposit by the signatures of the President and the Treasurer.

All obligations exceeding \$100 made in the name of the Association shall have prior approval of the Board. Obligations less than \$100 shall be authorized by two (2) officers.

The organization may receive gifts and contributions and may raise and use funds in any manner compatible with status as tax exempt and as a donee for tax deductible gifts. Gifts may not be accepted if conditioned upon any action which would prejudice such status.

Special functions such as tournaments shall have a budget submitted to the Board for approval.

An audit committee shall be appointed by the President prior to the end of the fiscal year. This audit committee shall audit the finances of the Association and report their findings at the last meeting of the fiscal year.

Article III. Elections - Directors

Section 1.

- a) Directors shall be elected by the general membership of voting age at the annual meeting.
- b) Each year, five (5) directors shall be elected to the Board for a term of three (3) years.
- c) Outgoing members may be re-elected for another term.
- d) Voting shall be by secret ballot.
- e) All parents of registered members shall be entitled to attend the annual meeting and vote.

Article IV. Elections - Officers

Section 1. Officers to be filled:

Immediately following the annual elections for Directors, the new Board shall elect in the following order:

President

Vice-President

Secretary

Treasurer

All of the above constitute the officers of the Association. At the option of the Board, an additional officer may be elected and designated as Board Chairperson.

Section 2. Restrictions

All officers shall be elected from the Board of Directors for a period of one year unless by a two-thirds (2/3) majority vote of the Board they desire to continue an officer(s) in that office(s).

No Officer shall hold more than one office in the same term.

Section 3. Ballot

Voting shall be by secret ballot for each office.

Section 4. Term of Office

Officers shall take office no later than May 1st of each year.

Article V. Vacancies

Section 1. General

Vacancies on the Board or in any office shall be filled by a majority action of the Board. Such appointees shall serve out the remainder of the term to which appointed. This is necessary to facilitate Article III Section 1 (b).

Section 2. Absence

A vacancy is deemed to exist if any Director has been absent from three (3) consecutive Board meetings without good cause. Such vacancies shall be filled as described in Section 1 and the absent Director shall be notified in writing.

Section 3. Suspension

A Director/Officer may be removed from the Board by a 2/3 majority vote of the Directors. The subject Director/Officer shall be informed in writing five (5) days prior to a meeting of the Board to discuss and vote on such action. Following said meeting, the outcome of the Board's decision shall be immediately conveyed to subject Director/Officer in writing.

Section 4. Resignation

Any Director desiring to resign may do so by giving written notification of his intent to the President/Vice-President of the Board.

Such vacancy shall be filled as outlined in Section 1.

Article VI. Officers

Section 1. President

- a) It shall be the duty of the President (provided that no Board Chairman has been elected) to preside at all meetings and to enforce all rules and regulations relating to this Association.
- b) Shall call meetings of the Association.
- c) Shall appoint all committee chairpersons.

- d) Shall be an ex-officio member of all committees (may be a member.)
- e) May delegate the routine management of the Association.
- f) Shall act as official spokesperson of the Association.
- g) Shall be custodian of all official records of the Association.

Section 2. Vice-President

- a) It shall be the duty of the Vice-President to preside at all meetings in the absence of the President, provided that no Board Chairperson has been elected.
- b) Is responsible for becoming familiar with all duties of the President.
- c) Is responsible for assuring all committee chairpersons are performing their assigned tasks/duties.
- d) Is Chairperson of the Finance Committee.

Section 3. Secretary

- a) Proceedings of all meetings shall be recorded by the Secretary. Shall distribute copies of the minutes of a Board meeting to all Directors following a meeting in a timely manner.
- b) Shall circulate all correspondence of interest.
- c) Shall handle all correspondence of interest.
- d) Responsible for maintaining a current record of Association membership unless this has been assigned to a membership chairman. In that event, the Secretary shall be given current copies of membership rosters for safekeeping and to assist the Secretary in performance of her/his duties.
- e) Responsible for maintaining a file of capable and interested persons for use in obtaining talent for the Association.

Section 4. Treasurer

- a) All moneys payable to and disbursed from the Association shall be the responsibility of the Treasurer. Reference Article II, Section 3 BY-LAWS.
- b) The deposits of the cash receipts of the Association shall be made at least bi-weekly.
- c) A detailed hard copy of all transactions with verified balances shall be kept on a monthly basis. Said hard copy shall be of such form as to readily assimilate into an acceptable report for the Internal Revenue Service.
- d) The Treasurer shall submit a financial report at each meeting of the Board or when called upon by the President to do so.
- e) A detailed report shall be submitted to the Board at the fiscal year end meeting of the Board.

Section 5. Board Chairperson

If this position is deemed necessary by the Board of Directors, the Board Chairperson:

- a) Shall preside at all Board meetings.

Article VII. Meetings

Section 1. There shall be regular meetings of the Board, duly announced and not less than quarterly. It is recommended that the Board meet monthly during the playing season. Meetings may be called upon request of a majority of the Board of Directors. These meetings are open to the membership but said members have no vote.

Section 2. There shall be an annual meeting of the membership held each other, prior to "player draft."

Section 3. It has been the custom of this Association to hold a general meeting at season's start-up to acquaint new and old members with the coming season's plans.

Article VIII. Committees

Section 1. The following committees are recommended and their chairmen shall be appointed from the Board by the President.

Player/Coach:	Policy & Guidance Instruction	# 2
Fundraising:	Policy & Guidance Instruction	# 3
Publicity:	Policy & Guidance Instruction	# 4
Finance:	Policy & Guidance Instruction	# 5
Nomination:	Policy & Guidance Instruction	# 6
Registration/Membership:	Policy & Guidance Instruction	# 7
Equipment:	Policy & Guidance Instruction	# 8
Scheduling:	Policy & Guidance Instruction	# 9
Booster Club:	Policy & Guidance Instruction	# 10

** Refer to the following attachments for Policy & Guidance instructions.

Such committees shall exercise only those powers specially vested in them by the Board of Directors. Each committee shall provide an end of year report at the last meeting of the fiscal year (June 30).

Article IX. Supplementary Authority of the Board of Directors.

Section 1. The Board shall have the power to:

- a) Amend any rule covered in the "Official Playing Rules" governing the game of ice hockey to meet local needs.
- b) Select or transfer any boy/girl from one team to another to balance play.
- c) Sanction all "travel teams" which play against teams outside this Association.

Article X. Parliamentary Authority

The rules contained in the current edition of "Roberts Rules of Order Newly Revised" shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these by-laws or any special rules or order the Association may adopt.

Article XI. Amendments

These by-laws may be amended at any regular Board meeting by a two-thirds (2/3) vote, provided the amendment was submitted in writing at the previous Board meeting.