

Volunteer Policy

APPROVED BY

Board of Directors

EFFECTIVE DATE

May 1 – April 30

DATE APPROVED

July 13th, 2026

STMAYHA operates successfully because of our volunteers. To provide a quality program and create a positive experience for our players, we need help from each registered family. All opportunities throughout the season are posted on STMAYHA's website. The policy is in effect from May 1 through April 30 of the following year, aligning with STMAYHA's fiscal year.

Families must complete 10 hours of volunteer hours per player association; this does not include team volunteer shifts.

- Families have the option to buy out their volunteer hours at registration for \$1,000 per player. If association volunteer hours are bought out, families are still responsible for team volunteer hours.
- Failure to meet requirements by the end of the fiscal year will result in \$1,000 charged per player to the credit card on file.
- In the instance volunteer hours are not completed and the credit card on file doesn't clear, a new credit card must be provided, or the player will NOT be allowed to register for the upcoming season.
- Players who withdraw from hockey or are injured during the season will still face volunteer requirements. Circumstances are reviewed on a case-by-case basis.
- Association volunteer shifts are unrelated to team volunteer; team volunteer shifts do not count towards association volunteer hours.
- Players or other children under 18 are not allowed to attend any volunteer shift without prior approval from the Volunteer Coordinator. Failure to obtain prior approval will result in forfeiture of the hours worked and a no-show fee charged.

Association Volunteer Hours

- **Gambling Shifts:** Back-to-back shift volunteering is not allowed. Volunteers may be responsible for handling cash; any lost cash is to be replenished by the volunteer at the end of their shift. When you sign up to volunteer, you are responsible for the shift. If you are unable to make the shift for unforeseen reasons and the shift is within 7 days, you must email gambling@stmayha.org to be removed from the shift. Canceling within 48 hours will result in no-show fees.
- **Regular Volunteer Shifts:** These opportunities include, but are not limited to, any volunteer shift posted on the STMAYHA website, except gambling shifts. Some examples each year include helping with preseason skills locker room monitors, tournaments, and fundraising

events. If you sign up for one of these shifts and are unable to make it for an unforeseen reason within 7 days, you must email volunteers@stmayha.org to be removed from the shift. Canceling within 48 hours will incur a no-show fee.

- **Additional Ways to Fulfill Volunteer Requirements:**

Travel Teams

- Travel coaches will receive volunteer credit for all players in their family. Teams will be allowed no more than one head coach and three assistant coaches for volunteer credit.
- Travel team managers will receive up to 20 hours of volunteer credit, which can be split between co-managers.
- Scrimmage coordinators will receive up to 10 hours of volunteer credit.

Mite/8U Teams

- Mite/8U coaches will receive credit for each skater they coach so long as they are coaching on the ice at least 75% of the scheduled ice time. The HOC will track Mite/8U coach attendance to ensure participation.
- Mite/8U team managers will receive volunteer credit only for the player on their team; if a team manager's spouse coaches the Mite/8U team, 10 hours may be applied to another player in their immediate family.
- Mite/8U coaches and managers that have twins or multiple siblings on the same team will be given 10 hours credit for the first child and 5 hours of credit for the second child assuming they meet all requirements.

Board Members, Supporting Coordinators and committee members will receive credit for all players in their family.

*Donating goods or being a sponsor does not relinquish volunteer hours.

Active Military Exemption: Players with active military parent/guardian currently deployed will have volunteer hours for all players waived; must provide status verification to the Volunteer Coordinator.

Volunteer Hours “No Show”

If you are signed up for a volunteer shift and do not complete that shift, for whatever reason, you will be charged (canceling a volunteer shift within 48 hours will result in no-show fees):

1. 1st offense - \$100
2. 2nd offense - \$250
3. 3rd offense - Credit card charged full amount of \$1,000

Hardship: On occasion, families experience hardship and are unable to fulfill their volunteer hour commitment. Please contact the Executive Board of Directors at execboard@stmayha.org.

Volunteer Code of Conduct

- Always conduct yourself in a manner that positively reflects on all participants and STMAYHA regardless of the opportunity or location to which you are fulfilling your hours.
- Respect the property of STMAYHA, the cities of Albertville and St. Michael, as well as our gambling partners.
- Take steps to prevent theft or damage whenever possible.
- STMAYHA has a zero-tolerance rule for drinking during volunteer shifts. If you are caught drinking during a shift, you will be asked to leave and will forfeit all volunteer hours, and your credit card will be charged. This includes both gambling and regular volunteer shifts.
- Volunteers may not participate in any lawful gambling activity (including, but not limited to, paper or electronic pull-tabs, tipboards, paddlewheels, raffles, or bingo) while scheduled to work or while performing any gambling-related duties. Volunteers involved in the conduct of paddlewheel without a table or tipboards with 32 tickets or less may purchase pull-tabs on days they are not volunteering (Minnesota Statute 349.181, subd. 3). If you are volunteering at a site for a gambling event, you are not allowed to participate in any gambling at that specific site on that specific day.