

# **ADRIAN YOUTH HOCKEY ASSOCIATION BYLAWS**

## **ARTICLE I - CORPORATE NAME**

1.1 The name of the corporation is "Adrian Youth Hockey Association", hereinafter known as the "AYHA" and hereinafter referred to as the "Association".

## **ARTICLE II - PURPOSE AND OBJECTIVES**

2.1 The Adrian Youth Hockey Association is organized for charitable, educational and scientific purposes, including the following:

- a. To foster, promote and teach amateur hockey in Adrian and surrounding areas.
- b. To provide coaching, training and instruction in the sport of hockey for children and youth.
- c. To provide training, instruction, and support for coaches to enhance the quality of coaching, instruction, and training provided to children and youth.
- d. To promote physical fitness through participation in hockey.
- e. To develop and encourage sportsmanship and fun among all participating players and teams.
- f. To associate and cooperate with other similar organizations to encourage and improve the standard of ice hockey in the State of Michigan.
- g. To exercise all power and authority granted by law to nonprofit corporations in furtherance of the foregoing purposes.

2.2 In no case, shall the purposes or activities of the Association encompass any purposes or activities not permitted to exempt organizations under Section 501(c)(3) of the Internal Revenue Code as amended from time to time.

## **ARTICLE III - ORGANIZATION**

3.1 This corporation is organized as a State of Michigan non-profit corporation upon a non-stock membership basis as defined in Section 501 (c.) (3) of the Internal Revenue Code.

3.2 Use of Funds. All funds and property of this corporation of whatsoever kind and nature shall be used and distributed exclusively for carrying out the purposes and objectives of the Association as set forth in Article II.

3.3 Non-Discrimination. It is the policy of the Association that no person on the basis of race, sex, color, religion, national origin or ancestry, handicap or other inappropriate criteria as prescribed by law shall be discriminated against in participating or receiving any of the benefits of sanctioned activities of the Association. This policy shall include but not be limited to participating players, parents, coaches, volunteers, referees, scorekeepers and directors.

3.4 Dissolution or Termination. In the event of the dissolution or termination of the Association all assets of the Association are to be distributed to a non-profit of similar purpose or Adrian Public Schools Community Recreation Department

3.5 The Association is to be financed under the following general plan: The operation and conduct of the Association shall be financed by regular membership fees and dues, voluntary contributions and incidental receipts. All membership fees and dues shall be on an individual basis in an amount determined by the AYHA Board of Directors.

#### **ARTICLE IV - NAME AND ADDRESS**

4.1 The address of the registered office is: Arrington Ice Arena, 273 S. Charles St., Adrian, MI 49221

4.2 The Mailing Address of the registered office is: P.O. box 491, Adrian, MI 49221

#### **ARTICLE V - NAME AND ADDRESS OF THE INCORPORATOR**

5.1 The name of the incorporator is:

5.2 The address of the incorporator is:

#### **ARTICLE VI - MEMBERSHIP**

6.1 Membership – The Association is organized on a “Membership” basis. All directors, franchise holders, coaches, assistant coaches, managers, players and their parents or legal guardians shall be members of this Association as long as all membership fees are in good standing. Funds contributed to the Association as part of a fund raising activity do not entitle the contributor to rights of membership.

A. All members as defined in Bylaw 6.1, A. must be members in good standing with USA Hockey and the MAHA. Members not in good standing are ineligible to participate in the AYHA. A member in good standing is defined as a member that (1) has not been convicted of a felony within the past 10 years, (2) is not currently serving a suspension or on probation under the authority of USA Hockey / the MAHA or any local hockey association, or (3) has no financial obligations to USA Hockey, the MAHA or any local hockey association.

6.2 Voting Members – Each of the members who have reached the legal age of 18 or older of the Association shall be entitled to one vote per household at the time of any membership meeting.

6.3 Annual Meeting – The Annual Meeting of the membership shall be held at a time and place determined by the Board of Directors.

6.4 Special Meetings – Special meetings of the membership may be called at any time by a majority of the Executive AYHA Board of Directors or by the President or shall be called by the President or Secretary at the written request of not less than six (6) members.

6.5 Place and Time of Meetings – Any membership meetings may be held at the principal office of the Association or at any such location as may be designated by the President or

majority of the Executive Board of Directors following notice of at least 24 hours of such meeting.

6.6 Notice – Written notice of the time, place and purpose of membership meetings shall be posted in a prominent place on the arena used by the Association website/calendar at least fifteen (15) days prior to the meeting.

6.7 Quorum – Ten percent of the voting membership shall constitute a quorum for the transaction of business at any annual meeting.

6.8 Nominations – Persons nominated for any position either as an Officer or Director of the Association must be present to accept such nomination or have filed a written acceptance of such nomination with the Secretary prior to any vote being held on such nomination. Nominations for Officer or Directors of the Association should occur by June 30th.

6.9 Expulsion – Active members may be expelled, after due notice and an opportunity for a hearing, for conduct detrimental to the Association, by the vote of two thirds of the Board of Directors. Recommendations regarding action may be made by an appointed committee and presented to the Board of Directors for vote. The Secretary should provide at least ten days' notice to the person to be expelled and to the members of the Board prior to the regular or special meeting at which the matter is to be resolved. The person shall be offered an opportunity to be heard at that meeting and to testify on his or her behalf, prior to any final disposition by the Board.

## **ARTICLE VII - EXECUTIVE BOARD**

7.1 President – The President shall be the Principal Executive Officer of the Association and shall, in general, supervise and control all the business and affairs of the Association. Except for the first President of the Association, it is recommended that for any person nominated to serve as President of the Association, that such person serves as a Director for at least one year.

- a. The President shall have the power to call special meetings of the Membership and the AYHA Board of Directors and shall preside over all meetings of the AYHA Board of Directors and the membership.
- b. The President shall have the responsibility for all league operations, subject to the approval of the AYHA Board of Directors.
- c. The President shall serve as an ex officio member of all committees.
- d. The President shall designate the Chairperson on all committees for which such provision has not been provided.
- e. The President shall direct and supervise the Association's affairs and the administration thereof by the other Directors of the Association.
- f. The President or his/her designate shall be allowed his/her out of pocket expenses for all Association business. These expenses shall include: mileage based on current IRS mileage rate, meals, lodging and commercial transportation when necessary.
- g. The President or his/her designate shall work with the District MAHA representative.

- h. The President or his/her designate shall work with the representative from USA Hockey.
- i. The President or his/her designate shall work with the representative from Little Caesars Hockey League, and/or other Leagues, or Associations.
- j. The President or his/her designate shall coordinate all ice schedules for all teams as well as any playoffs and tournaments.
- k. In addition, the President is granted Executive privilege and authority to act in emergency matters of either a policy or financial nature including the right to sign and endorse checks, drafts or other evidence of indebtedness on behalf of the Association. Such actions must be presented to the AYHA Board of Directors at or before the next regularly scheduled meeting, who shall have the authority to affirm, modify or repeal said acts.

7.2 Vice President – The Vice President shall perform all duties and exercise all powers of and be subject to all the restrictions as the President when the President is absent or otherwise unable to act. The Vice President shall also have such powers and shall perform such duties as may be assigned by the AYHA Board of Directors or the President. The Vice President shall be allowed the same reimbursable expenses as the President (7.1, F).

7.3 Director of Coaches – Duties are as follows:

- a. Oversee the recruitment, selection, training & evaluation of all coaches.
- b. Organize and develop periodic workshops for all coaches and instructors.
- c. Plan, develop and organize skating clinics, goaltending clinics, checking clinics which will meet the needs of all players, including selection of instructors.
- d. Assist coaches to develop a teaching and practice curriculum.
- e. Evaluate and supervise practice sessions offering constructive criticism to improve our hockey programs.
- f. Establish and maintain an association resource center for coaches, instructors, parents, players and officers.
- g. Serve as the Association Coaching and Education Coordinator (ACE Coordinator).
- h. The Director of Coaches shall be allowed the same reimbursable expenses as the President (7.1 F).
- i. It shall be a prerequisite to anyone holding the Director of Coaches position that such person has reached at least the level 4 of USA Hockey Coaching Education Program. Advanced level of the USA Hockey Coaching Education Program. Such a person shall also have effective communication skills and a strong commitment to skill development of youth players. Such a person shall also have a minimum of five (5) years coaching experience.

7.4 Treasurer – Duties are as follows:

- a. The Treasurer shall have charge and custody of all funds of the Association and shall deposit such funds as required by the AYHA Board of Directors.

b. Keep and maintain adequate and correct accounts for the Association's properties and business transactions.

c. Render reports and accounting to the Directors and to the members as required by the AYHA Board of Directors or members.

d. Prepare financial statements and necessary documents for a third party to file all tax returns and other financial reporting as required by law, these By Laws or as determined by the AYHA Board of Directors.

e. Explore options and present ideas to the Board to optimize asset/interest income.

f. All non-budgeted expenses greater than \$180.00 or budgeted expenses that exceed approved amount require Board approval by 2/3 vote.

g. Develop team budgets and track performance through the season. a. Develop the Association's budget.

h. The Director of Financial Operations shall be allowed the same reimbursable expenses as the President (7.1 F).

7.5 Registrar – Duties are as follows:

a. Be the official Association Registrar.

b. Oversee and approve the submission of all rosters and other registration material with USA Hockey and MAHA.

c. Maintain a roster of all Board members.

7.6 Secretary – Duties are as follows:

a. Keep and distribute minutes of all meetings to the members and the AYHA Board of Directors.

b. Be the custodian of the Corporate records.

c. Give all notices required by law or by these By Laws

d. Perform all duties incident to the office of Secretary and such other duties as may be required by law or by these bylaws or which may be assigned to him/her from time to time by the President or by the AYHA Board of Directors.

e. The Secretary or his/her designate shall also oversee the website, newsletter and other correspondence of the association.

## **ARTICLE VIII – BOARD OF DIRECTORS**

8.1 General Powers – The affairs of the Association shall be managed by its Board of Directors. The Board of Directors shall consist of Executive Directors and Directors. The Directors may determine policies for membership, including classes and categories of membership and the fees therefore.

8.2 Executive Directors – The Executive Directors shall consist of the following officers - President, Vice President, Director of Coaches, Treasurer, Registrar and Secretary. All the Executive Directors shall hereinafter be referred to as the "Executive Board". Executive Directors hold overriding authority for all operational and business decisions affecting the

Association and shall work collaboratively with Directors to carry out the Association's mission. Executive Directors terms shall be 2 years.

8.3 Elections- Executive board and directors shall be elected to the board by the members to staggered 2 year terms. Elections shall be held each year to fill all open Board positions and the unexpired terms of any vacant Board position(s). Elections shall be held by means of electronic voting. Each Regular Member is entitled to one vote. Each elected Director shall hold office for a term of two years, unless filling the remainder of a vacant term. The terms of the Directors shall be staggered, in so far as practical, so that only one-half (1/2) of the terms of elected office shall expire in any one year. Persons seeking election to the Board of Directors should show a continued, vital and active interest in the affairs of amateur hockey within the Association's jurisdiction and have demonstrated knowledge and skills necessary and desirable to the operation of the organization in compliance with MAHA and USA Hockey guidelines.

- A. Persons seeking election to the Board of Directors should show a continued, vital and active interest in the affairs of amateur hockey within the Association's jurisdiction and have demonstrated knowledge and skills necessary and desirable to the operation of the organization in compliance with MAHA and USA Hockey guidelines.
- B. A current Board member whose term is expiring may run for re-election provided he or she indicates to the AYHA Board of Directors (or designated committee), verbally or in writing, their willingness to serve again on the Board. New candidates must complete a Nominee Application and attend a Nominee Interview at the request of the Board (or the designated committee). All applications must be received by the Executive Board by January 31st.
- C. Anyone seeking to be elected must be part of AYHA for a minimum of 2 seasons and in good standing with USA hockey and MAHA.

\*\* 8.4 Directors – The following officers shall each serve a term of two (2) years, or until their position is filled, on the Board of Directors:

- a. Growth Coordinator
- b. District 6 Representative
- c. Learn to Play Director
- d. Apparel Coordinator
- e. Director of Community Relations
- f. Safesport Representative

8.5 Vacancies – Any vacancy occurring on the Board of Directors and any directorship to be filled by reason of an increase in the number of Directors, shall be filled by the Board of Directors at a regular or special meeting by majority vote. A vacancy of Vice President may be left unfilled if agreed upon by a majority vote of the Board.

8.6 Absences – Any Director who accumulates three (3) consecutive, unexcused absences from monthly board meetings may be requested to resign or be removed from office by two

thirds vote of the Board of Directors. The suspended Director shall have the right to be heard and appeal his or her suspension at the next regularly scheduled Board of Directors meeting.

8.7 New Board of Directors – Commencing with the first regular meeting of the Board of Directors for the fiscal year, those Directors whose terms have not expired and the newly elected Directors assume responsibility for the management and operations of the Association. Outgoing members of the Board of Directors shall be encouraged to attend this meeting to ensure a smooth transition and make recommendations.

8.8 Quorum – Attendance by at least four (4) Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but if less than the quorum of Directors are present at said meeting, a majority of Directors present may adjourn the meeting from time to time without further notice.

8.9 Additional Duties – The following duties will be assigned to the individual Directors for supervision: Equipment, Rink Liaison, Coaches' Program, Newsletter, Rules and Discipline.

8.10 Compensation – No salary or other compensation shall be paid to Executive Directors or Directors for services rendered to the Association in the course of holding office. The Board of Directors may authorize reasonable compensation for services of value performed by a Director independent of his or her office. The Board of Directors can also authorize reimbursement of reasonable expenses incurred in the performance as a Director.

8.11 Tie - In the event of a tie, the President is entitled to an additional vote to break the tie.

8.12 Meetings - The Board of Directors will meet at least monthly during the regular season (August to March)

8.13 Resignation- Any Director may resign by giving written notification to the President or the Secretary. In addition, any Director who misses three (3) consecutive regularly scheduled meetings without prior excuse from the Board is deemed to have resigned.

## **ARTICLE IX - DIRECTORS**

9.1 Growth Coordinator ( Required by MAHA)

- a. Will work with the registrar to acquire and retain youth hockey players in the 4 to 8 year old age range for local association.
- b. Growth Coordinator will work with and be supported by USA Hockey's Programs Services department.

c. There are many opportunities available for growing youth hockey; it is up to the Growth Coordinator to work with the Vice President in determining what will work in their community.

9.2 District 6 Representative

- a. Responsible for keeping up with the schedule of MAHA District 6 meetings and ensuring that AYHA is represented at those meetings.
- b. Ensure that the directors are informed of changes to MAHA policies and procedures.
- c. Will work with the President and Vice President.
- d. May form a committee with Director's approval of members.

9.3 LTP (Learn to Play) Director

- a. Assist in the promotion of the AYHA Learn to Play Program.
- b. Serve as the primary point of contact for Learn to Play parents.
- c. Should be knowledgeable of ADM and AYHA policies.
- d. Will report to the Coaching Coordinator.
- e. May form a committee with Director's approval of members.

9.4 Apparel Coordinator.

- a. Work with vendors to create and maintain apparel options for AYHA members.
- b. May be required to create order forms and work with the Treasurer to handle deposits and payments.
- c. Responsible for coordinating delivery/distribution of apparel orders.
- d. May form a committee with Director's approval of members.

9.5 Director of Community Relations

- a. Will work with the Secretary to help promote AYHA programs and achievements on AYHA social media page(s) and website.
- b. Will be responsible for working with the local school districts and news media to promote AYHA.
- c. Will be responsible for the coordination of AYHA participation in local parades, festivals, fairs, and other community events.
- d. May form a committee with Director's approval of members.

9.6 Safe Sport Representative

- a. Will work with USA Hockey, MAHA, and the AYHA directors to address SafeSport complaints.
- b. Will file complaints/reports as necessary on behalf of AYHA.
- c. In the event a disciplinary hearing is needed, the SafeSport Representative will be responsible for convening an impartial panel of directors and members.

## **ARTICLE X - COMMITTEES**

10.1 Appointment of Committees. The Board of Directors may designate one or more hockey committees that will consist of at least one (1) committee chairperson and one (1) or more interested individuals. The resolution designating the committees shall provide for the appointment of its members and Chairperson, state its purpose and provide for its termination. The Board of Directors may also designate additional standing committees. The studies, findings and recommendations of all committees will be reported to the Directors for consideration and action, except as otherwise ordered by the Board of Directors. Committees may adopt such rules for the conduct of business which are appropriate and which are not inconsistent with these By Laws, the Articles of Incorporation, or the Michigan Non-Profit Corporation Act.

## **ARTICLE XI - INDEMNIFICATION OF DIRECTORS, OFFICERS AND EMPLOYEES**

11.1 Actions in the best interest of the Association - The Association shall have the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Association) by reason of the fact that he or she is or was a Director, Officer, Employee or Agent of the Association against expenses (including attorney's fees) judgments, fines and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit or proceeding if he or she acted in good faith and in a manner he or she reasonably believe to be in or not opposed to the best interests of the Association and, with respect to any criminal action or proceeding, and no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction or upon a plea of nolo contendere or its equivalent, shall not of itself create a presumption that the person did not act in good faith and in a manner which he or she reasonably believed to be in or not opposed to the best interest of the Association and, with respect to any criminal action or proceeding, had a reasonable cause to believe that the conduct was unlawful.

11.2 Actions by or in Right of Association – The Association shall have power to indemnify any person who was or is a party or threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Association to procure a judgment in its favor by reason of the fact that he or she is or was a Director, Officer, Employee or Agent of the Association against expenses (including attorney's fees) actually and reasonably incurred by him or her in connection with the defense or settlement of such action or suit if he or she acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interest of the Association, except that no indemnification shall be made in respect of any claim, issue or matter as to which such person shall have been adjudged to be libel to negligence or

misconduct in the performance of a duty to the Association unless and only to the extent that the Court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability but in view of all the circumstances of the case, he or she is fairly and reasonably entitled to indemnification for such expenses which the Court shall deem proper.

11.3 Expenses – To the extent that a Director, Officer, Employee or Agent of the Association has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in Sections 9.1 or 9.2 or in defense of any claim, issue or matter therein, he or she shall be indemnified against expenses (including attorney's fees) actually and reasonably incurred by him or her in connection therewith.

11.4 Determination of Indemnification – Any indemnification under Sections 9.1 and 9.2 (unless ordered by a Court) shall be made by the Association only as authorized in the specific case upon a determination that indemnification of the Director, Officer, Employee or Agent is proper in the circumstances because he or she has met the applicable standard of conduct set forth in Section 9.1 or 9.2. Such determination shall be made (1) by the Board of Directors by a majority vote of a quorum (as defined in Section 4.8 of these By Laws) consisting of Directors who were not parties to such action, suit or proceeding, or (2) if such quorum is not obtainable, a quorum of disinterested Directors so directs, by independent legal counsel in a written opinion. Notwithstanding the failure or refusal of the Directors or counsel to make provision therefore, such indemnification shall be made if a Court of competent jurisdiction made a determination that the Director, Officer, Employee or Agent has a right to indemnification here under in any specific case upon the application of such Director, Officer, Employee or Agent.

11.5 Repayment of Expenses – Expenses incurred in defending a civil or criminal action, suit or proceeding described in Sections 9.1 or 9.2 may be paid by the Association in advance of the final disposition of such action, suit or proceeding as authorized by the Board of Directors in the specific case upon receipt of an undertaking by or on behalf of the Director, Officer, Employee or Agent to repay such amount unless it shall ultimately be determined that he or she is entitled to be indemnified by the Association.

11.6 Insurance – The Association shall have power to purchase and maintain insurance on behalf of any person who is or was a Director, Officer, Employee or Agent of the Association or is or was serving at the request of the Association as a Director, Officer, Employee or Agent of another foundation, corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against him or her of the Association in any such capacity, or arising out of his or her status as such, whether or not the Association would have the power to implement the provisions of this article.

## **ARTICLE XII - CONFLICT OF INTEREST**

12.1 Statement of Policy – It is the policy of the Association that any Officers, Directors, Committee Members and Employees of the Association shall avoid any conflict between their

own respective individual interests and the interests of the Association, in any and all actions taken by them on behalf of the Association in their respective capacities.

12.2 Dealing with the Association – A contract or other transaction between the Association and one or more of its Directors or Officers, or between the Association and a domestic or foreign Association, firm or association of any type of kind in which one or more of the Association's Directors or Officers are Directors or Officers, or are otherwise interested, is not void or voidable solely because such common directorship, officership or interest, or solely because such Directors are present at the meeting of the Board of Directors of committee thereof at which such contract or transaction is acted upon, or solely because their votes are counted for such purpose, if any of the following conditions is satisfied: a. The contract or other transaction is fair and reasonable to the Association when it is authorized, approved or ratified; or b. The material facts as to such Director's relationship or interest and as to the contract or transaction are disclosed or known to the Board of Directors or committee thereof and the Board of Directors or committee thereof authorizes, approves or ratifies the contract or transaction by a vote sufficient for the purpose without counting the vote of any common or interested Director; or c. The material facts as to such Director's relationship or interest and as to the contract or transaction are disclosed or known to the membership and the membership authorizes, approves or ratifies the contract or transaction.

12.3 Procedure in Event of Potential Conflict of Interest – In the event that any Officer, Director, Committee Member or Employee of the Association shall have any direct or indirect interest in, or relationship with, any individual or organization which proposes to enter into any transaction with the Association, including but not limited to transactions involving: 1) the sale, purchase, lease or rental of any property or other asset; 2) employment, or rendition of services, personal or otherwise; 3) the award of any grant, contract or subcontract; or 4) the investment of deposit of any funds of the Association; such Officer, Director, Committee Member or Employee shall give the Board of Directors notice of such interest of relationship and shall thereafter refrain from voting or otherwise attempting to exert any influence on the Association, its Board of Directors, or its committees to affect its decision to participate or not to participate in such transaction.

12.4 Special Voting Rules – Any member of the Board of Directors who has a conflict of interest on any matter involving the Association shall not be counted in determining the quorum for the meeting at which the matter is to be acted upon, even when permitted by Law. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting and the quorum situation.

12.5 Notice of Policy – Every Officer, Director, Committee Member or Employee shall be advised of this policy by the President immediately upon election or appointment. Each Officer, Director, Committee Member or Employee may be asked to submit a letter outlining any possible area of conflict of interest at the first meeting of the Board of Directors following his or her election or appointment, and the letter shall become part of the permanent records of the Association.

## 12.6 Parental Participation – Divorced or Separated Parents

In situations where a player's parents are divorced, legally separated, or not cohabiting, no parent or guardian may participate in the AYHA in any official capacity—including but not limited to coaching, team management, volunteering, or serving on the board—unless a written agreement is provided that confirms mutual consent.

This documentation must:

- Be signed by both parents/legal guardians

The league reserves the right to deny or delay participation until such documentation is received and reviewed. This policy is intended to protect the well-being of the player and ensure league operations remain free from parental conflict.

## **ARTICLE XIII - FINANCIAL REPORTS AND FISCAL YEAR**

13.1 Financial Reports – The Treasurer shall prepare an annual financial statement and such other financial reports of the Association as may be required by the Board of Directors.

13.2 Fiscal Year – The fiscal year of the Association shall be July 1 – June 30.

13.3 Banking – The Association shall maintain such bank accounts and checks upon such accounts shall be signed by Officers of the Association, as may be designated by the Board of Directors. Notes or other evidence of indebtedness issued in the name of the Association shall be signed by Officers of the Association in such manner as shall from time to time be determined by resolution of the Board of Directors.

## **ARTICLE XIV - MISCELLANEOUS PROVISIONS**

14.1 Method of Giving Notices – Any notice required by statute or by these Bylaws to be given to the Members, Directors or to any Officers of the Association, unless otherwise provided herein or in any statute, shall be given by mailing to such Member, Director or Officer at such Member's, Director's or Officer's last address as it appears on the records of the Association and such notice shall be deemed to have been given at the time of such mailing.

14.2 Robert's Rules of Order – To the extent not inconsistent with the Association's Articles of Incorporation or these By Laws, the proceedings of the Board of Directors and committee meetings shall be governed by Robert's Rules of Orders.

14.3 Additional Rules – The Board of Directors may adopt additional rules and procedures for the conduct of their meetings and additional rules and regulations for the conduct of the affairs of the Association, provided that no such additional rule shall be inconsistent with the Articles of Incorporation, or AYHA By Laws, the by laws of MAHA or by laws of USA Hockey.

14.4 Electronic Voting – The Board may conduct electronic votes via email about an issue that was previously discussed at a prior meeting. Those votes must be recorded as a part of the next regularly scheduled meeting's minutes.

14.5 Proxy Voting – All voting must be done by the director or executive director themselves, at no time will proxy votes be accepted.

## **ARTICLE XV - POLICIES**

15.1 Team names – Teams shall be known as “Adrian Jr Bulldogs” for House program teams, This shall be for all association teams regardless of the number of teams at any given level. Should there be more than one team at any given level of participation the teams shall be annotated as Gold, Black, and White, in order of establishment and shall be required to wear standard AYHA appropriate apparel as ordered through the AYHA.

15.2 On-ice, Off-ice and Power Skating – The AYHA is focused on player development thus all teams in the Association shall support and maintain their team program in accordance with the American Development Model.

15.3 Rules and Regulations – All Association participants shall abide by the current MAHA, USA Hockey, and AYHA Rules and Regulations. Should there be a discrepancy in any of the Rules and Regulations the more stringent shall apply. Any violation of these rules may result in punishments, including but not necessarily limited to, removal from the AYHA, MAHA and/or USA Hockey.

15.4 Registration – The AYHA shall publish Registration Information Sheets and Player Registration forms on a seasonal basis. All participants must review and acknowledge, by their signature, their review and acceptance of said information.

15.5 House Move-up - The AYHA strongly encourages all players to seek competition at their age appropriate levels.

a. Parents who consider their child to possess superior skills and who are seeking higher competition and developments should try out for a Travel team.

b. Should a travel team not be available or a parent/player want to “move-up: (i.e.: mite house to squirt house, squirt house to peewee house etc.) a written request must be submitted to the AYHA Board. The written request must be received prior to the start of the season that the parent/player is requesting the move-up for. All written requests will be reviewed and voted on at the next scheduled Board meeting.

15.6 Evaluation skates – In the event AYHA offers 2 teams at any given age level 10u and above, evaluation skates for all AYHA teams shall be scheduled to ensure equal competitiveness of each team in accordance with MAHA and USA hockey bylaws.

15.7 Roster Size – AYHA House teams at the 10U level and up, shall consist of a maximum to be roster per USA hockey rules and regulations. Any change to this maximum must be presented to the AYHA Board for review and approval.

15.8 Protective gear – Protective gear must be worn by all AYHA participants as per USA Hockey and MAHA rules and guidelines. Mouth guards and **neck guards** are mandated by the AYHA and USA hockey.

## **ARTICLE XVI – COSTS AND FEES**

16.1 Registration Fee – Player registration Fee shall be determined and set by the AYHA Board prior to the start of each season.

16.2 Player Fees – Player fees are due and payable as per the AYHA Player Registrations Form, Registration Information Sheets and Automatic Payment Authorization Form for the season registering for. These fees and information may change, as determined necessary by the AYHA Board, from season to season.

16.3 House Program Fees – The AYHA Board shall establish House program fees for each season. Fees shall be based on eleven (11) players per team and set to cover costs including, but not limited to: ice costs, practice jersey(s), practice socks, referees, off-ice training, power skating, clinics, league fees, teams fees, USA Hockey and MAHA fees.

16.4 Refunds/Pro-rated fees – Registration fees shall be non-refundable except for those players not placed on a AYHA team due to lack of space or cancellation of a program by the AYHA. Player fees are due and payable as per AYHA registration information. Any request for refund, due to a player leaving a program early, or a pro-rated fee, due to a player signing up late in a program, must be submitted in writing to the AYHA Board. The Board shall review all written requests for refund or pro-rated fee and notify the participant of its decision on an individual basis.

16.6 Player Release- A player signed to an approved team roster must secure a release in writing from that team before signing with another team. A player receiving a release must be signed to the new team roster, and approved by the USA Hockey Associate Registrar, at least 72 hours in advance of playing in a game. A player requesting a release must be granted that request if he/she is current on their fees as outlined in their Association / team player contract. In absence of the contract a prorated amount must be determined based on participation at the point of the player's release. That prorated amount must be paid before the release will be granted. Any and all equipment belonging to the team must be returned prior to the release as well. The District Council has the authority to release a player who is refused a release by his/her team or Association.

## **ARTICLE XVII - AMENDMENTS**

17.1 The Board of Directors may amend these By Laws by presenting the amendment at a regular or special meeting and voting on the amendment at a subsequent regular or special meeting. The approval of two-thirds of the membership of the Board is required to pass the amendment.

17.2 These Bylaws may be amended at an Annual Meeting by including the amendment in the notice of the Annual Meeting and having members vote on the amendment by secret ballot at the Annual Meeting. The approval of two-thirds of the votes cast is required to pass the amendment.

APPROVAL OF BYLAWS We, as members of the 2024-2025 Executive Directors of the Adrian Youth Hockey Association, and upon Board approval by vote acknowledge review and approval of the articles outlined in this document by signing our names.

\_\_\_\_\_  
Larry Spreeman, President, Date

\_\_\_\_\_  
Katie Lee, Treasurer, Date

\_\_\_\_\_  
Gloria McAllister, Vice President, Date

\_\_\_\_\_  
Amanda Venerable, Secretary, Date

\_\_\_\_\_  
TJ Grzeskowiak, Director of Coaches, Date

\_\_\_\_\_  
Alycia Spreeman, Registrar, Date

AYHA Bylaws Created 4/2024