

BY-LAWS OF THE LEECH LAKE AMATEUR HOCKEY ASSOCIATION

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ARTICLE I: INTRODUCTION

Leech Lake Area Youth Hockey is a Minnesota non-profit corporation, an IRS 501C3 non-profit public foundation and charitable gambling license holder B30852. Portions of these by-laws were last filed with the State on 5/30/2003. The entire document was filed with Minnesota Gambling Control on 5/30/2002.

ARTICLE II: NAME

The name of this corporation is officially the Leech Lake Area Amateur Hockey Association, referred to as the "Walker Youth Hockey Association."

ARTICLE III: MINNESOTA HOCKEY AFFILIATE

All Walker Youth Hockey players, coaches, referees and officials will register with Minnesota Hockey. Walker Youth Hockey Association; shall abide by and act in accord with the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules and decisions of Minnesota and USA Hockey. Further, the Walker Youth Hockey Association shall assist Minnesota and USA Hockey in the administration and enforcement of the provisions of the By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of Minnesota and USA Hockey, within and upon its members and/or within its jurisdiction and agrees to be guided by the following core values of Minnesota and USA Hockey.

ARTICLE IV: ADMINISTRATION

As is the case across Minnesota, Walker Youth Hockey is not administered by any government entity, including community education or school. Walker Youth Hockey is an independent member of Minnesota Hockey. It is not organized for religious, political or private purposes, and shall not function for profit or for personal gain to any of its members. No member of the Board except the Gambling Manager; may be paid for services directly related to youth hockey.

- Referees are paid, but are not employees of any hockey association.
- Gambling employees are paid staff.

Notwithstanding any other provisions of these articles, the corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from Federal Income Tax under Section 501c3 of the Internal Revenue Code, or by a corporation, contributions to which are deductible under Section 170c2 of the Internal Revenue Code.

No officer, director, or member of this association shall publicly state any policy, enter into any agreements or otherwise obligate this association without approval by the Board of Directors.

ARTICLE V: MEMBERSHIP

This organization is a member of USA and Minnesota Hockey in regards to payment of dues, support of projects and compliance with by-laws and policies.

This organization is a member of USA Hockey in regards to payment of dues, support of projects and compliance with by-laws and policies.

Members shall consist of the board members, parents, legal guardians, foster parents or step-parents of all skaters registered with the Walker Youth Hockey Association.

ARTICLE VI: FISCAL YEAR

The fiscal year of this association shall run January 1st through December 31st.

ARTICLE VII: FINANCES

The official bank of this corporation shall be the First National Bank of Walker.

- Two signatures are required on all checks drawn on the corporation's general account.
- The Gaming Manager and the President or any other board member other than the treasurer is required to co-sign all checks drawn on the gaming accounts.

ARTICLE VIII: BOARD OF DIRECTORS, OFFICERS AND DUTIES

The government of this association shall be vested in the Board of Directors will consist of the following elected officers: president, vice-president, secretary, treasurer and directors.

The Board shall have control of the property and management of the association, and authorized to act upon all matters relative to the policies of the association, its welfare and membership, and may direct activities for the general good of the association.

President

The President is the primary lead of the Walker Youth Hockey Association; his/her responsibilities will include, at a minimum, the following items:

- Preside over all regular board meetings and special meetings of this association.
- Shall supervise the affairs and activities of the association.
- Shall be the CEO of gambling operations conducted by Walker Youth Hockey Association. Responsible not only to Walker Youth Hockey Association, but accountable to the Minnesota Gambling Control Board for gambling operations.
- Provide direction to Board Members as appropriate.

Vice-President

The Vice-President supports the President in his/her role as primary leader of the Walker Youth Hockey Association. His/her responsibilities will include, at a minimum, the following items:

- Shall, in the absence of the President preside over all regular board meetings and special meetings of the association.

Secretary

The Secretary is responsible for the record keeping of the Walker Youth Hockey Association. His/her responsibilities will include, at a minimum, the following items:

- Shall, in the absence of the President, Vice-President preside over all regular board meetings and special meetings of the association.
- Shall keep a permanent record of minutes of all regular board meetings and special meetings of the association.
- Shall post copies of the general membership meetings on the bulletin board in the arena and on the website.
- Shall perform all such duties as are incident to the office.

Treasurer

The Treasurer is responsible for the financial viability of the Walker Youth Hockey Association. His/her responsibilities will include, at a minimum, the following items:

- Shall, in the absence of the President, Vice-President, Secretary preside over all regular board meetings and special meetings of the association.
- Shall sign all checks as approved by the Board or general membership.
- Shall submit a written financial statement or report at each monthly meeting showing disbursements and deposits.
- Shall keep regular books of accounts and statements together with all vouchers, receipts, records and other papers.
- Shall perform all such duties as are incident to the office.

Scheduler

The Scheduler is responsible for maintaining the ice schedule. His/her responsibilities will include, at a minimum, the following items:

- Attend the District 15 meetings quarterly.
- Scheduling Association teams into the appropriate league games and tournaments.
- Work with the coaches and HDC Committee on schedules.
- Work with coaches on selecting away tournaments.
- Working with Tournament Coordinator to assure ice for home tournaments.

Registrar

The Registrar is responsible for the registration of all players. His/her responsibilities will include, at a minimum, the following items:

- Manage/oversee the annual player and team registration process.
- Manage the collection of fees/funds as part of registration.

ACE Coordinator

The ACE Coordinator is responsible for the overall Hockey Development Program in the Walker Youth Hockey Association. His/her responsibilities will include, at a minimum, the following items:

- Create and maintain the development program for all players in Walker Youth Hockey.
- Make recommendations for all coaches at each level, through a defined selection process.
- Ensure that the Walker Youth Hockey teams are competing at the right level. Make those recommendations to the board.
- Attend as many Walker Youth Hockey practices as possible at each level.
- The ACE Coordinator will be appointed by the HDC Committee, this individual will be a member of the Walker Youth Hockey association, this is not a board voted position.

HS Liaison

The High School Liaison is responsible for coordinating and communicating co-op contract negotiations for the JV/Varsity Boys High School hockey between Walker-Hackensack-Akeley High School, Park Rapids High School, Walker Youth Hockey and Park Rapids Youth Hockey. His/her responsibilities will include, at a minimum, the following items:

- Attending co-op meetings as scheduled between the two high schools.

- Communicate any HS Boys hockey issues/concerns to this meeting.
- Report any pertinent information back to WHA and the Walker Youth Hockey Association Board.

Coaches

The coaches are responsible for coordinating practices and games. His/her responsibilities will include, at a minimum, the following items:

- Attend MN Hockey Coaching Clinic as required.
- Complete USA Coaching Modules as required by USA Hockey.
- Complete the Concussion Training Module as required every three years.
- Teach players skills needed to succeed in hockey in a safe, positive manner.
- Work with the ACE Coordinator on team development.

Equipment Manager

The Equipment Manager is responsible for managing all Association equipment needs. His/her responsibilities will include, at a minimum, the following items:

- Establish a jersey program for all levels
- Establish a goalie equipment policy for all levels
- Coordinate storage of all equipment
- Conduct an annual inventory of all Association equipment and assessment of the condition.
- Perform other duties as requested by the Walker Youth Hockey President and Board.

S.K.A.T.E. Coordinator

The S.K.A.T.E. Coordinator is responsible for overseeing the S.K.A.T.E. Program. His/her responsibilities will include, at a minimum, the following items:

- Request brochures and assure that we are registered.
- Request and review skater's information.
- Provide skater with recognition items at their year-end banquet.

Ref-In-Chief

The Ref-In Chief is responsible for scheduling referee. His/her responsibilities will include, at a minimum, the following items:

- Work with team managers to insure we have the required time keepers, score keepers and referees for all home games and tournaments.
- Recruit refs for the association

Tournament Coordinator

The Tournament Coordinator is responsible for arranging all details of home tournaments. His/her responsibilities will include, at a minimum, the following items:

- Track all tournament-hosting commitments.
- Ensure that we have sufficient ice time to support these commitments
- Serve as primary point of contact for participating teams
- Game schedule

- Trophies
- Work with team managers to solicit volunteers for the tournament

Fundraising Coordinator

The Fundraising Coordinator is responsible for all aspects of fundraising with in the Walker Youth Hockey Association. His/her responsibilities will include, at a minimum the following items:

- Oversee all fundraising events
- Communicate with team managers for volunteer hours
- Create and present fundraising policies to the board

Scholarship Coordinator

The Scholarship Coordinator is responsible for providing aid to families in need of financial assistance. His/her responsibilities will include, at a minimum, the following items:

- To meet with individuals/families to discuss their needs.
- Develop repayment plan for funds or set-up volunteer hours to work off their debt. Each hour worked is credited \$10.00 towards paying off their balance. Individuals may choose to do a combination of the two. Once a plan is developed an agreement is signed.

Funds will not be made available to individuals the following year if the balance on their account is still outstanding.

ARTICLE IX: ELECTION OF OFFICERS

In December of each even-numbered year, a mailing is done to all members requesting board candidates.

If the mailing produces an insufficient number of candidates, a Nomination Committee is formed to contact potential candidates

At the Annual Meeting, a ballot is provided to all members. This ballot includes identified Board Member candidates (including incumbents willing to serve again), space to write-in candidates and a listing of new proposed By-Laws to be approved/rejected.

On odd numbered years, at the May meeting of the Board, Board Members are introduced. All Board Member terms are for (2) years. Even without membership approval, the President may be asked to serve an additional term as Past President.

ARTICLE X: CHARITABLE GAMBLING

Walker Youth Hockey, pursuant to the laws and recommendation of the State of Minnesota, is engaged in charitable gambling. The Walker Youth Hockey Board is directly responsible for all gambling activity. Proceeds from charitable gambling can only be used to directly support the activities of youth hockey or ice skating facilities.

Gambling Manager

The Gambling Manager is responsible for overseeing the gambling operations. His/her responsibilities will include, at a minimum, the following items:

- Ensure operating with the guidelines of the MN Gambling Control Board.

- Prepare monthly reports for board approval.
- Responsible for the supervision of any employees of gambling.
- This is a paid position.

ARTICLE XI: MEETINGS AND QUORUM

The Board shall meet the second Thursday of each month or at any time deemed available by the President or a majority of the members of the board, providing a minimum of 24 hour notice is given for special meetings. The Secretary or President will email the Board Members to remind them of the meeting. An annual meeting of all players, parents, coaches and Association officials will be held each spring, on the third Thursday of March.

- Meetings will be held at the Walker Area Community Center.

Special Meetings

Although expected to be infrequent, special meetings of the Board may be called at any time. These meetings are called when:

- A parent, coach or other concerned citizen has escalated a grievance, the Board is not scheduled to meet for some time, and the individual filing the complaint has requested a Special Meeting.
- A Board Member deems an issue urgent enough that it cannot wait until the next regularly scheduled meeting.

Executive Committee

The Executive Committee consists of the President, Past-President, Vice-President and Secretary/Treasurer. All members of the Executive Committee must register with Minnesota Hockey.

The Executive Committee has two purposes:

1. Make preliminary decisions on issues the Hockey Board does not yet wish to discuss publicly. Hockey Board meetings are open to the public. Occasionally, the Executive Committee may wish to discuss an issue privately, before discussing it at a Board Meeting.
2. Executive meetings may be called on an ad hoc basis to discuss urgent or timely matters. The whole Board, at the next regular meeting, must ratify all decisions of the Executive Committee.

ARTICLE XII: COMMITTEES

Standing committees and special committees shall be appointed by and report to the President.

Hockey Development Committee

The Walker Youth Hockey Development Committee will be responsible for all on ice and off-ice player development as well as coaching development. In all aspects, this separate committee will report to the LLHA Board. The objective of the committee will be to build a program that consistently helps develop the skills of Walker Youth hockey players to the best of their abilities. The HDC will create an environment that encourages development of all youth players at all levels and education of Walker coaches and parents.

The Hockey Development Committee will consist of the following members (7 voting and 1-2 non-voting):

Hockey Director (ACE) (s): 1- Hockey Director (ACE)

Standing Members: 2 or 3 Boys Varsity Coaches

Board Representative: 2 persons chosen by the board of directors to represent their board of directors.

Youth Representatives: 1 representative from the youth program.

Advisory Member(s) (non-voting): A member of the association or communities that can provide valuable experience to the committee. (No more than 2)

- Presidents of each association are welcome to participate at any time.

Reporting Relationship:

The Ace or Hockey Director will chair the committee or will appoint a chair if deemed necessary, organize agenda's and file reports. The Ace or Hockey Director will be responsible for reporting to and appearing before the Walker Board of Directors as needed. The Hockey Development Committee will be the final authority on all development decisions unless they require a significant financial contribution from the association. If a significant financial contribution from either is required, then the HDC recommendation should be forwarded to the association for consideration.

Meetings:

The HDC will meet the first Wednesday of every month or as needed.

Responsibilities

- Create and develop player development plans by level including skills needed and how these skills should be developed. Adopt HEP and USA Hockey coaching manuals as the basis for teaching skills with additional Walker Youth Hockey specific development requirements as needed.
- Organize player and goalie skill clinics.
- Communicate development concerns to Walker Youth Hockey Board of Directors.
- To provide and communicate an excellent player and coach development program, and to ensure consistency throughout the youth hockey programs, every attempt will be made to retain qualified coaches to coach at the same level from year to year.
- Organize, develop and implement off-ice training programs for all youth players.
- Provide one-on-one coaching assistance to coaches as needed.
- Provide hockey knowledge to the association the board, in matters that require their assistance (i.e. possible future pairing)

Limitations:

The Hockey Development Committee shall focus its efforts on the responsibilities listed above.

Recommended Members:

Walker:

Varsity Coaches

Ace Coordinator

Youth Representative

1 – 2 Board Representatives

1 – 2 Advisory Members

HDC Chairperson

Recruitment Committee

The Recruiting committee will work to expand and/or market youth hockey in the Walker area. The main focus will be at the Mini, Mite and Squirt levels as these are the backbone of our association. Recommendations will be made to the board for approval.

ARTICLE XIII: DURATION

The duration of the Association shall be perpetual. However, in the event of the dissolution of the Association, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the Association, dispose of all of the assets of the Association exclusively for the purposes of the Association in such a manner, or to such organization or organizations organized and operated exclusively for charitable, religious, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501 C3 of the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Code) as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the District Court, Cass County, MN, exclusively for purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempt to influence legislation, and the Association shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these By-Laws, the Association shall not carry on any other activities not permitted to be carried on (A) by a corporation exempt from Federal income tax under Section 501 C3 on the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Code) or (B) by a corporation, contributions to which are deductible under Section 170C2 of the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Code).

ARTICLE XIV: CAPITAL STOCK

The Association shall have no capital stock and shall not afford pecuniary gain, incidentally or otherwise, to its member. The Board of Directors shall determine annual dues or registration fees required of each member.

ARTICLE XV: PROCEEDS

All proceeds of the Hockey Association, shall be under the control of the Association with disbursements made with the approval of the Board of Directors

The undersigned, Jeff Burks, Secretary of Leech Lake Area Amateur Hockey Association, Inc., hereby certifies that the foregoing restated By-Laws were adopted as the complete By-Laws of the corporation by the Board of Directors of said corporation on _____, 2012_____.

Jeff Burks, Secretary

Attests:

Paul Fairbanks, President