

## **GENESEO/FINGER LAKES YOUTH HOCKEY**

### **BY-LAWS (revised November 2025)**

#### **ARTICLE 1 – ORGANIZATION NAME**

The organization shall be legally known as Geneseo/Finger Lakes Youth Hockey, Inc. The organization may also be referred to as GFLYH or GYH or Geneseo Youth Hockey or Geneseo/Livingston Blues Youth Hockey or Livingston Blues Youth Hockey or Livingston Blues.

#### **ARTICLE 2 – PURPOSE**

The purpose of Geneseo/Finger Lakes Youth Hockey shall be to instill the necessary attitudes for good sportsmanship while fostering safety, fairness and fun while playing the sport of ice hockey.

#### **ARTICLE 3 – AFFILIATIONS**

- A. This organization shall be, and is hereby governed by the rules of USA Hockey, New York State Amateur Hockey Association and the leagues with which Geneseo/Finger Lakes Youth Hockey is affiliated.
- B. Eligibility to participate in Geneseo/Finger Lakes Youth Hockey is not determined by sex, race, color, national origin, gender identity or expression, sexual orientation, disability, or creed. Age may determine the level or division in which a youth player is eligible to participate. Eligibility to serve as a volunteer, coach, or staff member is not determined by sex, race, color, national origin, gender identity or expression, sexual orientation, disability, creed, or marital status. All adult volunteers, coaches, staff and players with regular contact with athletes under 18 must successfully complete a background screening through USA Hockey's designated provider prior to contact with participants. Individuals with criminal convictions that could affect the safety or well-being of participants may be disqualified. Geneseo/Finger Lakes Youth Hockey is committed to maintaining a safe, inclusive, and non-discriminatory environment for all participants and volunteers.
- C. Geneseo/Finger Lakes Youth Hockey is organized for the specified in Section 501 (C) (7), Sports Entity, of the Internal Revenue Code of 1954 and shall not carry on any activities not permitted or exempt from the Federal Income Tax under Section 501 (C) (7) or corresponding provisions of any subsequent tax laws.
- D. No part of the earnings of Geneseo/Finger Lakes Youth Hockey shall benefit any member, trustee, director, officer or private individual, except for compensation may be paid for services rendered.
- E. Geneseo/Finger Lakes Youth Hockey shall not participate in any political campaign on behalf of candidates for public office.
- F. In the event of dissolution of Geneseo/Finger Lakes Youth Hockey, any remaining funds and property, after payment of all necessary expenses, will be donated to a non-profit amateur hockey association. No member, trustee, director, officer or private individual shall be entitled to share in

the distribution of any assets, funds or property, on dissolution of Geneseo/Finger Lakes Youth Hockey.

## **ARTICLE 4 – GENERAL MEMBERSHIP**

A. Geneseo/Finger Lakes Youth Hockey general membership shall be defined as:

- Any currently registered player in good financial standing, not having obtained a release from the organization.
- The parents (custodial or non-custodial) or legal guardians of a Geneseo/Finger Lakes Youth Hockey registered player.
- Any member of the current Board, elected or appointed. This includes friends of the organization, appointed by the Board, for a period of not more than one year.
- Formally appointed head coaches without a player in the organization.

B. Geneseo/Finger Lakes Youth Hockey Voting membership consists of those individuals having the right to cast votes to elect Geneseo/Finger Lakes Youth Hockey Board Members. Voting members may cast only 1 vote and shall be defined as:

- Current Board members, elected or appointed
- One representative from each custodial household (household having legal custody of one or more current Geneseo/Finger Lakes Youth Hockey registered players) and must be 18 years of age or older.
- Current coaches

## **ARTICLE 5 – GOVERNMENT**

A. The governing body of Geneseo/Finger Lakes Youth Hockey shall be known as the “Board”. The Board shall consist of the following elected and appointed positions:

### **Elected Positions**

1. President
2. Vice President
3. Secretary
4. Registrar
5. Ace Coordinator
6. Equipment Manager
7. Member at Large/Committee Chair
8. Member at Large/Committee Chair

### **Appointed Positions**

1. Treasurer
2. Empire Representative
3. Western NY Representative
4. Director of Communication
5. Referee Coordinator
6. Ombudsman
7. Ice Coordinator

B. A member of the Board shall be:

- An individual, 21 years of age or older, who believes in the purpose of Geneseo/Finger

Lakes Youth Hockey, as defined by the by-laws.

- Board members are expected to promote Geneseo/Finger Lakes Youth Hockey in a positive manner through their actions and comments at all times.
- More than one member of a custodial household shall be eligible for nominations and election to the Board.

C. The nominations for elected positions may come from any member of Geneseo/Finger Lakes Youth Hockey.

D. The newly elected Board shall select the appointed members of the Board by majority vote of the total of elected members.

E. All Board members shall have the responsibility to attend the board meetings with full voting rights on all issues.

- A member of the Board shall make decisions based on the best interests of the entire organization.

F. The term for Board members shall be one year.

G. A vacancy on the Board shall be filled for the remainder of the term by a majority board vote.

H. An applicant is expected to have a minimum two years of experience, in a youth hockey organization, to hold the President or Vice President positions.

## **ARTICLE 6 – BOARD MEETINGS**

A. General Membership Meetings

- The President or a majority of the Board may call General Membership Meetings
- The President will set the agenda for General Membership Meetings
- General Membership Meetings shall be scheduled at least once a month during regular hockey season and shall be open to membership unless the Board deems it necessary to have a closed-door session in which at least part of the General Board Meeting will be open to the membership.
- A quorum of at least 50 percent plus one, of the current Board members, must be present at any Board meeting for a valid vote to take place.
- In the event an immediate decision is needed on any issue, voting by e-mail correspondence is accepted by Geneseo/Finger Lakes Youth Hockey.
- Notice of General Membership Meetings shall be published at least one week prior to the meeting.

## B. Annual Membership Meetings

- Election of Geneseo/Finger Lakes Youth Hockey Board members shall take place at the Annual Membership Meeting
- The Annual Membership Meeting shall be held each year at the end of, or immediately following, the regular hockey season.
- Notice of the Annual Membership Meeting shall be published at least one week prior to the meeting.
- Prior to elections, the President and Treasurer shall give a report to reflect the current financial condition of Geneseo/Finger Lakes Youth Hockey.
- Nominations from the floor will take place at the General Membership Meeting one month prior to the Annual Membership Meeting. Self-nomination is not permitted. Candidates must be in person to accept or refuse a nomination. Candidates are only allowed to run for one position.
- Each voting member, as defined in Article 4, will have one vote. Proxies or votes in absentia will not be recognized.
- Newly elected Board members will take office the month following the Annual Membership Meeting and will select the appointed Board.

## **ARTICLE 7 - COMMITTEES**

### A. Executive Committee

- The Board, at its discretion, may hold Executive Board Meetings not open to the General Membership.
- The Executive Committee is comprised of the elected officials on the Geneseo/Finger Lakes Youth Hockey Board and anyone else they deem necessary for the purpose of their meeting.
- Decisions of the Executive Board shall be subject to the final approval of the Board.

### B. General Committee

- The Board shall determine the committees deemed proper and necessary to fulfill the object and purpose of Geneseo/Finger Lakes Youth Hockey.
- All committee chairpersons shall be approved by the Board.
- Committees, as needed, shall be made up of volunteers not currently on the Board but part of the Geneseo/Finger Lakes Youth Hockey adult membership.

- The President and/or Vice President shall be a member of all committees.
- All committee decisions and actions are subject to Board approval.

## **ARTICLE 8 – REMOVAL FROM OFFICE**

A. Any Board member may be removed from office as a result of failure to fulfill their duties or for conduct detrimental to the best interests of Geneseo/Fingers Lakes Youth Hockey.

- If a Board member misses 3 consecutive board meetings, without adequate excuse, an automatic removal from the Board will result and a replacement will be appointed.

B. Removal from office, other than reason of absence, must follow the following procedure:

- A petition stating the charge shall be filed with the President by two-thirds of the Board.
- Ten days' notice will be given to the Board, and the member, of a meeting with the charge placed on the agenda.
- The petitioners shall present their case first, charged Board member second and then a discussion and vote will follow.
- A two-thirds vote of the Board shall be necessary to remove a member from office.
- No removal proceedings shall be based upon the same evidence more than once.

C. The Vice President will preside over the removal proceedings if the charged member is the President.

## **ARTICLE 9 – AMENDMENTS**

A. The by-laws of Geneseo/Finger Lakes Youth Hockey may be amended be a two-thirds vote of the Board, provided written notice of the proposed action has been given to each board member at least 10 days prior to the time action is to be taken.

## **ARTICLE 10 – RULES, POLICIES AND PROCEDURES**

A. Robert's Rules of Order shall be referenced, when necessary, to govern Geneseo/Finger Lakes Youth Hockey in all cases where they are not inconsistent with the by-laws.

B. A Policy and Procedure manual will be maintained yearly.

- Current policies and procedures will be reviewed and amended at the first General Membership Meeting of each new Board.

## **ARTICLE 11 – AUTHORITY TO BIND**

A. No member of Geneseo/Finger Lakes Youth Hockey shall contract for or enter into any agreement, or otherwise obligate this organization, financially or otherwise, without proper authorization from the Board.

## **ARTICLE 12 – FINANCIAL OBLIGATIONS**

A. The Board shall determine all fees and assessments for Geneseo/Finger Lakes Youth Hockey.

B. The Board shall set, at the start of each season, rules regarding payments and payment schedules.

C. Only the President may authorize suspensions of players for financial matters.

D. In the event a player is to be suspended for nonpayment, the President, Registrar or Treasurer shall notify that player at least seven days prior to suspension in writing.

E. The President shall notify the Ace Coordinator of all pending suspensions.

F. All finance and financial matters shall be under the control of the Board.

G. No funds shall be used by anyone without the Board's approval.

H. The President or Treasurer shall be the only endorsees authorized to disburse Geneseo/Finger Lakes Youth Hockey funds.

- All funds disbursed by check require the signature of the Treasurer.
- The President shall use the credit card and is approved for a \$500 limit.

## **ARTICLE 13 – DUTIES OF BOARD MEMBERS**

A. The President

- The President shall be the Chief Executive Officer of Geneseo/Finger Lakes Youth Hockey.
- The President shall act as the official representative for all outside activities concerning Geneseo/Finger Lakes Youth Hockey, or shall designate a Board member to do so.
- The President shall preside over all meetings of the Board.
- The President shall see that all orders and resolutions of the Board are carried out.
- The President shall secure a meeting location and set the agenda for all General Membership Meetings.
- The President only votes in the event of a tie vote by the Board.

- The President shall perform other duties as assigned by the Board.

B. Vice President

- The Vice President shall, during the absence of the President, have all the powers and functions of the President.
- The Vice President shall be a general adviser to the President.
- The Vice President shall be responsible for overseeing the administrative activities of Geneseo/Finger Lakes Youth Hockey.
- The Vice President shall perform other duties as assigned by the Board.

C. Secretary

- The Secretary shall keep permanent records of all meetings of Geneseo/Finger Lakes Youth Hockey, issue notice of meetings and record all minutes of each meeting.
- The Secretary shall keep and publish a directory of all Board members.
- The Secretary shall keep a general membership list.
- The Secretary shall provide a copy of the by-laws and policies at all meetings.
- All records of the Secretary shall remain the property of Geneseo/Finger Lakes Youth Hockey.
- The Secretary shall perform other duties as assigned by the Board.

D. Registrar

- The Registrar shall be responsible for the registration of all members and collect all registration fees.
- The Registrar shall submit all required rosters.
- The Registrar shall maintain current and accurate records of all registration activities.
- The Registrar shall perform other duties as assigned by the Board.

E. Ace Coordinator

- The Ace Coordinator shall ensure that all coaches are certified for their level.
- The Ace Coordinator shall create coach and player development programs.
- The Ace Coordinator shall be responsible to appoint coaches for each team and to

approve all assignment of players to teams.

- The Ace Coordinator shall submit coaching recommendations to the Board.
- The Ace Coordinator shall develop a formal process for player's selection and movement.
- The Ace Coordinator shall perform other duties as assigned by the Board.

#### F. Equipment Manager

- The Equipment Manager shall be responsible for all Geneseo/Finger Lakes Youth Hockey related equipment.
- The Equipment Manager shall obtain the approval by the Board for all equipment purchases.
- The Equipment Manager shall be responsible for reporting of the accountability and distribution of equipment.
- The Equipment Manager shall perform other duties as assigned by the Board.

#### G. Treasurer

- The Treasurer shall keep current detailed financial records
- The Treasurer shall keep the Board up to date on all financial matters affecting the running of Geneseo/Finger Lakes Youth Hockey.
- The Treasurer shall only dispense funds in accordance with the by-laws.
- The Treasurer shall prepare an audit report for Geneseo/Finger Lakes Youth Hockey Annual Membership meeting.
- The Treasurer shall be responsible for obtaining, retaining and filing appropriate tax forms with the State and Federal agencies.
- The Treasurer shall perform other duties as assigned by the Board.

#### H. Empire Representative

- The Empire Representative shall act as the liaison between the Board and the Empire Amateur Hockey Conference.
- The Empire Representative shall update the Board on any rule changes.
- The Empire Representative shall insure correct placement of players and teams and participate in the ongoing assessment of coaches and team personnel.

- The Empire Representative shall perform other duties as assigned by the Board.

I. Western NY Representative

- The Western NY Representative shall act as a liaison between the Board and the Western NY Amateur Hockey League.
- The Western NY Representative shall update the Board on any rule changes.
- The Western NY Representative shall insure correct placement of players and teams and participate in the ongoing assessment of coaches and team personnel.
- The Western NY Representative shall perform other duties as assigned by the Board

J. Director of Communication

- The Director of Communication shall be responsible for maintaining the website of Geneseo/Finger Lakes Youth Hockey.
- The Director of Communication shall be responsible for communication to the general membership
- The Director of Communication shall perform other duties as assigned by the Board.

K. Referee Coordinator

- The Referee Coordinator shall be responsible for the scheduling of all officials for Geneseo/Finger Lakes Youth Hockey.
- The Referee Coordinator shall be the line of communication to the Rochester Ice Hockey Officials Association (RIHOA)
- The Referee Coordinator shall perform other duties as assigned by the Board.

L. Ombudsman

- The Ombudsman shall act as the liaison between the general membership and the Board.
- The Ombudsman shall perform other duties as assigned by the Board.

M. Ice Coordinator

- The Ice Coordinator shall be responsible for scheduling all ice time for Geneseo/Finger Lakes Youth Hockey in accordance with Board approved plans.
- The Ice Coordinator shall perform other duties as assigned by the Board.

N. Member at Large/Committee Chair

- The Member at Large shall perform duties as assigned by the Board.