



**Kent Youth Hockey, Inc.**

**CONSTITUTION**

**AND**

**BYLAWS**

April 2013

# CONSTITUTION

## ARTICLE I – NAME

The name of this organization shall be the: Kent Youth Hockey, Inc.

## ARTICLE II - MISSION STATEMENT

The safety of each player is our organization's highest priority. The purpose of this organization is to provide an opportunity for young people to learn the rules and skills of ice hockey through supervised instruction and competition while emphasizing the ideals of good sportsmanship and teamwork.

The Coaches and Directors will be required to remember that the safety of the players and the building of character are of primary importance, while attainment of exceptional athletic skill or winning the game is secondary.

## ARTICLE III – OPERATION

The Kent Youth Hockey, Inc. shall maintain as a nonprofit corporation and all funds shall be expended to promote the common good and serve the area through an organized youth hockey program, always acting in the furtherance of an exempt activity (i.e., education) and making certain its activities are limited to this objective.

In the case of dissolution of the Kent Youth Hockey, Inc., its assets shall be distributed to a charitable institution with objectives similar to those of this Association.

## ARTICLE IV - MEMBERSHIP

Section 1 There shall be five classes of members as follows:

**Youth Members** - Any child who is duly registered in compliance with the regulations set forth by USA Hockey. They will not vote.

**Adult Members** - A parent or legal guardian of any Youth Member; or adults, eighteen years of age and older, who are interested in furthering the Sport of hockey for the community and have met requirements as set by the Board of Directors. They will vote.

**Sponsoring Members** - Those individuals or groups who contribute funds and/or services which help defray operating expenses of the association. They will not vote.

**Honorary Members** - The Board of Directors may designate an adult as an Honorary Member for conspicuous and meritorious service to the sport of ice hockey. They will not vote.

Section 2 Any member of the organization, upon evidence of conduct detrimental to the welfare and honor of the organization, may be dropped by a two-thirds vote of the Board of Directors.

## ARTICLE V - GOVERNMENT

Section 1 The government of this organization shall be vested in a Board of Directors of at least seven persons elected to serve as Directors by the membership. The officers, who shall be members of the Board of Directors, are the:

- President
- Vice-President – Administration
- Director of Development and Planning
- Registrar
- Treasurer
- Secretary
- Member at large
- Member at large
- CHC representative

The immediate Past President may remain on the Board of Directors for one year in an advisory capacity in a non-elected status with no voting privileges.

Section 2 The Directors of this organization shall be elected in the manner prescribed by the Bylaws and shall hold office for a period of three years or until their successor is duly elected and qualified. After a three period of office the board has the option to reinstate the elected person by vote or open the position for a new candidate. The president may not serve for more than three consecutive years, unless no other viable candidate is presented to the Nominating Committee, or a majority vote of the remaining Board members determines that this person's occupation of this position is in the best interests of the organization.

No other position may be held by the same person for more than three of any five consecutive years, unless no other viable candidate is presented or a majority vote of the remaining Board members determines that this person's occupation of this position is in the best interests of the organization

## **BYLAWS**

### **ARTICLE I – GOVERNMENT**

- Section 1 The Board of Directors shall have responsibility for control and management of the property and for attaining the objectives of the organization, subject to the will of the membership. Funds of the organization shall be expended for such purposes as the Board of Directors may direct.
- Section 2 Vacancies in any office or directorship shall be filled by the majority vote of the remaining Board of Directors and shall be filled in this manner until the next Annual Meeting and election of officers and directors.
- Section 3 The organization's fiscal year shall commence Jan 1<sup>st</sup>
- Section 4 Officers and directors shall take office immediately upon election.

### **ARTICLE II – ELECTIONS**

- Section 1 Election of officers and directors will be held as needed.
- Section 2 Candidates for officers and directors shall be presented to the association by members of the organization.
- Section 3 Where there are more than two candidates for one position and none of them receives a majority of the votes cast, the name of the candidate receiving the lower number of votes on each ballot shall be removed from succeeding ballots. This procedure shall be followed until one candidate shall receive a majority of the votes.

### **ARTICLE III – MEETINGS**

- Section 1 Meetings of the Board of Directors shall be held at prearranged dates or at the call of the President. At all meetings of the Board of Directors, five (5) voting members shall constitute a quorum but less shall have the power to adjourn from time to time until a quorum be present.
- Section 2 Special meetings of the membership or of the Board of Directors may be called by the President or Secretary at the request of three (3) members of the Board of Directors.
- Section 3 The Board may choose, at their judgment and discretion, to put important matters to a vote by all eligible adult members of Kent Youth Hockey, Inc.

## **ARTICLE IV - DUTIES OF OFFICERS/DIRECTORS**

- Section 1 The President as chief executive officer of the organization shall supervise the organization's affairs and activities ensuring that all standards of the by-laws are maintained and that the organization adheres to all ethical and safety standards. The President shall cast the deciding vote in the event of a tie vote at Board meetings. The President has the power to appoint all officers and committees not required to be elected, and shall serve as ex-officio on such committees. The President shall have signatory authority on all money accounts of the Association.
- Section 2 The Vice President, shall be responsible for the powers of the President in his absence, and perform other duties as may be delegated to him by the President. The Vice President may appoint an assistant with whom he/she will divide the responsibilities of allocating ice time among the various divisions, schedule games, and distribute ice and game schedules to coaches. The Vice President shall also appoint team representatives and schedulers for each of the Teams/divisions.
- Section 3 The Director of Development and Planning (Coaching Director), shall be responsible for coaching and player development programs, including coaching level certification, coach and player evaluations and development planning throughout the year, and organizational establishment of development goals using both internal and external resources.
- Section 4 The Treasurer shall keep the financial records of the organization in accordance with all applicable regulations, disperse funds at the direction of the Board of Directors and shall report in detail at each board meeting of the financial condition of the organization and at such other times as may be directed by the President or the Board of Directors.
- Section 5 The Registrar shall be responsible for maintaining the records of registration of all members, including the collection of any registration fees, dues, and any other funds owed to the Organization by the members. The Registrar shall also be responsible for providing releases to departing players, as required and subject to all outstanding balances being paid, and for ensuring all incoming players have provided release documentation from their previous organization, as required.
- Section 6 The Secretary shall keep a permanent record of all regular and special meetings of the members and all meetings of the Board of Directors. This person shall be custodian of all official records of the organization.
- Section 7 Member at large shall be responsible for organizational support/commitment and to operate within the by-laws.

Section 8 CHC representative with attend monthly CHC meetings as a representative of Kent Youth Hockey, Inc. and provide the necessary information to the Kent Youth Hockey, Inc. Board.

### **ARTICLE V - COMMITTEES**

Section 1 The Board of Directors shall determine the committees proper and necessary to fulfill the purposes and objectives of the organization.

Section 2 Committee Chairmen shall be appointed by the President and announced at any regular Board meeting as needed during the year.

### **ARTICLE VI - APPOINTED POSITIONS**

Section 1 Delegates - The President shall appoint, with the approval of the Board of Directors, a board member to represent the organization at any conventions, meetings, or assemblies as may be necessary. Such delegates shall exercise only those powers specifically vested in them by the Board of Directors.

Section 2 Coaches - Coaches, appointed under the provision of Article V, Section 3c, are solely responsible for the instruction of all players assigned to their teams at practice and game sessions, provided such direction is primarily structured to meet the purpose and policies of the organization as outlined in Article II of the Constitution. Coaches are responsible for player evaluation and development of their respective team in coordination with the Coaching Director.

### **ARTICLE VII- VOTING**

Section 1 Voting members are the adult members, as defined in the constitution, Article III, Section 1.

Section 2 Except when specifically stated otherwise in the Bylaws, all issues voted upon by the members or by the Board of Directors, as the case may be, shall be determined by a majority of those present and voting.

Section 3 All Operating Rules of the organization not specifically stated within the Constitution or Bylaws shall be subject solely to the discretion of the Board of Directors, subject to the voting provisions of this Article VII.

### **ARTICLE VIII - RULES OF ORDER**

Section 1 Robert's Rules of Order shall govern the proceedings of all meetings of the organization and its constituent parts except as provided by the Bylaws.

## **ARTICLE IX - AMENDMENTS**

Section 1      These Bylaws may be amended at any meeting of the membership provided that copies of the proposed amendment shall be provided at least fourteen (14) days prior to the meeting. A vote of two-thirds (2/3) of the members present shall be required for adoption.