

# RED WING AMATEUR HOCKEY ASSOCIATION

## BYLAWS

Last Revised on

April 2026

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### I. Membership

#### A. Qualification

Any player for whom registration fees have been paid shall be considered a player in good standing. Any parent or guardian of a player in good standing is considered a member in good standing. In addition, any community member who is an active volunteer within the Red Wing Amateur Hockey Association can and will be noted as a member of RWAHA. Any player, parent or coach who has received a disciplinary penalty from USA Hockey, Minnesota Hockey, or current Minnesota Hockey District or RWAHA for "Code of Conduct" violations may be disqualified as a RWAHA member in good standing by the RWAHA Board. The annual membership period shall commence on the date of hockey registration for the current season and run to the day prior to the following season registration opening date. Membership shall be considered continuous from year to year until there is a failure to register for the season in that year.

#### B. Voting

Each member in good standing (as defined in is entitled to one vote per issue at the monthly or periodic meetings of RWAHA, including the annual meeting, provided such member is at least 18 years of age. No proxy votes will be recognized or counted.

#### C. Rights

There shall be one class of members and their voting and other interests and privileges are Equal.

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## II. Officers

The RWAHA shall have the following officers; President, Vice President, Secretary and Treasurer.

### A. President

Either the President or Vice President shall preside at all meetings of the Board of Directors and the General Meeting of the RWAHA and act in its interest in all cases. He/She shall have powers either directly or through delegation thereof to designate the powers and duties of all officers and members of those specifically enumerated in this Article for other officers and the power reserved to the Board of Directors as outline in Article III of these by – laws. The President shall remain on the Board of Directors for a period of one year after the end of his/her term to assist/mentor the new President, even if his/her term on the Board of Directors would have otherwise expired.

The President shall take direct charge and assume responsibility in the supervision of the business of RWAHA and may delegate as necessary to execute these responsibilities:

1. Supervise the publication of required notice for all meetings.
2. Supervise the preparation and delivery of the agenda to the Secretary for all meetings of RWAHA at which he/she presides.
3. Approve all contracts and other legal documents before they are executed on behalf of RWAHA. The Board of Directors must first approve such contracts or documents.
4. Sign checks in addition to the Treasurer.

### B. Vice President

In the absence of the President the Vice President shall perform all of the duties and execute all powers and responsibilities outlined above. In addition the Vice President shall execute these responsibilities:

1. Supervise the preparation and publication of the calendar for all RWAHA events.
2. Supervise the planning and coordination of all activities of RWAHA.
3. Perform such other duties as are delegated to him/her by the President.

### C. Secretary

The Secretary shall take, transcribe, duplicate and maintain a file of minutes of the General Meeting and all meetings of the Board of Directors. At the end of the year the Secretary shall collect, label and file all materials which have come into possession during his/her term in office. The Secretary shall maintain an official document file, which shall contain "The Articles of Incorporation" and by – Laws of RWAHA. When a successor is elected, the Secretary shall transfer to his/her duly qualified successor the official document file after reviewing such file to determine its completeness and accuracy. The Secretary shall also perform the following duties and responsibilities:

1. Distribute agendas, minutes, directives, schedules, membership lists, and other such materials as is given by the President to the association members.
2. Maintain a master list of all members of RWAHA.
3. Provide notice of meetings as required by these by-laws.
4. Conduct all association correspondence except for publicity releases.

### D. Treasurer

The Treasurer shall have the following powers and responsibilities:

1. He/She shall have custody of all funds of the association and shall keep an accurate record of receipts and expenditures.
2. Issue checks on the RWAHA account.
3. Prepare an annual written report on receipts and expenditures for presentation to the General Meeting of RWAHA. He/She shall also prepare such other reports as shall be required by the President or the Board of Directors.
4. Be responsible for distribution of the annual budget of RWAHA.
5. The Treasurer shall remain on the Board of Directors for a period of one year after the end of his/her term to assist/mentor the new Treasurer.

### III. Board of Directors

#### A. Election to Office and Term

Any member of RWAHA in good standing who has not:

- been convicted of a felony or gross misdemeanor involving theft
- has not been convicted of a crime of gambling
- has not had a license issued by the Gambling Control Board revoked for a violation of law or Gambling Control Board rule

may be elected to the Board of Directors. If a member of the Board of Directors fails to attend three regular meetings between annual meetings, that position on the Board of Directors may be declared vacant and a replacement shall be appointed. The appointee shall serve the remaining unexpired term of the displaced board member.

The Board of Directors shall consist of seven (7) elected members. Board of Directors shall be elected by ballot for terms of three (3) years by majority vote of members at the annual meeting. The terms shall begin on the date of the annual meeting.

Board term structure shall be as follows

“Year 1”- Three board terms will expire and be up for election

“Year 2”- Two board terms will expire and be up for election

“Year 3”- Two board term will expire and be up for election

This rotation will start at the April 2024 annual meeting

Example

April 2024- Three board terms will expire and be up for election

April 2025- Two board terms will expire and be up for election

April 2026- Two board term will expire and be up for election

## B. Powers and Duties

The Board of Directors shall be the general governing body of RWAHA. It shall approve the budget of the RWAHA and require such reports from officers and committees that are required to efficiently deal with the business of the RWAHA. In addition to the power and duties specified above, the Board of Directors shall appoint replacements to serve as officers in the event any officer is unable to remain a member of the Board of Directors, the remaining Board members shall appoint a replacement to serve the un-expired term of the resigning board member.

## C. Meetings

The Board of Directors shall hold monthly meetings and such additional meetings as may be necessary from time to time be called by the President or upon written request to the President by any three members of the Board. Either the President or Vice President shall preside at all meetings of the Board of Directors. Written notice to members must be given at least 72 hours prior to such meetings. The notice shall indicate the time and place of the intended meeting and subject matters to be discussed. Meetings shall be conducted under Roberts Rules of Order.

## D. Quorum

For all meetings of the Board of Directors, a simple majority of directors shall constitute a sufficient quorum to transact business and a majority vote of members shall be sufficient to adopt such matters as may come before the board of Directors.

## IV. General Meeting

### A. Meetings

RWAHA shall have a general meeting of all members, which shall be held at the end of the hockey season or at the discretion of the Board of Directors. RWAHA shall have such additional general meetings as are called by the President or the Board of Directors. Meetings shall be conducted under Roberts Rules of Order.

## B. Notices

To call a general meeting, notice must be published at least one week prior to such meeting.

Notice shall be placed in a public location, which may include the following, RWAHA website, social media accounts, or at the Prairie Island Arena consisting of information as to the date, time and place of the meeting.

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## V. Elections

### A. Procedure

All elections of the RWAHA shall be conducted under the supervision of a committee appointed by the President. Ballots shall be provided so that all qualified persons may vote at such elections and the head of that committee shall act as the official counter and announce the results of the election.

### B. Nomination

Nominations for the replacement of board members will be gathered by any board members who have contacted individuals who want to be on the Board of Directors. An open ballot containing all the names will be voted on at the annual meeting to determine the new board members.

## VI. Amendments

These by-laws may be altered or amended at any regular meeting of the Board of Directors under the following circumstances: The proposed amendment must be approved by a majority vote of the entire board at a board meeting. Membership will be informed of the proposed amendment at least 10 days prior to the next meeting of the Board of Directors to discuss the proposed amendment change. The agenda for this meeting will also include the proposed amendment change. The proposed amendment must be ratified by a majority of members in attendance at the meeting.

## VII. Procedures/Policies

RWAHA will act and comply with the following procedures/policies and governing bodies, including but not limited to:

RWAHA Handbook

Minnesota Hockey [www.minnesotahockey.org](http://www.minnesotahockey.org)