

BY-LAWS OF AMESBURY YOUTH HOCKEY LEAGUE INC.

Revised October 2015

ARTICLE I: NAME

The name of the organization shall be Amesbury Youth Hockey League, Inc. (hereinafter referred to as the "League").

ARTICLE II: OBJECTIVE

- a. The Amesbury Youth Hockey League strives to be a high quality, competitive, community-focused youth sports organization that seeks to develop in its players the important values of sportsmanship, discipline, teamwork, and respect for all participants in a safe, growth-oriented environment. Our success will be measured by the league's ability to develop and retain local talent within a consistent, progressive instructional framework that follows players through each stage of their hockey experience.
- b. The objective will be achieved by providing supervised competition and instruction in games applicable to ice sports. The supervisors and personnel of the League shall bear in mind at all times the attainment of exceptional athletic skills or the winning of the game is secondary and that the molding of future adults is of prime importance.
- c. It is the intent of the League to provide as a minimum: a training clinic to allow as many of the youths of Amesbury as can be accommodated, to participate in an organized training session, participation in an organized competitive program, and a league program where the youth of Amesbury may be selected in accordance with the provisions of these by-laws, Rules of the League, procedures and practices approved by the Board of Directors to participate in competitive programs involving other cities and towns, representing the City of Amesbury in such leagues which are, or may be, established.

ARTICLE III: GOVERNMENT

- a. The members of the league shall be governed by a board of directors. The board shall consist of nine members: president, vice-president, treasurer, secretary, assistant treasurer, and four directors at large, of at least three members must have children actively skating in the program.
- b. The members of the league at their annual meeting shall elect a board of directors. Directors shall be elected for two years. Each even year, four directors shall be elected and each odd year five directors shall be elected. The president, vice-president, secretary, treasurer, and assistant treasurer shall be elected by the board of directors at their first meeting following

the annual meeting. Each officer will be elected annually. To qualify for the position of director, a person must be a voting member of the League.

- c. The board of the directors will take nominations from the general membership for open seats on the board of directors thirty (30) days prior to the annual meeting of the League.
- d. At the annual meeting, each candidate will be allowed no more than five minutes to introduce themselves.
- e. At the conclusion of introductions, voting will take place by the general memberships. Said votes will be calculated by the remaining board of directors at the close of voting. The board of directors shall determine all policy matters and make such reasonable rules and regulations as may be necessary to carry out objectives and purposes of the League.
- f. The board of directors shall have control and management of the property and management of the League. Funds of the League shall be withdrawn from banks or banks which they are on deposit by the signature of the duly elected treasurer, assistant treasurer, and president.
- g. Vacancies on the Board of Directors or in any office shall be filled by vote of the Board of Directors; such appointees to serve the duration of the term of the individual being replaced or until the next regular election, whichever occurs sooner.
- h. The positions of webmaster and registrar shall be filled by board members only, as the duties of these positions involve access to personal and confidential information belonging to league families.

ARTICLE IV: MEETING

- a. The Annual meeting and the election of the Board of Directors shall be called in April of each year, after the April board meeting has taken place but before the May board meeting, for the reading of reports. Regular meetings of the Board of Directors will be held monthly (date to be set by mutual agreement of the Board). The secretary of the Board shall notify members three (3) days prior to meetings.
- b. Additional meetings may be called by the president at anytime or upon written request of at least three members of the board of directors or ten (10) general members of the League.
- c. A duly constituted meeting of the board of directors shall be one at which the majority members of the board are present. A duly constituted meeting of the general membership of the League shall be one at which ten (10) percent of membership are present.
- d. A majority vote of voting members at such meetings shall govern except when otherwise provided for by these by-laws.
- e. Robert's Rules of Order shall govern the proceedings of all meetings, except where the same conflicts with the constitution and by-laws of the League.
- f. The monthly board meetings shall be open to the general membership of the League. The board of directors shall go into executive session, at its discretion, to discuss matters which may contain confidential information such as a family's financial status or matters surrounding s player's skills, safety, or medical condition.

ARTICLE V: COACHES

- a. The Board of Directors, in selecting all coaches, shall formulate their own standards of character and leadership qualities, said standards being in keeping with the objectives of the League, especially with regard to the prime importance of molding of future citizens and secondary importance of the attainment of exceptional athletic standards.
- b. The Board of Directors shall annually select coaches whose conduct in the management of their teams shall be at all times under the direct supervision of the Board of Directors.
- c. All persons interested in a head coach or an assistant coach position for the League are required to notify the current Coaches and Player Development Committee of said intention and follow the committee's procedures.
- d. The head coach of each division shall devise a set of rules and regulations to be adhered to by all the playing members of the team. Copy of said Rules and Regulations shall be delivered to the Board of Directors by September 30th, of each year.
- e. Any coach who is accused of violating Paragraph "a" of this article of the by-law shall be called before the board of directors, in a private session, to explain any such accusation and after due consideration of the charges shall be subjected to dismissal by two-thirds vote of total membership of the Board of Directors. Written notice of a meeting for the purpose herein stated shall be presented to the coach ten (10) days prior to the meeting. The coach may appeal the decision of the board of directors may be reversed by two-thirds vote of general membership.
- f. Non-League coaches may, on a voluntary basis, participate as instructors or assistants coaches in the clinic programs, subject to the Coordinator of Clinics.
- g. Coaches shall make every effort to skate each and every child equally.

ARTICLE VI: MEMEBERSHIP

- a. The voting membership shall consist of all coaches and assistant coaches approved by the board of directors for the League program, Coordinator and Assistant Coordinators of the Training Clinic approved by the board of directors, all members of Standing Committees appointed by the president and approved by the board of directors, and of the officials of the League who shall have been given an official function to perform in the league. Legal ("parent")/guardians of minor players shall have the right to vote for the Board of Directors at the annual meeting.
- b. All player members shall be any youth meeting the age requirements and residence as set forth in the rules of the League.
- c. Any resident of the Town of Amesbury or any person engaged in business, having an active interest in the League, by a sponsorship of a team shall be considered eligible for the associate or honorary membership.

- d. The Board of Directors shall have the authority to suspend or revoke the membership of any member, whose conduct is considered detrimental to the objectives of the League. Such dismissal shall be by two-thirds vote of the Board of Directors, at a duly constitute meeting. Members may appeal the decision of the Board of Directors to a general membership meeting, who, on a two-thirds vote, may order reinstatement.
- e. Upon receipt of substantial evidence of the misconduct of any youth, the Board of Directors shall, at the earliest opportunity, notify the coach of the team of which the youth is a member of. The coach, assistant coach(es), legal guardians or parents acting as witnesses, Shall appear before the Board of Directors, which shall have the opportunity to take appropriate action.

ARTICLE VII: FINACIAL POLICY

- a. It shall be a permanent policy to place all income in a common League Treasury. The Board of Directors shall decide matters pertaining to the finances of the League directing the expenditure of the same in such manner as will give no individual or team an advantage over the others as to equipment, ice facilities etc...
- b. The treasurer, assistant treasurer, and president of the league shall receive all the income of the League and shall be empowered to sign all checks for all payment of bills properly incurred by the Board of Directors or the League.
- c. The Board of Directors shall not permit the contribution of funds to individuals or teams without its authorization as shall solicit same for the common treasury of the League. The above regulation is to discourage favoritism among teams and endeavor to equalize the benefits of the League.
- d. Bonding of the Treasurer, Assistant Treasurer, and President may be designated by the Board of Directors. If so designated, the expense of said bond will be borne by the League.
- e. Sponsorship fees for the League teams shall be set at the discretion of the existing Board of Directors. The board of Directors shall see that such sponsors are given warning of any increase in sponsor rates prior to the time of renewal of contracts as sponsors.

ARTICLE VIII: RULES

- a. The Official Playing Rules and Regulations of USA Hockey and/or Massachusetts Hockey Inc. shall be binding on the League. Except where such rules conflict with any local rules sponsored by this League.
- b. The local rules of the league shall be adopted by the Board of Directors.
- c. Any team travelling beyond a sixty (60) mile radius shall obtain the approval of the Board of Directors.

ARTICLE IX: AMENDMENTS

This constitution or any section thereof may be amended or repealed by two-thirds vote of the Board of directors and two-thirds vote of the voting membership at any duly constituted meeting provided that written notice of such proposed changes over the signature of the Secretary shall be mailed to each member at least ten (10) days prior to the meeting at which such proposed changes shall be submitted to vote.

ARTICLE X: STANDING COMMITTEES

The Board of Directors at their annual meeting shall appoint the following committees. All board members must serve on at least one standing committee. General members who wish to join a committee after the annual has taken place shall seek normal appointment at any duly-constituted meeting of the board of directors.

a. Audit, Budget, and Finance Committee

1. The Audit, Budget, and Finance Committee shall be composed of at least one board of directors member and may include other general members of the league.
2. It shall be the duty of the Committee to present to the board of directors a written report of the financial condition of the League. Said report is to be presented to the Board of Directors at the first regular meeting following the appointment of the committee.

b. Ice Coordination Committee

1. The Ice Coordination Committee shall be composed of at least one board of directors member and may include other general members of the league.
2. It shall be the duty of this committee to secure and distribute ice time, subject to the approval of the Board of Directors.

c. The Public Relations and Fundraising Committee

1. The Public Relations and Fundraising Committee shall be composed of at least one Board of Directors member and may include other general members of the league.
2. It shall be the duty of this committee to raise funds for and promote the league, subject to the approval of the Board of Directors.

d. By-Law Committee

1. The By-Law committee shall consist of at least one member of the board of directors and may include other general members of the league.
2. It shall be the duties of this committee to provide interpretation of the By-laws to the president, Board of Directors, and the voting membership. They shall act as consultants to "Robert's Rules of Order". They shall also author any proposed amendments or revisions to the by-laws of the League, submitted to the Board of Directors 9(by intent), subject to the voting membership.

e. **Clinic Committee**

1. The Clinic Committee shall be composed of at least one member of board of directors member and may include other general members of the league.
2. The committee shall serve as “Clinic Coordinator” and their duty shall be to organize and conduct such programs that are consistent with the objectives of the League. They shall appoint, subject to the approval of the Board of Directors, a sufficient number of coaches necessary to carry out the programs.

f. **Coaches and Player Development Committee**

This committee will include 3 sub committees as follows and must include at least one member of the board of directors and may include other general members of the league:

1. **Coach and Player Development Document Committee**

- a. Develop coach and player document w/ HS Coach
- b. Include new American Development Model (ADM)
- c. Nutrition
- d. Progression drills
- e. Safety
- f. Player Progress

2. **Coaches Committee**

- a. Interview potential coaches and submit recommendations to the Board of Directors
- b. Have an initial meeting before the start of the season with all team managers, coaches, and assistant coaches to inform them of AYHL ‘S objectives.
- c. To attend any games and/or practices as to survey the development status of any or all teams
- d. To investigate and address any and all conflicts which may occur regarding a coach before and if it need be presented to the Board of Directors.
- e. Design and develop coaching programs in line with the development committee.
- f. Communicate new program to coaches of AYHL
- g. Ensure new skills and drills are being introduced and followed

3. **Compliance Committee**

- a. Rosters
- b. Registration
- c. CORI Sheets
- d. Coaching patches (Coaching Education Program)
- e. AMD Certification
- f. USA HOCKEY Registration
- g. Concussion courses for coaches
- h. Year end Coach’s Player Evaluation Form

H. Player Placement Committee

- 1. The Player Placement Committee shall be composed of at least one member of the Board of Directors and may include other general members of the league.**
- 2. It will be the duty of this committee to make recommendations to the Board of Directors on guidelines and methods to be used in placement of players to available teams. Should a transfer of any youth be requested, the matter will be brought to the Board of Directors.**
- 3. The Player Placement Committee will organize and coordinate tryouts for playing members of the league.**
- 4. It will be the duty of this committee to organize and coordinate tryouts that shall insure an equal opportunity to each youth to qualify for a team next season.**

All Committees shall remain active for a term of one year commencing at the first monthly meeting after the general election.

ARTICLE XI: Duties of Officers

- a. The President, as chief executive officer of the league, shall supervise league affairs and activities and shall make an annual report thereon to the members and shall be Chairman of the Board of Directors. The President shall be an ex-officio member of all committees.**
- b. The Vice-President shall preside at the membership and Board of Directors meeting in the absence of the President, shall also work with the President on such affairs as membership, finances, public relations, and publicity.**
- c. The Secretary shall give notice of all regular and special meetings and shall keep a permanent record of the minutes of such meetings**
- d. The Secretary shall be the custodian of all official and non-financial records of the League and keep attendance of all board meetings and ensure a proper quorum be in attendance at all general membership meetings.**
- e. The Treasurer shall issue notices of dues payable and be responsible for the collections thereof, submit notices of sponsors dues payable, keep the books of the organization, disburse funds at the direction of the Board of Directors, and shall report in detail at the annual meeting and such other times as directed on the financial condition of the league.**
- f. The Assistant Treasurer shall in the absence of the Treasurer maintain the books of the League to ensure consistent record keeping and will also serve as an audit point throughout the year to maintain a constant dual control of the records.**

ARTICLE XII: EQUIPMENT

- a. At the beginning of each season, the board of directors will specifically address the policies as to equipment worn by each playing member during practice, power skating, and games.
- b. An equipment manager shall be responsible for the securing of all bids and equipment as shall be needed by the various teams and shall render all vouchers for payment to the treasurer of the League. The equipment manager shall oversee the condition of all equipment belonging to the league.