



# Constitution and Bylaws of the Fraser Valley Hockey Association

The following bylaws will guide the board of directors of the Fraser Valley Hockey Association. They were originally adopted September 10, 2010 and last revised on May 3rd, 2023.

## **Article I – Name**

- A. This organization shall be named FRASER VALLEY HOCKEY ASSOCIATION (hereinafter FVHA) and shall be affiliated with the Colorado Amateur Hockey Association (CAHA) and USA Hockey and any board approved travel or in-house league.

## **Article II – Mission Statement**

- A. We are an athlete-centered organization that places the needs of the children first. We give Members the opportunity to participate and develop as athletes to the best of their ability without prejudice. Together, we aim to cultivate the physical and emotional well-being of all Members in an environment that promotes a sense of community. FVHA is guided by the values of good sportsmanship, honesty, leadership, physical fitness, respect for all individuals and personal integrity. Our success will be measured by more children participating in youth hockey and choosing an active lifestyle year after year.

- B. The FVHA will abide by and act in accordance with these Bylaws, FVHA Policies and Procedures Document and playing rules of USA Hockey and CAHA as well as decisions of the Board of Directors.
- C. The guiding purposes of this organization are defined within this document:
  - i. Develop each player's hockey skills to the player's potential.
  - ii. Develop and encourage sportsmanship among all players, coaches, and family members for the betterment of the player's physical and mental well-being.
  - iii. Provide a safe environment for hockey with adequate facilities and equipment, encourage by teaching proper techniques following the American Development Model (ADM).
  - iv. Develop and supervise competitive hockey programs.
  - v. Develop and encourage improving coaching skills through training from USA Hockey, coaching schools, and conduct coaching clinics. Our goal is to grow our coaching pool developing coaches that are not parents coaching their own kids, and develop teachable coaches.
  - vi. Conduct ice hockey tournaments.
  - vii. Associate with other ice hockey associations and represent FVHA as an association of the highest caliber.

## **Article III – Address**

- A. The address of FVHA shall be Post Office Box 1922, Fraser, CO 80442. The physical address of our home rink is the "IceBox" 220 County Road 514, Grand County, Colorado.

## **Article IV – Non-Profit Business**

- A. FVHA is a non-profit, tax exempt 501 (c) (3) corporation under Federal Tax ID 27-3500011.
  - i. FVHA shall have no capital stock, and its activities shall not be conducted for pecuniary profit.
  - ii. FVHA shall have one bank account. This account will be the operating checking account. The Treasurer, the President and any other person deemed necessary by the board can hold debit cards for use in conducting the business of the association.

- iii. The FVHA will maintain a Directors and Officers liability insurance policy, a general liability policy and a worker's compensation policy for any employees.

## **Article V – Membership**

- A. Membership: Participation in the FVHA is by membership only. Membership activities, rights, and authority is defined in these bylaws. Membership shall continue until the beginning of the next year's program if the member remains in good standing. Members are entitled to one (1) vote at any special meeting of the members of the FVHA including the annual FVHA meeting. The FVHA recognizes the following membership classes:
  - i. Parents or guardians of players who pay a fee for participation in FVHA programs. Each member family will be considered one (1) member.
  - ii. Current coaches listed on the official USA Hockey/FVHA roster who have completed their coaching certification and age specific modules and have no family member participating in FVHA shall be considered members of FVHA.
  - iii. Associate membership shall be available to those community members, contributors, referees, and other persons who are not otherwise eligible for membership but who donate their time, efforts, services, or resources on behalf of the FVHA and are so recognized by the Board of Directors.
- B. Eligibility: Members shall remain in good standing by adherence to the FVHA Bylaws, FVHA Policies and Procedures, and decisions of the board of directors.
  - i. Members shall be subject to suspension or forfeiture, through the formal grievance procedure outlined in the association Policies and Procedures, for failure to comply with aforementioned requirements of the FVHA Bylaws, FVHA Policies and Procedures and decisions of the board of directors.
  - ii. Voting rights for all members that have not paid their membership and/or have not fulfilled their promissory notes shall have their voting privileges automatically suspended until paid in full.

## **Article VI – Board of Directors**

- A. The general affairs as they relate to the day to day operation of FVHA shall be managed by a board of seven (7) members who shall be elected to a two (2) year term from eligible Article V

Members at the annual meeting. The Board shall elect officers from among themselves to include a President, Vice-President and Treasurer in accordance with Article VII.

- B. The Board of Directors shall have the power to appoint a member to serve the unexpired term of office created by the departure of an elected Board member.
- C. The Board of Directors shall have the power to impeach any Board member who fails to perform assigned duties or performs any act detrimental to the Association.
- D. The Board of Directors shall exercise discretionary approval of all employees and volunteers who must be eligible Article V members.
- E. The Board of Directors shall have the authority to appoint committees as needed, including but not limited to the Grievance Committee, Coaches Committee, Scholarship Committee, and Fundraising Committee. Membership in these committees will be drawn from eligible Article V members and non-Board participation will be encouraged. Governance of these committees shall be defined separately.
- F. Board members shall not be compensated for duties performed as a member.

## **Article VII – Officers**

- A. The Officers of the FVHA shall be responsible to oversee the short-term and long-term planning needs as well as the financial health of the Association. The Officers of FVHA shall include a President, a Vice-President, a Treasurer, and a Secretary. All Officers shall serve a one (1) year term, commencing with the first meeting of the Board of Directors following the annual meeting.
- B. Duties of Officers:
  - i. President: The President shall be the Chief Executive Officer of FVHA, and shall preside at all meetings of members and all meetings of the Board of Directors. The President will oversee all committees, and serve as the final vote in any situation where committees are dead locked or if there is a conflict of interest. It is the Presidents responsibility to ensure continuity and monitor policy for the organization, and shall perform all the usual duties of such Office, including the following duties:
    - a. Appoint all committees, with the approval of the Board of Directors.

- b. Countersign check drawn by the Treasurer and perform the Treasurer's duties in the Treasurer's absence.
- ii. Vice-President: It shall be the duty of the Vice-President, in the absence of the President, to perform all duties of the President and to assist the President in all matters. The Vice-President may, in lieu of the President, sign checks with the Treasurer.
- iii. Treasurer: It shall be the duty of the Treasurer to act as custodian of the funds of FVHA, and disperse FVHA monies, the associations accountant to keep an account of its financial condition, and perform any such other duties as are incident to the Office of the Treasurer and as are requested by the Board of Directors. All disbursements shall be made by check or Debit card. All checks will be signed by the Treasurer and either the President or the Vice-President. Financial reports shall be provided on a monthly basis for scheduled board meetings or upon request for audit purposes.
- iv. Secretary: It shall be the duty of the Secretary to keep records of the FVHA. The Secretary will keep minutes of all regular and special meetings of the association and post them publicly as approved.

## **Article VIII – Meetings**

- A. Regular Meetings: All regular meetings of the Board of Directors shall be open to the public, unless the Board of Directors shall direct otherwise, and shall be held at such time and place as the Board of Directors may designate, for the transaction of such business as may properly be brought before the meetings. Meetings will be held at the Icebox Meeting Room on the second Wednesday of each month at 5:30 pm. The meeting agenda, financial reports, and any changes to the time or location will be posted to the website before the meeting. Any Article V member or interested member of the public may request to add an item to the agenda or speak to the Board with 48 hours written notice to the President. Issues raised at a meeting that are not included on the agenda may be passed without an additional board meeting as long as there is a quorum present and the issue is approved unanimously.
- B. Annual Meetings: The annual meeting of members shall be held in May, of each year, at such a time and place as the Board of Directors shall designate, for conducting any business properly brought before the meeting. Public notification will be made at least 15 days prior to this annual meeting and all Association annual documents and reports will be posted to the website prior to

the meeting. Any Article V member may request to add an item to the agenda or speak at the meeting with 7 days written notice to the President.

- C. Special Meetings: Special meetings of the members shall be held upon call of a majority of the Board of Directors. Public notification will be made not less than Twenty-four (24) hours in advance of such meeting. Such notice shall clearly state the business to be considered at such a meeting and no items shall be added to the agenda.
- D. Proxies shall not be recognized at any meeting.

## **Article IX – Rules and Regulations**

- A. The playing rules and regulations of USA Hockey and CAHA shall govern all competition in FVHA, except as otherwise adopted by the Board of Directors.
- B. FVHA may create any number of teams. The maximum number of players allowed on a team shall be specified by CAHA Hockey rules. All of the players of each team shall be registered with USA Hockey and CAHA prior to a date designated by USA Hockey. No team shall allow players in competition who have not been registered with USA Hockey and FVHA. All teams will only participate in leagues sanctioned by USA Hockey and CAHA.
- C. FVHA shall comply with and adhere to the By-Laws and Policies and Procedures of CAHA and USAH. The FVHA shall not have the authority to create any exceptions to these bi-laws/policies, but can impose stricter guidance.
- D. All player's shall be registered and shall have paid a fee determined by the board of directors.
- E. Any player or family who willfully gives false information in connection with registration for a team shall be suspended.
- F. All players, managers, coaches, board members, employees and anyone else designated by the board must be registered with the FVHA, USA Hockey, and CAHA.
- G. Player Release Requirements:
  - i. A player, once registered in FVHA, shall not be allowed to play for another association without first securing a release from FVHA.
  - ii. A Player from another CAHA association will be allowed to try out or play for a FVHA team for a given period of time when the following conditions are met (same policy for any FVHA player participating in play with another CAHA team):
    - a. Player must meet CAHA transfer criteria.
    - b. Player must receive a release from the other association.

- c. There must be an opening available on an FVHA team in that age group.
  - d. No player may try out for a higher age category team without prior Board of Directors approval. That player must make the highest competitive level team that FVHA offers in that higher age division. Exceptions to this rule for goalies are at the discretion of the Board of Directors. If that player is not selected on the highest competitive level team at the higher age level, the player shall return to their respective age division for the current season.
- H. All coaches are required to comply with the board adopted Coaches' Code of Conduct.
- I. All FVHA rosters become final on the date determined by USA Hockey. Any roster adjustments need Board approval.

## **Article X – Amendments**

- A. The Board of Directors shall have the right to change or amend the Constitution and Bylaws as it sees fit. The Board of Directors shall not alter the Constitution and By-laws without membership approval unless required to do so by law. The proposed changes shall be publicized in writing to the FVHA membership prior to the Annual Meeting and shall be voted upon by a majority of the eligible members present at the Annual Meeting.

## **Article XI – Conflict of Interest**

- A. The FVHA has adopted the CAHA Conflict of Interest Policy which can be viewed in CAHA's By-laws.

## **Article XII – Parliamentary Authority**

- A. The current edition of Robert's Rules of Order shall govern the Board whenever these bylaws do not provide proper procedure.

## **Article XIII – Dissolution of organization and asset allocation**

- A. Physical assets: In the event of FVHA dissolving its non-profit status, all hockey related equipment, boards, nets, player equipment and buildings will become the property of the Fraser Valley Metropolitan Recreation District.
- B. Monetary assets: In the event of FVHA dissolving its non-profit status, all monetary assets will first be used to pay all outstanding debt. The remainder of monetary assets will be gifted to the

Fraser Valley Recreation Foundation, EIN # 20-0152171, 501c3 number 20031097787 for use in their organization.