

**STARHAWKS YOUTH HOCKEY ASSOCIATION OF HUDSON, MILFORD and
NORTHBOROUGH**

BYLAWS

Amended and Restated

June 2017

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I. PURPOSES OF THE PROGRAM AND BYLAWS

The residents of Hudson, Milford and Northborough and other open towns as defined by Mass Hockey join together under these bylaws as the Starhawks Youth Hockey Association of Hudson, Milford and Northborough. known herein as the **“Program”** The purpose of the Program is for providing an amateur skating program primarily for the youth of associated towns, which will be to their mutual benefit in achieving the objective of creating competitive youth hockey teams, and skating instruction through other related skating activities. The Program shall be conducted, managed and operated as a charitable non-profit corporation under the provisions of chapter 180 of the General Laws of the Commonwealth of Massachusetts. The By-Laws of the Program fully support Massachusetts Hockey which in turn supports the positions and By-Laws of USA Hockey. These Bylaws will serve to define the responsibilities of the Members connected with the Program and abide by the Massachusetts Hockey By-laws, Rules, Regulations, Policies and Procedures.

II. MEMBERSHIP

Membership (**“Member or Members”**) is reserved for those parent(s) or legal guardian(s) of player(s) registered in the Program. Any parent or legal guardian of a player registered on a Starhawks team or skating program or any coach/assistant coach participating in the Program, is automatically a Member. All elected and appointed officers and directors are considered Members.

III. BOARD OF DIRECTORS

1. The Board of Directors **“Board of Directors or Board or BOD”** of the Program shall be responsible for implementing and enforcing the Policy and Procedures herein defined.
2. The Board of Directors shall consist of **“Directors”** that are Members of the Starhawks Program.
3. The Board of Directors shall consist of not less than nine (9) nor more than fifteen (15) Directors elected at the Annual Meeting by Members.
4. The Board of Directors must be made up of no less than 51% of Directors who have children actively skating in the program.
5. Prospective Directors shall be nominated by any member of the Program or in the case of too few or no nominations from the general membership, the sitting VP board members shall nominate members in writing to the Board of Directors. Election will be by the voting of the membership present at the Annual Meeting. The individuals elected as Directors will be the ones receiving the most votes up to a maximum of 15 Directors.
6. The Board of Directors shall, amongst themselves elect **“Officers”** at its annual meeting from the pool of newly elected Directors. The Officers of the Program shall consist of the following: *President, Vice President of League and Scheduling Operations, Vice President of Hockey Operations, Vice President of Registration and Compliance, Vice President of Marketing and Fundraising, Secretary, and Treasurer*

7. The Board of Directors shall, amongst themselves elect the “**Functional Directors**” to fill key functions and must be selected from pool of elected Directors. The Functional Directors for the Program consist of the following: *Skills and Development Director, Equipment Director, Fundraising Director, Membership Director and Website Director.*
8. Officers at their discretion will appoint, subject to final approval by the Board, “**Assistants**” to support their roles and duties. Assistants will hold titles that include Advisor, Coordinator, Manager or Assistant. It is not a requirement that Assistants be Directors, Officers, Functional Directors or Members but any nonmember must be approved by 2/3 vote of the BOD. The following are eligible Assistant roles to be appointed by specified Officer: *Program Advisor appointed by President, Assistant Treasurer appointed by Treasurer, Assistant Registrar appointed by VP Registration and Compliance, Assistant Scheduler appointed by VP League and Scheduling Operations, Marketing Assistant appointed by VP Marketing and Fundraising and Division Managers/ Coordinators appointed by VP Hockey Operations*
9. Nothing will restrict Directors, Officers or Functional Directors from fulfilling more than one role
10. The Board has the right to create and appoint by majority vote any other type of responsible position to ensure that the Program is run smoothly and efficiently. The Board shall determine and fix the compensation and duties of all agents, clerks, and consultants of the Program, as shall be entitled to such compensation.
11. Each Director will accept an assignment by BOD vote to an Officer or Functional Director Role in event of vacancy
12. At all meetings of the Board of Directors, no vote, ballot, and act of resolution of the Board shall be valid unless done by at least a majority (quorum) of the Board members present and voting. All voting shall be accomplished by a physical showing of hands. Paper ballots can be used when deemed necessary by the President for a particular situation.
13. Each Director, Officer and Functional Director of the Board of Directors shall hold office for up to one (1) year either until his/her successor is elected or he/she is re-elected.
14. The Board of Directors may fill any vacancy of a Director, Officer, or Functional Director, by majority vote that exists or occurs at a Board meeting, and so appointed, the newly elected shall serve until the next annual election.
15. The Board of Directors may delegate the power and duties of any vacant Director, Officer or Functional Director to any Board Member for a period of time as deemed necessary.
16. Any Board Member missing three (3) consecutive meeting without cause may be deemed a resignation.
17. Any Board Member not observing the letter or intent of these Bylaws or other directions from the Board, or exhibiting behavior deemed by the Board to be inconsistent with the published guidelines for behavior of coaches, players, and parents shall be subject to the following:
 - a. First Offense: A verbal notice from the President of the Association.
 - b. Second Offense: A letter of reprimand signed by the Discipline Committee.
 - c. Third Offense: Removal from the Board of Directors.
 - i. The Board Member in question may appeal any of these actions to the Board of Directors. The Board will meet with the affected Board Member in a timely manner, within five (5) days, if at all possible.
 - ii. Members from the same household/family shall fill no two Officer positions
18. The Board shall approve by majority vote the budget proposed by the Treasurer. No one is authorized to make purchases exceeding \$100 that are not included in this budget without authorization by the Board.

19. Each member of the Board of Directors is required to immediately report any reported, observed or suspected violation of any policy or published guidelines for behavior of coaches, players, officials, or parents to the President and a member of the Disciplinary Committee.

IV. DUTIES OF THE OFFICERS OF THE BOARD OF DIRECTORS

1. President – The President shall:

- Preside at all meeting and functions of the Program
- Have overall responsibility and oversee the performance of duties by other officers and directors.
- Serve as head of the Program and as Chair of the Board of Directors.
- Appoints all committees and be ex-officio member of all committees.
- Sign and Execute all contracts in the name of the Program when authorized to do so by the Board of Directors via vote or approved budget
- Chair the Discipline Committee and recommend committee members to the BOD for approval

2. Vice-President of League and Scheduling Operations shall:

- Preside in Presidents absence and fulfil the functions of the President if a vacancy should occur in that office until such time as new President is elected
- Allocate practice ice and manage the Programs ice inventory
- Develop, maintain and manage policies and procedures concerning ice conflicts/and requests for additional or alt sheets
- Act as League(s) representative and represent Program at all league meetings and present a report out of the results of various league meetings
- Negotiate with facilities to request and contract for ice allotment for the Program.
- Keep an accurate account of each division's and teams ice usage ice utilization and game to practice ratio's and report out at regular intervals to The President and Hockey Operations
- Establish an equitable process to reassigning practice times that conflict with game schedules
- Coordinate with leagues to manage the posting and updating of game schedules for the Program and maintain the master schedule of all ice activities
- Coordinate with leagues to submit team entry and placement requests for Program
- Oversee assigned Functional Directors and Assistants

3. Vice-President of Registration and Compliance shall:

- Serve as Program Registrar and be responsible for the managing and monitoring of the member registration file and preparation of all required registration (individual and team) forms required by local, state and National organizations. Process all necessary event waivers for all Community and Developmental programs involving non-Members
- Set up and Manage Registrations on Web site. Coordinate with Treasure to maintain lists of Members who are not in good standing
- Serve as District Rep for Mass Hockey and attend all district meetings and report out to Board at next available meeting
- Manage communication and requirements between Mass Hockey and the Program including rosters, Mass State Play downs and any disciplinary action involving Mass Hockey
- Manage and keep up to date and posted all compliance and policy requirements for USA Hockey, Mass Hockey and Starhawks for all Members including:
 - Coaching Certification-CEP
 - CORI
 - Coaching Code of Conduct
 - Players Code of Conduct
 - Parents Code of Conduct
 - Safe Sport Training
 - USA Hockey Registration
 - Locker Room Policy
 - Abuse and Harassment Policies
 - Certified Team Rosters
- Oversee assigned Functional Directors and Assistants

4. Vice-President of Hockey Operations shall:

- Create and Chair Hockey Operations Committee, appoint division/level managers and coordinators
- Recommend all coaching candidates to the Board of Directors for approval
- Help head coaches recruit and appoint/approve assistant coaches for all teams
- Create plans and conduct and/or supervise pre-season conditioning sessions and tryouts
- Prepare plans and submit for approval to the Board of Directors team selections and player movement recommendations
- Be responsible for conducting regular meetings of all coaches and assistant coaches
- Be responsible for coaches' participation in preseason league meetings for coaches
- Report out status at all Board of Directors Meetings
- Be responsible for the behavior of all coaches and assure that each coach is properly trained, certified and accepts the terms and conditions of the USA Hockey Coaches Code of Conduct
- Review, approve and document all recommended player benching requests by coaches
- Inform the President and Disciplinary Committee that a Member, Coach, League Official, or Parent has observed and reported a violation of any Code of Conduct policy
- Oversee assigned Functional Directors and Assistants including the Skills and Development Director and all level/division coordinators, managers, coaches and assistant coaches

5. Vice-President of Marketing, Events and Fundraising shall:

- Manage content on Web Site and Facebook. Responsible for overall look and experience of both
- Propose and execute Facebook ad campaigns
- Propose activities/advertising to generate awareness and interest in our offering and events
- Build appropriate team/committees to support and run each event
- Run Merchandise Sales and offerings
- Establish and maintain relationship with local school systems and rec departments to promote organization
- Manage and oversee activities of Fundraising Director
- Oversee assigned Functional Directors and Assistants including the Fundraising Director and assistant marketing/events representative

6. Secretary – The Secretary shall

- Record and maintain records of all meetings of the Program
- Update and Manage all programs documents on web site
- Schedule and Notify all Members of meetings and post schedule to web site
- Maintain a correspondence file
- Make available, a copy of the association Bylaws for all members
- Support Vice-President of Marketing, Events and Fundraising with the organization and communication of events and activities and serve on all marketing, event and fundraising committees
- Oversee Membership Director who will coordinate Team Managers and make sure all any requests within Program communications are understood and acted on by Team managers

7. Treasurer – The Treasurer shall:

- Be responsible for all financial matters, i.e., collect all monies due, pay all bills, etc.
- Keep accurate records and make financial reports in writing at each board meeting including a Budget to Forecast to Actuals and a cash reconciliation to bank statement report.
- Present a written financial report of the current year ending at the Annual Meeting.
- Approve purchases of supplies and equipment needed and budgeted for. Ensure that any purchase of goods greater than \$500 has a minimum of 2 written bids unless a majority vote by BOD deems additional bids unnecessary. The Treasurer may at their discretion require a third bid.
- The Board of Directors shall reserve the right to curtail expenditures deemed unnecessary.
- Take charge of Post Office Box – disseminating any information/material to the people within three (3) working days after receipt.
- Appoint and Chair the finance committee
- The Treasurer shall present a final budget for the upcoming season at the August Board meeting or earlier.
- Authorized to sign all checks and orders for payment of money authorized by BOD via budget
- Will file all state, Federal and local taxes as required
- Will appoint and manage an Assistant Treasurer

V. DUTIES OF FUNCTIONAL DIRECTORS

1. Equipment Director – The Equipment Director shall:

- Reports to the President
- Be responsible for maintaining the inventory, distribution and collection of Program equipment.
- Make necessary purchases of supplies and equipment with prior approval of the Treasurer/Board Members.
- Provide a list of equipment available and solicit equipment available to members of the Program.
- Run two equipment swaps per year (Beginning and End of Season)
- Manage Loaner Equipment Process
- Manage uniform and practice jersey process to acquire and distribute
- Report progress at all meetings.

2. Fund Raising Director– The Fund Raising Director shall:

- Reports to VP-Marketing, Events and Fundraising
- Initiate and Manage all fund raising activities including Sponsorship mass mail program in June and Member Sponsorship drive
- Appoint helpers as needed for an effective fund raising program.
- Cooperate with the Treasurer on all financial matters pertaining to fund raising activities and expected budget.
- Seek approval from the Board of Directors on all fund raising activities.
- Insure all association members participate fully in fund raising activities or are responsible for the full cost of participation to each skater in that family.
- Manage acquisition of Sponsors and manage Sponsor list
- Coordinate with Equipment Director for Sponsorship printing on Uniforms/Practice jerseys
- Be accountable for Sponsor-Program relationships, manage execution and tracking of offerings delivered/owed by Sponsor and regular check in with sponsors
- Provide content to marketing to post concerning Sponsors
- Manage end of year thank you notes, survey and donor team plaque creation and distribution

3. Program Skills and Development Director

- Report to VP Hockey Operations
- Manage and Coordinate the Learn to Play Program and all on ice activities not directly related to existing teams and leagues including:
 - House League-Learn to Play
 - USA Hockey –Try Hockey for Free
 - Goaltending Clinic
 - Hired or ad hoc Skills Sessions and Clinics
 - Member open ice skating sessions
 - 3 on 3
 - Tournaments
- Coordinate with Marketing and Registration for Learn to Play and all on ice activities not directly related to existing teams and leagues
- Coordinate with Hockey Director to select /Instructors for Learn to Play and all on ice activities not directly related to existing teams and leagues
- Coordinate with VP-Scheduling and League Operations to secure Ice and communicate to rinks concerning all events

- Coordinate with VP-Registration and Compliance to secure needed waivers/permissions from Mass Hockey and Rinks for each event
- Lead PCA-Positive Coaching Alliance Initiatives
- ADM Curriculum Advocate for all Learn to Play and skills clinics
- Coordinate USA Hockey 2v2 challenge requirements and Cheever Grow Hockey Initiative
- Work with Hockey Director to build presentation for delivery at coaches meeting reinforcing ADM and Starhawks commitment, and what is expected regarding ADM
- Investigate and present to BOD and coaches a list of potential Tournaments for each level. Report should outline details of location, cost, level of play, past teams participating. Goal is to encourage more participation-fun for all teams
- Ambassador to Learn to Skate Programs, create activities to build relationship with Learn to Skate programs and plan to help use it as feeder to House league for those that have desire to play hockey
- Maintain Coaching and Player Skills documents on web site

4. Membership Director

- Reports to Secretary
- Coordinate Team Managers, disseminates all BOD communications to members via team managers
- Encourages Team managers to attend BOD meetings
- Acts as Player advocate/representative by seeking feedback from members and communicating issues, rumors or potential problems to BOD
- Is Member of Discipline Committee
- Provide recommendations to BOD to increase Member satisfaction, increase registrations and reduce attrition
- Monitors the Contact.Starhawks@gmail.com email account and coordinates responses
- Conducts Surveys of Membership as desired or requested by BOD

5. Website and Technology Director

- Reports to the President
- Manages log in credentials and level of access to Programs league Athletics Web Site (Starhawks.net)
- Manages Domain renewals
- Supports all VP's and Directors with web functions and access needed to perform their roles
- Monitors and Audits website for out of date/conflicting information or broken/redundant links and pages

VI. DUTIES OF OTHER LEAGUE POSITIONS/COMMITTEES

1. Coaches– Team Coaches shall:

- Be responsible for proper conduct of himself and all team members.
- Adhere to all USA Hockey Rules and Regulations and/or directives.
- Treat all team players, team parents; opponent players, coaches, and parents; on and off ice league officials; and rink staff with courtesy, respect, and dignity.
- Attend or designate an assistant coach to attend all meetings of the VP-Hockey Operations.
- Teach the basic style of play recommended by the VP Hockey Operations.
- Recommend to the VP Hockey Operations for approval candidates for Assistant Coaches.
- Select a Team Manager.
- Be responsible for team equipment.
- Observe the letter and intent of the Bylaws and all directives of the Board of Directors.

- It is the policy that no one can be a head coach of more than one team on a permanent basis. If an exception is required, the VP Hockey Operations shall present the candidate along with any extenuating circumstances to the Board of Directors for approval.
- Responsible for maintaining practices/games attendance records.
- Establish times for team meetings prior to or following games and practices.
- Provide to the VP Hockey Operations an evaluation of each player on the roster as requested
- Participate as both an on ice facilitator and evaluator for two division tryouts as assigned by the VP-Hockey Operations at the end of the season.
- Make sure each parent understands the Player and Parent Code of Conduct.
- Provide a written report for review and approval to the VP-Hockey Operations prior to any game the coach wishes to bench a player.
 - Benching is defined as sitting a player from the game for a period or more of time. Sitting a player for a shift or two to reinforce the rules, respect of the game, etc. is not defined as benching.
 - A player cannot be benched by a coach for unexcused absence from practice or a game.
 - A coach is permitted to decide to bench a player during a game for violations to the Code of Player Conduct. The coach must inform the VP Hockey Operations of the benching and rationale within 24 hours of benching.
- Immediately report all suspected, observed or reported Player or Parent Code of Conduct violations to VP Hockey Operations, President or a member of Discipline committee:
 - Violation Reports must be in Writing
 - The Discipline Committee will appoint someone, not the coach, to notify the parents of any suspension.
 - The parent can appeal to the Discipline Committee prior to the suspension being served.
 - Failure of a coach to report a Code of Player or Parent Conduct violation, sighted by himself or reported to him, may result in game suspensions served by the coach.
 - Must attend Discipline Committee hearing on suspensions.

2. Team Manager – The Team Manager shall:

- Assist the Coach and Assistant Coach whenever possible with team coordination or communication activities.
- Attend Team Manager Meetings.
- Be responsible for communication to all parents/players on League matters (i.e. fundraisers, tournaments, exchanges, dances, banquets, etc.)

3. Disciplinary Committee - The Disciplinary Committee shall:

- Review (in executive session) at each meeting the following:
 - List of complaints pending, actions taken and current status
 - Recommendations and make motions for discipline actions or other disposition
 - Status on communication to impacted parties including players, parents, coaches league officials, USA hockey or law enforcement
- Shall consist of six separate individuals: President, VP-Hockey Operations, Membership Director, Two Coaching Coordinators and an additional Board member selected by the President.
- Duties of the Disciplinary Committee shall be to investigate all player, coach and parent discipline issues, including but not limited to violations of policy or code of conduct and league suspensions, and make recommendations involving discipline.
- Shall be chaired by President

4. Finance Committee- The Finance Committee shall:

- Consist of President, Treasurer, Assistant Treasurer and an additional Board member appointed by the Treasurer.
- Be accountable to monitor and Audit budget, and cash statements to insure budgetary compliance, and advise the Board on any financial matter.
- Report to Board at each meeting that they have reviewed bank statements, cash reconciliation reports and updated budgets and represent that all is accurate and complete

VII. MEETINGS

1. The Annual Meeting of the Program, noticed by either the Official Newsletter or Official web site, shall be held no later than June 30th of each year to:
 - a. Elect the Board of Directors and Officers for the next year.
 - b. Present a written financial report for the most recent year ending.
2. The Board of Directors must meet at least monthly, except in July. All Board of Directors meetings shall be open to the general membership.
3. Special meetings may be called by the president or any Officer with at least two days (48 hrs.) notice to all Board members.
4. (2/3) of the Boards approval vote of the Board of Directors present is required for approval of a coaching or player suspension or termination of a member of the Board of Directors.
5. Coaches are required to meet with the VP Hockey Operations monthly from August to April.
6. Roberts Rules of Order shall be used to maintain order at all meetings.

VIII. PLAYERS REGISTRATION, SELECTION AND PARTICIPATION

1. All players must register on a date or dates approved by the Board. No player shall be allowed to participate until registered. Late registrants may be placed on a waiting list.
2. Player's ages are based on USA Hockey Rules. All players must play within the approved age class, unless requested by a parent and approved by the Board of Directors.
3. All monies paid to Starhawks Youth Hockey for the purposes of registration fees, tuition, etc. shall be non-refundable for any reason, except in the following three circumstances:
 - a. If a player is injured, and as a result of that injury is unable to participate in Starhawk Youth Hockey activities for more than half of the regular season, then one-half of that player's annual tuition may be refunded upon request.
 - b. If, during the course of the season, a player's family moves away from the Northboro, Hudson or Milford communities (or other Board-Approved community) prior to January 1st (i.e. mid-way through the season), then a pro-rated amount (as determined by the Board) of that player's annual tuition may be refunded upon request.
 - c. If the Board is notified in writing, by August 15th, of a player's withdrawal from the program, all tuition other than the registration fee will be refunded.
4. Tuition payment deadlines will be established and communicated by the Board as a part of the annual registration process to all members. Families, who are unable to meet the payment deadlines, may notify the Treasurer to arrange for a Payment Plan, which will be negotiated and approved by the Treasurer. Details of plan (excluding member name but including past payment history and plan dates and amounts) will be presented to Finance Committee for purposes of providing oversight knowledge. In the event that any Player has not paid their tuition

in full or arranged for an approved payment plan by the stated deadlines, then that player will not be allowed to participate in any of the Programs activities, until such time that payment plan is resolved to the approval of the Finance Committee. Preliminary rosters will only include players who are current with their payment schedule.

- a. Families that have 3 or more children active in the Mite through Midget divisions of Program will be eligible for a discount equal to one-half of the least expensive division's tuition for 3rd and subsequent children. I.e., if a family has 2 Bantams and a Mite, the Mite player would be charged ½ of the regular Mite tuition. Discounts will not apply to Learn-to-Skate, Learn-to-Play, clinics, summer hockey or similar activities sponsored by Starhawks.
5. Upon completion of registration, the Board of Directors in conjunction with the coaching coordinator will assign a number of teams to each division for the upcoming season.
 6. The Board of Directors with consultation with the VP Hockey Operations shall decide the number of players on each team at the beginning of the season.
 7. Preliminary preseason rosters should be, but not limited to, one goalie and ten skaters.
 8. Final Rosters should be, but not limited to, two goalies and 15 skaters.
 9. Alternate skaters for a team shall be selected from the next lower classification within the age class. The coach needing a player must receive the approval of the affected coach. The next lower level coach shall provide a list of players on a rotating basis from which the coach in need shall select the alternate player. The use of alternate skaters must adhere to the Local League By-Laws.
 10. In order to play for an "A" level team, a player must attend all required tryouts unless granted an exemption for extenuating circumstances through the VP Hockey Operations by the Board of Directors. Notification of extenuating circumstances must be submitted in writing prior to registration.
 11. Once a season starts no player shall be moved to a lower team after playing five games on a higher team.
 12. Each team member shall participate with as equal ice time as possible in a game or practice unless benched for disciplinary reasons or injury.
 13. Team selection will require game play evaluations and evaluation of predetermined skating drills held at open tryouts, by the VP Hockey Operations and his designee evaluators
 14. Coaches/Evaluators will not be allowed to evaluate players during a session in which their child is participating. Any exception to this policy, due to lack of volunteers or qualified evaluators will need approval by one of the following positions: VP Hockey Operations and President. If one of the people approving the exception has a child in the affected division, the VP Registration and Compliance will give approval in his/her place.
 15. Before the first team skating events of the hockey season, the preliminary rosters will be updated to reflect players that:
 - a. Are in compliance with the tuition payment schedule or
 - b. Are up to date with their Treasurer approved payment plan
 - c. Have submitted their confirmation of their USA Hockey registration

The Board will review and post updated team rosters. At the first skating events, Players will be required to be registered with Starhawks before going on-ice.

IX. PLAYING SEASON

1. The regular playing season shall commence on or about September 1st and end no later than May 1st. Spring or summer programs may be conducted if voted by a majority of the Board of Directors.

X. AMENDMENTS

1. If the “Bylaws” are to be amended; the proposed amendment must be presented at the April Board of Directors meeting and will be voted on at the May Board of Directors meeting. Proponents of the new bylaw, policy and/or procedure must attend both meetings described above. A two-thirds (2/3) majority vote of Board Members present is needed to approve an amendment to these “Bylaws”.
2. In the event that a special meeting is to be held expressly to amend the “Bylaws”, an agenda of this meeting, stating explicitly the language of the proposed bylaw and an explanation of the intent of the amendment (s) is to be mailed to all Board of Directors at least seven (7) days prior to the meeting. In addition on the agenda cited above, the time, date, and place of meeting shall be stated. A two-thirds (2/3) majority vote in favor of the amendment shall be required to amend the “Bylaws”.

XI. FISCAL YEAR

1. The fiscal year of the Program shall be from July 1st to June 30th. A committee shall be appointed by the President to audit the accounts of the program prior to the annual meeting.

XII. COACH DISCIPLINE

1. Any coach not observing the letter of intent of these Bylaws, the USA Hockey Coaches Code of Conduct, USA Hockey Player Code of Conduct, other directions of the Board of Directors or VP Hockey Operations shall be subject to the following:
 - a. Progressive Discipline of the BOD
 - i. First Offense: One (1) game suspension and reprimand in writing signed by the President of the Starhawks, Vice President Hockey Operations
 - ii. Second Offense: Two (2) gamed suspension; reprimand in writing and signed by any two of the following: President of the Starhawks, Vice President Hockey Operations.
 - iii. Third Offense: Automatic one (1) calendar year suspension from coaching in the Starhawks Program and written notice to USA and Mass Hockey signed by the President of the Starhawks.
 - b. The Coach in question may appeal any decision before the entire Board of Directors. The Board will meet with the coach in Executive Session in a timely manner if at all possible.
 - c. The Board of Directors shall consider the removal of a coach on receipt of a signed written request of two-thirds (2/3) parents of the team involved. Each player may be represented by only one signature. The Board may meet with the Coach if so requested. A two-thirds (2/3) of those Directors present and voting is required for removal of the coach being questioned. This constitutes the procedure if the request comes from the team’s parents. The executives of the reprimand are required to attend the Executive Committee and Board of Directors hearings.
 - d. The Board can remove a coach by 2/3 vote without approval of the parents of the team.

XIII. Board of Advisors

1. The Board may, at its discretion, form a Board of Advisors, comprised of past Starhawks Board Members, individuals involved with hockey from the towns of Hudson, Milford or Northborough or individual that is involved with Massachusetts Hockey or USA Hockey. It shall be the duty of each member of the Board of Advisors to advise and assist the Board of Directors with strategic and ongoing matters pertaining to the mission of the Program.