

PUEBLO BULLS YOUTH HOCKEY ASSOCIATION (PBYHA) BYLAWS

Adopted 2025-2026 Season



Pueblo Bulls Youth Hockey Association

310 W. 4th Street

Pueblo, CO 81003

<http://www.pueblobullsyouthhockey.com>

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Article 1 – Name

The name of the organization shall be Pueblo Bulls Youth Hockey Association. The organization shall be referred to as PBYHA in these Bylaws and other governing documents.

Article 2 – Office

The principal office shall be located at 301 W. 4th Street, Pueblo, CO 81003. The Association shall also maintain a PO Box as a mailing address. The Associations principal office and/or mailing address may be changed by vote of the Board of Directors.

Article 3 – Purposes

The principal purpose of the Association shall be to provide the opportunity for youth players to participate in competitive travel or recreational hockey. The programs offered by the Association are intended to promote sportsmanship, team play and build character in our youth players.

The Association shall be incorporated as a not-for-profit organization and shall take all actions necessary to maintain its status as an organization exempt from taxation under Section 501(c) of the Internal Revenue Code. The Association shall not operate purely for gain or profit and is organized solely for the non-profit purposes set forth above. No part of the activities of the Corporation shall consist of participating in, or intervening in, any political campaign on behalf of or in opposition to any candidate for public office, nor shall the Corporation operate a social club or conduct business with the general public in a manner like an organization operated for profit. PBYHA is affiliated with USA Hockey, the Colorado Amateur Hockey Association (CAHA), and the Rocky Mountain Hockey Federation (RMHF).

Article 4 - Members

Membership of the organization, hereafter known as Members, are the parents and/or guardians of the youth ice hockey players who are registered with the PBYHA at any given time. Members shall be responsible for the payment of dues, fees and assessments established by the Board of Directors. In addition, Members shall conduct themselves in accordance with the code of conduct of the PBYHA as well as the rules of the Colorado Amateur Hockey Association (CAHA) and USA Hockey. Failure to pay any amounts due will result in suspension of the Member once the delinquency reaches 30 days. Member status shall be restored upon bringing current any unpaid dues, fees, or assessments.

Failure to abide by the PBYHA code of conduct, CAHA policies and procedures, or USA Hockey policies and procedures are grounds for terminating a Member's status as a PBYHA Member. Termination of membership for any breach shall occur only upon a majority vote of the Board of Directors taken after the Member has had a reasonable opportunity to be heard before the Board of Directors at a meeting called for such purpose. Members are also responsible for ensuring family members and guests always conduct themselves in a mature and sportsmanlike manner during which

players are participating in any PBYHA activity. The books and records of PBYHA, both financial and non-financial, are the property of the Association.

It is the responsibility of the Board of Directors to obtain the return of any Association records in the possession of a Board Member, Officer, or Member of the Association at the conclusion of the term of office or whenever such person no longer has need of the records in working on matters for the Association. Members of the Association shall have the right to inspect the books and records upon written request to the Board, provided that the requested inspection is reasonable in scope and purpose. The request shall be scheduled not less than 15 days after the request is made, and the Board may establish reasonable limits on the time, place and manner of making records available.

Members are afforded one vote per paying child on matters brought forward to the at large membership at the discretion of the Directors and Officers who comprise the Board of Directors.

Article 5 – Board of Directors

Except for the matters presented for a vote of the Members, the affairs of PBYHA shall be managed by a Board of Directors. The Board of Directors shall have final authority over all matters pertaining to the administration of PBYHA, including without limitation the development of Policies and Procedures governing PBYHA. The Board of Directors may, in its discretion and consistent with these Bylaws, delegate authority to any officers or committees appointed by the Board of Directors. The Board may also, at its discretion, present any matter on which it would otherwise vote as a Board to the Members for a vote of the membership. Directors shall be entrusted with furthering the needs of the organization in the best interests of Pueblo youth ice hockey and growing the game for all Southern Colorado players. Matters voted on by the Board shall be a majority vote of those present at the meeting, which may include in-person, email voting, or voice-voting as determined by the Board.

The Board of Directors shall consist of at least 5 voting members and no more than 15 voting members. All Directors shall be at least eighteen years of age. All current and prospective Board members must disclose involvement on all boards and/or associations. Current Board of Directors positions, how the positions are elected, and the term length are as follows:

President	Elected by Members	3 Year Term
Vice President	Selected by The Pueblo Bulls Hockey Club	Permanent
Secretary	Elected by Members	3 Year Term
Treasurer	Elected by Members	3 Year Term
Registrar	Elected by Members	3 Year Term
Scheduler	Elected by Members	3 Year Term
Director of Coaches	Selected by The Pueblo Bulls Hockey Club	Permanent
Director of Tournaments	Elected by Members	3 Year Term

Directors of the Association shall receive no compensation or remuneration for serving on the Board of Directors, other than reimbursement of actual expenditures incurred on behalf of and approved by the Association. Reimbursements must be supported by the presentation of proper

receipts and/or documentation before Approval can be determined or provided. Directors must also complete an annual Conflict of Interest Disclosure as outlined by USA Hockey.

Nominations for positions on the Board of Directors will be accepted through a specified process determined before each respective election. Directors shall be elected by majority vote of the membership at large, and the process for conducting the election will be determined and communicated after nominations are accepted. Directors shall take office at the close of the Board of Directors meeting called for such purpose. A person is not eligible to be nominated, and shall cease to be qualified if already elected, for a position on the Board if such person or Director has registered their child and/or ward in a program with another hockey organization where such program is competing with the programs offered by PBYHA. Unless it is determined that the skills are competency of the applicant/Board Member are needed, in which case the President can choose to accept/retain the person(s) this applies to. The Board more also choose, via super majority vote.

The same person may hold more than one office, except that the same person may not be both President and Treasurer. The Board may appoint such other Directors/Officers as may be deemed desirable, including one or more Vice-Presidents, one or more Assistant Secretaries, and one or more Assistant Treasurers. Such Officers shall serve for such period as the Board may designate. Given the relationship to the Pueblo Bulls, the Pueblo Bulls are granted authority to place a Vice President in perpetuity, provided the Pueblo Bulls continue to actively support youth hockey in Pueblo County. Additionally, the Pueblo Bulls are guaranteed a second board position titled Director of Coaches, to be filled at the discretion of the Pueblo Bulls, provided their continued, active involvement in Pueblo youth hockey. Those positions allocated to the Bulls are exempt from the typical and customary Board processes, election cycles, and voting processes.

In the case of the absence of any Director, or for any other reason that the Board may deem sufficient, the Board may at any time and from time-to-time delegate all or any part of the powers or duties of any Director to any other Director. In order for the delegation of powers to be valid, the delegation must be in writing and state a fixed and limited duration for which the delegation will be in place. No delegation of powers may be indefinite.

Article 6 – Powers and Duties

The President shall be the Chief Executive Officer of the Corporation. The President shall from time to time make such reports of the affairs and operations of the Corporation as the Board may direct and shall preside at all meetings of the Board. The President shall preside at all meetings of the Board and executive committee. The President shall be the representative of the Association at and shall have the authority to cast votes to which the Association is entitled, at all League, CAHA and USA Hockey Meetings.

The Vice-President shall carry out the duties of the president when the president is absent or incapacitated; shall have the same power and duties as the president when acting in that capacity and shall perform duties and tasks as designated by the President or the Board of Directors.

The Secretary shall attend all meetings of the Board of Directors, shall keep a record of all proceedings at such meetings, and shall be the custodian of the Association's records other than the financial records maintained by the Treasurer.

The Treasurer shall attend all meetings of the Board of Directors shall keep full and accurate accounts of all receipts and disbursements of the Association and shall deposit all monies or other things of value in the name and to the credit of the Association in such bank or banks as the Board may approve from time to time. The Treasurer shall disburse the Association's funds under the direction of the Board, taking proper vouchers therefore, and shall render a report as to the financial position of the Association at all meetings of the Board and the Members, but not less than annually. The Treasurer shall be responsible for arranging for the filing of all required tax returns with any governmental authorities. The Treasurer shall be an authorized signatory on all Association disbursements, provided that, in the Board's discretion, another Board member may be designated from time to time as a signatory on the Association's accounts, either singly or jointly with the Treasurer.

The Director of Coaches shall oversee coaching development and be a resource to coaches regarding practice plans, drills, and progression of skill development for all youth in the program. The Director of Coaches shall serve as the primary point of contact for both coaches and parents regarding inquiries related to hockey skill development issues and be the liaison and consultant intermediary for parent and coach complaints or disputes. The Director of Coaches shall ensure that the hockey curriculum is appropriate to a particular level of player.

The Scheduler shall be responsible for the establishment and coordination of in-house play schedules, league play, and tournament play for all active youth divisions. The Scheduler shall coordinate additional on-ice activities as directed by the President or the Board of Directors and shall communicate all schedules and activities with the Board of Directors and the Membership in timely manner.

The Registrar shall be responsible for organizing player registration at the start of each season and maintaining all registration documents, including Birth Certificates. The Registrar is responsible for assuring compliance with rostering requirements, Coach compliance with USA Hockey and CAHA requirements, and submitting rosters to USA Hockey.

The Tournament Director shall be responsible for organizing and coordinating all PBYHA host tournaments and jamborees as well as tracking and registering PBYHA teams for outside tournaments and jamborees throughout each season.

Article 7 – Employed Staff

Should the organization progress to hire staff, all hiring shall be conducted in full compliance with any and all anti-discrimination laws in the State of Colorado. The corporation shall hire no

employees who are members of the immediate family (spouse, grandparent, parent, brother or sister, son or daughter) of any current Board Member, or of any person who supervises the employee.

Compensation for any hired staff shall be approved by the Board of Directors and the Board of Directors will determine and oversee the job title, responsibilities, and performance of all employees.

Article 8 – Safe Sport Coordinator

The Safe Sport Coordinator shall be an Ex Officio (non-voting) Board Member appointed by, and serving at the pleasure of, the Board of Directors. The Safe Sport Coordinator may be a Member of the Association but need not be so.

The Safe Sport Coordinator duties will include monitoring the completion of Safe Sport Training Modules for all Directors, Coaches, Locker Room Monitors, and any other volunteers not specifically named herein. The Safe Sport Coordinator will serve as the Association's initial contact for people reporting suspected abuse, misconduct or other violations, compiling information on disciplinary issues within the Association and, when appropriate, reporting such information to USA Hockey.

Article 9 – Committees

The Board, by resolution adopted by a simple majority of the entire Board, may appoint and supervise the operations of committees. All committees shall consist of at least 2 members of the Board of Directors and may also include Member's of the Association that are not members of the Board. The Board may designate one or more Directors as alternate members of any such committee, who may replace any absent Director as needed.

In addition to any other committees that may be established by the Board from time to time as necessary, the Board shall appoint the following committees:

- A. Executive Committee – Responsible for the day-to-day management of the Association, creating Board meeting agendas, legal and compliance matters, and representing the Association with USA Hockey, CAHA, Leagues, and any other pursuits of the Association. This committee must be made up of the President, Vice President, Secretary, and Treasurer.
- B. Discipline/Grievance Committee – Responsible for hearing and determining disciplinary action related to any violations of the PBYHA code of conduct, PBYHA Bylaws, PBYHA policies, or USA Hockey policies. This committee must be made up of the President, Vice President, and Director of Coaches.
- C. Fundraising Committee – Responsible for developing and overseeing fundraising opportunities and activities of the Association and Members. This committee must be made up of the President and Treasurer.

Article 10 – Procedures for Elections and Member Voting

At the Annual Meeting of Members and Board of Directors, the Board shall announce election results for certain positions on the Board of Directors. The Board shall distribute to all Members at least 60 days prior to the date of this meeting a notice of the date, time and place of the meeting, a description of the positions up for election in that year, and a request for nominations for those positions. The Notice shall specify a deadline not less than 2 weeks after the date of the Notice for receipt of any nominations for the open positions as well as information on how nominations can be submitted.

Following receipt of the nominations, the Board shall notify members at least 21 days prior to the Annual meeting of the slate of nominees for each open position. The Board shall also publish voting procedures to Members and the deadline for Members to cast their vote. The Board will be responsible for developing and monitoring the voting process to ensure only one vote per registered child is cast and ensure all valid votes are counted.

In all elections, a person must receive a majority of the votes cast (50.1% or more) to be declared the winner. The winners of each open position will be announced by the date of the Annual Meeting, and new Directors will be seated at the Annual Meeting.

Article 11 – Meetings

The annual meeting of the Board shall be held in January each year, at a location within the county of Pueblo as specified by the Board. The annual meeting will serve the purpose of electing Directors, presenting annual financial reports of the Association, and other agenda items as determined by the Board of Directors. Notice of the annual meeting will be provided at least 30 days prior to the date of the meeting.

Regular monthly meetings of the Board will be held beginning in February each year. Special meetings of the Board may also be called at any time by the President or by a simple majority of the Directors then in office. The business to be conducted at any Special Meeting shall be limited to the purpose the Special Meeting was called and any related matters. The Board may meet in-person, by conference call, video, or internet conference as determined by the Board.

Notice of meetings to the Members or the Board shall be provided as far in advance as practicable and may be given by any means determined to reach the attendees, including email, in-person, by telephone, posted to social media, or mail. Unless the President declares that an emergency exists requiring a shorter notice period, the minimum notice for a regular meeting is thirty (30) days prior to the date of the meeting and the minimum notice period for a special meeting is two (2) days. The President may, in writing, waive notice of any meeting of the Board of Directors either before or after the meeting, and such waiver shall be deemed the equivalent of giving notice. If you attend the meeting, it is deemed to be a waiver of notice.

A quorum is defined as the presence of a simple majority of the Board at the commencement of a meeting. Should a member of the Board leave a meeting after being called to order with a simple majority present, the meeting can continue with official business even if a simple majority is no longer present.

At all meetings of the Board, each Board member shall have one vote on any matter brought to a vote through a motion and a second. If there is a tie in any vote, the President shall have an additional vote to serve as the tiebreaker. There shall be no routine proxy voting. Upon a vote of two-third members then sitting, the Board may allow proxy voting on a specific resolution, provided that a copy of the resolution shall be distributed to members at least 30 days prior to the meeting at which proxy voting on the resolution is proposed.

If all the Board of Directors severally or collectively consent in writing to any action taken or to be taken by the Association, the action shall be as valid as though it had been authorized at a meeting of the Board. Pertaining to actions taken outside of a formal board meeting.

Article 12 – Vacancies and Removal

Vacancies on the Board of Directors shall be filled by appointment of the Board and by a majority vote of the remaining members of the Board present at the meeting called to fill the vacancies. The role of Executive Vice President and Director of Coaches shall be at the direction and discretion of the Pueblo Bulls to ensure the board positions are filled. The appointed replacement shall serve the remainder of term for the position they are appointed to fill.

If a member of the Board of Directors fails or refuses to carry out the responsibilities of his or her position, or if in carrying out those responsibilities, the Board member takes action(s) detrimental to the interests or operations of the Association, that Board member may be removed from office. Removal by the Board of Directors requires that a written statement of the reasons for the proposed removal be signed by a minimum of two (2) members of the Board of Directors. The Board shall consider the statement and vote on proposed removal at a meeting at which the person proposed to be removed shall have the right to be heard by the Board. Removal requires a two-thirds vote of all Directors.

Any Director who has missed three or more consecutive meetings is subject to removal by a simple majority vote of the sitting Board of Directors. Any Director who has registered their child and/or ward in a program with another hockey organization where such program is competing with the programs offered by PBYHA shall cease to be qualified to occupy a position on the PBYHA Board. Unless it is determined that the skills or competency of the Board Member are needed, in which case the President can choose to retain the person(s) this applies to. The Board may also choose, via super majority vote.

Article 13 – Amendment of Bylaws

Amendments to these bylaws must be proposed by no less than two (2) members of the Board of Directors and approved by a two-thirds majority vote of the Board of Directors. Proposed amendments must be supplied to the Board at least seven (7) days before a scheduled Board Meeting to vote on the proposed amendments.

Article 14 – Dissolution

Any voluntary dissolution of the Association shall be governed by and conducted according to the requirements of the Colorado Revised Nonprofit Corporation Act, including amendatory or successor legislation in effect at the time voluntary dissolution is considered. Assets remaining after all liabilities and debts are resolved must be distributed to a nonprofit, 501(c), that supports or serves youth hockey in Southern Colorado.

Article 15 – Indemnification and Limitation on Liabilities

Members of the Board of Directors of the Association, its officers and committee members, and/or any other person acting on behalf of the Association by delegation of the Board of Directors, shall be indemnified and saved harmless to the fullest extent permitted by the Colorado Revised Nonprofit Corporation Act, or any amendatory or successor legislation thereto, for any act or failure to act in connection with their activities on behalf of the Association.

No Director, Officer, Designated Representative, contractor, employee or agent shall have a personal liability for monetary damages for breach of fiduciary duty or resulting from any acts or omissions made in good faith; provided, however, that the foregoing provision does not eliminate or limit the liability of acts or omissions which involve intentional misconduct or a knowing violation of law, or any transaction from which the Director, Officer, Designated Representative, contractor, employee or agent directly or indirectly derived an improper personal benefit.

The indemnification contained in these Bylaws shall be against all judgments, fines, amounts paid in settlement and reasonable expenses, including attorneys' fees, actually and necessarily incurred as a result of any such action or proceeding, or any appeal therein, to the fullest extent permitted and in the manner prescribed by the laws of the Colorado, as they may be amended from time to time, or such other law as may be applicable to the extent such other law or laws are not inconsistent with the laws of Colorado.

The Board of Directors shall make commercially reasonable efforts to obtain insurance coverage and is authorized to expend Association funds to purchase insurance covering any such persons against such liability.

Article 16 – Miscellaneous Provisions

In the event that procedural questions arise at meetings of the Members or Board of Directors that are not covered in these bylaws, the President (or a person designated as Parliamentarian of the meeting by the President) shall rule on such questions.

The corporation shall not discriminate against any person in the hiring of personnel, the election or appointment of board members, provision of service to the public, the contracting for or purchasing of services, or in any other way, based on race, color, sex, national origin, disabling condition, age, or any other basis prohibited by law. This policy against discrimination includes, but is not limited to, a commitment to full compliance with Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, and any subsequent amendments to these statutes.

CERTIFICATION

The foregoing bylaws of the Pueblo Bulls Youth Hockey Association, Inc., are hereby adopted and approved as of the date below written and shall be written immediately as provided herein.

Approved by an affirmative vote of the Board of Directors of the Pueblo Bulls Youth Hockey Association this ___ day of _____, 2025.

Brad Whitten, President

David Nelson, Vice President

Kaylie Thomas, Secretary

Becky Netherton, Treasurer

Rylan Marcum, Director of Coaches

Francesca Rodriguez, Registrar

Tara Stover, Director of Tournaments

Heather Rider, Scheduler