

**BYLAWS**  
**OF**  
**MANKATO AREA HOCKEY ASSOCIATION**

**ARTICLE I - NAME AND PURPOSE**

Section 1 - Name: The name of the organization shall be Mankato Area Hockey Association. Mankato Area Hockey Association may herein be known as “MAHA” or the “Association”. It is a nonprofit organization incorporated under the laws of the State of Minnesota.

Section 2 - Purpose: The purpose of MAHA is to promote the growth and development of youth ice hockey by providing a safe, inclusive, and supportive environment for players of all skill levels. We are committed to fostering sportsmanship, teamwork, and personal growth both on and off the ice through quality coaching, community engagement, and accessible programming.

Section 3 - Mission and Goals: MAHA exists to provide a safe, drug-free and enjoyable environment in which players can develop and enhance their hockey skills in preparation to compete at the best of their ability. These athletes should be allowed and encouraged to develop confidence, a strong sense of self-worth, and respect to support their future roles as quality citizens. The goals of MAHA are to allow each player participating in the organization as follows:

- Experience enjoyment, satisfaction and confidence from personal and team achievements.
- Learn the fundamental skills of hockey and develop and refine hockey techniques.
- Blend individuals and their skills into successful team play.
- Provide support and resources for all traveling teams, regardless of level of play to the best of the Association ability.

Section 4 - Ethical Standards:

MAHA Members (as defined herewithin): represent our community and organization at various events. Members should act with integrity and respect towards others at events where MAHA is represented. Members must follow all Code of Conduct policies.

Board and Committee Members (as defined herewithin): are required to act with integrity at all times and maintain confidentiality regarding Board and Committee matters. Any conduct by a member that violates the Articles of Incorporation, Bylaws, standing rules, code of ethics, or other policies adopted by the Association, or that is detrimental to the interests of the Association, may result in reprimand, suspension, or expulsion, in accordance with the procedures outlined herein (as defined herewithin). Board Members must follow all Code of Conduct policies.

Section 5 - Affiliations and Representation: MAHA works with the organizations as stated below:

- USA Hockey - The national governing body for amateur hockey in the United States. MAHA is represented at USA Hockey by Minnesota Hockey.
- Minnesota Hockey - MAHA is a voting member of Minnesota Hockey - District 9. Which is represented by the President or the Vice President of MAHA.
- MAHA does not recognize or support any hockey programs except defined herein (i.e., spring or summer leagues) as a Mankato Hockey program. MAHA may elect to provide opportunities for additional training outside of the regular hockey season.

## **ARTICLE II - MEMBERSHIP**

Section 1 - Qualification for Membership: All parents, guardians and coaches of the players on sanctioned teams living within the Mankato "natural hockey community" as defined by Minnesota District 9 Hockey's Residency Policy shall be considered to be members of MAHA (hereinafter "Member" or "Members"). Deliberate acts of deception for the purpose of registering with MAHA, as determined by the MAHA Executive Committee (as defined herewithin) will result in removal from registration and possible expulsion from MAHA. This policy is not intended to encourage or discourage any family from moving into or residing in the community and does not restrict the "Waiver" process as defined in Minnesota District 9 Hockey Governing Rules.

Section 2 - The Board of Directors Role: The MAHA Board of Directors ("Board"), which includes the Executive Committee, is responsible for establishing, overseeing and assuring the effective implementation of the overall policy and direction of the MAHA. The Board may have as many committees as it deems necessary from time to time and may delegate responsibility of day-to-day operations to such committees. While most Board Members receive no compensation other than reimbursement for reasonable expenses, certain key roles, such as Treasurer, Gambling Manager, Ice Scheduler, and the Hockey Operations Director, receive a stipend or are paid positions to ensure effective management within the organization. The Board is responsible for making decisions that align with the purpose, mission and goals of MAHA Members and will uphold and enforce the policies as outlined in the MAHA Handbook.

Section 3 - Board of Directors Composition: MAHA Board of Directors ("Board") shall be comprised of a minimum of 15 but no more than 20 individuals including: President, Vice President, Treasurer, Secretary, Hockey Operation Director, Tournament Chair, Fundraising Chair, Team Operations Chair, Communications Coordinator, Growth and Expansion Chair, Registrar, DIBS Coordinator, Mite Coordinator, Ice Scheduler, Equipment Manager, Gambling Manager, Website Coordinator and the remaining open board positions are at large members. To ensure representation of the Mite Program and Girls Program, if an appropriate candidate comes forward for an open position, that member should be given extra consideration to ensure proper representation within the Board.

Section 4 - Executive Committee Composition: Members of the Executive Committee shall be composed of the President, Past President (when applicable), Vice President, Treasurer, Secretary, and Hockey Operations Director. They shall have the powers and duties as outlined herewithin. To ensure representation of the girls program, a minimum of 1 of these 5 positions will be held by a member from the girls program if an appropriate candidate comes forward.

## Section 5 - Board Member Roles Defined:

Board Member Position - Tournament Chair: The Tournament Chair is responsible for organizing and overseeing the Tournament Committee. They are tasked with all the aspects of tournaments hosted by the Association. This includes planning the event schedule, coordinating with teams, securing venues, and managing logistics such as registration, accommodations, and transportation. The Tournament Chair works closely with other committees and volunteers to ensure the smooth execution of tournaments, from initial planning to final wrap-up. By effectively managing these events, the Tournament Chair helps create a positive and competitive environment that enhances the experience for players, coaches, and spectators.

Board Member Position - Fundraising Chair: The Fundraising Chair is responsible for leading and coordinating the Fundraising Committee. They are tasked with all fundraising efforts to support MAHA's programs and initiatives. This role involves developing and implementing effective fundraising strategies, organizing all fundraising events such as the men's event "Stag", the women's event, and seeking donations through various channels like dasher boards, calendars, and car washes. They work closely with other committees and volunteers to ensure successful fundraising campaigns and activities. By effectively managing these efforts, this role helps secure the necessary resources to enhance the Association's operations and provide valuable opportunities for our members.

Board Member Position - Team Operations Chair: The Operations Chair is responsible for the Operations Committee. They are tasked with a wide range of tasks that ensure the smooth functioning of our Associations. This includes organizing the "Team of the Game" events, coordinating hotel blocks for travel tournaments, and managing MAHA apparel and jersey placements. This role will coordinate and oversee the team photos, the travel team handbook, and the distribution of helmet stickers. Additionally, they handle website updates and communications to keep the community informed and engaged. The goal is to provide a seamless and enjoyable experience for all players, coaches, and families involved in our Association.

Board Member Position - Communication Coordinator: The Communication Coordinator is responsible for managing and facilitating effective communication within the Association. They oversee the dissemination of information through various channels, including newsletters, social media, and email updates. This role involves crafting clear and engaging messages, ensuring timely delivery of important announcements, and maintaining consistent branding and tone. By effectively managing communication, the coordinator helps keep members informed, fosters engagement, and enhances the Association's visibility and reputation in the community.

Board Member Position - Growth and Expansion Chair: The Growth and Expansion Chair is responsible for the Growth and Expansion Committee. They are tasked with developing strategies to increase membership and expand the Association reach. This role involves identifying opportunities for growth, such as new programs, partnerships, and community outreach initiatives. The chair works closely with other committees to implement these strategies and monitor their effectiveness. By focusing on growth and expansion, the chair helps ensure the long-term sustainability and success of the association, bringing more players and supporters into the fold and enhancing the overall impact of the organization.

Board Member Position - Registrar: The Registrar is responsible for managing the registration of players, coaches and ensuring all requirements are met, and maintaining accurate records for the Association. They handle registration forms, paperwork, and rosters, working closely with team managers and the Association. They serve as a main point of contact for parents and players regarding registration questions. By maintaining accurate team rosters, paperwork and reports they are able to submit all required reports to Minnesota Hockey District 9 as well as to USA Hockey as required. This position works with multiple points of contacts throughout the Association to ensure smooth operation.

Board Member Position - DIBS Coordinator: The DIBS Coordinator is responsible for recruiting, training, and managing volunteers to support various activities and events. The coordinator also maintains volunteer records, schedules shifts, and provides ongoing support and recognition to ensure a positive and rewarding experience for volunteers. By efficiently managing the volunteer program, the coordinator helps the Association run smoothly and achieve its goals, while fostering a strong sense of community and engagement among members.

Board Member Position - Mite Coordinator: The Mite Coordinator is responsible for maintaining program information with all of our mite levels. This position works alongside the Hockey Operations Director and Level Leads. Assist with rolling out and communicating fundraising at the mite level. Hold season mite parent meetings, and plan and coordinate mite fest. The aim is to foster a positive and engaging environment for young players, ensuring they develop a love for the game while learning fundamental skills and teamwork. By organizing fun and inclusive activities, promoting sportsmanship, and supporting coaches and parents, the Mite Coordinator plays a crucial role in building a supportive hockey community.

Board Member Position - Ice Scheduler: The Ice Scheduler is responsible for managing and coordinating ice time for practices, games, and other events and reporting ice usage to the Board to ensure fairness amongst teams. They work closely with teams, coaches, and facility managers to create and maintain a schedule that maximizes the use of available ice time while meeting the needs of all participants. This role involves balancing competing demands, resolving scheduling conflicts, and ensuring that all teams have fair access to ice time. By efficiently managing the ice schedule, the Ice Scheduler helps the association run smoothly and ensures that players have ample opportunities to train and compete.

Board Member Position - Equipment Management: The Equipment Manager plays a vital role in ensuring that players have access to safe and well-maintained gear. They are responsible for purchasing, maintaining, and distributing equipment, making sure that all items meet safety standards and are in good condition. This role involves regular inspections, repairs, and inventory management of MAHA equipment. This role coordinates the delivery, set-up, and dismantling of all equipment for Try Hockey for Free. By efficiently managing equipment, the Equipment Manager helps promote player safety and optimal performance on the ice.

Board Member Position - Website Coordinator: The Website Coordinator is responsible for managing and updating the organization's website to ensure it is informative, user-friendly, and visually appealing. They post news, updates, schedules, and other important information, ensuring that content is accurate and timely. This role involves working closely with other committees and staff to gather relevant information and maintain a consistent online presence. By effectively managing the website, the coordinator helps keep members informed, engaged, and connected with the association's activities and events.

Board Member Position - Gambling Manager: The Gambling Manager is responsible for overseeing all aspects of our gambling activities, ensuring compliance with regulations and maximizing fundraising efforts to support our programs. This role involves coordinating events, managing finances, and liaising with regulatory bodies to maintain transparency and integrity. By implementing effective strategies and fostering community engagement, this role helps to create enjoyable and profitable experiences that contribute to the growth and success of our Association.

Executive Committee Position - President: The President is a pivotal figure in ensuring the organization's success and adherence to its mission. The President oversees all board meetings, by-laws and policies. This role is authorized to conduct all banking activities. The President plays a crucial role in maintaining the association's operational integrity. Additionally, the President represents the Association in external matters, liaises with other organizations and the hockey community, and performs duties as outlined in the Articles of Incorporation and Bylaws or imposed by the Board. Their leadership and strategic vision are vital for the association's continuity and achievement of its objectives. In addition to the foregoing, the President shall be responsible for overseeing the activities of the Gambling Manager and serving as a liaison and ambassador to the MAHA Members, Anthony Ford Foundation, and the broader District 9 and Minnesota hockey communities. The President may also execute and deliver in the name of MAHA any deed, mortgage, bond, contract or other instrument properly approved by the Board as may be required pertaining to the affairs of MAHA. This role will also perform other and further duties as may be assigned from time to time by the Board.

Executive Committee Position - Vice President: The Vice President plays a crucial role in supporting the President and ensuring the smooth operation of the organization. As an assistant to the President, they may oversee specific areas such as fundraising, events, and strategic programs, and step in to perform the President's duties when necessary. This role is authorized to conduct all banking activities as necessary. Additionally, they preside over board meetings in the President's absence, and represent the Association in external matters when the President is unavailable. Their involvement in strategic planning, liaising with the hockey community, and maintaining compliance with regulations and Bylaws is vital for the continuity and success of the association's mission and goals. This role will also perform other and further duties as may be assigned from time to time by the Board.

Executive Committee Position - Treasurer: The Treasurer of the Association holds a pivotal role, entrusted with the management and oversight of all financial transactions. This includes but is not limited to receiving and depositing funds, disbursing payments upon proper authorization, and maintaining accurate financial records. This role is authorized to conduct all banking activities as necessary. The Treasurer is responsible for presenting detailed monthly and quarterly financial statements to the Board, ensuring transparency and accountability. Additionally, the Treasurer must prepare an annual audit of the Association's finances and submit a comprehensive report at the annual membership meeting. This role also involves managing any rental or mortgage responsibilities and developing the annual budget in collaboration with the Board. The Treasurer ensures all monetary activities adhere to the Association's policies as determined by the Board. In the absence of the President, Vice-President, and Secretary, the Treasurer may preside over Board meetings, demonstrating the versatile and essential nature of this position. The Treasurer ensures the Association is in compliance with all applicable state and federal laws. This role will also perform other and further duties as may be assigned from time to time by the Board. This is a paid position due to its vital role to the Association.

Executive Committee Position - Secretary: The Secretary is responsible for accurately documenting the minutes of all Association and Board meetings, handling and conducting official correspondence, maintaining electronic records and documents in a designated manner that is accessible to the Executive Committee, and ensuring compliance with the Association's Articles of Incorporation and Bylaws. Additionally, the Secretary acts in the absence of the President and Vice President, implements policies, supports the Board on governance matters, ensures legal and regulatory compliance, and maintains the Association records, including the MAHA Handbook. There may be one or more Assistant Secretaries appointed by the Board to assist the Secretary perform assigned duties. This role will also perform other and further duties as may be assigned from time to time by the Board.

Executive Committee Position - Hockey Operations Director: The Hockey Operations Director is a non-voting Board Member and is responsible for the overall coordination of the Association's hockey program. They will also have responsibility to work with the Treasurer on the development of the annual budget for the Mite Program and Traveling Program as well as the Ice Scheduler to assure that the Association remains in compliance with applicable USA Hockey Rules and Regulations. The Hockey Operations Director is responsible for the development and training curriculum for the Association's hockey program. This role will work closely with the Hockey Development Committee (HDC), which is responsible for such activities as team level placement, summer and fall clinics, coach selection, player evaluations and other hockey development activities. This role will also perform other and further duties as may be assigned from time to time by the Board. This is a paid position due to its vital role to the Association.

#### Section 6 - Board Member & Executive Committee Terms:

Board Member Terms: Each Board Member must be re-elected every year by way of a voting ballot. Each year there will be up to 5 (five) Board Member positions open for anyone within the MAHA membership to apply for. These applicants must have served as an active and significant participant on one or more of the committees the prior year. The application must be submitted to the President 30 to 60 days prior to the annual meeting. There is no term limit for Board Members but they must be re-elected each year. The Committee Chairs are included in this and will be voted on by the Board every year at the Annual Meeting in April by written ballot. Those interested in being a Committee Chair should submit their name at least 15 days prior to the Annual Meeting to the President, others may be nominated for the Committee Chair positions and must accept the nomination before being added to the ballot.

Executive Committee Terms: The President, Vice President, Secretary and Treasurer will be elected by voting ballot with a majority vote at the Annual April Meeting. Each position will serve 2 (two) years with a term limit of 2 (two) consecutive terms which is equal to a total of 4 (four) years in each position if re-elected. The Vice President will move into the President role but must be voted in by a majority vote. Each position shall assume their term immediately following the Annual Meeting in April. To hold a position on the Executive Committee that person needs to be a Board Member for at least 2 (two) years, an exception can be made if an appropriate candidate comes forward whose qualifications significantly exceeds the current candidates for that position and that person has relevant experience. When possible, the terms of the Executive Committee shall be staggered to ensure continuity. The Hockey Operations Director is a hired position by the Executive Committee and approved by the Board.

#### Section 7 - Board Member Vacancies and Removal:

Board Member Vacancy: Any vacancy in the Board caused by death, resignation, removal, or any other cause, shall be filled by a vote of the remaining Board, and the successor shall hold office until that Board Member's term expires. Vacancies resulting from the addition of a new position on the Board shall also be filled by a majority vote of the Board.

Board Member Resignation and Removal: A Board Member may resign at any time by a letter of resignation to the President. The resignation of a Board Member shall take effect at the time, if any, specified therein or, if no time is specified therein, upon receipt thereof by the President. Unless otherwise restricted by the Articles of Incorporation or by these Bylaws, a Board Member may be removed with cause only by the Board at a regular meeting, provided such action was on the published agenda, and only upon a two-thirds vote of the Board. If a Board Member is absent for three or more monthly meetings in a fiscal year, the Board may motion to remove that Board Member which must pass with a two-thirds vote. If a Board Member is removed, a special meeting can be held to fill the vacancy if that vacancy puts the Board Membership under the size requirement as defined above to ensure MAHA's continued operation.

Executive Committee Vacancy: Any vacancy in the Executive Committee caused by death, resignation, removal, or any other cause, shall be filled by a vote of the Board, and the successor shall hold office until that Executive Committee's term expires. In the event of absence, disability or resignation of the President, the Vice President should succeed to and perform the duties of the President, effective immediately. The newly appointed President shall have the choice to serve their original elected term the following year.

Executive Committee Resignation and Removal: An Executive Committee Member may resign by submitting a letter of resignation to the President upon the completion of their term. Unless otherwise restricted by the Articles of Incorporation or by these Bylaws, an Executive Committee member may be removed with cause only by the Board at a regular meeting, provided such action was on the published agenda, and only upon a two-thirds vote of the Board.

#### Section 8 - Board Member Meetings:

The MAHA membership and MAHA Board of Directors (as defined herewithin) will each hold a meeting in April. The date, time and location of the meeting shall be announced to all Members prior to the meeting. The purpose of the Annual Meeting is to elect the Board of Directors who will then serve until their successors have been duly elected and qualified.

Frequency and Notice: The Board shall meet at least monthly, at an agreed upon time and place. The Secretary shall provide each Board member with prior months meeting minutes, current month agenda, gambling report, and treasurer report at least five (5) days in advance of the scheduled Board meeting. As an example of the order of business, it typically includes the following steps: roll call, introduction of visitors, approval of minutes from the preceding meeting, committee reports, old business, new business, setting the next meeting date, and adjournment.

Quorum: All meetings of the Board (including Special Meetings) must be attended by over 50% majority ("majority vote") of the then-serving Board Members in order for a quorum to be established and for business transactions to take place and motions to pass. Once a quorum has been established, actions may be taken by a majority of the members of the Board in attendance at the duly-call meeting unless otherwise set forth in this Bylaws or the Articles of Incorporation of MAHA.

Remote Communications: Board Members may participate in a meeting of the Board by any communication by means of which all participating Board Members can simultaneously hear each other during the meeting. A Board Member participating in a meeting by this means is deemed to be present in person at the meeting.

Voting: Voting is essential for managing MAHA, covering bylaw changes, board member selection, budget approval, handbook updates, policies, procedures, guidelines, and other key decisions. Whether to vote immediately or delay depends on the issue's urgency. Simple or urgent matters should be voted on right away, while complex topics need time for research. Establish clear expectations for whether to vote immediately or at the next meeting when the issue is brought forth. A majority vote of the current quorum is required unless otherwise stated herewithin (example being: if the Board make up is 19 people and 15 people are at the meeting where a vote is taking place, 8 votes will be required for a vote to pass).

Voting Electronically: Any Board action may be taken without a meeting if there is a board majority consent in writing or electronically, clearly stating the matter to be voted on. Responses must be delivered to the Secretary to be included in the next board meeting minutes. Signatures or voting by any electronic means that allows the identity of the signer/voter to be reasonably established shall be considered to be a good and binding signature.

Special Meetings: Special meetings of the Board shall be called upon the request of the President, or one-third of the then-serving Board. Notices (electronic or paper) of special meetings shall be sent out by the Secretary to each Board Member at least two (2) days in advance unless a shorter time frame is warranted by the circumstances.

### **ARTICLE III - REVIEW OF BYLAWS**

The Bylaws are to be reviewed on an annual basis by the MAHA Executive Committee. A review should take place at a Board meeting following the end of the hockey season in March or early April. The MAHA Executive Committee will be responsible for the maintenance of the Bylaws. All suggestions for amendments via parent, coach, player or club membership must be considered - as defined herewithin. The Bylaws and Policy documents will remain in the possession of the President. Each year the main documents and old business will be delivered to the chairperson designate, usually the President, with a copy to the Secretary. These Bylaws will be posted on the MAHA Association Website. If a new rule or policy is created by Minnesota Hockey District 9, Minnesota Hockey or USA Hockey, the new rule could supersede a current MAHA Policy (as identified in the MAHA Policy document) and notification will be given to the membership.

### **ARTICLE IV - AMENDMENTS**

These Bylaws may be amended when necessary by a majority vote of the membership present at a meeting (monthly Board meeting or special Board meeting). Proposed amendments must be presented in either of two ways:

1. By the Board after receiving a majority vote of the Board prior to the voting meeting.
2. By a MAHA member after a notice defining the proposed amendment has been sent to the membership at least 14 days prior to the voting meeting.

**ARTICLE V - DISSOLUTION**

Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of IRC Section 501(c)(3), or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Certification: These Bylaws were approved at a meeting of the Board by a majority vote on April 14th, 2025.

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Kelli Bohm, President

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Kristina Bilek, Vice President

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Bruce Walters, Treasurer

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Carina Eckert, Secretary