

# CHARTIERS VALLEY HOCKEY CLUB BYLAWS

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# CHARTIERS VALLEY HOCKEY CLUB BYLAWS

## ARTICLE I

### Name

The name of this organization shall be the "Chartiers Valley Hockey Club," hereafter also referred to as "CV Hockey Club," or, "the Club."

## ARTICLE II

### Objectives

The object of the Chartiers Valley Hockey Club shall be for charitable and educational purposes, more specifically to provide organized ice hockey for students living in the Chartiers Valley School District.

## ARTICLE III

### General Members

**Section 1. Eligibility.** General Members shall consist of:

1. All dues-paying players of any CV Hockey Club sanctioned team or program who are properly registered with USA Hockey
2. The parents and/or legal guardians of all players
3. Elected and appointed Board Members
4. Team coaches

General Members hereafter will be referred to as "Members" or "Membership."

**Section 2. Standing.** A Member is considered "in good standing" only when their account is paid up-to-date, they are not on Membership probation, banned or involved in a disciplinary action, whereby all Club privileges would be suspended.

**Section 3. Member Responsibility.** General Members, by accepting a position on a team, a coaching position or a Board position, are responsible for understanding and following Club policies and bylaws, CV School District policies, the rules and policies of USA Hockey and the PIHL, and *Robert's Rules of Order*. Members must conduct themselves in an ethical or orderly manner at all Club events and support the players, coaches, families, guests and Board of the CV Hockey Club.

**Section 4. Voting Privileges.** Each family shall get one (1) vote per player. Board Members and team coaches who do not have active players on a CV Hockey Club sanctioned team shall each be given one (1) vote. In order to vote, a Member must be considered in good standing.

**Section 5. Fees.** The annual fee, payment schedule and final payment deadline shall be determined by the Board of Directors and distributed to the parent or guardian of each player at the time of tryouts. In addition to the annual fees, expenses for things such as uniforms, USA Hockey registration, team scrimmages, tournaments, playoffs, donations, etc. may also be incurred.

Members will first receive a written notice when their account is past due and given a deadline to bring it up-to-date. Those whose dues are not paid thereafter shall be expelled from membership in the Chartiers Valley Hockey Club. A Member can be reinstated only after their account is brought up-to-date. The Club has the right and obligation to collect all fees owed utilizing the legal system and/or debt collection agency.

The Board of Directors may make exceptions to the base fee. Unless otherwise specified in the tryout packet, the Board of Directors will determine any exceptions to the fee and payment schedule on an individual basis.

**Section 6. Disciplinary Procedures.** The Board of Directors shall form and maintain a Discipline Committee. By becoming a Member of CV Hockey, Members agree to follow CV Hockey's discipline policies and procedures. Following any appeals, Members also agree to accept the recommendations of the Discipline Committee or immediately terminate Membership and forfeit all fees paid.

After observing a mandatory 24-hour "cool down" period, Members must first try to resolve issues with the team manager. If that is unsuccessful, they should speak with the Head Coach of the team and/or the Director of Coaching. If the issue is still not resolved, the Member may bring the matter before the Board at a regularly scheduled Membership meeting, contact the President for a special meeting, or file a complaint form with the Head of Discipline. At any time, the Board may also refer the issue to the Discipline Committee for review and recommendation of resolution.

Any other methods of complaint that vary from the above procedure shall be a violation of CV Hockey Club policy and will not be tolerated. Any Member violating the policy shall be sent before the Discipline Committee with a recommendation of termination of membership in the Club.

**Section 7. Expulsion.** Any Member may be expelled, for cause, after written notification of the charges. Cause shall be failure to make payments in accordance with the Club fee schedule, or by violation of these bylaws or any written policy and procedure adopted by the Chartiers Valley Hockey Club. Upon request by the Member in question, a formal or informal hearing before the Board must be given. A two-thirds vote of the Board of Directors shall be required to expel any Member.

A one-time appeal may be requested by the Member who has been expelled within forty-eight (48) hours of receipt of the notification of expulsion. If the appeal request is not received within this time frame, the decision shall be final. The appealing party shall submit with their request for appeal a written statement of why the action should be modified or overturned. No additional evidence or witness statements will be considered during the appeal. A two-thirds vote of the Board shall be required to overturn the original expulsion ruling.

## ARTICLE IV

### Officers and Elections

#### Section 1. Officers.

The elected officers shall consist of:

1. President
2. Vice President
3. Secretary/Registrar
4. Treasurer

The appointed officers shall consist of:

5. PIHL Representative
6. Director of Coaching
7. Past President - automatically appointed under these bylaws

All Officers, elected and appointed, shall perform the duties outlined by these bylaws and by the parliamentary authority adopted by the Club. Officers will hereafter be referred to as “Board of Directors,” “Board,” or “Officers.”

**Section 2. Nominations for Elected Officers.** Immediately following tryouts and selection of teams, the current Vice President shall appoint a Nominating Committee of at least three (3) Members in good standing, at least one of which should not be on the current Board. The President shall not appoint or serve on the Nominating Committee. Members of the Nominating Committee are not barred from becoming nominees for office.

Because it is not in the best interest of the Club to have its Members run against each other, the duty of the Nominating Committee is to present the best candidate for each job. All candidates must meet the eligibility requirements and indicate that, if elected, they are willing to serve as trusted servants of the CV Hockey Club.

The Nominating Committee shall report a list of nominees to the Secretary for distribution to Membership. This may occur at any time prior to the election meeting or at the election meeting itself. If the Nominating Committee is unable to find an eligible and willing candidate within the Membership to nominate for a position, they should submit their report with that slot open.

Nominations from the floor will also be accepted at the annual election meeting provided that the nominee is present to accept the nomination, meets the eligibility requirements and indicates to the Board that, if elected, they are willing to serve as a trusted servant of the CV Hockey Club.

Following an election meeting that results in no Member being nominated by the Nominating Committee or from the floor to fill an electable position, the President may look outside of the Membership to appoint someone to the vacancy.

If at any time during the nominating process a Member realizes they are ineligible, unable or unwilling to serve if elected, they should request their name be removed from nomination.

**Section 3. Elections.** An annual General Membership meeting will be held for elections. The place, date and time will be set by the currently serving Board following the receipt of the candidate list from the Nominating Committee. The Secretary shall notify the Membership at least two (2) weeks in advance of the meeting. Elections shall be conducted by individual paper ballot for each electable Board position. If only one candidate is running for an office, the President may choose to hold a voice vote for that position.

Each family shall get one (1) vote per dues-paying player. Board Members and team coaches who do not have active players on a team shall each be given one (1) vote. In order to vote, a Member must be considered in good standing. Members must be physically present to have their vote count in the annual election. Abstention and proxy votes do not count in the tally. Candidates will be elected by a majority vote. The current President shall cast the deciding vote in the case of a tie.

**Section 4. Nominations for Appointed Officers.** For each open office, the President and Past President shall jointly recommend a willing and qualified candidate in good standing to the Board. The appointment shall be approved by a majority vote of the Board and the Secretary shall record it in the meeting minutes.

**Section 5. Eligibility.** To be eligible for a Board position, Members must:

1. Be 18 years of age or older
2. Be in good standing as defined in Article III, Section 2
3. Meet the eligibility requirements listed in Article VI, Duties and Qualifications of Officers

All Board Members are subject to background checks as mandated by CV Hockey, the CV School District, the State of Pennsylvania, the PIHL and USA Hockey including the Pennsylvania Child Abuse History Clearance, Act 151; PA State Police, Request for Criminal Record Check, Act 34; and Mid-American Hockey Volunteer Screening Program.

**Section 6. Terms and Limitations.** Each Officer shall hold no more than one office at a time. Terms begin immediately after the annual election meeting. Officers shall serve for two (2) years or until their successors are elected or appointed. The President and Secretary shall be elected in even years, the Vice President and Treasurer shall be elected in odd years. The PIHL Representative shall be appointed in even years, the Director of Coaching shall be appointed in odd years.

**Section 7. Vacancies.** In the case of a mid-term vacancy in the office of President, the Vice President shall serve as President for the remainder of the current President's term. In the event of a mid-term vacancy in any office other than President and Past President, the President will have the right to appoint any qualified Member in good standing to serve for the remainder of that Officer's term, as long as there is approval by a majority vote of the Board. If there is no qualified or willing Member to fill the open position, the President may look outside of the Membership to fill the vacancy.

**Section 8. Removal from Office.** Officers can be removed from office with or without cause by a two-thirds vote of the remaining Board Members.

## ARTICLE V

### Meetings

**Section 1. Membership Meetings.** The Officers of the Club shall hold a minimum of three (3) meetings during the regular season at a convenient time and location to the majority of the Board of Directors. Notice shall be given to the Membership at least seven (7) days prior to the meeting. If it is determined that a quorum of the Board or Membership is not able to be present, the President may opt to cancel or reschedule the Membership meeting.

**Section 2. Board Meetings.** The Officers of the Club shall hold a minimum of one (1) meeting per month during the regular season and a minimum of two (2) meetings during the off-season at a convenient time and location to the majority of the Board of Directors. Notice shall be given to the Board Members at least seven (7) days prior to the meeting. If it is determined that a quorum of the Board is not able to be present, the President may opt to cancel or reschedule the meeting. Or, the meeting may be held, but anything requiring a quorum to vote must be tabled for a future meeting. All Board meetings and minutes are held in executive session unless the Board votes to open the meeting to the Members by a two-thirds vote.

**Section 3. Special Meetings.** The President or the Board of Directors may call special meetings. Except in cases of emergency, notice shall be sent at least three (3) days prior to the meeting.

**Section 4. Electronic Meetings.** In the event that an emergency vote must take place prior to the next scheduled Board meeting, and only after exhausting attempts to schedule a special meeting to get a quorum present, the President may elect to hold an electronic meeting to resolve the issue in a timely manner.

It is the President's responsibility to contact all Board Members by phone, fax or email to discuss the issue and communicate the vote tally to the other Officers. In the event that an Officer is unavailable or does not respond to the electronic communication (phone, fax or email), but a quorum of the Board is able to be reached for a vote, notice of absentee Officers and results of the vote must be communicated by the President to the remaining Board Members.

**Section 5. Quorum.** A quorum of the Membership shall be considered the majority of those Members present at a meeting that has been previously posted under the Club's meeting guidelines. A quorum of the Board shall be considered if at least four (4) Board Members are present.

# ARTICLE VI

## Duties and Qualifications of Officers

**Section 1. General Board Duties.** The Board of Directors shall be responsible for overall policy, direction and day-to-day operation of the Club. Duties include, but are not limited to, establishing annual fees and budget, negotiation of ice contracts, determination of teams and team levels, administration of funds, providing fundraising opportunities, appointing and supervision of committees and committee chairpersons, scheduling meetings, hiring and dismissal of coaches, addressing grievances, participation in disciplinary actions as needed, review and revision of bylaws as needed. Additionally, the Board is responsible for accurate and timely communication of Club matters to the Club Membership. Club Officers shall be uncompensated volunteers with the exception of the PIHL Representative who shall receive a stipend for gas and travel to mandatory PIHL meetings. This fee shall be determined and voted on by the Board at the first Board meeting of the season. Unless specified in these bylaws, the Board shall be the final authority on all Club matters.

**Section 2. General Board Qualifications.** All Board Members must:

1. Have a willingness to give time and resources to insure fulfillment of Club objectives.
2. Be a current Member in good standing.
3. Be able to fulfill all duties of the office they are running for or appointed to.
4. Possess or have access to a personal computer, a printer and a fax machine.
5. Be proficient in any software necessary to fulfill their duties.
6. Have Internet access and an active email account.
7. Pass all screening guidelines listed in Article IV, Section 5.

**Section 3. President.**

**Additional Qualifications:**

- a. Minimum of one (1) year experience as a Member of the CV Hockey Club.

**Duties:**

- a. Attend and preside at Club meetings.
- b. Call special meetings after consultation with the Board.
- c. Respond to inquiries pertaining to the Club.
- d. Consult with the Past President to jointly recommend candidates for the offices of PIHL Representative and Director of Coaching.
- e. Make interim appointments to any vacant Board position after consultation with the Board.
- f. With the exception of the Nominating Committee, create committees and appoint chairpersons.
- g. Recruit Members to serve on the Discipline Committee and oversee Board involvement on any disciplinary actions.
- h. Assist the Director of Coaching in recruiting, interviewing, recommending and hiring of team coaches at all levels.
- i. Work with the Vice President and team head coaches to appoint team managers.
- j. Work with the Vice President and other Board Members as needed to create and update all Club policy documents including, but not limited to, codes of conduct, discipline documentation, etc.
- k. Insure Club bylaws are followed.
- l. Interpret Club bylaws if/when needed.
- m. Work with Board to determine annual fees and budget.
- n. Provide signature on the Club bank account(s).



#### **Section 4. Vice President.**

##### **Additional Qualifications:**

- a. Minimum of one (1) year experience as a Member of the CV Hockey Club.

##### **Duties:**

- a. Fulfill the duties of the President in the absence of, or vacated office of, the President.
- b. Work closely with and assist the President as needed.
- c. Attend Board and Membership meetings.
- d. Appoint a Nominating Committee for annual Board elections.
- e. Work closely with and assist Board Members and committee chairpersons as needed.
- f. Work with the President and team coaches to appoint team managers, as well as provide information and training necessary at the start of the season.
- g. Work with the President and other Board Members as needed to create and update all Club policy documents including, but not limited to, codes of conduct, discipline documentation, etc.
- h. Schedule photographer for teams photos and events.
- i. Provide signature on the Club bank accounts(s).

#### **Section 5. Secretary/Registrar.**

##### **Duties:**

- a. Arrange meeting rooms for all Club meetings.
- b. Create and distribute an agenda for all Club meetings.
- c. Create an attendance sheet for all Membership meetings.
- d. Record minutes for all Club meetings and distribute as appropriate within ten (10) days of adjournment.
- e. Attend Board and Membership meetings.
- f. Communicate Board decisions and information to the team managers, coaches and Club Membership as appropriate.
- g. Responsible for all Club correspondence, except that which conflicts with the duties of another Officer, unless authorized to do so by that Officer or the President.
- h. Provide Club information to CV School District principals as necessary.
- i. Serve as Club contact for the CV School District Athletic Director's office and communicate all suspensions to head coaches and team managers.
- j. Maintain archives of Club bylaws.
- k. Maintain copies of disciplinary documentation for a period of two (2) years.
- l. Prepare and provide ballots for elections at the annual election meeting.
- m. Prepare and submit the annual PIHL Association Data Form.
- n. Chair Tryout Committee.
- o. Work with the Board and Tryout Committee to prepare and distribute Club information, necessary forms and fundraising information required for tryouts.
- p. Distribute, collect and maintain player Letters of Acceptance.
- q. Work with Director of Coaching and head coaches to insure players and coaches meet eligibility requirements and league regulations.
- r. Secure and maintain all necessary registration and consent forms for CV Hockey, PIHL and USA Hockey.
- s. Prepare USA Hockey and PIHL rosters, update and file as necessary throughout the season.
- t. Maintain all mandatory documentation required in team binders.
- u. Attend all mandatory PIHL registration meetings and binder checks.
- v. Create and distribute a contact list of players, their parents/guardians and all coaches to the team managers.
- w. Provide signature on Club bank account(s) at the request of the President.
- x. Update Club bulletin board and provide updates for Club website.

## **Section 6. Treasurer.**

### **Additional Qualifications:**

- a. Proficient in a financial software package such as Microsoft Excel.
- b. Familiar with, or willing to become educated in, non-profit tax law and tax preparation.
- c. Preferably having experience in an accounting capacity or as a Treasurer in another club or organization.

### **Duties:**

- a. Attend Board and Membership meetings.
- b. Receive and disburse all funds for the Club business as directed by these bylaws and the Board on behalf of the Membership in a timely manner when proper invoices and receipts are submitted.
- c. Balance and reconcile Club bank account(s) monthly.
- d. Keep detailed financial records in accordance with IRS regulations.
- e. Provide signature on all Club bank account(s).
- f. File necessary tax returns and applications for tax exemption status.
- g. Work with the Board to provide necessary financial documentation to apply for grants.
- h. Notify the required Commonwealth of Pennsylvania agency with the names of the Officers.
- i. Provide the Board of Directors with a written monthly financial report including copies of bank account statements and ledgers.
- j. Present a yearly projected budget to the Board.
- k. Notify the Board of Directors of any Members whose fees have become delinquent.
- l. Check the Club Post Office box minimally every two (2) weeks.
- m. Deposit all checks and funds received within two (2) weeks of receipt.
- n. Retrieve and document receipt of all funds from committees.
- o. Retrieve and document receipt of all funds from team managers.
- p. Provide individual invoices, payment schedule and payment coupons to the parent and/or guardian of each player at the start of the season.
- q. Provide individual statements to the parent and/or guardian of each player that reflect payments made, fundraising and other credits, as well as remaining balance to be paid, prior to the last scheduled payment due date.
- r. Notify Members whose accounts become delinquent in writing within one (1) week of falling behind on a scheduled payment.

## **Section 7. PIHL Representative.**

### **Additional Qualifications:**

- a. Available to attend, and get transportation to, all mandatory PIHL meetings.

### **Duties:**

- a. Attend Board and Membership meetings.
- b. Serve as Club liaison between the CV Hockey Club and the Pennsylvania Interscholastic Hockey League (PIHL).
- c. Prepare and submit team declarations and applications to the PIHL.
- d. Attend, represent and vote for and on behalf of the Club at all PIHL meetings, including all mandatory meetings.
- e. Provide a report to the Club and Membership on matters addressed at the PIHL meetings.
- f. Volunteer for any PIHL committees as required by the PIHL.
- g. Perform any and all duties as prescribed by the PIHL.
- h. Check the master financial statement given out at the monthly PIHL Board of Governors meeting and work with the Club Treasurer to ensure all PIHL fees are paid and the Club account is correct and in good standing.
- i. Notify the Board, coaches and team managers of all PIHL meetings where their attendance is expected and mandatory.
- j. Notify varsity coach concerning all-star selection meeting and see to it that all proper forms are processed for nominations of players.
- k. Notify the Board, team managers and coaches of any rule changes.



- l. Notify the Club of game schedules at the start of the season and when any changes occur throughout the season.
- m. Notify team managers and head coaches of playoff meetings and schedules.
- n. Notify the Board, team coaches and managers when a player or coach appears on the PIHL suspension list.

## **Section 8. Director of Coaching.**

### **Additional Qualifications:**

- a. Must be USA Hockey certified at Level 4 or higher. This will allow the Director of Coaching to be rostered on all teams and called upon to conduct tryouts, coach, run practices, develop practice plans and/or manage the bench during a game at any level if needed.

### **Duties:**

- a. Attend Board and Membership meetings.
- b. Supervise all coaches at all levels.
- c. Facilitate meetings and serve as the liaison between the coaching staff and the Board.
- d. Serve as liaison between the coaches at all levels on issues such as scheduling, call-ups and developing players to participate in higher-level games.
- e. Develop coaching guidelines for all coaching levels and submit to the Board for review.
- f. Update job descriptions for head and assistant coaching positions as needed.
- g. Post openings in the Club coaching staff and actively recruit coaches prior to tryouts.
- h. Interview qualified coaching candidates on behalf of the Club and present a list of recommended coaches to the Board.
- i. Insure that all coaches have achieved required certifications and screenings as mandated by the PIHL and USA Hockey prior to recommending them for a coaching position.
- j. Insure that coaches attend any mandatory PIHL meetings.
- k. Insure that coaches perform any and all duties as prescribed by the PIHL, and are familiar with PIHL and USA Hockey rules.
- l. Insure that coaches promote and enforce all Club, PIHL and USA Hockey codes of conduct.
- m. Insure that all coaches are well versed in creating and implementing practice plans.
- n. Regularly attend and monitor team practices and games at all levels.
- o. Assist the Tryout Committee and coaching staff in coordinating tryouts.
- p. Assist coaching staff with team selection.
- q. Assist the coaches on ice during practices and/or during games as needed.
- r. Attend team meetings where coaching policy is on the agenda.
- s. Work with coaches on team discipline issues and assist in recommending issues to the Club Discipline Committee.
- t. Meet with players and their parents and/or guardians when there is an issue or discussion involving a team coach.
- u. Assist coaches and team managers in finding pre- and post-season camps, tournaments and setting up scrimmages.
- v. Schedule, manage and recruit players for the Junior Colts program.
- w. Assist coaches in scheduling dry land training, hockey development, goalie camps, strength & conditioning, and any other skill development as needed.

## Section 9. Past President.

### Additional Qualifications:

- a. Must have previously served as President of the CV Hockey Club.

### Duties:

- a. Serve as advisor to the President and the Board.
- b. Consult with the President to jointly recommend candidates for the PIHL Representative and Director of Coaching positions.
- c. Work with the President to insure Club bylaws and policies are being followed.
- d. Assist in interpreting Club bylaws if/when needed.
- e. Assist with and act as Club liaison on the annual Alumni game.
- f. Attend Board and Membership meetings.

**Section 10. Board Responsibility.** Upon acceptance of their position, Club Officers accept responsibility for learning, understanding and following Club policies and bylaws, CV School District policies, the rules and policies of USA Hockey and the PIHL, and *Robert's Rules of Order*. Board Members also agree to provide a smooth transition to the incoming Board by providing their knowledge of the position, passing on all records, documents and property belonging to the Club. If, at any time during their term, an Officer realizes that they are unable or unwilling to fulfill their duties or conduct themselves in an ethical, reliable, cooperative and democratic manner on behalf of the Board and/or the Club, they must immediately submit their resignation to the Secretary/Registrar.

**Section 11. Board Liability.** No Officer shall be liable in any manner for any debts or obligations of the Club and shall not be subject to any manner of assessment by virtue of his membership and the Club will indemnify and hold harmless any Officer against any claim of liability by or to any person other than the Club, in respect of any act or failure to act so long as such act or failure to act was performed in such manner determined by him to be in the best interest of the Club, and so long as he was not guilty any criminal acts, gross negligence, misconduct or breach of a fiduciary obligation in such act or failure to act.

## ARTICLE VII

### Committees

**Section 1. Nominating Committee.** Immediately following tryouts and selection of teams, the currently serving Vice President shall appoint a Nominating Committee of at least three (3) Members in good standing, at least one of which should not be on the current Board. Their sole purpose shall be to canvass the Membership to find the best candidates for electable Board positions and to present a list of nominees to the Membership at the annual election meeting. The President shall not appoint or serve on the Nominating Committee. Members of the Nominating Committee are not barred from becoming nominees for office. See Article 4, Section 2, for Nomination procedures. Upon completion of the annual election, the committee is discharged from its duties.

**Section 2. Tryout Committee.** The President shall appoint a Tryout Committee comprised of at least two (2) Members in good standing. The Secretary/Registrar shall serve as Tryout Committee chairman. Their purpose shall be to create and distribute all necessary information and documentation to potential players and their parents/guardians to be able to try out for a CV Hockey team. They are also responsible for manning the registration table at tryouts, as well as receiving necessary forms and payments as set forth in the tryout documentation. Upon completion of tryouts, the committee is discharged from its duties.

**Section 3. Discipline Committee.** The President shall create and maintain a Discipline Committee comprised of two (2) Board Members, two (2) coaches, and one (1) parent volunteer from each team level. Each position shall have an alternate to serve in their absence. The President shall appoint a Head of Discipline to serve as the primary contact between the Members, the committee and the Board. While the committee remains active throughout the entire season, they will only be called upon in the event that a disciplinary action is filed with the Head of Discipline.

**Section 4. Fundraising Committee.** The President shall appoint a Fundraising Committee comprised of at least two (2) co-chairs from the Membership in good standing to provide the fundraising opportunities of varying levels to Membership. The co-chairs will be responsible for recruiting Club members to volunteer for individual fundraisers and/or fundraising events throughout the season. They will work closely with the Board to set objectives and budgets. If the Board determines that there will be any mandatory fundraisers, the Fundraising Committee is responsible for organizing and overseeing the fundraiser or event, as well as collection of any payments. They will record all expenses and collect receipts to present to the Treasurer. The co-chairs of the Fundraising Committee will provide accurate reports of Member credits to the Treasurer following the completion of each fundraiser. The Fundraising Committee will also be responsible for soliciting corporate sponsorships, keeping accurate records of donations, ensuring that sponsors receive any benefits such as banners, ads, patches, tickets, etc., as well as act as Club liaison between the Board and the corporate sponsors.

**Section 5. Other Committees.** The President shall create special committees comprised of Board Members and General Members as needed. The purpose can include, but is not limited to, such activities as bylaw amendment, auditing of Club financial records, recruiting, senior night, alumni game, banquet, equipment, etc. Individual committees will be discharged from duties upon completion of the assigned event or task.

## ARTICLE VIII

### Financial Provisions

**Section 1. Fiscal Year.** The fiscal year of the Club shall commence on June 1<sup>st</sup> and end on May 31<sup>st</sup> of the following year.

**Section 2. Tax Exemption Status.** The Chartiers Valley Hockey Club is a non-profit organization under Section 501 (c)(3) of the Internal Revenue code, or corresponding section of any future federal tax code.

**Section 3. Dissolution.** Upon dissolution of the Club, assets shall be distributed for one or more exempt purposes within the definition of Section 501 (c)(3) of the Internal Revenue code, or corresponding section of any future federal tax code, or shall be distributed to the federal government or to a state or local government, for public purpose. Any such asset not disposed of shall be disposed of by the Court of Common Pleas of Allegheny County and exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purpose.

## ARTICLE IX

### Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Club in all cases to which they are applicable and to the extent that they are not inconsistent with these bylaws and/or any special rules of order the Club may adopt.

## ARTICLE X

### Amendment of Bylaws

These bylaws may be amended by a two-thirds vote of the Membership present at any meeting called for this purpose, provided that the Membership has been notified in writing of the proposed amendment(s) at least two (2) weeks prior to voting on any amendment. If the bylaw amendment happens between March 1<sup>st</sup> and September 1<sup>st</sup>, the proposed amendment may be mailed to the Membership for a vote.

## ARTICLE XI

### Effective Date

The bylaws of the Chartiers Valley Hockey Club shall become effective immediately upon their adoption, and replace and supersede all previous Club bylaws.

Amended and adopted by the General Membership on April 16, 2008.

  
Maryann Kelly, President

  
Debby Zawilla, Secretary

### Bylaws Committee

Maryann Kelly, Committee Chairman  
Debbie Minnis-Regan, Co-Chair  
Craig Stevenson, Co-Chair  
Tom Kubus, Member

In consultation and collaboration with:  
Kathy Santora, Discipline Chair for PIHL  
Eric Miles, Esq.

### 2007-2008 Board of Directors

Maryann Kelly, President  
Debbie Minnis-Regan, Vice President  
Debby Zawilla, Secretary/Registrar  
Julia Pappert, Treasurer  
Jerry Evangelista, PIHL Representative  
Bonnie Joyce, Fundraising Director  
Craig Stevenson, Director of Coaching  
Dan Falcioni, Past President (Member at Large)