

TOMAH YOUTH HOCKEY CLUB, INC.

Constitution and Bylaws

CONSTITUTION

ARTICLE I

Name and Purpose

SECTION 1.

The name of this organization shall be the "TOMAH YOUTH HOCKEY CLUB, INC.", a non-profit organization.

SECTION 2.

The purpose of this organization shall be to encourage and improve youth hockey and recreational skating in the Tomah area. The corporation is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code.

The organization shall be affiliated with USA Hockey and Wisconsin Amateur Hockey Association and shall comply with and enforce all rules and regulations of these governing bodies in connection with the objects, purposes, functions, and powers of Tomah Youth Hockey Club, INC. as set forth in the bylaws.

ARTICLE II

Membership

SECTION 1.

Membership is open to all interested families upon payment of annual dues. The price of the annual dues shall be designated by the Board of Directors. The hockey year will run from April 1 to March 31.

SECTION 2.

Paid-dues members shall be eligible to vote for Directors at the annual election.

ARTICLE III

Officers and Board of Directors

SECTION 1.

Officers of the club shall be:

- A. President
- B. Vice President
- C. Secretary
- D. Treasurer

The method of election, duties, and term of office are governed by the bylaws (See Bylaws, Article I).

SECTION 2.

There shall be a Board of Directors composed of:

- A. Between eight (8) and twelve (12) elected Directors at Large from member families.
- B. Non-Voting positions as determined by Board of Directors

SECTION 3.

Any Director-at-large who misses three consecutive regularly scheduled board meetings will be relieved of his/her position and the position awarded to the next highest vote recipient in the election for Directors-at-Large. Should there not be an available successor the President shall appoint a Director-at-Large to fill the position.

SECTION 4.

The Board of Directors is empowered to incur debt in the name of the Corporation.

ARTICLE IV

Meetings

SECTION 1.

Meetings of the Board of Directors will be held regularly throughout the year as decided upon by the Board of Directors.

ARTICLE V

Amendments of Articles

SECTION 1.

Proposed amendments to the constitution must be read at two (2) consecutive Board meetings prior to approval for presentation to the club membership.

SECTION 2.

Articles may be amended by a majority vote of the Board of Directors and Two-thirds (2/3) affirmative vote from the club membership. A fifteen (15) day written notification of the membership meeting is required. Forty percent (40%) of the membership will constitute a quorum.

ARTICLE VI

Dissolution of the Corporation

SECTION 1.

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the corporation, dispose of all assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes shall at the time qualify as a exempt organization or organizations under section 501 (c) (3) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed by the Court of Common Pleas of the county in which the principal office of the corporation is located, exclusively for such purposes or to such an organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

BYLAWS

ARTICLE 1

Election of Officers, Duties and Terms of Office

SECTION 1.

It will be the duty of the Board of Directors to submit nominations from the club membership to that club prior to the time of the annual election. Nominations will also be open to the general membership.

SECTION 2.

It will be the duty of the Board of Directors to conduct an annual election in April of each year. The election can take place in person or online at the discretion of the Board of directors. If the election takes place online, the voting period shall last for seven (7) days. In the event of a tie, a second tie-breaking vote shall be conducted. The tie-breaking vote can take place either in person, or if conducted online, shall have a voting period of two (2) days. Results of the election shall be shared with all members of the Board of Directors and a record shall be kept.

SECTION 3.

The term of office shall be two (2) years. Officers shall be elected from the Directors-at-Large by a majority vote of the elected directors-at-Large.

SECTION 4.

If a member of the Board of Directors resigns during their term, the position shall be awarded to the next highest vote recipient in the prior annual election. Should there not be an available successor, the President shall appoint a Director-at-Large to fill the position.

SECTION 5.

It shall be the duty of the President to preside at meetings of the club and to perform such duties as would pertain to the office. The Vice-President shall preside at meetings of the club in the absence of the President. The Secretary shall keep the records of the meetings of the club and report minutes at each meeting. The Treasurer shall have custody of all funds and act as the registered agent with the state of Wisconsin.

ARTICLE II

Order of Business

SECTION 1.

Business will include:

- A. Minutes of the previous meeting
- B. Treasurer's report
- C. Reports of committees
- D. Review old business
- E. New business
- F. Follow up action

ARTICLE III

Meeting Rules

SECTION 1.

At least a majority of the elected Directors-at-Large must be present to constitute a quorum to transact business.

SECTION 2.

Motions, resolutions, or proposals can only be acted upon if they are on the agenda for that meeting. After being seconded, a majority vote of members present is required to pass all motions, resolutions, and proposals.

ARTICLE IV

Club Funds

SECTION 1.

Club funds shall be disbursed through checking accounts only by the President or the Treasurer. All checks must be approved by a majority vote of the Board of Directors. The President shall have the authority to spend up to five hundred dollars (\$500) without prior board approval.

SECTION 2.

Prior to the election of officers at the annual election there shall be an audit of the financial records and bank account maintained by the Treasurer. The fiscal year will end the last day of March.

ARTICLE V

Amendment of Bylaws

SECTION 1.

Proposed amendments to the bylaws must be read at two (2) consecutive board meeting prior to approval (A vote may be taken at the second meeting).

SECTION 2.

Bylaws may be amended with a two-thirds (2/3) affirmative vote of the board membership.

ARTICLE VI

Committees

SECTION 1.

The Club shall have the following standing committees in addition to the Board of Directors:

- A. Publicity and Public Relations
- B. Fund Raising
- C. Historical
- D. Facilities Operational
- E. Coaching selection
- F. Long Range Planning/Recruitment
- G. Player testing (to administer testing process)
- H. Girls Co-Op
- I. Boys Co-Op

SECTION 2.

The Club shall have the following Coordinators and Representatives:

- A. Scheduling coordinator
- B. Referee coordinator
- C. Coaching coordinator/Director of Hockey (WAHA)
- D. One team representative per team
- E. Concessions coordinator
- F. Equipment coordinator
- G. Tournament coordinator

SECTION 3.

The Board of Directors shall nominate the chairman for each of the committees, the coordinators, and the representatives listed in the aforementioned sections of this article. The Board of Directors must confirm the nominations with a simple majority affirmative vote. Each chairman is

authorized to appoint as many additional members to their respective committee as is felt necessary to properly to conduct the business. The President has the authority to appoint with board approval ad hoc committees and coordinators at any time to handle special situations that may arise. Each committee shall have at least one (1) elected Director-at-Large in its membership.

ARTICLE VII

Honorary Members

SECTION 1.

The club may have honorary members. These members must have made a significant contribution to the club and must show dedication to the club and its principles.

SECTION 2.

Only a member of the Board of Directors can propose an honorary membership and an affirmative majority vote of the members present shall be required.

SECTION 3.

Honorary membership is dues-exempt, and an honorary member enjoys the same privileges and responsibilities as a dues-paying member and is bound by the constitution and bylaws of the club.

ARTICLE VIII

Termination of Membership

SECTION 1.

The Board of Directors, by a majority vote, can terminate the membership of any member should conduct, behavior, or other circumstances dictate.

ARTICLE IX

Grievance Procedure

SECTION 1.

Any member of the membership may initiate a grievance against any member, appointed member or elected member of the club by bringing the grievance, in writing, to the Board of Directors. If a board member is involved personally in the grievance, they shall excuse themselves from the voting due to a conflict interest.

SECTION 2.

Procedures in affect through WAHA, as applicable will be utilized to settle the grievance.

ARTICLE X

Player Assignments and Game Limits

SECTION 1.

The method of determining teams will be a test of skating skills. The section of the test receives a numerical rating and team placement will be determined by the numerical rating of the skaters.

The following are the areas of evaluation:

SKILLS	Percentage
A. Evaluation areas: Forward Quickness skating Forward Endurance Skating Backwards Skating Stick Handling	50%
B. Testing Committee ranking	50%

The assessment of the player's skills will be conducted by the testing committee, comprised of the testing committee and respective coaches at each age level. Ranking order of all skaters is the combined responsibility of the testing committee and respective coaches with all scores remaining confidential.

Goalies, squirt level and older, shall be tested using drills developed by the testing committee that reflect goalie skills. They may, if they choose, participate in the test of regular skating skills.

SECTION 2.

All teams will be divided as agreed upon by all coaches at the age level within these guidelines:

PLAYERS REQUIRED FOR AGE LEVEL

LEVEL	MINIMUM	MAXIMUM
Squirts/U10	9	18
Pee Wee/U12	11	20
Bantam/U14	11	20
Midgets	11	20

SUGGESTED GAME LIMITS

Cross Ice	15 Events
Squirts / U10 Girls	35 games + State Tournament
PeeWee / U12 Girls	40 games + State Tournament
Bantam / U14 Girls	45 games + State Tournament
Midgets	45 games + State Tournament

Teams will be selected based upon ability. Exceptions will be allowed based upon parent's request, to allow players to move downward to keep families together, reduce travel, or reduce costs.

All teams will be picked by ability. In each playing level the second team will be the class B registered team, and the first team will be the class A registered team.

Approval to exceed the game limits will only be granted by a majority vote of the Board of Directors and the team player's families.

Each team representative will be encouraged to attend board meetings in order to provide better communications between teams and the board. Also, each team should have at least two parent meetings during the season in order to improve communications between players, parents, and the club officials.

Each player will play on one team with exceptions being allowed only with both coaches, the involved players parents, and the Board of Directors approval. Girls who wish to dual roster will follow WAHA guidelines. Cross Ice Age players who wish to play up a level will follow WAHA guidelines. Players above the Cross Ice level who choose to play up a level, must finish in the top 5 of the tryout and receive board approval to be allowed to play on the higher level A team.

If circumstances warrant, the coaching staff of specific age level with the majority of the involved players parents' approval, may request approval from the Board of Directors to deviate from the aforementioned established team sizes.

ARTICLE XI

Volunteer Work Hour Requirements

SECTION 1.

Each family shall be required to complete volunteer work for the organization and shall be required to sign an agreement at the beginning of every season agreeing to complete the minimum volunteer requirement.

The beginning of a new season's work hours will commence after ice is taken out from the previous season.

The minimum mandatory volunteer hours must be completed by the time the ice is taken out at the end of the current season.

In the event a family does not complete the required volunteer work they will be assessed a fee equaling \$25.00 per hour, which will be added to the next season's registration.

The following is the minimum requirement that each family must work:

- 20 volunteer hours per family (fundraising, rink setup, rink tear down, special events, 3 on 3 tournaments). 10 Hours for Cross Ice. 5 Hours for Learn to Play Hockey.
- Mandatory 1 High School game shift
- Mandatory 1 Open skate shift

* Working for their child's own games/tournaments does not count towards the minimum mandatory hour requirement.

ARTICLE XII

Co-Ops

SECTION 1.

Co-Op Guidelines

- All efforts shall be made to ensure there are an equal number of practices and games at each rink of the associations participating in the co-op if such facilities are reasonably available.
- One member from each association in the co-op shall serve on the tryout evaluation/coaching selection board when able.
- Each association in the co-op shall split cost of uniforms equally, including but not limited to cleaning.
- Each association in the co-op shall oversee cleaning and maintenance of their own facility.
- Game day/tournament duties shall be the responsibility of all player's families, regardless of game/tournament location.
- 3 members from each association will comprise the co-op board. As applicable, the co-ed or Girls High School coach will break ties.

- Each family must equally pay for any away tournaments or games which have fees.