

NLYHA BOARD POSITIONS AND DEFINITIONS

The NLYHA Board of Directors is responsible for managing the property, affairs and business of the Association. We are governed by Bylaws, which can be found on our website. The number of Directors will be eleven (11) or more and that number includes the Officer positions of President, Vice President, Secretary and Treasurer.

The term office is three years and are volunteer positions. Board elections are held annually at the end of season banquet. Officers are elected from the Directors of the Board. Below are the current Board positions for NLYHA:

- President
 - To be eligible for this position, the member must have served as a Director or Officer for at least one (1) year immediately prior to taking the position. The President has responsibility for the Association in the role as chief executive officer ensuring all orders and resolutions are carried into effect, presides all Board and general membership meetings and is *ex officio* a member of all standing committees.
- Vice President
 - In the event of the absence or availability of the President, the Vice President will assume those responsibilities. The Vice President provides oversight and has responsibility for the Hockey Committee.
- Secretary
 - The Secretary is the clerk of all Board and general membership meetings and will record the meeting discussions.
- Treasurer
 - The Treasurer is responsible for managing the operating bank account, managing cash flows, reconciles bank statements, prepares monthly reports of the financials to the Board and assists an outside accounting firm in the annual audit.
- Communications
 - Keeping the membership and public informed of Association or hockey related events is the responsibility of Communications. This is done via email to the Association along with social media posts, press releases, and managing the website.
- Equipment
 - In this role, the Equipment Director is responsible for maintaining the equipment rooms at both arenas. This includes purchasing gear and maintaining inventory from skates to jerseys along with other training items.
- Fundraising
 - Fundraising will manage the annual fundraisers (Wreaths and Pizzas) to ensure orders are submitted and delivered and buy-outs are collected, along with providing new ideas for additional fundraising opportunities.
- Gambling
 - This is a Committee, typically made up of three Directors, which provide oversight to the Gambling operations of the Association.
- Recruitment and Retention
 - New members and keeping our members are the charter for this role. Managing the Come Try Hockey event(s) and providing feedback and opportunities for current members are key responsibilities.
- Registrar
 - The Registrar is responsible for managing the registration of members, volunteers and coaches. This includes ensuring all certifications and requirements are being met for each registrant (USA Hockey membership, SafeSport training, etc.).
- SafeSport
 - As mandated by USA Hockey, this position is responsible for ensuring safety for all involved in the game both on and off the ice and to enforce the zero tolerance policy for misconduct or abuse.

There are many areas outlined above that will require volunteers from the membership. Each Director is responsible for finding volunteers in order to accomplish their responsibilities. Volunteer information can be derived from the annual registration list.