

## **HDC Bylaws**

### **General Committee Business:**

1. All HDC meetings will follow Robert's Rules of order
2. All meetings will require an approved agenda prior to the meeting
3. Proper minutes will be taken and filed for each meeting

### **Membership:**

1. The HDC shall have no less than 4 voting members and no more than 9 voting members.
2. Each member of the HDC will serve 2 year terms up to a maximum of 6 consecutive years. At that point, their position is considered open.
  - a. After each 2 year term, a vote must be taken for an additional term
  - b. A member may be permitted to continue indefinitely with a unanimous vote of the Hockey Development Committee.
  - c. Term limits will take effect as of the approval of these bylaws by the OYHA Committee
3. Terms will start and end in April of every year
4. The HDC members will elect a Chairperson or Head of the HDC responsible for coordinating meeting times and overseeing general operations of the committee.
  - a. The committee Chair will serve a 2 year term. \*\*see addendum
    - i. The term can be in addition to his/her term as committee member
  - b. A Committee Chair can only be removed with a majority vote of non-confidence
5. To avoid a conflict of interest or any appearance of a conflict, no voting member of the HDC may sit on a board/committee, have or intend to have a child playing at or in any way be significantly connected to any other Fall/Winter hockey association.
6. If an HDC member fails to maintain, fulfill their responsibilities as laid out in the bylaws or duties or if their behavior or actions are deemed unacceptable they can be removed from the committee by a majority vote of the other members.
7. The OYHA Committee and OYHA Board also have the right to vote and remove any individual for any reason.
8. Should a member who is also a HDC representative on the OYHA Committee have to leave or be removed, their place on the OYHA Committee will be terminated immediately. A new HDC representative for the OYHA Committee

will be decided by a majority vote from the HDC and will be subject to the approval of the OYHA Committee.

9. New members to the HDC will be chosen from a pool of nominees set forth by any member of the OYHA.
  - a. New voting members must be elected to the HDC through majority vote of current members and are subject to approval of the OYHA Committee
  - b. If there are more nominees than there are open spaces, prospective committee members will be asked to interview with current HDC members
10. All HDC voting members will have one vote to decide any matter. A majority will rule and quorum vote will be valid with a minimum of 51% of current membership in attendance.
  - a. If a member can not be present during a vote their vote can be cast with a written (email or other) vote or a verbal vote via telephone/internet. A written vote must be witnessed by all members physically in attendance. A verbal vote must be heard by all members physically in attendance.
11. If a Hockey Development Director (HDD) is hired (paid a fee) during a season that HDD will be a member of the HDC (will go through an interview process with the chair of OYHA Committee as well as members of the HDC). Because of their being paid they will NOT have a vote in decisions made by the HDC. The HDD can never be the Chairperson of the HDC. Should the HDD be a volunteer they will be given voting privileges, but still cannot be Chairperson of the HDC.
12. Should any vote end in a tie another vote will be taken if time permits. If it still ends in a tie the HDC Chairperson will cast the deciding vote or opt to take the matter before the OYHA committee.

These HDC Bylaws are subject to modification or edit as the need arises. The changes must be voted on by HDC members and approved by OYHA Committee.

Revision Log:

1. Original Document - 08-16-2016 has been approved by HDC & OYHA Committee

*(All future edits - latest changes highlight in yellow and list the changes here in Rev. log consecutively, who made them and the date of final approval of HDC and OYHA Committee.)*

**\*\*Addendum:** At the March 2019 meeting the HDC voted to revise the term of a chairperson to allow for additional years if there is no member with at least one year of experience in a co-chair position available to replace the sitting chair.