

**BY-LAWS of
the
ANDOVER HUSKIES YOUTH HOCKEY ASSOCIATION**

Effective April 28, 2002
Updated March 2024

**ARTICLE I
DEFINITIONS**

Section 1.1

The name of the Association shall be known as the "Andover Huskies Youth Hockey Association" or "AHYHA".

Section 1.2

The official colors of the Association shall be black, Vegas gold and white.

Section 1.3

The "Andover Huskies Youth Hockey Association" and "AHYHA" are official designations of the Andover Huskies Youth Hockey Association.

**ARTICLE II
PURPOSE**

Section 2.1

The purpose of the Association is to promote ice hockey for youth following the MN Hockey Participation rules. It is further the purpose of AHYHA to aid youth in the development of hockey skills, and promotes physical and mental development. The association will independently provide a formal means of organizing, financing and directing said youth hockey program exclusively for charitable and educational purposes.

**ARTICLE III
MEMBERSHIP**

Section 3.1

Membership Eligibility: The following shall be considered members in good standing and shall be entitled to one vote at all annual meetings:

- All elected officers.
- Anyone appointed or hired by the AHYHA Board of Directors who are in the position of given authority and responsibility for making decisions that affects the Association.
- All coaches (including head high school hockey coaches) who have been approved by the AHYHA Board of Directors-
- Andover Community Center Manager.
- Any parent or guardian over the age of 18 who has a child or children registered in the program and is current with all financial obligations. If stated fees or assessments are not paid in full, the member/members will lose their voting privilege and will not be allowed to run for any position or maintain a position in the AHYHA Board of Directors.

- A member will be considered not in good standing and lose their voting privileges if they are under sanctions for violating AHYHA code of conduct policies. These members will also lose their right to hold or run for the AHYHA Board of Directors until such a time as their privileges have been reinstated and all obligations to AHYHA have been fulfilled.

Section 3.2

Annual Membership Meetings: The annual meeting of the members of the Association shall be held in the month of March at such a place and on such a day and hour as the AHYHA Board of Directors may determine. Notice of the annual meeting shall be given through publication in a general public forum in the area served by the Association not less than 10 days prior to the meeting. At annual meetings of the general membership, at special general membership meetings and at meetings of the Board of Directors, the affirmative vote of a simple majority of those present and entitled to vote, shall be required to carry any motion or resolution.

Section 3.2.1

Special Meetings of the Membership: Meetings of the membership may be held at any time, at the request of the AHYHA President or a majority of the Board of Directors. Notice will appear in a forum of general circulation as identified by the Board of Directors at least seven (7) days prior to the meeting.

Section 3.2.2

Annual / Special Meeting Quorum: A quorum of the membership of the Association shall consist of not fewer than ten percent (10%) of the total eligible membership including elected officers. Therefore any action by the majority of those present shall be the action of the membership of the Association.

Section 3.3

Monthly Board Meetings: The AHYHA Board of Directors shall hold monthly meetings on the third Sunday/Monday of the month and other meetings determined to be necessary. There may be situations where the board needs to adjust the timing of the standard monthly meeting to ensure full attendance. In all cases, the exact date, time and place of the meetings shall be determined by the Board of Directors and published on our AHYHA website which has become our primary vehicle for communicating to our membership. This information will be posted at least 24 hours prior to the proposed meeting time. All Board of Director meetings will remain open to the general membership.

ARTICLE IV VOTING AND ELECTIONS

Section 4.1

Applications for voting board positions must be received from general membership (three) 3 weeks prior to the annual general membership meeting. Applicants will be posted to the AHYHA website for membership review at least two (2) weeks prior to that annual meeting. Applicants for assistant level / coordinator roles can be accepted at any time, and will be board appointed during a standard monthly meeting following the annual membership meeting.

Applicants must be in good standing as defined in section 3.1. Interested non-members 18 years of age or older living in the AHYHA boundaries may also apply. If no applications are received for an open seat, members present at the general membership meeting may be

nominated from the floor. During the annual meeting, votes shall be cast by secret ballot. All nominated applicants must agree to submit a background check consent form prior to serving on the AHYHA Board. If applicant or nominee fails to pass the background check, they shall be immediately disqualified or, if elected, immediately removed from the Board of Directors.

Submit applications to AHYHA Secretary through www.ahyha.com, or mail to:
AHYHA
Board Application
15200 Hanson Boulevard
Andover, MN 55304

Any current voting board member interested in applying for the open position of President, Vice President or Gambling Manager shall submit an application to the board two weeks prior to the February board meeting at which the election takes place. President and Vice President Applicants must have served at least one full year on the Board to be eligible. Gambling Manager applicants must be AHYHA members in good standing to be eligible. In the event of conflict, any Minnesota Gambling Control Board Statute related to eligibility supersedes the AHYHA By-Laws. These positions are Board elected. The Board shall vote by secret ballot during the regularly scheduled board meeting one month prior to the annual meeting. The newly elected President/Vice President shall begin their term after the annual meeting. Elections for President and Vice President shall be in alternating seasons.

Section 4.2

The President, during the annual meeting, shall appoint two (2) members of AHYHA to be the judges of the election on the day of the said election. At the close of balloting, the votes shall be counted and the results reported to the President, who shall announce these results to the membership. In the case of a tie in the number of votes cast, leaving the election undetermined of one or more persons as officers, a second ballot or more will be cast until a member is elected. Incoming officers will set a time and place for an organizational meeting to facilitate the transition and transact any pending business.

Section 4.3

No "Absentee Ballot(s)" shall be granted to any member for voting during any general, annual, or special membership meetings.

ARTICLE V BOARD OF DIRECTORS

Section 5.1

The business and property of the Association shall be vested in the Board of Directors, comprised of an Executive Board and Directors of the Association. The Board of Directors shall consist of no less than the number of voting members required by the MN Gambling Board. These members shall consist of the President, Vice President, Treasurer, Secretary, and at least the required number of Directors, one of whom shall be named the Gambling Manager. The President, Vice President, the Gambling Manager and assistant / coordinator positions shall be board elected. All other voting Directors will be elected by general membership. If the

AHYHA Board is unable to identify and secure a viable candidate for a given position through the elections held during the annual meeting, the board shall identify and appoint a suitable candidate during a regularly scheduled monthly meeting of the AHYHA Board of Directors. The board of directors will carry on the business of AHYHA between membership meetings. All board members shall hold office for the term of two (2) fiscal years. If a director has a board appointed, non-voting coordinator role supporting them, the coordinator will assist in carrying out defined pieces of the work and will have term duration of 1 year. Terms shall be staggered to prevent complete turnover of the Board of Directors. Only members in good standing shall be eligible to serve on the Board.

Section 5.2

The Board of Directors shall determine the policies and activities of AHYHA, approve the budget, approve all disbursements, meet with committees, determine registration fees, have general management responsibilities for AHYHA and shall determine the official depository for the Association's funds. The Board of Directors shall also assign committee members and committee chairs as needed for specific purposes. The AHYHA Board of Directors also may approve the provision of monetary compensation to AHYHA members for specific services rendered.

Section 5.3

At the meeting of the Board of Directors or special meetings of the Board, each member is entitled to one vote upon each subject properly submitted to a vote. Non-board members attending these meetings are not entitled to vote. A simple majority of the Board of Directors shall constitute a quorum at any meeting of the board.

Section 5.4

Board members are expected to attend every meeting. In the event that a duly elected or appointed member of the Board of Directors has two (2) unexcused absences in a term year of general membership, special membership, special board or general monthly meeting of the Board of Directors, or in the event where it is deemed that a member of the board has acted unethical, inappropriate or in a way that does not support the best interests of the Association, the board through a private hearing and super majority vote (2/3 of the full Board of Directors) may terminate his/her term of office, and appoint a new member to fulfill the term in support of the best interests of the Association. In such circumstance, should any board member present new information to support re-instatement, the said board member can be voted back into a board position upon receiving a majority vote (2/3 of the full Board of Directors) in support of this decision.

Section 5.4.1

If for some reason, a member of the Board of Directors cannot complete his/her term of office, the Board of Directors shall appoint a replacement for the remainder of the term. If the position is vacated within sixty (60) days before the annual membership meeting, that position shall be considered "open" and scheduled for election at the annual membership meeting. If any of the above cases occurs, either in a voluntary resignation or board member removal, that member will no longer be eligible to hold a position on the Board of Directors without a super majority vote (2/3 of the full board) in support of decision reversal.

Section 5.5

Any member of the Board of Directors, may petition the executive board to call and establish a special meeting of the board. The executive board shall then notify each member regarding time, place and purpose of the special meeting. Such notice shall not be less than two (2) days prior to the meeting and any action taken shall be subject to ratification at the next regularly scheduled meeting of the board.

Section 5.6

"Robert's Rules of Order" shall be the parliamentary authority for all matters of procedures not specifically covered by these by-laws.

Section 5.7

The Directors of the Association shall be reviewed each year and redefined by the AHYHA Board of Directors as needed.

ARTICLE VI FISCAL YEAR

Section 6.1

The fiscal year for the Andover Huskies Youth Hockey Association shall be from May 1 of the current year through April 30 of the following year.

ARTICLE VII POLICIES AND PROCEDURES

Section 7.1

The Andover Huskies Youth Hockey Association will adopt and maintain a written policies and procedures manual that will comply with all requirements established by Minnesota Hockey, USA Hockey and District 10 as part of the affiliation agreement with Minnesota Hockey. Player move ups and grade appropriate participation are both outlined in the AHYHA Policies and Procedures.

ARTICLE VIII AMENDMENTS

Section 8.1

The Board of Directors may propose an amendment to these by-laws by setting forth the proposed amendment, and request adoption at a meeting of the members. Amendments to bylaws will be approved by a simple majority vote at any membership meeting.

Section 8.2

Upon approval by a majority vote of eligible members present at this meeting, the restated bylaws shall replace the existing by-laws of the AHYHA Association.

ARTICLE IX DISSOLUTION

Should AHYHA find it necessary to disband for any reason, the AHYHA Board of Directors shall send a Notice of Dissolution to all members of good standing and shall solicit thirteen (13) volunteers from the general membership to assist the Board in the decision making process and execution of the dissolution. It is the intent of the AHYHA Board of Directors that all assets owned by the Association will be returned to the membership in a manner to be decided by this joint group. Assets will be distributed only after satisfying any legally bound debts.

Appendix: Board of Directors, Committees, & Terms

AHYHA BOARD POSITION DESCRIPTIONS AND TERMS

[E] = Term begins in even years
[O] = Term begins in odd years
[A] = Term is appointed annually
[C] = Contract Employee

Administration Committee

- [E] President*
- [E] Secretary*
 - [A] Academic Banquet Coordinator
- [O] Treasurer*
- [O] Registration Director
 - [A] Registration Assistant
 - [A] Volunteer Coordinator
- [E] Mite Administration Director
- [E] Marketing / PR Director (Sponsorships, Grants, External Fundraising, Social Media, PR)
- [E] Gambling Manager*

Operations Committee

- [O] Vice President*
 - [A] Ice Scheduler
- [O] Youth Director
 - [A] Tournament Coordinator
- [E] Girls' Director
 - [A] Tournament Coordinator
- [E] Coach Development Director
 - [C] Coach Mentor
 - [C] Goalie Mentor
- [O] Mite Operations Director
 - [A] Mite A/B/U8 Coordinator
 - [A] Mite C/ D/ Jr. Huskies Coordinator
 - [A] Mite Scheduler
 - [A] Mite Jamboree Coordinator
- [O] Equipment Director
- [E] Tryout Director
 - [A] Tryout Coordinator

Coordinators roles are filled by the director based upon the needs of that director.

**Members of the Executive Committee.*