

CHL BYLAWS

ARTICLE I: General

Section 1: The League Bylaws as set forth to provide guidance and direction for the organization, administration and operation of the League. Although not formally a part of the Constitution, the policies and procedures established herein are considered to be of the same force and effect and are binding on all member associations.

Section 2: These Bylaws may be amended, changed or modified by majority vote of the Association Board of Directors. In the case of tie votes, the amendment or modification shall be deemed to have failed.

ARTICLE II: Membership

Section 1: Membership in the League shall consist of such amateur hockey associations and organizations operating amateur hockey teams. Once approved by CAHA, an association may petition to be in the league as per section 2.

Section 2: Any bona fide amateur hockey association organized, operating, and located within the area encompassed by the states of North Carolina, South Carolina, and Virginia, which is in good standing with USA Hockey and their USA Hockey Affiliate may apply for membership in the League. Applications will be due March 1st. The Executive Board will consider and act upon any such applications by March 31st. Acceptance is automatic once approved by the CHL Board of Directors. Such organizations will be included in the Play-in Tournament and League game schedule of their respective Division for the season immediately following the acceptance of the association's application.

Section 3: Any member association shall be considered not in Good Standing if in any year that association fails to field at least one team in the league, fails to attend more than two consecutive Board of Directors meetings, or fails to pay the CHL league dues by July 1. A member association's voting privileges shall be suspended as long as they are not in Good Standing. If a member association fails to remain in Good Standing for two consecutive years that association's league membership shall be revoked at the Annual Meeting. The Secretary/Treasurer is to notify any organization no less than 2 weeks prior to the Annual Meeting if they are not in good standing.

Section 4: Annual League membership dues shall be established by the Executive Board as a condition of continued membership and shall be due and payable no later than July 1 each year.. If outstanding invoices are not paid by the due date, the association's game schedule may be canceled and the association may forfeit all games played to date, or other penalty may be imposed as determined by the Board of Directors.

Section 5: Any association whose membership has been revoked and wishes to rejoin the league must reapply for membership in accordance with Section 2.

Section 6: All registered players, coaches, managers and other officials duly appointed or elected by member associations shall be individual members of the League.

Section 7: By virtue of its membership in the League, member associations expressly agree to comply with and abide by the Constitution, Bylaws, Operating Rules, and playing rules of the Carolinas Hockey League, the Carolina Amateur Hockey Association, and USA Hockey.

Section 8: Each member Association will be invoiced no later than Feb 15th by the CHL Secretary/Treasurer for payment of any applicable fines or penalties incurred during the season. Payment will be due to the CHL Secretary/Treasurer within 30 days. Any Associations with outstanding balances as of April 1st shall be placed on probation, forfeiting voting and league scheduling privileges for the following season.

Section 9: League Membership Dues shall be payable annually by each member Association by July 1 of each year, in advance, as part of the season game invoice for the coming season, in the amount assessed by the League. Game fees will be invoiced at the rate established by GameSheet each year and shall be payable to The Carolinas Hockey League, Inc.

ARTICLE III: Board of Directors

Administrative authority within the League is vested in the CHL Board of Directors established under the authority of Article IV of the Constitution. Each Member Association will appoint two of their members to serve as CHL Directors. Each Member Association in good standing shall carry one vote in all matters brought before the Board of Directors.

An Executive Board will be elected by the CHL Board of Directors according to procedures outlined in section 4 of the CHL Constitution and the voting requirements as set forth in Section IV of the CHL Bylaws.

General Duties of the Executive Board:

- A. Establish goals, objectives, programs and management practices consistent with the best interests of the League.
- B. Amend the Constitution and Bylaws as required. Any changes must be submitted and approved by majority vote by the CHL Board of Directors.
- C. Impose and enforce appropriate penalties for violations of the Constitution, Bylaws or Operating Rules.
- D. Prepare an annual budget, establish and collect fees, and authorize the expenditure of funds. All expenditures of CHL funds in excess of \$500 require CHL Board of Directors approval.
- E. Actively promote the USA Hockey Coaches and Officials Development Programs within the League.
- F. Establish the Directors for the League as set forth in Article IV of the CHL Constitution.
- G. Create and Approve a schedule matrix for all divisions.

ARTICLE IV: Executive Board

A. President

1. Duties include: call and preside at all meetings; sign all contracts, leases, and other legal documents as authorized by the CHL Board of Directors; act as chief spokesperson for the League; generally guide and conduct the affairs of the League. The President shall be the principal standing officer of the CHL and shall, in general, supervise and facilitate all the business and affairs of the CHL. The President shall have, but is not limited to, the following powers and duties:

- a) Presiding at all Board of Director meetings at which they are present.
- b) The power to call special meetings of the CHL, at their discretion.
- c) The power to determine questions arising from emergencies not provided for in the Bylaws or Rules and Regulations of the CHL until such time as they may be acted upon by the appropriate CHL Standing Committee or the CHL Board of Directors; attending and representing CHL in other hockey meetings, including the CAHA Annual Meeting.
- d) Shall be an ex-officio member of all standing committees.
- e) Shall sign, with the Secretary/Treasurer or other proper officer of CHL as authorized by the Board of Directors, any contracts or other instruments which the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws or by statute to some other officer or agent of the CHL.
- f) Shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.
- g) The President of the League shall meet with the CAHA Youth Committee Chairperson who shall present League issues at the Affiliate Level.

2. The office of President shall be elected by a majority vote of the Association Board of Directors for a term of two (2) years, as outlined in the Constitution, Article IV, Section 1C.

B. Vice President/Director of Discipline

1. Assume the duties of President in his/her absence or incapacitation.
2. The office of Vice President/Director of Discipline shall be elected for a term of two (2) years, as outlined in the Constitution, Article IV, Section 1D.
3. Oversee the League's on ice and hockey related operations.
4. Serve as Discipline Committee Chairman for any required League Discipline Hearings.
5. Ensure all member associations comply with all USA Hockey and CAHA rules and follow the Zero Tolerance USA Hockey program.

C. Secretary/Treasurer

1. Assume the duties of President in the absence or incapacitation of the President and Vice President/Director of Discipline.
2. The office of Secretary/Treasurer shall be elected for a term of two (2) years, as outlined in the Constitution, Article IV, Section 1C.
3. Maintain appropriate records and reports.
4. Provide timely notice of annual, special and regular meetings.
5. Prepare minutes of each meeting, post on the CHL website, and transmit copies thereof to all members of the Association Board in a timely manner.
6. Oversees all Rules & Regulations and By-Laws. This includes updating, reviewing, and proposing changes to these documents.
7. Oversee the League's administrative and financial affairs.
8. Maintain and account for the League funds.
9. Establish and maintain appropriate bank accounts at approved financial institutions and pay all proper financial obligations.
10. Collect and deposit appropriate dues and other receivables.
11. Prepare a monthly report as well as an annual budget and an annual financial report. Also responsible for compliance and filing any tax forms and returns.
12. Participate in the annual financial audit by the CAHA Treasurer.
13. Assist the CAHA Treasurer in preparation of the annual tax return.
14. Supervise appointed bookkeepers and accountants.

E: Director of Competition

The CHL Board of Directors shall elect from its membership a Director of Competition of the League as outlined in the Constitution, Article IV, Section 1D. The duties will include the following:

1. Oversee assessment of team competitiveness for appropriate placement in the appropriate league divisions to ensure even competition in each division.
2. Oversee the league scheduling process to include all scheduling of games.
3. Oversee the Competition Committee including appointing at least two other CHL members to serve on the committee. All three members must be from different associations. This Committee will oversee the CHL rules that are set forth in the CHL Rules and Regulations. This includes the approval of all waivers to the CHL Rules and Regulations and conducting an annual review of the rules to be completed ahead of the Annual Meeting.
4. Resolve game protests subject to appeal to the Vice President/Director of Discipline and the Board of Directors.
5. Impose suspensions and other disciplinary measures resulting from infractions of the rules subject to appeal to the Vice President/Director of Discipline and Executive Board.
6. Performs other duties as assigned by the Executive Board.

F: Tournament Director

The CHL Board of Directors shall elect from its membership a Tournament Director as outlined in the Constitution, Article IV, Section 1E. The duties will include the following:

1. Scheduling and planning any and all pre-season play-in tournaments.
2. Scheduling and planning all post-season tournaments.
3. Oversee the Tournament Committee including appointing at least two other members to serve on the committee. All three members must be from different associations. This Committee will oversee the planning of all play-in, in-season, and post-season tournaments.
4. Oversee the process for selecting locations for all play-in, in-season, and post-season tournaments. This includes the budgeting and bid process for any of these tournaments.

ARTICLE V: League Officials

The Executive Board may, at its discretion, appoint such League Officials as may be considered necessary and in the best interests of League operations. Such officials serve at the pleasure of the Executive Board. These appointees are expected to participate actively in Board matters, but those appointees who are not actively serving on the Association Board of Directors will have no vote on League issues. Such League officials and their suggested duties may or may not include but are not limited to the following:

- 1. WEBMASTER/STATISTICIAN:** Receive and maintain league statistics as directed by the Board, monitor major penalties, suspensions, and other disciplinary issues; informing and assisting the Vice President/Director of Discipline in these matters. Responsible for maintaining the League web site, including updating and posting factual information on the internet as directed by the Executive Board.
- 2. PUBLICITY & SOCIAL MEDIA DIRECTOR:** Responsible for coordinating social media, public information and media coverage of League activities.

ARTICLE VI: MEETINGS

Section 1: The Executive Board will meet at least every other month, either in person or via conference call at the discretion of the President.

Section 2: The CHL Board of Directors will meet at least annually, as required by Article V of the Constitution. The CHL Board of Directors will also have an opportunity to present issues to the Executive Board during the open session of the Executive Board Meetings.

Section 3: Any member association that fails to send representation to two consecutive CHL Board meetings will be dealt with in accordance with Article IV, Section 3d of the CHL Constitution.