

EMPIRE AMATEUR HOCKEY CONFERENCE BY LAWS

ARTICLE I - ORGANIZATION NAME

The organization shall be known as the EMPIRE AMATEUR HOCKEY CONFERENCE, referred to as the Conference or EAHC or Empire.

ARTICLE II - ORGANIZATION OBJECTIVES

- A. The objective of the organization is to administer a recreational youth hockey program providing:
1. A safe and healthy environment to play the sport of ice hockey,
 2. A fair and equal opportunity for all youth to participate in the sport,
 3. An opportunity to learn the basic skills of ice hockey without an over-emphasis on winning,
 4. The promotion of good sportsmanship and fair play,
 5. An operating philosophy, which attempts to reduce the number of players that become disenchanted and drop out of the sport,
 6. An opportunity for those who desire to advance to a higher level of play; in a more skilled and competitive environment, to do so,
 7. Qualified, knowledgeable and motivated adult leadership.
- B. The Conference shall achieve these objectives by supporting member youth hockey organizations and providing opportunities for the free exchange of information among members and focusing upon the betterment of the sport, the youth hockey participants (players and coaches) and the member organizations.
- C. Each member organization is expected to make substantial sacrifice of time in service and operational funding to the Conference, consistent with their member's other organizational, personal and family responsibilities.

ARTICLE III - ORGANIZATION MEMBERSHIP

- A. Members of the Conference shall be active youth ice hockey organizations as defined by and registered with USA Hockey and the New York State Amateur Hockey Association (NYSAHA).
- B. Membership in the Conference is acquired by application in writing to the President or Secretary, acceptance by a majority vote of the Board of Directors and a stated willingness to comply with and adhere to the By-Laws, Rules and Regulations of the Conference. Whenever any new Organization joins the Conference, the first year shall be a probationary period with no voting rights. A vote shall occur after the new Organization's first season to consider full membership.
- C. The Board of Directors may permit individual teams from non-member organizations to participate in Conference play, providing the non-member organizations shall agree to abide by the rules and regulations of the Conference and pay the dues required of them. The non-member organizations must submit a Letter of Intent, attend all meetings/subcommittee meetings requested of them, pay an additional \$100 administrative fee per team, and pay all conference dues by the date Final Team Counts are due.
- D. Membership in the Conference shall be subject to suspension or forfeiture in the event of a member organization or team's failure to comply with any of the requirements of the by-laws, rules and regulations, or decisions of the Board of Directors.

- E. Conference dues are \$125.00 per team and shall be billed by the Treasurer in October and due January 1st of each year. Teams from organizations with unpaid dues are not eligible for the playoffs. Failure to pay dues on time may subject an organization to penalties including the possibility of fines or exclusion from Conference playoffs.
 - a. Red White & Blue (U8) Teams will have conference dues of \$50 per Team as they do not participate in playoffs. Fees for any Pre-Season Jamborees are billed separately.

ARTICLE IV - PLAYING RULES

Conference playing rules are adopted by the Empire Amateur Hockey Conference, but shall in no way conflict with the rules of USA HOCKEY or the New York State Amateur Hockey Association.

ARTICLE V - GOVERNMENT

A. Officers

1. Each Member Organization is responsible for supplying a volunteer for an officer position each year according to the "Officer/Championship Schedule" attached to these By-Laws.

B. Board of Directors

1. The Board of Directors shall be comprised of one voting member from each member organization, and his/her alternate, who have been appointed to represent the interests of their member organization. These individuals shall be known as the Conference Representative (voting member) and Alternate (votes in the absence of the Representative).
2. The Conference shall be notified annually, in writing, of the Representative and Alternate the member organization has appointed to serve as their Representatives on the Conference Board of Directors.
2. The Conference Board of Directors shall be empowered to set the policy of the Conference and resolve issues pertaining to the interpretation of the By-Laws and the Rules and Regulations of the Conference.
3. The Conference Board of Directors shall convene periodically. Meetings of the board shall be open to the public and minutes shall be published and distributed to each member organization.
4. The Conference Board of Directors shall meet a minimum of once every other month. A meeting may be called at any time by any member of the Board of Directors for just cause, upon the agreement of the President, or upon petition to the President in writing and signed by a majority of the members of the Board of Directors.
 - a) In the event of such a petition, the meeting shall be scheduled in a timely fashion. In no event shall the meeting be in less than three (3) days from the President's receipt of the petition or no more than fifteen (15) days, unless the petitioner's otherwise wave the maximum time requirement in their petition.
 - b) Notice of all meetings of the conference Board of Directors shall be given no less than seven (7) days in advance to all members unless written waiver of such notice is received by the President. (See above provision.)
5. In circumstances where it becomes necessary to reach an immediate decision and no meeting is scheduled, voting by e-mail correspondence is acceptable on the condition the President of the Conference approves, oversees, validates (by

collecting and recording responses) and agrees to such a request. Any EAHC Board of Directors member in good standing may request an e-mail vote. All e-mail voting shall follow procedures as outlined and shall be formally ratified at the next regularly scheduled meeting.

6. The majority of voting members of the Board of Directors shall be present at any meeting to form a quorum and conduct Conference business. A majority vote of those present shall govern, except where otherwise provided for. Any questions or requests for action shall be discussed for a maximum of twenty (20) minutes. A vote on the subject shall then be held.
7. A roll call shall be taken at each meeting. The record of those in attendance shall become a part of each meeting minutes.
8. If a member of the Board of Directors misses three (3) consecutive meetings, without an excuse, their member organization shall be notified it is necessary to replace their Conference Representative or Officer on the Board of Directors.
9. Each member organization shall have one (1) vote regardless of the number of teams they enter into the Conference.
10. Each member organization shall provide a Division Commissioner.
11. Membership on the Board of Directors is excluded to all active Conference players.

C. The Conference Executive Committee

1. The Conference Executive Committee shall be comprised of the President, Vice President, Secretary and Treasurer of the Conference.
2. The Executive Committee shall convene periodically to plan activities and events on behalf of the Board of Directors.
3. Decisions of the Executive Committee shall be subject to the final approval of the Board of Directors.

D. Standing or Special Committees

1. The Board of Directors may designate from among its members one (1) or more standing or special committees.
2. The committees shall have such authority as the Board of Directors directs subject to the limitations provided in the Conference By-Laws.
3. The Board of Directors may designate one (1) or more individuals to serve as member of the committee or to replace an absent member or members at any meeting of the committee.
4. Decisions of standing or special committees shall be subject to the final approval of the Board of Directors.

ARTICLE VI - ROLES AND RESPONSIBILITIES

A. The Conference President

1. The President shall act as the Chief Executive Officer of the Conference. It shall be the President's duty to supervise the management of the affairs of the Conference, subject to the oversight of the Board of Directors.
2. The President shall preside at all meetings of the Board of Directors.
3. The President shall see all orders and resolutions of the Board of Directors are carried out.
4. The President shall secure a meeting location for the Board of Directors to meet, then propose and publish an agenda for the meeting.
5. The President shall maintain and update, as needed, the By-Laws of the Conference

and present them to the Board of Directors for ratification and/or amendment.

6. The President shall vote only in the event of a tied vote by the Board of Directors.
7. The President shall serve as chairman of the Disciplinary Committee, but shall vote only in the event of a tie of the committee's members.
8. The President shall perform such other duties as may be assigned to the President by the Board of Directors.

B. The Conference Vice President

1. The Conference Vice President shall, during the absence or disability of the President, have all of the powers and functions of the President.
2. The Vice President shall coordinate the administrative activities of the Commissioners.
3. The Vice President shall maintain and update, as needed, the Rules and Regulations of the Conference and present them to the Board of Directors for approval and/or amendment.
4. The Vice President shall coordinate the Conference playoff and championship games for all Divisions. The Vice President shall coordinate the playoff and championship game rules and procedures and present to the Board of Directors for approval.
5. The Vice President shall perform such other duties as may be assigned to him/her by the Board of Directors.

C. The Conference Secretary

1. The Conference Secretary shall keep the records of the Conference, conduct correspondence, issue notice of meetings, prepare an official Conference calendar of events, record the minutes of each meeting and perform the usual duties of a secretary.
2. The Secretary shall coordinate the Conference Scheduling Meeting for team officials and provide organizational materials and methods to ensure the successful operation.
3. The Secretary shall compile and publish the "Official Guide" of the Conference.
4. The Secretary shall perform such other duties as may be assigned to him/her by the Board of Directors.

D. The Conference Treasurer

1. The Conference Treasurer is responsible for all of the financial matters concerning the Conference, which shall include keeping all books and accounts, invoicing member organizations for fees, the collection of said fees and the payment of all bills.
2. The Treasurer shall present an annual financial report setting forth, in full, the financial condition of the Conference.
3. The Treasurer shall, at all reasonable times, exhibit the Conference books and accounts to any Conference Officer or member of the Board of Directors.
4. The Treasurer shall perform such other duties as may be assigned to him/her by the Board of Directors.

E. The Conference Representative / Alternate shall:

1. Act as an active participant on the Conference Board of Directors.
2. Act as the Conference's main point of contact to their member organization.
3. Vote on Conference issues on behalf of their member organization.
4. Schedule Conference Disciplinary Committee meetings with the Conference

Secretary.

5. Attend the Conference Scheduling meeting to meet coaches and assist in game scheduling.
6. Organize and supervise Conference Playoff games hosted by their member organization and assist the Division Commissioner.
7. Update their member organization of Conference rule changes.
8. Objectively support and enforce USA HOCKEY, New York State Amateur Hockey Association and Empire Amateur Hockey Conference Rules and Regulations.
9. Attend conference games. Watch for signs of competitive imbalance among teams and recommend modifications as necessary.
10. Distribute Conference Board of Directors meeting minutes to their member organization.
11. Participate actively in their member organization and seek to insure correct placement of players (level of play) / teams and participate in the on-going assessment of coaches / other team personnel.

F. The Conference Division Commissioner shall:

1. Act as the main point of contact to the division's coaches and managers.
2. Attend monthly Conference Board of Directors meetings (September - April).
3. Schedule Conference Disciplinary Committee meetings and advise Conference members of accumulated penalty minutes, aggressive play penalties and major game infractions.
4. Attend the Conference scheduling meeting to meet coaches, assist in game scheduling and take ownership of the division master schedule.
5. Update all division coaches and managers of Conference rule changes.
6. Objectively enforce all USA HOCKEY, New York State Amateur Hockey Association and Empire Amateur Hockey Conference Rules and Regulations.
7. Inform the Conference President of all team and member organization fines assessed.
8. Attend division games. See each team play a minimum of one game per season.
9. Attend and supervise Conference Playoff games for the division.
10. Watch for signs of competitive imbalance among teams and recommend modifications as necessary.
11. Complete and maintain player and team reports and statistics on the Conference website in a timely manner (at least weekly).
12. The Conference Division Commissioner cannot hold a head coach position within the division they are responsible for.

ARTICLE VII - APPROVAL/CHANGES TO BY-LAWS

- A. A vote of two-thirds of the entire Conference Board of Directors shall be required to ratify, amend and/or repeal these by-laws.

ARTICLE VIII - HOST OF CHAMPIONSHIP GAMES

- A. The privilege of hosting the Empire Amateur Hockey Conference Championship games shall be rotated among the Member Organizations per the "Officer/Championship Schedule". If the designated organization turns down the privilege, hosting of Championship games is opened to any member organization.
- B. The responsibilities of hosting the Championship games include:
 1. Supply ice time for all Championship games on the designated Conference Schedule dates.

2. Schedule referees for all Championship games.
 3. Supply all off-ice officials for all games including scorekeeper and timekeeper.
 4. Supply a public address system for all Championship games.
 5. Assisting Conference Officers with the presentation of awards.
- C. The Championship game ice and referee fees shall be split equally among the member Organizations. It is the responsibility of the "Host" to pay the original fees and submit a copy of the invoices to the Conference for re-imbusement out of the membership fees collected earlier in the season.