



Beloit Youth Hockey Association  
P.O. Box 1262  
Beloit, WI 53512  
[www.beloithockey.com](http://www.beloithockey.com)

## Beloit Youth Hockey Association By-Laws

(Revised and rewritten 4/25 - approved 4/25)

### ARTICLE 1

#### **Name:**

The name of the corporation shall be: BELOIT YOUTH HOCKEY ASSOCIATION, Inc. (aka, BYHA, hereinafter the Association). We are a Level 1, Tier 2 club and reside in Region 4 of the Wisconsin Amateur Hockey Association (WAHA).

### ARTICLE 2

#### **Objective:**

The objectives of the association are to direct, promote, program, and operate a youth hockey program. In furtherance of this objective, the association shall:

- A. Be in accord with and have membership in USA Hockey Association and its relevant, affiliated bodies.
- B. Pursue its objective in such a way as to make hockey fun, to make it a continual learning opportunity, and to engage in wholesome competition where participation and good sportsmanship prevail.
- C. Pursue its objectives by means of a multi-level program in each age bracket, which seeks to group players according to their skills and then give each group a program which meets and challenges their skills.
- D. Be organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

### ARTICLE 3

#### **Section 1. Classes of Members**

- A. The Association shall have one class of members, which shall consist of the following persons: A. Parents or legal guardians of all players registered in a program or programs of the Association;



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- B. All members of the Board of Directors and /or persons participating in a program or programs of the Association as a coach, assistant coach, referee, or minor officials;
- C. All other persons who in the judgment of the Board of Directors have demonstrated an interest in the furtherance of the purposes and objectives of the Association and who are elected to membership from time to time by the Board of Directors. Membership in the Association shall expire when a person ceases to qualify for membership under any of the foregoing qualifications of membership. For purposes of these By-Laws, a person who is a member of the Association by reason of subsection. The above shall be deemed to continue to qualify for membership until the program or programs, which give rise to such membership, are discontinued or registration therein is not renewed by such member on a timely basis.

### **Section 2. Termination of Membership**

The Board of Directors, by a vote of two-thirds of the directors may terminate or suspend the membership of any who shall be in default in the payment of any fee assessment, or other obligation due to the Association or by such conduct shall make a travesty of membership in the Association.

### **Section 3. Transfer of Membership**

Membership in this Association is not transferable or assignable.

### **Section 4. Releases to other clubs**

Any member wanting to be released from BYHA to participate in another club must have all financial obligations paid in full before a letter of release can be given. BYHA is not obligated to grant a release to any member requesting one. Players in BYHA residing in the State of Illinois are not required to have a release should they decide to play in an Illinois hockey club, with the understanding that the player may not play with both clubs simultaneously. Any player, be that in state or out of state, must have a release to play any other Tier II Wisconsin based hockey club. Furthermore, any player moving outside the BYHA boundaries prior to or during the season, may be granted a release bearing all obligations to BYHA are satisfied.

## **ARTICLE 4**

### **Section 1. General Powers**

The business and affairs of the Association shall be managed by its Board of Directors.

### **Section 2. Number-Tenure**

The number of elected Directors of the Association shall be 15, each serving three year terms, with no one serving more than two consecutive three year terms unless, no one runs for a



position the said board member can stay on until they either resign or another board member can be found. Non-voting members consist of the high school coach and President or representative of the Blue Line Club of Beloit.

### **Section 3. Regular Meetings**

- A. The Board of Directors will provide the time and place, either within or without the State of Wisconsin, for the holding of the regular monthly and annual meetings. The Board of Directors are expected to participate in regular monthly meetings.
- B. Quorum: A simple majority of board of directors will constitute a quorum.
- C. Voting Rights: Except where a greater percentage is required by these By-Laws, the act of the majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors. The President shall abstain from voting on all matters unless a tie vote is to be decided.

### **Section 4. Special Meetings**

- A. Special meetings of the Board of Directors may be called by or at the request of the President or a majority of the directors. The person or persons authorized to call special meetings of the Board of Directors may provide the time and place, either within or without the State of Wisconsin, as the place for holding any special meeting of the Board of Directors called by them.
- B. Quorum: A two-thirds majority will constitute a quorum.
- C. Voting Rights: Each board member carries one vote, the President votes in case of a tie.

### **Section 5. Annual Meeting**

- A. The annual meeting of the members of the Association shall be held during the month of April or May each year and at such place and time as shall be fixed by the Board of Directors for the purpose of electing/re-electing directors of the Association for the ensuing year and for the transaction of such business as properly may come before the meeting.
- B. Quorum: Quorum shall consist of at least 30 members. If quorum is not met by the general membership, then the Board of Directors in attendance will approve regular business of the agenda.
- C. Voting Rights: Each member shall be entitled to one vote upon each matter on the agenda submitted by the Board of Directors.

### **Section 6. Notice/Agenda**

Notice and the agenda of any meeting shall be given at least twenty-four (24) hours prior by either written notice, emailed or texted to each director. The business to be transacted at a



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special meeting of the Board of Directors must be specified in the notice. Items to be voted on at annual membership meetings must be placed on an agenda and accompany written notice of such meeting. The Board of Directors is responsible to establish the agenda for such meetings.

#### **Section 7. Proxies**

No proxy voting is allowed at any meetings.

#### **Section 8. Voting by Ballot**

Voting will be by voice vote unless the presiding officer shall order, or any member shall demand that voting be by ballot.

#### **Section 9. Vacancies**

Any vacancy occurring in the Board of Directors may be filled by the Board of Directors, after receiving recommendations from the Nomination Committee.

#### **Section 10. Removal**

Any member of the Board of Directors may be removed from the Board of Directors for any reason by the affirmative vote of not less than two-thirds of the Board of Directors.

#### **Section 11. Informal Action of Directors**

Unless specifically prohibited by the Articles of Incorporation or By-Laws, any action required to be taken at a meeting of the Board of Directors, or any other action which may be taken at a meeting of the Board of Directors may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the directors entitled to vote with respect to the subject matter thereof. Any such consent signed by all the directors shall have the same effect as a unanimous vote, and may be stated as such in any document filed with the Secretary of State.

#### **Section 12. Compensation**

- A. Directors shall not receive any compensation for their services while serving on the Board.
- B. Coaches associated with BYHA, shall not use the facility for monetary gain during BYHA ice time.
- C. Any coaches within the association, shall not be paid for their services unless deemed by a seven eighths vote of the board of directors.

### **ARTICLE 5**

#### **Section 1. Number**



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The officers of the Association shall be a President, Vice President, Secretary and a Treasurer. If authorized by the Board of Directors, the officers of Secretary or Treasurer may be divided among two or more persons for the efficient and timely performance of the duties of the office. If either office is thus shared, each person shall be a Co-Secretary or Co-Treasurer as the case may be. All of the officers of the Association shall and must be board members.

## **Section 2. Election and Term of Office**

The officers of the Association shall be elected annually or upon vacancy by a majority of the full board of Directors. Each officer shall hold office until his successor shall have been duly elected.

## **Section 3. President**

The president shall be the principal executive officer of the Association and shall in general supervise and control all of the business and affairs of the Association as well as preside at all meetings of the members and the Board of Directors. The President may sign, with the secretary or any other proper officer of the Association thereunto authorized by the Board of Directors, any instruments which the Board of Directors has authorized to be executed, delegated by the Board of Directors or by these By-Laws to some other officer or agent of the Association, or shall be required by law to be otherwise signed or executed; and in general shall perform all duties incident to the office of President and such duties as may be prescribed by the Board of Directors from time to time.

## **Section 4. Vice President**

In the absence of the President or in the event of any inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all restrictions upon the President and shall perform such duties as from time to time may be assigned by the President or by the Board of Directors.

## **Section 5. Treasurer/ Co-Treasurer**

If required by the Board of Directors, the Treasurer/ Co-Treasurer shall give a bond for the faithful discharge of any duties in such surety or sureties as the Board of Directors shall determine. The Treasurer/ Co-Treasurer shall:

- A. Have charge and custody of and be responsible for all funds and securities of the Association; receive and give receipts for monies due and payable to the Association from any source whatsoever, and deposit all such monies in the name of the association in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these By-Laws;



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- B. In general perform all the duties incident to the office of Treasurer/ Co-Treasurer and such other duties as from time to time may be assigned by the President or by the Board of Directors.

## **Section 6. Secretary/ Co-Secretary**

The Secretary/ Co-Secretary shall:

- A. Keep the minutes of the members' and Board of Directors' meetings;
- B. See that all notices are duly given in accordance with the provisions of these By-Laws or as required by law;
- C. Be custodian of the Associations records and the seal of the Association and see that the seal of the Association is affixed to all documents, and the execution of which on behalf of the Association under its seal is duly authorized in accordance with the provisions of these By-Laws; and
- D. In general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President or by the Board of Directors.

## **ARTICLE 6**

### **Section 1. Executive Committee**

President / Vice President / Secretary / Treasurer

### **Section 2. Nominating Committee**

The President shall appoint a Nominating Committee for the purpose of nominating members to the Board of Directors for the next year.

- A. The Nominating Committee shall consist of two (2) members of the Board and two (2) non-Board Association members.
- B. The Nominating Committee will make available to the general membership the Nomination form, available online.
- C. Board members whose term is about to expire and are interested in continuing on the Board of Directors will be voted upon by the Board of Directors.
- D. The Nominating Committee will compile and forward all new nominations to the Board of Directors. E. At the Board of Directors meeting the appropriate number of vacant board positions will be voted upon from the Nominating Committee's list of new nominees.

### **Section 3. Grievance Committee**

The President and two Directors shall sit as a grievance committee and as such shall handle any grievances that shall be brought before it by a coach, a parent, or a Board Member. Written notice of grievance must be filed with BYHA President via email or written letter, not more than



seven days from the occurred grievance. The method of processing and hearing of grievances shall be within the sole discretion of said committee, and shall said methods shall be made known to the general membership.

#### **Section 4. Financial Assistance Committee**

The Treasurer and one other Director shall sit as a Financial Assistance committee and establish guidelines for granting assistance.

#### **Section 5. Scholarship Committee**

The President, the High School Hockey Coach and two directors shall sit as a Scholarship Committee and as such shall determine the recipient(s) following review of fully completed applications. The method of distributing, processing, and reviewing the applications, shall be within the guidelines of said committee.

#### **Section 6. Other Committees**

Other committees may be created from time to time by the Board, and a chairperson may be appointed by the Board to head said committee(s). Upon the creation of a committee and the appointment of its chairperson, the Board shall at the time outline the duties and specific functions to be performed by said committee and further the duration of said committee.

### **ARTICLE 7**

#### **Section 1. Multi-Level Programming**

The basic intent of the Association in programming is the multi-level program. Each age group has a multi-level program which provides skill-growth and competition that meets the needs and provides the challenges to those participating therein, most clearly related to their own skills and desires. The Multi-level Program recognizes the different skill and proficiency levels to be found in any large group of youth athletes. It provides a maximum opportunity for each to enjoy, learn, and compete. It allows for specific programming to meet and challenge the specific needs of each level. The Association will offer Level A competition teams in each group and dependent on demand, manpower and facilities, B and C competition and /or novice teams in each age group.

#### **Section 2. Limitation on Membership and Team Numbers**

The Association will seek to determine prior to the start of each ensuing season, the extent of the limitations which bear on the program. When these limiting factors are known, i.e. participant demand, adult manpower, facility use, resources, etc. the Association program will be drawn up in such a way as to fulfill a program—however extensive or limited—with the support capabilities available.



### **Section 3. Selection of Teams**

BYHA conducts player evaluations/tryouts and team selections prior to the start of the season. Whenever there are enough participants to program more than one team, the Hockey Player Development Committee shall devise a format for competitive tryouts. All rosters must be approved by the BOD.

### **Section 4. Games and Ice Time**

- A. All players shall obtain reasonably equal ice time in every regular season game, provided effort, attitude and attendance at practice is satisfactory. Every coach shall have sole discretion with regard to the use of players in penalty killing and power play situations during which the reasonably equal ice time rule shall not apply. During tournaments and playdowns, each player must obtain some ice time in each game, the amount of which is at the discretion of the coaches, based on circumstances at that time.
- B. All teams (Mites through Bantams) shall have a minimum of two hours of on ice practice per week, as ice schedule permits.

### **Section 5. Petition for Team Movement**

Whenever you do not have enough players to make a full team and/or the level of play is less than adequate for that level, you can petition WAHA to be moved to a lower level. Example: Level A team truly should be in the B category.

### **Section 6. Training Camp Period**

The Board may set forth a period of time at the start of each season, where no rosters are defined and age group coaches can program a training camp activity that best suits the needs of the age group and their eventual teams. A specific date will be set prior to the start of the season, whereupon the final rosters will be submitted. This date will conclude the training camp period, as well as initiate the competition season.

### **Section 7. Playing Up**

A player and his/her parents may seek permission for their child to "Play Up" by written request to the Coaching Director or BOD prior to the beginning of tryouts/evaluations, but no later than September 1st. The player must try out for his/her "age appropriate" level and the level he/she wishes to "skate-up" on. The player/family will be responsible for paying the tryout fee for both levels. Upon the approval of the board created Hockey Development Committee, a player wanting to Play Up must compete for an A team position at the upper level and be selected for that team as one of its top 5 ranked players. This will be known as the "Top 5 Rule." If a player is not ranked through the tryout process as one of the top 5 players of the A team on the upper



level, then he/she must remain as a participant at the age appropriate level. Goalies are excluded from these requirements. Exceptions can be made if needed to complete a full roster.

### **Section 7. Movement of Players between Teams**

Following the submittal of competition season rosters, no player may move from one team to another except under the following circumstances:

- A. Injury or permanent loss of a player allowing for the promotion of a suitable replacement, only leveling up.
- B. By mutual consent of both team coaches and approved by the Board of Directors.

### **Section 8. Double Rostering:**

- A. With authorization from the Coaching Director, both teams coach, and parent(s) of the player, they can move up no more than one level. Examples: Mite to Squirt, Squirt to Pee wee and Pee wee to Bantam.
- B. In the case of girls, they must declare a primary team by November 15th. Primary team responsibilities and practices will be to the main team.
- C. Players that are double-rostered must practice and play with their primary team first before participating in any team activities affiliated with their secondary team. The primary coach, secondary coach, and parent(s) of the player involved must approve the player participating.
- D. The primary coach has the right to deny secondary team participation for any reason with the exception of Playdowns/State tournament, as long as secondary team playdown game is not the same day and before the primary team game.
- E. Player will automatically be allowed play with their secondary team if that team makes it to the State Tournament, even if the primary team has games and/or tournaments scheduled, with the exception if the primary team State Tournament is the same weekend.
- F. BYHA will double roster a goalie up especially if the higher team only has one goalie.

### **Section 9. Team Managers**

Each team shall have one adult who is recruited for the position of team manager. Said adult shall be responsible for representing that team to the Board of Directors and to the Association, and shall take on all duties and responsibilities assigned by the Board of Directors and as mutually agreed upon by the manager and the Head Coach. All candidates recruited as managers must successfully complete and pass Safe Sport and State of Wisconsin Background checks in accordance with the rules set forth by both USA Hockey and the Wisconsin Amateur Hockey Association (WAHA). Failure to comply will be grounds for dismissal as a candidate and/or recurring manager.



### **Section 10. Team Coaches**

Each year the BOD shall approve a Head Coach for each team. When possible, Head coaches will be non-parents. The Head Coach shall assume all related duties, responsibilities and obligations related to the operation, conduct and programming of that team. Assistant Coaches are appointed by the Head Coach subject to approval by the Board of Directors. All candidates recruited as coaches must successfully complete and pass Safe Sport and State of Wisconsin Background checks in accordance with the rules set forth by both USA Hockey and the Wisconsin Amateur Hockey Association (WAHA). Coaches must also maintain proper level CEP's and submit no later than December 31 annually. Failure to comply will be grounds for dismissal as a candidate and/or recurring coach.

### **Section 11. Team Operation**

Each Team, through its adult leadership, is expected to abide by all rules and regulations, policies, and guidelines that may be presented, both legal and moral.

### **Section 12. Misconduct**

Any officer of the Association, any member or any person connected with the Association's program who shall not abide by any of the stated rules, regulations, policies, and guidelines, or shall engage in any other activity deemed unsuitable, shall be held accountable for any actions before the appropriate bodies as stated within the By-Laws and club rules, or shall be held accountable before the Grievance Committee.

### **Section 13. Fees and Payments**

All fees for membership and participation will be set in accordance with a policy that gives equal time participation per equal dollar. A member loses all rights for participation in any form, when payments are past due, Hardship cases are the prerogative of the Board of Directors. When the payment of fees are delinquent, and the Board of Directors sets a definite date for payment, no delinquent members shall be allowed to participate in any activity following the date as set. Adult team leadership shall be held responsible for enforcing this policy.

### **Section 14. Tournament Fees**

- A. The Association shall contribute the entry fee in the State Tournament Program of the Wisconsin Amateur Hockey Association (WAHA) for each team qualifying and expressing intent to enter with the approval of the Coaches Committee.



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- B. For invitational tournaments, a predetermined amount per player shall be allotted from yearly dues to be split evenly per team at set level. Teams are not allowed to use the money not allotted to the said team.
- C. For Co-Op Teams, BYHA will allocate the same amount as non-coop teams per player registered by BYHA

### **Section 15. Association Annual Program**

A specific and detailed outline of the Association's current season's program shall be adopted every year by the Board of Directors and copies shall be distributed as required. One copy shall be officially attached to the Association's By-Laws as Appendix 1 during the length of the season that the program is in effect. The Outline shall include but not be limited to such items as:

- A. Schedule of fees for the season
- B. Number and types of teams for the season
- C. Anticipated ice time for each team (combined games and practices)
- D. Anticipated fund raising activities and timing during the season
- E. Annual financial report to the membership
- F. F. Awards to players

Note: Changes to the Outline may be made with Board approval during the season.

## **ARTICLE 8**

### **Section 1. Contracts**

The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association, and such authority may be general or confined to specific instances.

### **Section 2. Loans**

No loans shall be contracted on behalf of the Association and no evidence of indebtedness shall be issued in its name unless authorized by a resolution approved by the affirmative vote of at least two-thirds of the Board of Directors. Such authority may be general or confined to specific instances.

### **Section 3. Checks, Drafts. Etc.**

All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Association, shall be signed by such officers, agent(s) of the Association and in such manner as shall from time-to-time be determined by resolution of the Board of Directors.



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#### **Section 4. Deposits**

All funds of the Association not otherwise employed shall be deposited from time-to-time to the credit of the Association in such banks, trust companies or other depositories as the Board of Directors may select.

### **ARTICLE 9**

#### **Section 1: Fiscal Year**

The fiscal year of the Association shall begin on the first day of May in each year and end on the last day of April in each year.

### **ARTICLE 10**

#### **Section 1: Seal**

The Board of Directors shall provide a corporate seal which shall have inscribed thereon the name of the corporation and the words "Corporate Seal", Wisconsin.

### **ARTICLE 11**

#### **Section 1: Waiver of Notice**

Whenever any notice whatever is required to be given under the provisions of law or these By-Laws or under the provisions of the Articles of Incorporation, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

### **ARTICLE 12**

#### **Section 1: Dissolution**

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all the assets of the corporation by transferring such assets to an organization or organizations organized and operated for the purposes for which this corporation was organized and which shall, at a time, qualify as an exempt organization or organizations under Section 501 of the Internal Revenue Code, as the Board of Directors shall determine.

### **ARTICLE 13**

#### **Section 1: Amendments**

These By-Laws may be altered, amended or repealed and new By-Laws may be adopted at any meeting of the full membership, with at least 30 members present, upon a two-thirds vote of the present members.