

Oregon Youth Hockey Bylaws



Article One – Name & Address

- 1.1 The name of this organization shall be the Oregon Hockey Boosters, Inc.
- 1.2 Oregon Hockey Boosters, Inc. shall be referred to as Oregon Youth Hockey (OYH) throughout this document.
- 1.3 The principal address of OYH shall be Oregon Hockey Rink, 100 North Perry Parkway, Oregon, WI 53575. The OYH Board can change the office address at any time.

Article Two - Purpose

- 2.1 OYH shall provide the necessary skill development in the sport of ice hockey through, but not limited to teams, leagues, camps and educational clinics for participants within the surrounding Oregon School District and adjoining areas not served by a sanctioned youth hockey association.
- 2.2 OYH shall instruct participating youth in the fundamental skills of ice hockey by providing qualified, OYH certified coaching at all levels.
- 2.3 OYH shall provide an environment where each player, regardless of age, race, sex, religion, color, or ethnic background is treated fairly, with respect and in a positive supportive manner.
- 2.4 OYH shall foster safety, fairness, and fun.
- 2.5 OYH shall help players develop social skills that will foster positive interpersonal relationships.
- 2.6 OYH shall promote ice hockey as a physical activity that fosters a lifetime healthy lifestyle.

Article Three – Organization

- 3.1 OYH is organized to provide a hockey program for youth development from Learn to Play to 18U and to provide support for fundraising to high school teams. This program is for youth who reside in the Oregon School District and adjoining areas not served by a sanctioned youth hockey association. OYH is a non-stock corporation incorporated in the State of Wisconsin, and a 501(c)(3) not for profit organization under the U.S. Treasury Internal Revenue Code.
- 3.2 OYH shall not deny participation or discriminate on the basis of race, color, sex, creed, religion, national origin, disability (which would not prevent the youth from safely participating), or sexual orientation.

3.3 OYH shall provide equal access to coaching, facilities, practice and participation for youths in the Oregon School District regardless of their abilities.

3.4 OYH shall administer the regulations of the Wisconsin Amateur Hockey Association, Inc. and USA Hockey, Inc.

Article Four – Membership & Voting Rights

4.1 Any youth shall be a member for the purposes of participation as a youth hockey player provided his/her parent(s) or legal guardian(s) has completed the registration requirements and remained current with payments and other obligations.

4.2 The membership in OYH shall be open to all provided they pay the dues prescribed for membership in these bylaws. Once dues are paid, they are considered a member of the Association and have the right to vote in annual meetings.

4.3 The parents or legal guardians of those participants in the OYH program are a member. For the purposes of these bylaws, each family with one or more participants in the OYH program shall be limited to two voting members at the annual election.

4.4 The OYH Board of Directors may approve membership to others for services rendered to OYH. Parent(s) or guardian(s) of participants that have left the program due to age requirements may remain members of the association through active participation in meetings and/or hockey related activities.

4.5 Any member without a child in the OYH program, wishing to pursue a Board position, must be accepted by a majority vote of the Board of Directors prior to their nomination being accepted.

4.6 Coaches, regardless of having a child in the program or not, are considered members of the organization and entitled to the benefits the membership entails.

4.7 Membership can be terminated (with due process) by the Board of Directors for delinquency in payment of dues, or for specified conduct deemed egregious to the board, detrimental to the organization, or for violations of specific written codes of conduct as adopted by the membership.

- Due process consists of a verbal (documented) warning, a formal written warning, and subsequent expulsion from the OYHA.

4.8 OYH may limit participation and programs to any groups specified by USA Hockey or its affiliates.

Article 5 – Meetings

5.1 The meetings of the Board of Directors, as well as all meetings of the members, whether annual, regular or special, shall be held at such place in the State of Wisconsin including virtual meetings.

5.2 The meetings of the Board of Directors and semi-annual general membership meetings of OYH shall be held at a time and place designated by the Board of Directors in a notice, which shall be issued by the Board of Directors at least 10 calendar days prior to the meeting and shall be posted on the website.

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5.3 Robert's Rules of Order shall govern as to all meetings under these Bylaws except where the Rules may conflict with the Bylaws or with the Articles.

5.4 At the semi-annual general membership meetings, the first order of business shall be the report of the Treasurer, who shall account for all assets and liabilities and income and expenses. During the spring meeting, elections will be held.

5.5 Special meetings of the voting membership may be called by the Board of Directors as it deems necessary.

5.6 Monthly meetings of the Board of Directors shall be held at the place determined by the Board.

5.7 The fiscal year of OYH shall begin on the first (1st) day of September and terminate on the thirty-first (31st) day of August of the following year.

5.8 For voting purposes, a quorum shall be defined as those members present at the membership meeting. Each member shall be entitled to one vote (not to exceed 2 members per participant). Eligible voting members shall be in good standing.

5.9 A majority of the Board of Directors shall constitute a quorum at board meetings.

5.10 Any person with an ownership interest of 5% or greater in an ice skating rink or other vendor must disclose this fact to the Board of Directors and cannot be present during Board Meetings in which ice contracts or bids for goods and services are reviewed and discussed.

5.11 Members who wish to present to the Board of Directors must contact the Secretary at least 72 hours in advance of the meeting to be included into the agenda along with a topic.

Article Six – Board of Directors and Coordinators

6.1 The affairs and business of OYH shall be under the care and managed by the Board of Directors.

6.2 The Board of Directors shall consist of:

- President - Executive
- Vice President - Executive
- Treasurer - Executive
- Secretary - Executive
- Past President
- Fundraising Director
- Age Level Directors:
 - Mini-Mite 6U
 - Mite 8U
 - Squirt (10U)
 - Pee Wee (12U)
 - Bantam/Midget/Highschool (14U-18U)
 - Girls 6U-18U

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- Learn-to-Play Director
- Registrar
- Dibs/Volunteer Director
- Tournament Director

6.3 In addition to participating in the Board of Director's decision making processes, the Directors' purpose shall be to promote Oregon Hockey and serve as committee chairpersons as determined by the Board of Directors. Any Director should be an active member of OYH. Board of Directors' positions will be determined by board vote at the board meeting following the spring elections.

6.4 Any person with any ownership interest in an ice skating rink cannot run for, or be appointed to or assume the Office of President or Treasurer.

6.5 The voting members of the Board of Directors shall include all director level positions listed in Article 6, Section 2. Non-voting members of the Board of Directors include all Coordinator level positions. Coordinator positions will be appointed by the Board of Directors. A board member can maintain a dual role as a member of the Board of Directors and a coordinator. Coordinator positions can be filled through general membership volunteerism as well.

6.6 To the extent permitted by law, the corporation shall indemnify each Director of the corporation, and their heirs, executors and administrators against all expenses and liability reasonably incurred by them in connection with or arising out of any action, suit or proceeding in which they may be involved by reason of their being or having been a Director of the corporation, whether or not they continue to be a Director at the time of incurring such expenses and liabilities; such expenses and liabilities to include, but not limited to: judgments, court costs and attorney's fees and the cost of settlements. The corporation shall not, however, indemnify such Director with respect to matters as to which they shall be finally adjudged in any such action, suit, or proceeding to have been liable for willful misconduct in the performance of their duties as such Director. In the event a settlement or compromise is effected, indemnification may be had only if the Board of Directors shall have been furnished with an opinion of counsel for the corporation to the effect that such settlement or compromise is in the best interest of the corporation and that such Director is not liable for willful misconduct in the performance of their duties with respect to such matters, and, if the Board shall have adopted a resolution approving such settlement or compromise. The foregoing right of indemnification shall not be exclusive or other rights to which any Director may be entitled as a matter of law.

6.7 The Board of Directors shall serve three (3) year terms beginning at the first meeting following the annual spring membership meeting. Elections shall be by closed ballot. Directors shall be elected by majority vote of the members present at the annual spring meeting. Board of Directors' members shall be elected on a rotating basis with five board members elected each year.

6.8 A Board of Director member may resign at any time by giving 14 days prior written notice to the President of the corporation or, if there is no such President, then to the other Directors, and

upon the expiration of such 14 days such resignation shall become effective. Incapacity of any Director to serve as such shall have the same effect as their resignation.

6.9 If the office of any Executive Director becomes vacated, the remaining Directors shall choose a successor by appointing the person who received the next highest vote at the last election for the office. In the event that particular office was unopposed or in the event the person declines the appointment, the Board of Directors shall select the person by vote. Majority vote shall govern this selection. In the event there is no clear majority, the two receiving the most votes shall be voted on to determine the successor. The successor shall complete the remaining term of the leaving director, not start a new three (3) year term. In the event a non-executive director position becomes vacated, the board can vote to leave position vacant until next voting period.

6.10 The President shall preside at all meetings, appoint committees, attend or appoint a representative to represent OYH at county, state and regional hockey meetings. The President shall also have general supervision of the affairs of the corporation, select meeting dates and location of meetings, publish meeting agendas and minutes, further advise and assist board members as required, and with the Vice President oversee the grievance and disciplinary committee. The president should act as a liaison to USA Hockey, WAHA, and Region 4 Youth Hockey Council.

6.11 The Vice President shall assume all the positions and perform all the duties of the President in the President's absence or in the event of an inability or refusal to act, shall assume the office of President. The Vice President will work alongside the hockey director and schedule ice times for the OYH program. With the president, the vice president will oversee the grievance and disciplinary committee.

6.12 The Secretary shall properly post all necessary meeting notices, keep a record of the meeting proceedings, conduct necessary correspondence for OYH, and to safely and systematically keep all books, papers, records, and documents belonging to the corporation, or pertaining to the business thereof. The Secretary shall disseminate the minutes of the meetings to the Board of Directors and notify the Board of Directors of the meetings when so requested by the President. The Secretary shall turn over to a duly elected successor, all accounts, books, papers, vouchers and records pertaining to the office (including electronic files/computer if applicable).

6.13 The Treasurer shall keep an account of all monies, credit and property, of any and every nature of the corporation, which shall come into his/her hands, and keep an accurate account of monies received and dispersed, and proper vouchers for money matters pertaining to the office, as shall be required by the Board of Directors, which shall include, but not be limited to, submitting yearly budgets for Board of Directors approval, and annual financial statements to the membership. The Treasurer shall be responsible for the collection of membership dues, donations and billing statements of the association. All financial matters of the corporation shall be handled by the Treasurer. The Treasurer shall keep custody and possession of the principal books of account(s), and at all times make them available for inspection by any Director. The Treasurer shall turn over to a duly elected successor, all accounts, books, papers, vouchers and records pertaining to the office. The Treasurer shall assist in the budgeting process for OYH. Ideal candidates will have some past experience with accounting practices. On a monthly basis, treasurer must prepare and present current financial standings. This would include a cash flow report as well as the balance sheet for each period.

6.14 The Past-President shall serve as a non-voting advisor to the Board of Directors. The Past-President may take on special assignments as requested by the Board of Directors.

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6.15 The Learn to Play Director shall report to the Board of Directors and be responsible for every facet of the Learn to Play program. This will include recruitment of LTP instructors. The LTP director will have an introduction clinic for all parents as to what to expect during the LTP season. Together with the Hockey Director, the LTP director will come up with skating curriculum for the season.

6.16 The Age-Level Directors (ALDs) shall:

- Maintain open communication among coaches, parents, team reps, and the Board of Directors.
- Work to help resolve any problems at an age level that cannot be resolved by the team rep and, if necessary, bring these issues to the attention of the Board of Directors.
- Hold a parent/coach team meeting, as early as possible after teams are selected.
- Work with the Registrar to ensure rosters are complete, up-to-date and accurate, and submitted properly to Dane County Youth Hockey and WAHA.
- ALDs will represent Varsity, JV, Midget (16U & 18U), Bantam (14U), Pee Wee (12U), Squirt (10U), 8U and Cross-Ice (6U) levels.

6.17 The Tournament Director shall oversee all tournament operations including:

- * Coordinate and determine dates for age-level tournaments and work with ice scheduler to secure dates
- * Post tournament dates to website and WAHA site
- * Complete team registration for tournaments
- * Coordinate additional volunteers on a tournament committee
- * Report updates at monthly meetings

6.18 The Fundraising Director shall oversee all fundraising and promotional efforts for OYH. The Fundraising Director may coordinate additional volunteers as needed and is responsible for overseeing the fundraising committee.

6.19 The Registrar shall be responsible for ~~all advertising~~, communications with other youth clubs, and shall maintain the official skater/membership databases. These electronic spreadsheets shall contain the following data:

- *Alumni/Past Skaters*-names of graduates or past skaters. Data shall include name, address, phone number, email address, gender, youth association, date of birth, and graduation year.
- *Booster Members*-names of booster members. Data shall include name, address, phone number and email address.

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- *Board of Directors*-names of current board members. Data shall include name, address, phone number and email address.
- *Current Skaters*-names of youth and high school skaters. Data shall include name, address, phone number, email address, gender, youth association, date of birth, and graduation year.
- *Coaches*- names of youth and high school coaches. Data shall include name, address, phone number, email address.
- Maintaining a back-up files and provide to secretary and president

Current hardcopies of the database shall be provided to members requesting them

The Registrar shall oversee all registration activities including maintenance of the organizations registrations and rosters, with President and Age Level Directors to provide Region 4 Youth Hockey Council the required registration paperwork and roster information

6.20 The Dibs/Volunteer director shall Coordinate and track member volunteer efforts and activity, including:

- * Work closely with Board of Directors and coordinators to determine roles for credit including but not limited to the OYH activities, the Oregon Ice Arena concessions team and the volunteer needs of the junior hockey team.

- * Obtain membership roster from Registrar and cross-reference all (rostered) coaches, team managers and board members for complete volunteer credit and appropriately adjust requirements for multi-athlete families.

- * Maintain dibs website by setting-up and tracking volunteer shifts throughout the year.

- * Create and maintain spreadsheet for miscellaneous volunteers (manage throughout season).

- * Provide proactive communication to members regarding volunteer needs throughout the year and notify members of their dibs status.

- * Report monthly updates to the Board of Directors.

6.21 The Board of Directors shall create non-voting coordinator positions for the organization as needed and defined in policy.

Article Seven- Amendments

7.1 Proposed changes to these Bylaws may be amended or negated or new Bylaws at any meeting of the Directors by a three-fourths vote of the Board. Any Bylaw amended or negated or new proposed by the Board shall be subject to approval or repeal by the members of OYH, upon a majority vote of the members at its next regular meeting or by a special meeting.

Article Eight – Administrative Structure

8.1 The President shall, with the approval of the Board of Directors, establish any administrative structure consistent with these Bylaws.

8.2 The Board of Directors may create or revise rules and/or policies by majority vote of the Board. Any rule and/or policy created or revised by the Board will be reported to the membership via newsletter or meeting.

8.3 The Treasurer shall disburse all monies of the organization. Countersignature, unless required by amendment, shall not be necessary for disbursement. The President, in the absence of the Treasurer, shall, in their own right, have the power of disbursement, including the right to sign any and all checks and drafts. Contracts and/or conveyances shall need two (2) officers' signatures of the President and another appointed board member.

8.4 OYH, an affiliate of USA Hockey and WAHA, is an approved charitable organization according to the Internal Revenue Service of the United States of America whereby contributions are tax deductible. Only amendments not affecting such status may be made.

8.5 This organization may be dissolved as stated in the Statutes of the State of Wisconsin, and any excess assets available for distribution at the time of liquidation must be turned over to some religious, scientific, educational, benevolent, public body, or other non-profit association.

8.6 Yearly review shall be performed by an independent accountant for the Oregon Hockey Inc. These reviews shall be completed by August 1st of each year.

Article Nine – Powers of the Board of Directors

9.1 The Board of Directors shall have any and all power to do, enact or create anything or things necessary and germane to effectuate those powers granted in the Articles of Incorporation or the Bylaws.

9.2 Subject to limitations created by statute, the Articles of Incorporation or these Bylaws as amended from time to time, the Board may create, modify or abolish committees adopted by affirmative vote of the majority of the Board of Directors. The Board may grant such powers and assign such duties to committees of the Board to other committees created by them, to the Board of Directors as the Board may from time to time deem advisable.

9.3 The Board of Directors shall have the power to call meetings of said Board and also of the membership when it deems such meeting is in the interest of the organization; to conduct, manage and control the affairs, relations, business, and policies of the organization.

9.4 The Board of Directors shall recommend dues and assessments to the membership before registration opens.

9.5 The Board of Directors may amend the budget approved by the general membership meeting provided that such amendments shall not result in a budget variance exceeding \$2,500.00, and/or shall not result in additional assessment to the membership or participants.

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9.6 The Board of Directors shall have all powers over the affairs of OYH not specifically reserved to the members by the Articles, Bylaws, or Laws of the State of Wisconsin or the United States of America, nor limited by USA Hockey or its affiliates.

9.7 A Director can be removed from office by a three-fourths “no confidence” vote of the Board. At such expulsion, the officership shall automatically be canceled and the vacancy filled as hereinafter described. Any Board Members not attending three (3) consecutive or a total of four (4) meetings of the Board of Directors, during a fiscal year, without an excused absence from the President can be removed from office by the remaining Directors and a new Director appointed. Proper notice shall be given to the Director.

9.8 The Board of Directors shall have the power to suspend the rights of participation for violation of any rules or regulations regarding such participation, and may delegate such power to coaches and other persons in charge of programs, provided the rules for participation have been communicated in writing to the parent(s), guardian(s), and skater(s).

9.9 The Directors shall serve without compensation other than volunteer hour credit. They may engage any one of their number as an employee or otherwise to perform any of the duties referred to in these Bylaws, and may pay such Director the same compensation for performing such duties as would be paid to any other person for similar services. The Directors shall pay out of the principal and/or income all reasonable expenses incurred in the administration of the corporation and all just claims and charges against the corporation or against the Directors or any of them arising out of their acts or omissions in their capacity as Directors hereunder. A fixed sum and expense, if any, may be allowed for attendance at any meeting or meetings.

9.10 The Directors may from time to time employ or retain advisor, investment counsel, accountants, investigators, attorneys, and other agents and employees, and may from time to time prescribe the powers and duties of such persons, and may delegate to any of such persons the execution and administration of any acts of Directors, and may fix and pay to such persons out of the principal and income such compensation as they may deem just and reasonable.

9.11 The Directors may invest or reinvest any of the corporation’s funds as they deem best including, but not limited to stock rights, waivers, bonds, debentures, convertible debentures, notes, certificates of interest, certificates of deposits, or certificates of indebtedness or any other things of value issued by any person, firm, association, trust, corporation or body politic, whatsoever.

9.12 The Treasurer and President with approval of the board may open and maintain bank accounts in the name of the corporation, and make deposits and withdrawals subject to the rules of the Board.

9.13 Committees shall have only authority necessary to complete duties of the committee. Expenditures shall be discussed with the President or Board of Directors prior to any purchases.

9.14 With majority approval from the Board of Directors, the board of directors may elect to enter into contracts as they deem necessary for business purposes. Contract terms and conditions shall be reviewed annually with board members.

9.15 Check Writing Authority: Any and all checks issued above \$1000 on behalf of or under the name of OYH including any check written on any OYH account, must be signed by any two of the following officers: President, Vice President, Treasurer, or secretary.

