

**Ithaca Youth Hockey Association
By-Laws
Adopted March 11, 2009**

Article I. Name.

The name of the organization shall be the Ithaca Youth Hockey Association, Inc., hereinafter referred to as the "IYHA".

Article II. Purpose.

The purpose of the IYHA shall be to :

- A. Teach the game of hockey to youth in the Greater Ithaca area.
- B. Provide the opportunity for youth to learn and play the game under established rules and regulations.
- C. Promote and improve amateur ice hockey in the Ithaca area.
- D. Develop and encourage sportsmanship and team play among participants.

Article III. Mailing Addresses.

The mailing address of IYHA is P.O. Box 391, Ithaca, NY 14850.

Article IV. Association Membership.

- A. One parent or legal guardian of registered players will be a voting member of IYHA.
- B. All Officers, League Directors, Managers, and Officials appointed by the Board will be voting members of the IYHA.
- C. Coaches do not need to be voting members of the IYHA.
- D. Emeritus Directors do not need to be voting members of the IYHA.
- E. Voting membership will be from player registration to player registration and shall automatically terminate upon failure to re-register or be reappointed.
- F. Association members shall have the responsibility to:
 - 1. Elect persons to the Board of Directors at the regular Spring meeting to be held after Snowbelt JAMS and before May 31st each year.
 - 2. Vote on proposed amendments to the By-Laws of the Association.

Article V. Board of Directors.

- A. The IYHA shall be governed by a Board of Directors. The Board shall have final authority on all matters pertaining to the administration of the IYHA. Such authority shall be delegated in the discretion of the Board of Directors.
- B. The Board of Directors shall consist of nine members, three elected each year for a three-year term. Candidates for Board positions will be identified by the Nominating Committee or nominated from the floor at the annual Spring meeting. The persons receiving the highest number of votes to the extent of the number of vacancies shall be elected. In the event of a tie, a runoff election will be conducted.
- C. A maximum of 2 Special "Emeritus" Directors can be appointed by a 7/9 vote of elected Board of Directors for a term of 1 year. These "Emeritus" Directors could be previous members of the IYHA or were otherwise actively involved with youth, collegiate or professional hockey.
- D. Vacancies on the Board occurring between elections may be temporarily filled by the Board. Such vacancies must be permanently filled for the remaining term of that seat at the next regular election.
- E. A quorum of the Board shall consist of a majority of members.

- F. Board members who miss three meetings of the Board in one year shall be notified in writing that a further such absence shall cause his/her seat to be considered vacant.
- G. The term for Board members shall run June 1 to May 31.

Article VI. Officers.

The officers of the IYHA shall be the President, the Vice President for Travel Team Division, the Vice President for House Team Division, the Vice President for Snowbelt Division, the ACE Coordinator, the Secretary, the Treasurer, the Registrar and the Scheduler. The Board of Directors shall be free to appoint other such officers as the Board may deem necessary. The officers of the Association need not be members of the Board of Directors.

Article VII. Selection of Officers.

Officers will be determined by the Board of Directors and will generally serve for a term of one (1) year or such other term as determined appropriate by the Board of Directors.

Article VIII. Duties of Selected Officers.

- A. President. The President shall:
 - 1. Be the official representative of the Association.
 - 2. Call and preside at all Association meetings.
 - 3. Appoint special committees and officials for any purpose deemed necessary by the Board of Directors.
 - 4. Recommend all committee appointments to the Board for approval.
 - 5. Monitor the assignment of ice time between the different functional divisions.
 - 6. Represent the IYHA with NYSHA.
 - 7. Assist the Vice Presidents for Travel Teams Division, House Teams and Snowbelt Division.
- B. Vice President for Travel Teams Division.
 - 1. Serve as the IYHA representative at all USA Hockey Travel Team League meetings.
 - 2. Coordinate travel team operations within the Association.
 - 3. Register players and teams with USA Hockey New York State Sectional registrar.
 - 4. Report at monthly BOD meetings the status of Travel Teams.
- C. Vice President for Snowbelt League.
 - 1. Coordinate the hockey program for the Snowbelt Teams Division.
 - 2. Serve as the IYHA representative at all USA Hockey Snowbelt League meetings.
 - 3. Report at monthly BOD meetings the status of Snowbelt teams.
- D. Vice President for House Teams Division.
 - 1. Coordinate the hockey program for the House Team Division.
 - 2. Recruit and recommend for approval by the Board of Directors coaches within the House League.
 - 3. Be responsible for the distribution, maintenance and return of equipment.
 - 4. Report at monthly BOD meetings the status of House teams.
- E. ACE Coordinator:
 - 1. Ensure all Coaches are properly trained/certified according to USA Hockey protocols.
 - 2. Interview and nominate coaches for review by members and selection by the Board of Directors
 - 3. Monitor the conduct of all Coaches to ensure that the IYHA and USA Hockey standards are maintained or exceeded.
 - 4. Interface with age group representatives to insure parental inputs.
- F. Secretary.
 - 1. Maintain a registration list of players.
 - 2. Publicly announce all meetings of the Association.
 - 3. Prepare and maintain minutes, records, and other documents of the Association.
 - 4. Serve as Acting Vice President in the event the office becomes vacant for any reason until a new President can be elected by the Board of Directors.

- G. Treasurer.
 - 1. Receive all funds due the Association and deposit these funds in banks designated by the Board.
 - 2. Make payment for all expenses authorized by the Board. Prior approval of the Board will be required for all expenses to be charged to the Association for services rendered by members and non-members for any purchase.
 - 3. Maintain an accurate and up to date record of all funds received and disbursed and report same at each regular Board meeting.
 - 4. Present a financial report at the annual spring meeting covering the past year. This report to be audited by the Audit Committee before the annual meeting.
 - 5. Arrange for Association accident and liability insurance with appropriate carriers.
- H. Registrar
 - 1. Maintain a registration list of players in the IYHA
 - 2. Register all players and teams with USA Hockey
- I. Scheduler.
 - 1. Obtain ice time for all teams and functional divisions within the Association.
 - 2. Obtain ice time for all home and away events.
 - 3. Communicate changes in established schedules to appropriate team representatives.
 - 4. Keep a record of ice time scheduled for the Association, functional divisions of the Association and specific teams.

Article IX. Committees.

- A. Nominating Committee: This committee shall be appointed by the Board of Directors and shall be comprised of one member of the Board and two members at large. It shall nominate a slate of candidates to be presented for election to the Board at the annual spring meeting.
- B. Ice Time Committee: This committee shall consist of the President, the Vice President and other officers as deemed necessary. This committee shall determine the equitable distribution of ice to the various divisions within the IYHA.
- C. Audit Committee: This committee shall consist of three members of the Board excluding the treasurer. It shall audit the annual financial report prior to presentation at the regular spring meeting.
- D. Coaches Committee: This committee shall include the ACE Coordinator and at least two other members as determined by the Board of Directors. This committee shall review and recommend to the Board of Directors overall coaching guidelines.
- E. Special Committees: Special committees may be appointed as indicated in Article VIII, Section A, number 3.

Article X. Meetings - General Membership.

- A. Two regular meetings of the IYHA shall be held annually; one around October, and the other after Snowbelt JAMS and before May 31st.
- B. The dates of such meetings shall be set by the Board of Directors and publicly announced at least two weeks in advance of the said date.
- C. A quorum for membership meetings shall be 12 members.
- D. Special meetings of the general membership may be called for the purpose of voting on proposed amendments to the By-Laws. Written (email) notice setting forth the proposed amendment must have been presented at a regular or special membership meeting at least 30 days prior to the meeting at which the vote shall occur.
- E. Special meetings will be called by the President upon request of a majority of the Board or by petition signed by 10 members.

Article XI. Meetings - Board of Directors.

- A. The Board of Directors shall meet at least once a month throughout the year and at the times as determined by the President or a majority of the Board. The President shall determine the time and place of Board meetings.
- B. Members are welcome to attend Board meetings and present items for discussion.

Article XII. Amendments to the By-Laws.

The By-Laws may be amended by a 2/3 majority vote of those members present and voting at a regular or special membership meeting of the IYHA. Written notice setting forth the proposed amendment must have been presented at a regular or special membership meeting at least 30 days prior to the meeting at which the vote shall occur.

Article XIII. Removal of members of the Board of Directors and Officers.

Officers and members of the Board of Directors may be removed from office and/or the Board by a 2/3 majority vote of the Board of Directors. Likewise, Officers and Coaches may be removed by a 2/3 majority of the Board.

Article XIV. The Divisions.

There applicable functional divisions of IYHA shall be determined by the Board of Directors as necessary and may be by age group (i.e. Initiation, Mite, Squirt, PeeWee, Bantam and Midget), by league (i.e. House, Travel, Snowbelt, etc.), or by other logical division that the Board of Directors determines shall be in the best interest of the membership and IYHA. The President of the IYHA and the Vice Presidents are responsible for the harmonious operation of the Divisions.

Article XV. Conduct.

Association members shall be responsible for insuring that they, their spouses, their family members, their guests and player(s) conduct themselves and behave in a mature and sportsmanlike manner at all times during which players are participating in Association activities, and that coaches, players, and officials are at all times treated in a respectful and non-abusive manner. In the event that an Association member or their spouse, their family members, their guests or player(s) fail to conduct themselves in the proper manner as required by these By-Laws, the Board of Directors shall have the authority and power to take appropriate disciplinary action, which action may include but not be limited to, the requirement that the offending party be precluded for a stated period from attending and/or participating in Association games, practice and other activities. Except in emergency situations, such disciplinary action shall be taken only after all parties concerned shall have been given a reasonable opportunity to be heard before the Board. In situations deemed to be an emergency by the Board, temporary disciplinary action may be taken immediately by the Board, after which the Board shall endeavor to provide all parties concerned with the opportunity to be heard before further disciplinary action is taken.

As proposed to members on February 10, 2009.

As approved at Special membership meeting held on March 11, 2009