



ST. FRANCIS YOUTH HOCKEY ASSOCIATION  
BYLAWS

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# REFERENCE AND UPDATE HISTORY

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|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Amended<br>04/19/1982 | Amended<br>04/08/1984 | Amended<br>04/14/1985 | Amended<br>10/07/1986 | Amended<br>07/11/1989 | Amended<br>05/07/1991 | Amended<br>03/02/1993 |
| Amended<br>07/01/1996 | Amended<br>05/03/1998 | Amended<br>11/03/1998 | Amended<br>10/05/1999 | Amended<br>10/20/2004 | Amended<br>08/24/2005 | Amended<br>07/17/2006 |
| Amended<br>04/13/2011 | Amended<br>07/09/2012 | Amended<br>08/12/2013 | Amended<br>04/13/2015 | Amended<br>09/12/2016 | Amended<br>03/13/2017 | Amended<br>04/16/2018 |
| Amended<br>07/17/2022 | Amended<br>04/16/2023 | Amended<br>04/24/2025 | Amended<br>04/20/2026 |                       |                       |                       |
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# **ARTICLE 1: DEFINITION**

**Section 1.1:** The name of the Association shall be known as the “St Francis Youth Hockey Association” or “SFYHA”.

**Section 1.2:** The official colors of the Association will be navy, blue, and white, with accents of gray.

# **ARTICLE 2: MEMBERSHIP**

**Section 2.1:** This Corporation shall be open to residents living within the boundaries of Independent School District 15 (St. Francis) or closely surrounding area who are eighteen years of age or older by July 1st of that calendar year. Members shall have children registered to play hockey in the association during the calendar year. If a resident does not have a child registered for hockey, they may request to become a member by contacting the President. The member request will be reviewed during a board meeting and approved or declined. A Member can coach any children registered to play hockey in the association, upon completion of Coaching classes and modules as set by USA Hockey, Minnesota Hockey and District 10. A Member can act as a board member of this corporation. A Member can act as a volunteer for this corporation.

**Section 2.2:** The following will be considered members in Good Standing and shall be entitled to a Vote at annual meetings:

- Elected Officers
- Coaches who have been approved by the SFYHA Board of Directors (including head high school hockey coaches).
- A parent or guardian over the age of 18 who has a child, or children registered in the program and are current with all financial obligations to SFYHA. **IF** stated fees or assessments are not paid in full, the member/members will lose their voting privilege and will not be allowed to run for any positions or maintain a position in the SFYHA Board of Directors. This includes those on a signed payment plan agreement.
- A member will be considered not in good standing and lose their voting privileges if they are under sanctions for violating SFYHA code of conduct policies. These members will also lose their right to hold or run for the SFYHA Board of Directors until such a time as their privileges have been reinstated and all obligations to SFYHA have been fulfilled.
- Board members are required to have active Safe Sport, Background Check and USA Hockey Registration.

**Section 2.3:** There are no limitations on the number of members.

**Section 2.4:** Membership is good for one full year.

**Section 2.5:** Members shall be removed only by a process that is fair and reasonable and requires at least fifteen (15) days prior written notice of the removal and the reasons, and an opportunity for the member to be heard at least five (5) days before the effective date of the removal.

**Section 2.6:** The members shall not voluntarily or involuntarily transfer or assign his or her membership or any right arising there from.

## **ARTICLE 3: PARTICIPATION**

**Section 3.1:** Participation as a hockey player in the association shall be open to all minors sixteen years of age and under by July 1<sup>st</sup> of that year in accordance with the geographical limitation, if any, imposed by Minnesota Hockey, USA Hockey or other and separate agreements between the corporation and other similar organizations.

**Section 3.2:** Divisions of each age group shall be as follows:

- Mites 4 years to 9 years old
- Squirts/10U 9 years to 11 years old
- Peewees/12U 11 years to 13 years old
- Bantams/14U/15U 13 years to 15 years old

These age group classifications may be changed by the Board of Directors from time to time as required to keep the age classifications in compliance with the age classifications of Minnesota Hockey and USA Hockey.

**Section 3.3:** All members and participants shall comply with the rules, regulations and requirements of Minnesota Hockey. This will include playing rules, equipment rules, and participation in other associations. The corporation shall require its traveling players to play on a traveling team within the corporation and shall encourage non-traveling players to participate on a house team within the corporation.

## **ARTICLE 4: MISSION STATEMENT AND PURPOSE**

### **Section 4.1: Mission Statement**

The St. Francis Youth Hockey Association (SFYHA) is a non-profit, 501(c)(3) corporation, which enjoys an affiliation agreement with District 10 Youth Hockey, Minnesota Hockey, and USA Hockey. All teams are registered with MN Hockey and USA Hockey. In partnership with the parents, coaches, and members of our organization, we strive to ensure that children are provided a meaningful, enjoyable, challenging and safe hockey experience. We are an athlete-centered organization that places the needs of children first. We give each Member the opportunity to participate to the best of their ability and to develop as a young athlete. Our overall goal is to promote a sense of community, development, and strength. We value good sportsmanship, honesty, respect for all individuals and personal integrity. SFYHA is committed to the long-term growth and development of all levels of developing ice hockey players.

### **Section 4.2: Purpose**

The Purpose of the Association is to promote ice hockey for all youths within the boundaries of Independent School District 15 (St. Francis) and surrounding communities. We will strive to create and sustain an environment where participants exhibit pride and a desire to remain. SFYHA will be successful by aligning solid leadership principles with positive coaching, strong member relationships, and fiscal responsibility. SFYHA will strive to provide the opportunity for hockey players to develop life skills that will serve them well beyond the ice rink. SFYHA will support the acquisition of facilities for the means of playing hockey. SFYHA is a feeder system to St Francis High School Hockey programs.

### **Section 4.3: Board of Directors**

The business and property of the corporation shall be managed by or under the direction of a Board of Directors as described under Article 6. All Directors/Coordinators will support players/families and coaches in a manner that contributes to the overall growth, strength and development of the SFYHA program.

**Section 4.4:** It shall be required that at least two thirds of the current voting members of the Board of Directors be present to constitute a quorum for all meetings. The 19 voting members of the Board of Directors shall consist of all members of the Board of Directors, including the President who shall have full voting rights on every motion

made. Should there be an uneven number of voting members (including the President) the President would withhold their voting rights. The President would have the tie breaking vote in the case of a tie.

**Section 4.5:** The Board of Directors may remove any member from the corporation or from the Board of Directors by a vote of two thirds of the voting members of the Board of Directors.

**Section 4.6:** If a member of the Board of Directors or an officer of the corporation resigns, is removed from their position, or abandons their position, the Board of Directors shall appoint a replacement for the remainder of the term. If the position is vacated within sixty (60) days before the annual membership meeting/election, that position shall be considered “open”: and scheduled for election at the annual meeting/election.

**Section 4.6.1:** Should the President resign, be removed, or abandon their position, the Vice-President shall become President. The Vice President **must** have at least one year of active, current year of service, on SFYHA board, to assume the President position. If the Vice President does not have 1 active, current year, then current Board of Directors with a minimum of one-year active current experience will become eligible to assume the President’s position by a two-thirds vote, for the remainder of the term.

**Section 4.6.2:** If any member of the Board of Directors has either voluntarily resigned, or was removed, they will no longer be eligible to hold a position on the Board of Directors or a Committee for a period of 4 years.

**Section 4.7:** All disbursements of the corporation funds or any debt or borrowing must be approved by the Board of Directors.

**Section 4.8:** There will not be more than two voting members on the board of directors from each family under any circumstances.

**Section 4.9:** The Board of Directors shall determine the polices and activities of SFYHA, approve the budget, approve all the disbursements, meet with committees, determine registration fees, have general management responsibilities for SFYHA and shall determine the official depository for the Association’s funds. The Board of Directors shall also assign committee members and committee chairs as needed for specific purposes.

**Section 4.10:** The SFYHA Board of Directors may approve the provision of monetary compensation to SFYHA Board of Directors for services rendered.

## **ARTICLE 5: ELECTIONS**

**Section 5.1:** All voting officers hold 2 -year terms and are determined based on elections. All other board positions are appointed.

**Section 5.2:** SFYHA has chosen an online voting system, Simply Voting. This is a confidential system for voting and eliminates the paper ballot process. Online voting will be open for up to 1 week, but not less than 3 days, for membership to cast votes. Once voting is closed, the results are sent to 2 members of the board. Those two members **MUST** not be on the ballot for election.

**Section 5.3:** Results will be reviewed and shared within 72 hours of the results being received.

## **ARTICLE 6: OFFICERS**

**Section 6.1:** The Board of Directors shall consist of 19 of the following voting officers/members of the corporation: President, Vice President, Treasurer, Secretary, Hockey Director, Boys Director, Girls Director, Mite Director, Goalie Director, IT Director, Equipment and Apparel Director, Gambling Manager, Concessions Manager, Fundraising and

Sponsorship Director, Volunteer Coordinator, Registrar and SafeSport Coordinator, Ice Scheduler, Tournament Director, and Community Outreach and Social Media Director. The officers of the corporation shall attend all Board of Directors' meetings, special meetings of the corporation, and membership meetings of the corporation.

**Section 6.2:** The duties of the officers of this corporation shall be maintained on the SFYHA website within the [Board Position Descriptions](#) document located within the Bylaws and Policies page.

**Section 6.3:** The Board of Directors may from time to time appoint, modify, or delete committees that may carry out various powers and functions of the Officers. The make-up of these committees will be maintained on the SFYHA website within the [Board Position Descriptions](#) document.

**Section 6.4:** An Officer may resign at any time by giving written notice to the corporation. The resignation is effective without acceptance when the notice is given to the corporation, unless a later effective date is named in the notice.

## **ARTICLE 7: MEETINGS**

**Section 7.1:** The Board of Directors shall have meetings on the third Sunday of the month year-round, unless otherwise agreed to and published for general membership information.

**Section 7.2:** Board members are expected to attend every meeting. In the event that an elected member of the Board of Directors has two (2) consecutive, unexcused absences from special board or general monthly meeting of the Board of Directors, or in the event where it is deemed that a member of the board has acted unethical, inappropriate or in a way that does not support the best interests of the Association, the board through a private hearing and by a 2/3 vote by the Board of Directors, may terminate his/her term of office, and appoint a new member to fulfill the term in support of the best interest of the Association. In such circumstances, should any board member present new information to support re-instatement, the said board member can be voted back into a board position upon receiving a majority vote by 2/3 of the Board of Directors in support of the re-instatement.

**Section 7.3:** Any member of the Board of Directors may petition the executive board to call and establish a special meeting of the board. The executive board shall then notify each member regarding the time, place and purpose of the meeting. Such notice shall not be less than two (2) days prior to the meeting and any action taken shall be subject to ratification at the next regularly scheduled meeting of the board.

**Section 7.4:** All meetings of the Board of Directors will be announced and opened to the general membership, except for meetings designated as Working Sessions.

## **ARTICLE 8: FINANCES**

**Section 8.1:** Any fees, dues, contributions, grants, bequests, or gifts made to the corporation shall be accepted or collected only as authorized by the Board of Directors.

**Section 8.2:** All funds of the corporation shall be deposited to the credit of the corporation under such conditions and in such banks as shall be designated by the Board of Directors.

**Section 8.3:** All contracts, checks and orders for the payment, receipt or deposit of money and access to securities of the corporation shall be as provided by the Board of Directors.

**Section 8.4:** The annual budget of estimated income, income expense, and capital expense shall be approved by the Board of Directors.

**Section 8.5:** Title to all property shall be held in the name of the corporation.

**Section 8.6:** A summary report of the financial operation of the corporation shall be made by the Treasurer at least monthly to the Board of Directors.

## **ARTICLE 9: GOVERNANCE**

**Section 9.1:** The Corporation will follow Minnesota Hockey's bylaw Article 6 as it relates to Authority, Appeals, Suspensions, and Court Actions. A copy of the Minnesota Hockey bylaws can be found [here](#).

**Section 9.2:** The books, accounts, and records of the corporation shall be kept as designated by the Board of Directors. These books and records shall be available for inspection to any member of the corporation upon reasonable request.

**Section 9.3:** Robert's rules of order shall govern the proceedings of all meetings of the corporation, unless provided otherwise in the bylaws or changed by the Board of Directors.

**Section 9.4:** The Corporation's Secretary shall maintain a policies and procedures handbook for the corporation. The policies and procedures handbook shall contain day-to-day operational instructions and decisions of the Board of Directors. The Board of Directors shall have the power to adopt, amend or delete any policy and procedure of the corporation not in conflict with these bylaws or the Articles of Incorporation of the Corporation. These policies will be published for public viewing on the SFYHA website.

### **Section 9.5:**

**Section 9.5.1 - Purchase of Equipment:** The Equipment Director will submit an itemized statement each month to the Board of Directors on what was purchased.

**Section 9.5.2 - Individual Level of Play:** All youth participating in this hockey program will be encouraged to play at their age division, unless they have the approval of the Board of Directors, the Head Coach, and their parents.

**Section 9.5.3 - Actions or Behavior Inappropriate of a Board member:** Inappropriate behavior, as decided by the remaining Board members by a 2/3 vote, shall result in a letter of reprimand. Two letters of reprimand to any person will result in an automatic removal from the Board of Directors and any associated officer position or committee membership.

**Section 9.5.4 - Board Member Attendance:** Any Board member missing three consecutive meetings will also warrant a letter of reprimand and can be subject to removal by the Board of Directors. This includes excused absences, while they may be excused – this is still a working corporation, and the work needs to be completed.

**Section 9.5.5 - Actions or Behavior Inappropriate of a Member:** Inappropriate behavior of any parent, guardian, or hockey player, as decided by Board members by a 2/3 vote, shall result in a letter of reprimand. Two letters of reprimand would result in removal of the player from the team or prohibiting the parent or guardian from future attendance at any hockey game, practice, or function.

**Section 9.5.6 - Suspension of Players:** Any player barred from playing in another association or suspended from another team for disciplinary reasons shall not be allowed to play in this association for the same period as they were suspended from the other association or team.

**Section 9.5.7 - Team Level of Play:** Team level of play will be determined based on the number and skill level of individual players at each age level. It is intended that the team level of play be appropriately challenging based on the above factors such that players develop the skills, character and confidence necessary to compete at the high school level.

**Section 9.5.8 - Volunteer Program:**

- a. Each family is required to either (1) complete a volunteer credit card hold registration in the amount of \$500, or (2) select the volunteer buyout option at the time of registration. The credit card hold is an electronic authorization only and will not be charged at the time of registration.
- b. If the minimum volunteer requirements are not fulfilled by March 1, the authorized payment method on file will be charged \$500, and the funds will be deposited into the SFYHA account.
- c. Volunteer Opportunities can be found on the [Volunteer Page](#) of the SFYHA website, or by contacting the Volunteer Coordinator.
- d. Dist. 10 Tournament - SFYHA Membership is required to volunteer at the district 10 Tournament.
- e. Members of the Board of Directors will be exempt from required volunteer hours following the successful completion of their term of office as stated in Section 6.2. This will be a lifetime exemption. After successfully completing a full 2-year term or more on the Board of Directors, the members will be excused from any future volunteer requirements for the lifetime of their family's involvement in the corporation

## **ARTICLE 10: STANDARD OF CARE**

**Section 10.1:** It is the responsibility of each officer and director of this corporation to discharge his or her duties as a director in good faith, in a manner the person reasonably believes to be in the best interests of the corporation, and with the care an ordinarily prudent person in a like position would exercise under similar circumstances.

**Section 10.2:** A contract or other transaction between this corporation and one or more of its directors, or between this corporation and an organization in or of which one or more of this corporation's directors, officers or legal representative or have a material financial interest, is not void or voidable because the director or directors or other organizations are parties or because the director or directors are present at the meeting of the Board of Directors or a committee at which the contract or transaction is authorized, approved or ratified, if:

- The contract or transaction was, and the person asserting the validity of the contract or transaction sustains the burden of establishing that the contract or transaction was, fair and reasonable as to the corporation at the time it was authorized, approved or ratified, OR
- The material facts as to the contract or transaction and as to the directors' interest are fully disclosed or known to the board or a committee, and the Board or committee authorizes, approves, or ratifies the contract or transaction in good faith by a majority of the Board or committee, but the interested director or directors shall not be counted in determining the presence of a quorum and shall not vote.
- A director has a material financial interest in each organization in which the director, or the spouse, parents, children and spouses of children, brothers and sisters and spouses of brothers and sisters of the directors, or any combination of them have a material financial interest.

## **ARTICLE 12: INDEMNIFICATION**

**Section 11.1:** To the full extent permitted by the Minnesota nonprofit corporation act, as amended from time to time, or by other provisions of law, each person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, wherever and whomsoever brought (including any such proceeding, by or in the right of the corporation), whether civil, criminal, administrative or investigative, by reason of the fact that he or she is or was a member, director or officer of the corporation, or he or she is or was serving at the specific request of the Board of Directors of the corporation as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, shall be indemnified by the corporation by the affirmative vote of a majority of the directors present at a duly held meeting of the Board of Directors for which notice stating such purpose has been given against expenses, including attorney fees, judgments, fines and amount paid in settlement actually and reasonably incurred by such person in connection with such action, suit or proceeding, Provided, however, that the indemnification with respect to a person who is or was serving as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise shall apply only to the extent such person is not indemnified by such other corporation, partnership, joint venture, trust or other enterprise.

**Section 11.2:** The indemnification provided by this Article shall insure to the benefit of the heirs, executors and administrators of such person and shall apply whether the claim against such person arises out of matters occurring before the adoption of this provision of the Bylaws.

## **ARTICLE 12: AMENDMENT OF BYLAWS**

**Section 12.1:** The Board of Directors may from time to time adopt, amend or repeal all or any of the Bylaws of this corporation.