

## **The Valley Youth Hockey Association Bylaws**

### **ARTICLE 1.0 NAME**

The name of the organization shall be the "Valley Youth Hockey Association Incorporated" (referred to in these bylaws as either "VYHA" or the "Association").

### **ARTICLE 2.0 PURPOSE**

The purpose of the organization is to foster and provide, on a not-for-profit basis, a program of ice hockey for young people in cooperation with the DEPARTMENT OF PARKS & RECREATION, of the City of Syracuse, New York.

### **ARTICLE 3.0 POWERS**

The Association shall have, but not be limited to, the powers to enter into contracts, collect and disburse funds, assess fees, enter into agreements with other associations, and exercise all powers and functions under the law which are customarily exercised by similar associations.

### **ARTICLE 4.0 MEMBERSHIP**

a. The general membership shall be comprised of the parents or guardians of the young people who currently participate in the programs sponsored by the Association, VYHA approved coaches and such other interested people, whose concern is the promotion and betterment of the Association, who request membership and are approved by the Board of Directors (collectively referred to as the "General Membership"). No person shall be excluded by reason of race, creed, sex, national origin or on the basis of any other protected activity or characteristic under state or federal law. Subject to this limitation, the Board of Directors reserves the right to deny membership to any person or terminate the membership of any person.

b. The Board of Directors, upon the recommendation of a majority of the Discipline Committee or the Executive Committee, may suspend or remove a member from the Association for acts or omissions contrary to rules or policies established by the Board, or found to be detrimental to the welfare of players, coaches, officials or spectators, or which are harmful to the financial integrity or reputation of the Association.

#### **4.1 BOUNDARIES**

Any youth otherwise meeting the eligibility requirements of USA Hockey and the NYSAHA living within the NYSAHA shall be eligible to play with the Association in the following order of preference:

- A. From within the area of the City of Syracuse.
- B. From within the Onondaga Nation Territory.
- C. All other areas of the NYSAHA.

### **ARTICLE 5.0 OFFICERS**

The Association shall have officers (referred to collectively as "Officers") as set forth in this Article. The Officers shall be elected by majority vote of the General Membership. The Officers

shall be voting members of the Board of Directors, provided, however, the President shall have no vote unless a vote of the Board of Directors results in a tie.

**5.1 ELECTION PROCEDURE.** Except as set forth herein, Officers shall be elected to two year terms and are limited to two consecutive terms in a particular position. In the event that any Officer is elected to fill out the unexpired term of a departed Officer, the Officer assuming the role can serve for a maximum of five (5) consecutive years in that position (i.e. the unexpired term plus two full terms).. In even numbered years, the following Officer elections shall be held: President, Secretary, Director of Referees. In odd numbered years the following Officer elections shall be held: Vice-President, Treasurer, Director of Coaches and Scheduler.

**5.2 PRESIDENT:** The President shall be responsible for conducting the affairs of the Association and for executing the policies established by the Board of Directors. The President shall preside over meetings and his or her powers shall include, but are not limited to, the following: appoint committees and committee chairmen, fill vacancies in positions or roles within the Association and Board of Directors, and exercise the functions of any vacant Officer position except that of Treasurer.

**5.3 VICE PRESIDENT:** In the absence of the President on a temporary or permanent basis, the Vice President shall take over the responsibilities of the President until the return of the President or the next election of officers, and shall have such other duties as delegated by the President.

**5.4 TREASURER:** The Treasurer shall be responsible for the finances of the Association and report at each Board meeting and/or such other times as requested. The Treasurer shall cause all funds to be deposited in a banking institution selected by the Treasurer and approved by the Board of Directors. Funds will be disbursed at the command of and pursuant to such methods as are adopted by the Board of Directors.

**5.5 SECRETARY:** The Secretary shall be responsible for recording the minutes, reporting same, and maintaining appropriate files and mailing lists of all current membership. In addition, the Secretary shall be in charge of reporting and answering official correspondence at the request of the President.

**5.6 DIRECTOR OF COACHES:** The Director of Coaches shall recommend head coaches for all teams for approval by the Board of Directors. He or she shall supervise coaches according to recommendations and mandates of NYSAHA, USA Hockey and the VYHA Executive Committee. He or she shall develop and implement an Association-wide system of methods and style of play, with guidelines for each age group, in respect to individual skills and teamwork, and when they will be taught and emphasized.

**5.7 DIRECTOR OF REFEREES:** The Director of Referees shall be responsible for recruiting, training, and scheduling all Referees for which VYHA is responsible. The Director of Referees shall ensure all new rules and rule changes are explained in full to the coaching staff, referees and off-ice officials where applicable. He or she shall be responsible for the rules of play as directed by NYSAHA and USA Hockey.

5.8 SCHEDULER: The Scheduler shall be responsible for the scheduling of house and travel hockey games, practice schedules and other ice time assignments. If deemed necessary, the Scheduler can, with the approval of the Executive Committee, appoint house and travel scheduling assistants.

#### ARTICLE 6.0 EXECUTIVE COMMITTEE

6.1 The Executive Committee shall be composed of the Officers listed in Article 5.

#### ARTICLE 7.0 BOARD OF DIRECTORS

The management of the property and affairs of the Association shall be vested in the Board of Directors (the "Board"). Beginning with the 2019 election, the Board shall include the Association's Officers and eight at-large members, elected by the General Membership.

7.1 ELECTION PROCEDURES. At-large members of the Board ("Director" or "Directors") shall be elected for staggered two (2) year terms, four (4) being elected in odd numbered years and four (4) being elected in even numbered years. Except as set forth herein, Directors shall be limited to two consecutive terms, provided, however, a Director may seek an Officer position at the conclusion of his or her service as a Director. In the event that any Director is elected to fill out the unexpired term of a departed Director, the Director assuming the role can serve for a maximum of five (5) consecutive years in that position (i.e. the unexpired term plus two full terms). The election procedure outlined in this Section 7.1 may be amended. The Directors shall upon election immediately enter upon the performance of their duties and shall continue in office until their successors have been duly elected.

7.2 Each of the Directors shall be required to assume a supervisor role on behalf of the Association. The Executive Committee shall have the power to assign supervisor roles to the Directors. The eight (8) supervisor positions are as follows:

- A. Supervisor of Registration (Registrar)
- B. Supervisor of Tournaments
- C. Supervisor of Kitchen
- D. Supervisor of VYHA Website
- E. Supervisor of Sponsorships
- F. Supervisor of Initiation Program, First Strides and Mini-Mite
- G. Supervisor of Apparel and Jerseys
- H. Supervisor of Pictures

The Board may create other Supervisor positions on a temporary or permanent basis as deemed necessary to carry out the functions of the Association.

#### ARTICLE 8.0 CREDIT FOR OFFICERS AND DIRECTORS IN GOOD STANDING.

Officers and Directors in good standing shall receive a 50% refund on registration fees (excluding lottery charges) for each child registered with the Association, to a cumulative

maximum of \$300. Officers and Directors shall be deemed in good standing if he or she (a) faithfully discharges his or her duties in the best interests of the Association and (b) attends all regular meetings of the Board, provided, however, an individual may miss a maximum of two (2) meetings between the months of April of one year through March of the following year.

#### ARTICLE 9.0 VACANCIES

9.1 If a Director or Officer role becomes vacant at any time, the President may nominate a member to fill such vacancy. The Board shall consider the nomination at the next regularly scheduled meeting and the vacancy shall be deemed filled upon a simple majority vote of the Board.

9.3 Other than President, Vice President, Treasurer, and Secretary, it is not required that any Officer position be filled nor is it required that all Director positions be filled for the Board to conduct regular business.

#### ARTICLE 10.0 ELECTIONS

10.1 Officers and Directors shall be elected by a majority vote of the General Membership present at the Annual Meeting. Nominations for open Officer and Director positions must be submitted at least fifteen (15) days prior to the annual meeting. All nominees must accept or decline the nomination. Nominees who have accepted nominations will be voted on by the General Membership.

10.2 Before the first Tuesday in November, each of the Association's teams must identify a representative of the team to act as a liaison to the Board. In the event that a team does not identify a representative, the head coach of such team shall be deemed the representative.

10.3 The General Membership shall be notified via email and on the VYHA website at least two (2) weeks in advance of the time and location of the Annual Meeting and the nominees that will be part of the election. .

#### ARTICLE 11.0 COACHES

11.1 Coaches shall be appointed by the Board after consideration of the recommendations of the Director of Coaches.

11.2 Appointment of coaches for travel teams shall be held in the Spring of each year, prior to the official travel team tryouts.

11.3 Any question of suspension or termination of a coach's tenure must be brought initially to the Discipline Committee, and only on a recommendation of the Discipline Committee will that coach's tenure be brought before the Board for a vote. The coach may attend the meeting where the Board will consider the Discipline Committee's recommendation and be given an opportunity to be heard by the Board.

#### ARTICLE 12.0 PLAYER SELECTIONS - POLICY & GUIDELINES

It is the policy of the Association to field birth year travel (tournament bound) teams at each age band, 10u and up, where possible based on the number of registered players. Following the selection of players for travel teams, the remaining pool of players shall be divided into

House/Snowbelt teams without regard to birth year within a particular band, as specified in this Section 12.

#### 12.1 TRAVEL (Tournament Bound) TEAM

The Travel (Tournament Bound) Team shall be the designated team in each age group to represent the Association in Sectional & State Tournaments. In the event that there are two travel teams within a particular age band, the team comprised of the oldest players within the particular band (i.e. the “Major” team) shall be designated as tournament bound. The Association shall pay 50% of the entry fee(s) for any tournament bound team that qualifies for state tournaments.

#### 12.2 TRAVEL TEAM - PLAYER SELECTION

There will be tryouts for travel teams to be held prior to the start of each season. All players registered with the Association shall be allowed to tryout in each age group. Players will be evaluated by the Head Coach of each travel team in their particular age group. The Head Coach may request the assistance of any number of designated evaluators to assist with the selection process. The selection of players shall be the sole responsibility of the Head Coach.

Players not selected to play on a travel team will be eligible for the House/Snowbelt Team(s).

#### 12.3 HOUSE/SNOWBELT TEAM(S)

The House/Snowbelt Team(s) shall be the team or teams to represent the Association in the Snowbelt League or in any other league as designated by the Board.

#### 12.4 HOUSE/SNOWBELT TEAM(S)-PLAYER SELECTION

All players that are not selected to play on a travel team shall be placed into an evaluation session(s) comprised of all players within a particular age band. In the event that there are enough players to construct more than one team in a particular age band, the following process shall be followed:

The head coaches and any properly credentialed assistant coaches at each age band shall be responsible for conducting the evaluation with the intent of creating a minimum of two teams – one advanced team (the “A” team) and one developmental team (the “B” team). Following the evaluation session(s), the head coach of the A team shall have the first option to choose players. The players not selected for the A team shall comprise the B team. It is the intent of the Association to create the most competitive House/Snowbelt team as possible at each age band.

Designation of the division within which the A and B teams at each level will play will be determined by the Snowbelt League, subject to requests by the Association for placement of teams in a particular division. Nothing contained in these Bylaws shall require a team to compete within the Snowbelt League.

#### 12.5 PLAYER REQUESTS TO MOVE UP BETWEEN AND WITHIN AGE BANDS

The Board will consider requests by players to move up one age band, whether within a particular age band or to a higher age band, according to the criteria set forth in this Section 12.5. This procedure shall only apply to the player's primary team and does not apply to dual rostering requests. Dual rostering requests will not be considered by the Board and shall be determined by mutual consultation of the player's primary and secondary coaches.

12.5.1 Goaltenders. Prior to the annual travel team tryouts, a goaltender may request to move up for tryouts from his or her birth year team to the next higher birth year team. All goaltender requests to try out for a team within the age band of the player (i.e. a 10u minor seeking to try out for the 10u major team) will be granted by the Board. A goaltender will only be permitted to try out for a team in the next age band (i.e. a 10u major seeking to try out for the 12u minor team) if there is no goaltender available at the next age band.

12.5.2 Skaters. Prior to the annual travel team tryouts, a skater (i.e. a non-goaltender) may request to move up for tryouts from his or her birth year team to the next higher birth year team. All requests to compete in tryouts will be granted by the Board. Whether a player is selected to play on the next higher birth year team shall be determined by the evaluators at that team's tryout and only if the evaluators determine that the player requesting the move was one of the top two (2) skaters at the tryout. No player who fails to meet this criteria (i.e. a top two skater) will be permitted to play at the next higher birth year team. Skaters who do not make a travel team are not permitted to move up to a higher House/Snowbelt team and must remain at his or her age level.

12.5.3 Tier 1 Girls Teams. The VYHA Tier 1 Tournament Bound teams will follow the procedure specified in this Section 12.5, provided any requests to move up shall be based on age bands rather than birth years. Tier 2 girls teams will follow USA Hockey and NYSAHA guidelines.

12.5.4 Appeals. All decisions rendered by the Board in accordance with this Section 12.5 shall be deemed final. A player whose request is denied by the Board may submit a written appeal, which shall be considered by the Board only if the applicant provides sufficient information to show either that (a) the Board's decision was based on a fundamental misunderstanding of the facts and/or circumstances of the particular request or (b) the Board failed to follow the procedures set forth in this Section 12.5.

12.5.5 All Other Requests – 2/3 Vote Required. The Board may deviate from the above procedure if a player or coach demonstrates an extraordinary need at a particular age band for a player to move up. Factors to be considered by the Board in evaluating any such requests shall include, but are not limited to, the player's skill (as determined by an independent evaluation), the need at the age band where the player is seeking to play, and the effect on the player's age band team. A two thirds vote of the Board shall be required for any request under this Section 12.5.5 to be granted.

## ARTICLE 13.0 MEETINGS

13.1 There shall be an Annual Meeting of the Association held in April, on a date set by the President.

13.2 There shall be a monthly regular meeting of the Board from September thru May of each season and additional meetings may be called by the President or by the request of a minimum of five (5) Directors. Any General Member may attend a regular meeting of the Board.

13.3 The Executive Committee may meet at such times as designated by the President.

13.4 The absence of an Officer or Director from more than two (2) regular meetings in a twelve (12) month period may, after due consideration by the Executive Committee, be deemed a resignation and the Board may declare the position vacant.

#### ARTICLE 14 DISCIPLINE COMMITTEE

14.1 The Discipline Committee shall be chaired by the Vice President and consist of the Vice President, Director of Referees, a representative with a child participating on a House/Snowbelt team, and two (2) or three (3) disinterested members (in order to have an odd number of members) appointed by the Vice President. The Snowbelt representative shall only participate where an issue under consideration involves a player or players from a House/Snowbelt team.

14.2 The Discipline Committee shall have jurisdiction to consider charges or complaints brought against players, coaches or members including conduct in connection with any activity of the Association, including games, support activities and social events.

14.3 The President, Director of Coaches and Director of Referees shall have the authority to refer significant disciplinary matters to the committee.

14.4 Discipline: Any player ejected from play for any reason must meet with the Discipline Committee within ten (10) days after the date of the ejection for a hearing. The player involved must be present at the hearing and must be accompanied by one or more of a coach, parent or guardian. Failure of a player to appear shall mean automatic acceptance of the ruling reached at the hearing.

14.5 All other individuals referred to the committee shall also be entitled to a hearing, which shall be held within ten (10) days of notice to the committee or at such other time as agreed to by the individual involved. The committee shall have the sole authority in determining the appropriate discipline. The findings and sanction imposed by the committee shall be provided in writing to the individual. This decision reached by the Discipline Committee is final, and no appeal shall be considered.

14.6 The Discipline Committee may establish additional rules and policies that are consistent with the Association's bylaws and purpose, subject to approval by the Board.

#### ARTICLE 15.0 MISCELLANEOUS PROVISIONS

15.1 Rules: The meetings of the Association shall be conducted according to the latest revision of "Roberts Rules of Order", except as otherwise determined by these bylaws or the Board.

15.2 No Officer, Director or Member of the Association shall receive directly or indirectly, any salary, compensation or emolument from the Association for services rendered as an Officer, Director or Member.

15.3 Amendments: These bylaws may be amended at any Board or Annual Meeting, by two-thirds (2/3) vote of those present, provided that the notice of such an amendment is announced at a previous Board Meeting or in the alternative, is given to each Board member one (1) week in advance of the meeting.

15.4 Sponsorships/Donations. Any donations or sponsorship dollars that are received by the Association shall be apportioned as follows:

(a) If the sponsorship or donation is directly attributable to a specific person or parent, 60% of the total value of the sponsorship or donation shall be provided to the team or teams designated by that specific person. The remainder of the contribution shall be the property of the Association.

(b) If the sponsorship or donation is general in nature and not attributable to a specific person or parent, the entire value of the sponsorship or donation shall be the property of the Association.

Notwithstanding the foregoing, mite divider and dasher boards will not be subject to the split described in this Section 15.4 and all revenue from mite divider and dasher boards shall be the property of the Association.

(c) All fundraising dollars raised by a particular team shall be retained by the team.

## ARTICLE 16.0 DURATION & DISSOLUTION

16.1 The Association shall continue until it is dissolved by a 2/3 vote of its members.

16.2 In the event of dissolution, all of the remaining assets and property of the Association shall, after necessary expenses, be distributed to such organizations as shall qualify under Section 501(c)(3) of the Internal Revenue Code of 1954, as amended; or to the Federal Government or to a State or Local Government for a public purpose.

16.3 No part of the net earnings of the Association shall inure to the benefit of any Member, Director, Officer of the Association, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Association), and no Member, Director, Officer of the Association, or any private individual shall be entitled to share in the distribution of any of the assets on dissolution of the Association.

16.4 No substantial part of the activities of the Association shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Internal Revenue Code, Section 501 (h) or participating in, or intervening in



(including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

#### ARTICLE 17.0 EFFECTIVE DATE

17.1 This constitution and By - Laws shall become effective immediately without prior notice.

The above constitution and By - Laws were adopted on September 8, 1988, at the monthly meeting of the Valley Youth Hockey Association, by the Board of Directors, and revised on May 2, 1995, August 20, 1996, June 6, 2006, and March 4, 2008, \_\_\_\_\_, 2019

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Amendments to By-Laws: Sept. 8, 1988, May 2, 1995, August 20, 1996, June 6, 2006, March 4, 2008, May 3, 2011, February 6, 2013, \_\_\_\_\_, 2019

**VALLEY YOUTH HOCKEY ASSOCIATION, INC.  
ORGANIZED 1973  
CONSTITUTION**