

# ONALASKA/HOLMEN TORNADO YOUTH HOCKEY, INC.

BY-LAWS—12/14/2023

## ARTICLE I-NAME AND PURPOSE

### Section One

The name of this organization shall go by “Onalaska/Holmen Tornado Youth Hockey, Inc.,” a non-profit private corporation. Throughout the remainder of these by-laws and in certain advertisements and publications we will also be known as “Tornado Youth Hockey.”

### Section Two

The purpose of this organization shall be to promote and to advance youth hockey through ways approved by the Board of Directors of the Onalaska/Holmen Tornado Youth Hockey, Inc.

## ARTICLE II-MEMBERSHIP

### Section One

Membership shall be open to any registered family or associate member subject to the Board of Directors approval. A family member is defined as a registered skater in a family and has one vote for each skater, a maximum of two votes per family.

### Section Two

Any member in good standing shall have the right to vote at annual elections.

### Section Three

Associate memberships will be granted to persons, groups or businesses not qualifying under Article II, Section I. Associate members may not vote.

## ARTICLE III-BOARD OF DIRECTORS

### Section One

The Board of Directors shall consist of:

- A. Officers of Tornado Youth Hockey (Executive Committee) (6)
- B. Directors at Large (8);
  - a. External Communications Director
  - b. Fundraising Director
  - c. Tournament Director
  - d. Goalie Director
  - e. Mini-Mite/Mite Representative
  - f. Positive Coaching Alliance Coordinator
  - g. Registrar
  - h. Managers Director

## **Section Two**

The Executive Committee shall fill any vacancy occurring among the Directors prior to an election. Such Director shall serve the unexpired term of their predecessor.

## **Section Three**

There shall be monthly meetings of the Board of Directors.

## **Section Four**

Quorum. One half or more of the members of the Board of Directors shall constitute a quorum to transact business.

## **Section Five**

The Board of Directors may develop a set of rules and regulations. This will be referenced as "TYH Policy Handbook." This serves the purpose of conducting the affairs of the Tornado Youth Hockey. These rules and regulations, if developed, shall be reviewed periodically by the Board of Directors.

## **ARTICLE IV—OFFICERS**

### **Section One**

The officers of Tornado Youth Hockey shall be: President, Vice-President, Secretary, Treasurer, Girl's Director, and the Immediate Past President or other elected official.

### **Section Two**

Officers and Directors of the corporation shall serve for a term of one year. Officers and Directors will be elected at the Annual Meeting. They shall begin their terms of office after the completion of the April Board meeting.

## **ARTICLE V—DUTIES AND POWERS OF OFFICERS AND DIRECTORS**

### **Section One**

The executive power of Tornado Youth Hockey shall be vested in the Board of Directors.

### **Section Two**

The **PRESIDENT** shall be the Chief Executive Officer of Tornado Youth Hockey and shall preside at all meetings of the corporation, Board of Directors and Executive Committee, except the Nominating Committee. The President shall appoint the Chairpersons of all standing committees; subject the approval of the Executive Committee. The President shall render a report on the activities of Tornado Youth Hockey at the annual meeting.

### **Section Three**

The **VICE-PRESIDENT** shall perform all the duties and exercise all powers of the President in the absence of the President and be responsible for other activities and projects assigned by the President and /or the Board of Directors.

#### **Section Four**

The **TREASURER** shall be the Chief Financial Officer and shall receive all funds and dues paid to Tornado Youth Hockey. The Treasurer shall deposit such funds and dues in the name of the corporation in such financial institutions as the Board shall designate from time to time. The Board annually shall set a maximum disbursement that may be made without Board approval. The Treasurer shall pay all bills for the corporation after these bills have been certified and approved by the President. The Treasurer shall keep or cause to be kept in suitable form, detailed accounts of the assets, liabilities, receipts and disbursements of the corporation. The books shall be open at all times for examination or audit by the auditors or such representatives of the Board of Directors as it may designate from time to time. The Treasurer shall render a report at each Board Meeting and general meeting, and shall submit an annual report. All expenditures voted by the Board of Directors should be listed in the Annual Treasurer's Report.

#### **Section Five**

The **SECRETARY** shall keep an accurate record of the proceedings of all meetings Tornado Youth Hockey, the Board of Directors and the Executive Committee. The records shall be open at all times to reasonable inspection of any member of Tornado Youth Hockey. In the absence of the Secretary, the President shall appoint a temporary recording secretary. A copy of all minutes shall be sent to the President. The Secretary will be responsible for preparing minutes for online viewing.

#### **Section Six**

The **PAST-PRESIDENT/OTHER ELECTED OFFICIAL** shall serve as an advisor to the President in any way deemed necessary by the President. He or she shall serve as the parliamentarian at all meetings.

#### **Section Seven**

The **GIRL'S DIRECTOR** shall facilitate and lead girl's growth in hockey, collaborate between other youth organizations in the interest in growing girl's hockey.

#### **Section Eight**

The **DIRECTORS-AT-LARGE** shall be representatives of the corporation and their interests for the Board of Directors. They are to be a liaison between the Board of Directors, Coaches and the general membership.

#### **Section Nine**

The **MANAGERS' REPRESENTATIVE** shall be a liaison between the Board of Directors and the team managers.

#### **Section Ten**

The **POSITIVE COACHING ALLIANCE COORDINATOR** will guide the process of creating an organizational culture that promotes the kind of behavior and values that the league wants to see in its players, coaches, parents and fans. This person will assemble a board subcommittee to accelerate the implementation of culture shaping efforts and to maximize the positive impact.

## **ARTICLE VI—EXECUTIVE COMMITTEE**

### **Section One**

There shall be an Executive Committee whose membership shall consist of the officers of the corporation.

### **Section Two**

The Executive Committee shall exercise all powers of the Board of Directors during the interim between meetings of the Board of Directors. All matters of concern related to a specific player or organization member are reviewed by the Executive Committee in a closed session. These minutes are kept by the organization secretary and housed in an online drive.

### **Section Three**

All actions of the Executive Committee shall be subject to ratification by the Board of Directors of Tornado Youth Hockey. All actions will be communicated to the Board of Directors made by the Executive Committee via meeting minutes. Personal information will be removed.

## **ARTICLE VII—COMMITTEES**

There shall be such standing committees as are necessary for the conduct of business and programs of Tornado Youth Hockey. The President shall appoint the chairperson of each committee with the approval of the Board of Directors as soon as possible after taking office.

The President shall serve as ex-officio to all committees. The president may nominate specific directors at large to oversee committee activities.

## **ARTICLE VIII—NOMINATING COMMITTEE**

### **Section One**

There shall be a nominating committee formed prior to each annual meeting. It shall consist of at least three members of the organization. The Committee shall select its own chairperson.

### **Section Two**

The nominating committee shall prepare a slate of nominees for officers and directors. Nominations may be made from the general population. No name shall be presented at an annual meeting by the nominating committee or as a nomination from the general population until or unless the nominee has consented to serve if elected.

## **ARTICLE IX—ELECTION OF BOARD**

There shall be an annual meeting of Tornado Youth Hockey. The election of the Board of Directors will be by a vote of the members present at the annual meeting. Voting may be held in-person or online and the nomination ballot must be presented at the annual meeting. Voting will occur either during or shortly after the annual meeting and all members in good standing are welcome to vote.

## **ARTICLE X—EXECUTION OF PAPERS**

### **Section One**

The President or his or her representative shall sign all documents made, accepted or executed by Tornado Youth Hockey.

### **Section Two**

The Treasurer or the President shall sign all checks drawn against funds of Tornado Youth Hockey.

## **ARTICLE XI-PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Revised, shall govern the corporation and be monitored by the Past-President who shall serve as Parliamentarian.

## **ARTICLE XII—FUNDS**

### **Section One**

The Board of Directors prior to the start of each season shall set membership fees.

### **Section Two**

All fundraising activities must have the approval of the Board of Directors prior to any activities taking place. Liabilities arising from unauthorized projects are not the responsibility of the corporation.

### **Section Three**

The proceeds from all fundraising and membership dues shall be expended only as authorized by the Board of Directors.

### **Section Four**

The Board of Directors shall set expenditure limits annually.

### **Section Five**

The Executive Committee is authorized to make minor financial commitments and expenditures.

## **ARTICLE XIII—AMENDMENTS**

These by-laws may be amended by the affirmative vote of two-thirds of the members present and voting at any regular or special meeting of Tornado Youth Hockey, provided that the amendments shall have been approved by a majority of the Board of Directors at a meeting of the Board, and that notice shall have been sent to the entire membership two weeks prior to the date set for the meeting at which the amendment is to be presented. Such amendments shall become effective on approval by membership.

#### **ARTICLE XIV—COMMITTEE APPROVAL**

A Special Constitution and By-Laws Committee will implement these laws and monitor. This will be a subcommittee of the Board as appointed by the President.