

THE COLONY HOCKEY CLUB

DBA Denton County Spartans

A Texas Nonprofit Corporation | 501(c)(3)

BYLAWS

Originally adopted: April 16, 2001

Last amended: March 9, 2026

ARTICLE I – NAME AND PRINCIPAL OFFICE

The name of this organization is The Colony Hockey Club (“TCHC” or the “Club”). The Club may also operate under the assumed name Denton County Spartans, or any other name approved by a quorum of the Board of Directors, to more accurately represent its merged-school membership.

The Club’s principal mailing address is: P.O. Box 561062, The Colony, TX 75056. The Board of Directors may change this address by majority vote.

ARTICLE II – PURPOSE AND ORGANIZATION

Section 1. Purpose. TCHC is organized exclusively for charitable, educational, and recreational purposes. Its mission is to promote and develop amateur youth ice hockey at The Colony High School and any other schools assigned to the Club by the AT&T Metro High School Hockey League (or its successor). Specifically, TCHC aims to:

- Stimulate interest in amateur youth ice hockey.
- Develop and administer a nonprofit youth ice hockey program.
- Promote the social, mental, and physical well-being of all participants.
- Provide instruction and coaching in an environment of good sportsmanship, fair play, and safety.
- Fulfill the duties of a USA Hockey-affiliated organization.

TCHC shall conduct all affairs in compliance with the rules and policies of USA Hockey and the AT&T Metro High School Hockey League (or its successor), as amended from time to time.

Section 2. Nonprofit Status. TCHC operates as a nonprofit corporation and shall take all actions necessary to maintain exemption from federal income taxation under Section 501(c)(3) of the Internal Revenue Code. No part of the Club's net earnings shall inure to the benefit of any private individual. TCHC shall not engage in substantial lobbying activity and shall not participate in any political campaign on behalf of any candidate for public office. TCHC is organized solely for the nonprofit purposes stated herein and does not contemplate pecuniary gain or profit to its members.

ARTICLE III – MEMBERSHIP

Section 1. General Members. All parents or guardians of duly registered players are General Members. Members are responsible for timely payment of fees and dues, participation in fundraising activities as established by the Board, and conducting themselves in accordance with TCHC and USA Hockey rules.

Section 2. Player Members. All players duly registered with TCHC, the applicable merged schools, and USA Hockey are Player Members. Players must satisfy eligibility requirements set by USA Hockey, TCHC, and the AT&T Metro High School Hockey League (or its successor).

Only Player Members may participate in TCHC-scheduled practices, games, or other ice time. The Board of Directors may grant written exceptions for non-Player Members, provided a written waiver from the player's parent or guardian is also obtained. No other representative of TCHC may authorize such participation.

Section 3. Meetings. The Club shall hold biannual General Membership meetings in March/April and August of each year. Special Membership meetings may be called by the President or by at least 25% of General Members. The purpose of any Special Membership meeting must be stated in the meeting notice, and business shall be limited to stated purposes.

Section 4. Notice. Notice of all membership meetings shall be provided at least seven (7) days and no more than thirty (30) days in advance, via newsletter, email, or first-class mail to each Member's address on file. Mailed notice is effective when deposited with the U.S. Postal Service, postage prepaid.

Section 5. Voting. Each family unit is entitled to one (1) vote per registered Player Member. Voting may be cast in person or by written proxy.

Section 6. Quorum. A quorum for any membership meeting consists of 50% of total voting power, whether present in person or by proxy. If a quorum is not reached, a majority of those present may adjourn the meeting without further notice.

Section 7. Special Members. The Board of Directors may, in its discretion, create a special membership category and define its criteria.

Section 8. Resignation. Any Member may resign by filing a written resignation with the Club Secretary. Resignation does not relieve the Member of any dues, assessments, or fees accrued prior to the effective date of resignation.

Section 9. Non-Transferability. Membership in TCHC is not transferable or assignable.

Section 10. Member Conduct. All TCHC members, family members, and guests must conduct themselves in a sportsmanlike, respectful manner at all TCHC activities. This includes respectful treatment of coaches, players, officials, and rink management. The Board of Directors may, after providing all concerned parties with a reasonable opportunity to be heard, restrict or remove any individual from TCHC activities for a specified period due to conduct violations. Nothing in this section limits the authority of referees, rink management, or coaches to address unruly behavior as it occurs.

ARTICLE IV – BOARD OF DIRECTORS

Section 1. Composition. TCHC shall be governed by an eight (8) member Board of Directors. The Board shall include six (6) officers: President, Vice President, Secretary, Treasurer, Fundraising Director, and Marketing & Communications Director. The remaining two (2) seats shall be At-Large Directors. Each Director has one (1) vote; the President casts a tie-breaking vote only.

Section 2. Player Liaison. Players may elect one primary and one alternate Player Liaison to attend and observe Board meetings. Liaisons are non-voting.

Section 3. Advisory Directors. The Board may appoint non-voting Advisory Directors to provide expertise and counsel. Advisory Directors need not be TCHC members.

Section 4. Team Managers. The Board may appoint non-voting Team Managers to provide focused support to each team within TCHC. Team Managers must be current TCHC members.

Section 5. Powers. The Board of Directors manages the affairs of the Club between general membership meetings, including organizing Club activities, communicating league rules, hosting tryouts, and scheduling ice time with the league.

Section 6. Regular Meetings. The Board shall meet at least once per calendar quarter, and more frequently as needed. Meetings are scheduled by the President or a majority of Directors. All coaches and members may attend as guests and may address the Board if placed on the agenda in advance or at the President's discretion. The Board may hold executive sessions without member notice upon request of a majority of Directors.

Section 7. Notice. Notice of Board meetings shall be given to all Directors at least forty-eight (48) hours in advance, orally or in writing. Notice must state the business to be transacted. Attendance constitutes a waiver of notice unless the attendee appears solely to object to the meeting's validity.

Section 8. Quorum. Five (5) voting Directors, present in person or by proxy, constitute a quorum for Board action.

Section 9. Vacancies. Vacancies on the Board shall be filled by affirmative vote of a majority of remaining Directors (even if less than a quorum). A Director so appointed serves the remainder of the vacated term.

Section 10. Committees. The Board may establish standing committees, each chaired by a Board member and consisting of one or more members. The Board may also designate ad-hoc committees as needed. All committees report to the Board of Directors.

The Vice President and Treasurer shall co-chair the Equipment & Apparel Committee, which is responsible for:

- Purchasing all equipment required for practice and competition, whether funded by TCHC or by players.
- Managing the Club's online apparel store.
- Arranging letter jacket fittings for Varsity players.
- Coordinating and providing all materials necessary for the annual team banquet.

Section 11. Action Without a Meeting. Any Board or committee action may be taken without a meeting if all members of the Board or committee sign a written consent describing the action. Such consent has the same effect as a unanimous vote at a duly held meeting.

Section 12. Compensation. Directors serve without compensation in their board capacity. A Director may separately serve TCHC in another capacity and receive reasonable compensation for those services.

ARTICLE V – ELECTIONS AND TERMS OF OFFICE

Section 1. Election Process. In April of each year, the Club Secretary shall chair a Nominating Committee of up to four (4) non-Board members, with representation from that season's Varsity and JV teams. An announcement shall be sent to all General Members who are not graduating seniors, inviting those interested in serving on the Board to contact the Secretary. The Nominating Committee will review all candidates and submit a recommended slate to the Board. The Board shall elect a new slate by simple majority vote at a Board meeting held after the end of the season, no later than June 15 of each year.

Section 2. Term of Office. Officers and At-Large Directors serve one-year terms beginning on the first Monday following the election. There is no limit on consecutive terms; a Director may serve in the same or different positions across multiple terms.

Section 3. Vacancies. Board vacancies shall be filled as described in Article IV, Section 9.

Section 4. Removal by Members. Any Officer or At-Large Director may be removed by Members at a Special Membership meeting, provided the removal vote is included in the published agenda and notice is given to all Members at least five (5) days in advance by posting or email. Removal requires approval of two-thirds (2/3) of votes cast, and Members must be offered an alternative means of casting a ballot.

Automatic Removal. Any Director who accumulates three (3) consecutive unexcused absences from Board meetings is automatically removed from the Board.

ARTICLE VI – DUTIES OF OFFICERS, DIRECTORS, AND TEAM MANAGERS

Section 1 – President

The President is the principal executive officer of TCHC and has overall supervisory responsibility for Club affairs. Key duties include:

- Serving as principal financial officer and overseeing the Club's financial affairs.
- Presiding at all Membership and Special meetings and preparing agendas.
- Scheduling practice times and negotiating and executing agreements with ice rinks.

- Executing authorized contracts and instruments, co-signed with the Secretary or other authorized officer.
- Handling all personnel matters with TCHC coaches, including salary discussions, performance reviews, bonuses, and job descriptions, on behalf of the Board.
- Representing TCHC at league and governing body functions.
- Casting tie-breaking votes at Board meetings.

To be eligible for the Presidency, a candidate must have served at least one full season as a Board member or Team Manager.

Section 2 – Vice President

The Vice President serves as the President's principal deputy and assumes the President's duties and authority in the President's absence or inability to act. Additional responsibilities include:

- Managing team rosters and submitting required documentation to the league.
- Overseeing player suspensions and communicating disciplinary actions to players and parents.
- Communicating league rule updates to players and parents.
- Leading recruitment of future players, forecasting player numbers, and coordinating with the Marketing Director to publicize tryouts and attendance zones.
- Representing TCHC at league and governing body functions.
- Co-chairing the Equipment & Apparel Committee with the Treasurer.

Section 3 – Secretary

The Secretary is the Club's official record-keeper. Responsibilities include:

- Recording and maintaining minutes of all membership and Board meetings.
- Providing all legally required notices.
- Serving as custodian of corporate records and bylaws.
- Managing Club technology platforms (email, document management, etc.).
- Administering new member registration each year.
- Maintaining and distributing a roster of all Members and a team event schedule.
- Collecting mail from the TCHC P.O. Box at least once per month.
- Chairing the annual Nominating Committee.

Section 4 – Treasurer

The Treasurer has custody of all Club funds and securities. Responsibilities include:

- Receiving, receipting, and depositing all monies in authorized Club accounts.
- Submitting a proposed annual budget to the Board at least two (2) weeks before the Annual Membership meeting.

- Maintaining a current Member roster in coordination with the Secretary.
- Coordinating with the Secretary and Marketing Director to manage online registration and payment functions.
- Co-chairing the Equipment & Apparel Committee with the Vice President.

Section 5 – Fundraising Director

The Fundraising Director is responsible for designing, planning, and executing all fundraising activities as authorized by the Board, to ensure the Club meets its financial objectives.

Section 6 – Marketing & Communications Director

The Marketing & Communications Director manages all promotional and communications activities, including:

- Maintaining the TCHC website and all social media accounts.
- Setting up online registration for each season and team functions, in coordination with the Treasurer.
- Submitting articles and photos to local media outlets.
- Sending email announcements to Club members as directed by the President or Board.
- Maintaining current distribution lists for each team, coaches, and the full Club.

Section 7 – At-Large Directors

The At-Large Directors each chair a standing committee and are collectively responsible for planning and coordinating annual Club events, including (at minimum):

- Tailgates and game-day events
- Senior Night
- Picture Day
- Family Skate and Alumni Skate
- Holiday Party
- End-of-Season Banquet

At-Large Directors work with Team Managers and parent volunteers to execute these events.

Section 8 – Team Managers

Each team within TCHC shall have a designated Team Manager who serves as the primary liaison between the Board, coaches, and team families. Team Managers are appointed by the Board and are responsible for:

- Maintaining team-specific communication channels and ensuring players and families receive timely, accurate information regarding schedules, events, and Club updates.

- Supporting coaching staff with administrative and logistical needs, including coordinating equipment, paperwork, and any materials required for practice or competition.
- Managing game day operations, including hanging of banners, coordinating volunteers, and serving as the on-site point of contact for families.

ARTICLE VII – COACHES

Section 1. Certification. All Board members and coaches shall obtain and maintain a current SafeSport certification and a valid USA Hockey registration number before participating in any Club activity.

Section 2. Conduct. Coaches are expected to model exemplary conduct at all times, particularly in interactions with referees and opposing players. Coaches are responsible for enforcing TCHC conduct standards among their players.

Section 3. Head Coach. The Head Coach is responsible for managing the hockey program with respect to practices, games, and player conduct. At the Annual Membership meeting in August, the Head Coach shall communicate to players and members his or her goals, philosophy, expectations, and rules of conduct. The Head Coach shall promptly communicate any player or coach concerns to the President, who is responsible for bringing such matters to the full Board.

ARTICLE VIII – DUES AND FEES

Section 1. Fee Schedule. The Board of Directors shall establish annual team fees and payment schedules. All fees are non-refundable upon payment. The Board may, by majority vote, reduce fees for a player who joins after the season has begun. Members may be required to pay additional fees for tournaments or events not covered by the standard annual fee.

Section 2. Payment Methods. Payments may be made through the U.S. Mail (to the Club's P.O. Box), via the Club's online portal, or in person to the President or Treasurer.

Section 3. Default and Termination. Members who fail to pay dues by the established deadline are considered in default. Members in default have their voting rights suspended until all amounts are paid in full. If default continues past the first (1st) day of the month following the month for which payment was due, the member's membership shall be terminated and the player may not participate in any Club activities, including practices and competitions.

Section 4. Reinstatement. A terminated member may be reinstated upon payment in full of all outstanding fees, dues, and any applicable reinstatement fee. The Board may waive reinstatement requirements for good cause shown.

ARTICLE IX – BOOKS AND RECORDS

TCHC shall maintain accurate and complete books and records of account, and minutes of all membership and Board meetings. A register of Member names, addresses, and voting power shall be kept at the Club's principal office or as otherwise directed by the Board. All books and records may be inspected by any Member for a proper purpose at any reasonable time.

ARTICLE X – CONTRACTS AND FINANCES

Section 1. Contracts. The Board of Directors may authorize any officer or agent to execute contracts or instruments on behalf of TCHC. Such authority may be general or limited to specific instances.

Section 2. Checks and Drafts. All checks, drafts, and payment orders shall be signed by the Treasurer. Instruments exceeding \$1,000.00 must be countersigned by the President or another designated Board member.

Section 3. Deposits. All Club funds shall be deposited into accounts at financial institutions selected by the Board of Directors.

Section 4. Gifts. The Board may accept contributions, gifts, bequests, or other donations on behalf of TCHC for its general or any special purpose.

Section 5. Annual Financial Review. The Board shall direct an independent outside review of the Club's financial records and books prior to filing the annual tax return.

ARTICLE XI – FISCAL YEAR

The fiscal year of TCHC runs from June 1 through May 31 of each year.

ARTICLE XII – AMENDMENTS

These bylaws may be amended at any Board meeting by a two-thirds (2/3) vote of votes cast, provided that notice of the proposed amendment is given to all Board members at least five (5) days in advance by posting or email, and that Board members are provided an alternative means of casting a ballot.

ARTICLE XIII – DISSOLUTION

Any voluntary dissolution of TCHC shall be conducted in accordance with the Texas Nonprofit Corporation Act (Texas Business Organizations Code §22.001 et seq.) and any successor legislation in effect at the time.

Upon dissolution, all remaining assets shall be distributed exclusively for one or more purposes exempt under Section 501(c)(3) of the Internal Revenue Code, or to the federal, state, or local government for a public purpose. No assets shall inure to the benefit of any private individual.

ARTICLE XIV – INDEMNIFICATION

Section 1. Indemnification of Officers and Directors. To the extent funds are available, TCHC shall indemnify any current or former Officer or Director for reasonable expenses and attorney's fees actually and necessarily incurred in connection with any claim arising from their service to TCHC, except where such person has been found guilty of negligence or misconduct in the matter for which indemnification is sought.

Section 2. Court-Ordered Indemnification. If TCHC has not fully indemnified a person under Section 1, a court of competent jurisdiction may assess indemnification against TCHC, its receiver, or trustee, for amounts paid in satisfaction of a judgment or claim (excluding amounts paid to TCHC), and for reasonable expenses and attorney's fees, to the extent deemed reasonable and equitable. Such court-ordered indemnification is available only if the court finds the person was not guilty of negligence or misconduct in the relevant matter.

APPENDIX – IRS 501(C)(3) REQUIRED PROVISIONS

The following provisions are required by the Internal Revenue Service and are incorporated into these bylaws:

a) TCHC is organized exclusively for charitable, religious, educational, and/or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

b) No part of the net earnings of TCHC shall inure to the benefit of, or be distributable to, its members, directors, officers, or any other private individual. TCHC may pay reasonable compensation for services rendered and make payments in furtherance of its exempt purposes. No substantial part of TCHC's activities shall constitute carrying on of propaganda or attempting to influence legislation. TCHC shall not participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office. TCHC shall not carry on any activities not permitted to be carried out by an organization exempt under Section 501(c)(3) of the Internal Revenue Code (or corresponding future federal tax provisions), or by an organization described in Section 170(c)(2) of the Internal Revenue Code.

c) Upon the dissolution of TCHC, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code (or the corresponding provision of any future federal tax code), or to the federal government or a state or local government for a public purpose.

CERTIFICATION

The undersigned hereby certifies that the foregoing Bylaws were duly adopted and, as indicated below, subsequently amended by The Colony Hockey Club.

Originally adopted: April 16, 2001 — Becky Russell, Secretary

Amended: January 30, 2002 — Kenneth J. Davis, Jr., First Vice-President

Amended: March 13, 2002 — Kenneth J. Davis, Jr., Secretary

Amended: July 1, 2004 — Kenneth J. Davis, Jr., Secretary

Amended: June 24, 2021 — Jeremy Ursi, Secretary

Amended: April 6, 2026 — Nicole Good, Secretary

Secretary Signature: _____ Date: _____

President Signature: _____ Date: _____