

# **PRINCETON YOUTH HOCKEY ASSOCIATION, INC. BYLAWS**

Revised June 26, 2016

## **ARTICLE I. NAME AND BOUNDARIES**

### **Section 1**

This corporation shall be called the Princeton Youth Hockey Association, Inc.

### **Section 2**

- A. The boundaries of this corporation shall be in the Princeton School District #477.
- B. This corporation may waiver in skaters on an equal basis, individuals from other school districts as regulated by District 10.

## **ARTICLE II. PURPOSE**

### **Section 1**

The purpose of this corporation shall be to:

- A. Promote youth hockey in Princeton and the surrounding area.
- B. To promote good sportsmanship.
- C. To teach the skills and rules of ice hockey.

### **Section 2**

It is the intent of this corporation to follow and abide by the rules of district 10 and the Minnesota Amateur Hockey Association.

### **Section 3**

No member, director, or officer of this corporation shall have any right, title or interest in or to any property of any kind owned by this corporation, nor any income or other funds received or held by this corporation, except in return for services rendered to the corporation.

### **Section 4**

No substantial part of the activities of this corporation shall be to carrying on of propaganda or otherwise attempt to influence legislation nor participate in or intervene in any political campaign on behalf of any candidate for public office, including the publishing or distributing of statements.

## **ARTICLE III. MEMBERSHIP**

### **Section 1**

Voting members of this corporation:

- A. Must have a player registered with this corporation and shall pay the registration fee established yearly by the PYHA Board.
- B. It is mandatory for all team players to have at least one parent or guardian as a voting member of this corporation.
- C. Rostered coaches and active committee members within the current fiscal year.
- D. Must be at 75% of board meeting in the past 12 months to have a valid vote.

### **Section 2**

Non-voting members of this corporation:

- A. Shall be open to all adult individuals within the District 10 boundaries.
- B. Shall be allowed to enter in all discussions.
- C. Shall be allowed to be on committees formed by the PYHA Board.
- D. Shall not be allowed to hold any office or position on the PYHA Board.

### **Section 3**

Parents of all players and sponsors shall have access to the PYHA website to keep them informed of all activities. Parents must submit the proper registration forms to this corporation. A copy of the monthly PYHA board meeting minutes will be posted on the website ([www.princetonyouthhockey.com](http://www.princetonyouthhockey.com)) following the approval of the meeting minutes.

## **ARTICLE IV. MEETINGS**

### **Section 1**

The annual meeting of this corporation shall be the fourth (4<sup>th</sup>) Monday in June.

### **Section 2**

This corporation shall hold meetings the fourth (4<sup>th</sup>) Monday of each month at the Princeton Ice Area or previously designated site at 6:30 p.m. for the PYHA Board and general membership. If meetings fall on a legal holiday, then the meeting shall be held on the next day not a legal holiday.

### **Section 3**

Special meetings of the members of this corporation may be called at any time by the President, majority of the PYHA board, or 25% of the voting members. If an urgent special meeting is needed, the members shall be informed by electronic mail 12 hours prior to the special meeting.

## **ARTICLE V. GOVERNMENT**

### **Section 1**

The government of this corporation shall be vested in the PYHA Board composed of President/CEO, Vice President, Secretary and Treasurer and up to eight directors but not less than 4 directors. This board may also include up to two non-voting position for the Princeton High School Head Hockey Coaches.

### **Section 2**

Terms of office: the directors and officers shall be elected for staggered 3 year terms in a 3 year rotation. Terms begin with the respective April meetings. Incoming board members will go through orientation in March. Outgoing board member's term will end at the end of April's meeting but will be expected to transition their responsibilities to the respective board member by May's PYHA Board Meeting.

### **Section 3**

No employee of Princeton Ice Arena (PIA) shall be a PYHA Officer or Director.

### **Section 4**

Any vacancies in any office shall be filled by vote of PYHA Board to fill the remaining term of the individual being replaced. Vacancies do not have to be filled by the next highest vote getter from the past election.

### **Section 5**

Level representatives shall be appointed by the PYHA Board.

### **Section 6**

The official quorum for business conduction at regular and special meetings shall be 1% of the voting membership in good standing. The official quorum of the PYHA Board shall be a majority of the members. A quorum is not needed to conduct gambling business.

### **Section 7**

"Robert's Rule of Order" shall be the official procedure used at all meetings.

### **Section 8**

Proxy voting is not permitted at membership meetings.

### **Section 9**

Election of executive officers (President, Vice President, Secretary and Treasurer) for the PYHA Board will take place at the April Meeting.

### **Section 10**

Any PYHA board member who misses more than three (3) regularly scheduled board meetings during the fiscal year will be permanently suspended from the PYHA board. If there is good reason for absenteeism then the PYHA board may reconsider the individual's position.

#### **Section 11**

All PYHA Board members must actively participate in this organization. All PYHA Board members will be responsible for committees and chairs as assigned.

### **Article VI. ELECTIONS**

#### **Section 1**

All PYHA Board members will be responsible for looking for potential candidates to fill the vacancies of the board.

#### **Section 2**

Candidates must submit their letter of intents to the PYHA Secretary prior to the February meeting. Letters of intent will also be accepted from the floor at the February meeting.

#### **Section 3**

Ballots will be distributed at the year-end Awards Ceremony in February/March and voting shall be done by secret ballot one half (1/2) hour before the start and during the duration of the Awards Ceremony. A minimum of four (4) PYHA board members will count ballots at the conclusion of the Awards Ceremony.

#### **Section 4**

Proxy voting shall not be permitted.

#### **Section 5**

The candidate must have a player registered with this corporation and have paid the registration fee and current year's dues established yearly by the PYHA Board.

### **ARTICLE VII. OFFICERS AND DUTIES**

#### **Section 1**

##### **PYHA Board:**

- A. The PYHA Board shall have the authority to make all necessary decisions during the interval between the meetings of the corporation to manage the corporation in such manner as the PYHA board shall deem best in the interests of the corporation and hockey program.
- B. The PYHA board shall among other things, be responsible for the following matters:
  1. Financial planning.
  2. Policies and bylaws (to be reviewed as needed).

3. Organization of tryouts and selection of teams with assistance of the HDC.
4. Selection of coaches and assistant coaches with the assistance of the HDC.
5. Scheduling of ice time.
6. Registration and certification of the players.
7. Supervision of all activities of the teams.
8. Recruitment of new skaters and the promotion of hockey.
9. Propose guidelines for all standing committees and proper procedures to be followed and presented to membership.
10. Supervise all chairs, coordinators, coaches or any other appointed positions.

## **Section 2**

### **Duties of PYHA Board President:**

- A. Preside at all meetings of the membership, PYHA board and shall be an Ex-Officio member of all standing committees.
- B. Subject to PYHA Board and the voting membership shall have general charge and supervision over the business affairs of the corporation.
- C. Shall execute all bonds, contracts, and other agreements as authorized by membership and/or the PYHA Board.

### **Duties of the PYHA Board Vice-President:**

- A. Shall assume duties of President in the absence of the President.

### **Duties of the PYHA Secretary:**

- A. Shall record all regular, special, and PYHA Board meetings minutes.
- B. Shall review before publication the minutes of all regular, special, and PYHA Board meetings.
- C. Shall keep said minutes in a book for that purpose. The said book will be kept at the Princeton Ice Arena.
- D. Shall keep attendance at all meetings.

### **Duties of the PYHA Treasurer:**

- A. Shall execute all bonds, contracts, checks and other agreements as authorized by membership and/or the PYHA Board.
- B. Shall review accurate records of all receipts and disbursements, review a printed monthly financial statement to membership and review a printed year-end financial statement.
- C. Shall review all bills incurred by the corporation under authorization of PYHA Board or general membership.

## **ARTICLE VIII. FINANCES**

### **Section 1**

The fiscal year of this corporation shall be from July 1<sup>st</sup> to June 30<sup>th</sup>.

## **Section 2**

No member shall incur any debt in the name of the corporation without prior approval.

## **ARTICLE IX. COMMITTEES**

### **Section 1**

The PYHA Board shall determine the standing committees deemed proper and necessary to fulfill the purpose of this corporation.

### **Section 2**

**The PYHA Board of Directors shall appoint all chairs, Coordinators:**

- A. Ace Coordinator
- B. District 10 Rep
- C. Equipment Manager
- D. Fundraising Director
- E. Gambling Manager
- F. Girls Coordinator
- G. Recruiting Director
- H. Mite Coordinator (on ice)
- I. Mini Mite Director (on ice)
- J. Mite/Mini Mite Director (off ice)
- K. Referee Coordinator
- L. Registration director
- M. Scheduling Director
- N. Team Manager Director
- O. Away Tournament Director
- P. Home Tournament/Jamboree Director
- Q. Volunteer Coordinator
- R. Website/Communication Director
- S. Registrar
- T. Accounting Director

## **ARTICLE X. REGISTRATION**

### **Section 1**

All players must skate and tryout where registered, youth or girls. A change can only be made prior to the start of the pre-skate clinics.

## **ARTICLE XI. SUSPENSION AND EXPULSION**

### **Section 1**

Any violation of the Articles, Bylaws, or any other rules and regulations of this Corporation shall render such member or player liable to suspension by majority vote of the Board of Directors until the next monthly membership meeting or special meeting. Expulsion at that meeting will occur upon two-thirds (2/3) vote of the membership present.

## **ARTICLE XII. AMENDMENTS**

### **Section 1**

These bylaws may be amended by two-thirds (2/3) vote of the voting members present at any meeting after which a thirty (30) day notice has been given.

### **Section 2**

These bylaws may be suspended by a two-thirds (2/3) vote of the voting members present at any membership meeting provided a quorum is present.

## **ARTICLE XIII. DISSOLUTION**

### **Section 1**

Upon dissolution of this corporation, any remaining assets are to be given to organizations organized exclusively for the promotion of hockey, or any other charitable, educational, or scientific purpose as shall at that time qualify as an exempt organization under Section 501c (3) of the Internal Revenue Code of 1954.

Amended: May 15, 1989; August 22, 1989; February 13, 1990; April 9, 1991; December 1, 1991; March 10, 1993; May 2, 1994; March 11, 1998; March 10, 1999; June 24, 2004; February 11, 2009; October 13, 2010; May 14, 2012; March 11, 2013; October 14, 2013; September 12, 2015