



*2017-18*

*BYLAWS*



*- THE ATLANTIC DISTRICT -  
AN AFFILIATE OF  
USA HOCKEY*

<u>ARTICLE I – NAME</u>	Page 5
<u>ARTICLE II – ADDRESS</u>	Page 5
<u>ARTICLE III – STATUS AND TERRITORY</u>	Page 5
<u>ARTICLE IV – PURPOSE</u>	Page 5
<u>ARTICLE V – JURISDICTION</u>	Page 5
<u>ARTICLE VI – MEMBERSHIP</u>	Page 5
1 - <u>SUSPENSION OR FORFEITURE</u>	Page 5
2 - <u>EXPENSE REIMBURSEMENT</u>	Page 6
3 - <u>REJECTION</u>	Page 6
<u>ARTICLE VII – OFFICERS</u>	Page 6
1 - <u>ELECTION OF OFFICERS</u>	Page 6
2 - <u>ELECTION OF USA HOCKEY DIRECTOR</u>	Page 7
3 - <u>VACANCIES</u>	Page 8
4 - <u>PRESIDENTIAL DUTIES</u>	Page 8
5 - <u>EXECUTIVE VICE PRESIDENT'S DUTIES</u>	Page 8
6 - <u>VICE PRESIDENT OF RULES AND REGULATIONS' DUTIES</u>	Page 8
7 - <u>VICE PRESIDENT OF SUSPENSION, PROTEST, AND APPEALS DUTIES</u>	Page 8
8 - <u>VICE PRESIDENT OF TOURNAMENTS' DUTIES</u>	Page 8
9 - <u>VICE PRESIDENT OF GIRLS/WOMEN'S HOCKEY DUTIES</u>	Page 8
10 - <u>VICE PRESIDENT OF RINKS DUTIES</u>	Page 8
11 - <u>VICE PRESIDENT OF DISABLED HOCKEY DUTIES</u>	Page 9
12 - <u>VICE PRESIDENT OF MEN'S ADULT HOCKEY DUTIES</u>	Page 9

13 - <u>VICE PRESIDENT OF HIGH SCHOOL HOCKEY DUTIES</u>	Page 9
14 - <u>TREASURER'S DUTIES</u>	Page 9
15 - <u>SECRETARIES' DUTIES</u>	Page 10
16 – <u>CHAIR (CO-CHAIR) OF THE BOARD DUTIES</u>	Page 10
<u>ARTICLE VIII - BOARD OF DIRECTORS</u>	Page 10
1 - <u>DIRECTOR EMERITUS</u>	Page 10
2 - <u>VOTING AT BOARD OF DIRECTORS MEETINGS</u>	Page 10
3 - <u>POWERS OF THE BOARD</u>	Page 10
4 - <u>QUORUM</u>	Page 10
5 - <u>ATTENDANCE</u>	Page 10
<u>ARTICLE IX – ZONES</u>	Page 11
1 - <u>ELECTION PROCEDURES</u>	Page 11
2 - <u>TERM OF OFFICE</u>	Page 11
3 - <u>ZONE DIRECTORS MEETING</u>	Page 11
4 - <u>VOTING</u>	Page 11
5 - <u>LEGAL REPRESENTATIVES</u>	Page 12
6 - <u>DUTIES AND RESPONSIBILITIES OF ZONE CHAIRMAN</u>	Page 12
7 - <u>DUTIES AND RESPONSIBILITIES OF ZONE DIRECTORS</u>	Page 12
8 - <u>DUTIES AND RESPONSIBILITIES OF ALTERNATE DIRECTORS</u>	Page 12
<u>ARTICLE X – COMMITTEES</u>	Page 13
<u>ARTICLE XI - DISTRICT BOARD OF DIRECTORS MEETINGS</u>	Page 13
1 - <u>DATE</u>	Page 13
2 - <u>NOTICE</u>	Page 13

3 - <u>AGENDA ITEMS</u>	Page 13
4 - <u>NON-AGENDA ITEMS</u>	Page 13
5 - <u>SPECIAL MEETINGS</u>	Page 13
6 - <u>ORDER OF BUSINESS</u>	Page 13
7 - <u>ITEMS WITHDRAWN OR REJECTED</u>	Page 14
8 - <u>ADOPTION OF OPERATING RULES, PROCEDURES &amp; POLICIES</u>	Page 14
9 - <u>VOTING PROCEDURE</u>	Page 14
10 - <u>MEETING PROCEDURES</u>	Page 14
<u>ARTICLE XII – AMENDMENTS</u>	Page 14
1 - <u>AMENDMENT PROCEDURE</u>	Page 14
<u>ARTICLE XIII- USA HOCKEY PREEMINENCE</u>	Page 15
<u>ARTICLE XIV - USA HOCKEY INDEMNITY</u>	Page 15
<u>ARTICLE XV- EQUAL OPPORTUNITY</u>	Page 15
<u>ARTICLE XVI - ABUSE</u>	Page 16

**ARTICLE I – NAME** - The name of this association shall be Atlantic Amateur Hockey Association.

**ARTICLE II – ADDRESS**

The principal office of this organization shall be the address of that given by the President for the season.

**ARTICLE III – STATUS AND TERRITORY**

This association shall have perpetual succession, shall have no capital stock, and shall not be conducted for pecuniary profit. It is a tax exempt organization under Section 501(c)(3) of the Internal Revenue Code. As a non-profit organization regulating amateur hockey in Delaware, New Jersey, and Eastern Pennsylvania, this association, its Officers, Directors, and other volunteer workers, assume no responsibility for injury or damages to players, coaches, or game officials under any circumstances.

**ARTICLE IV - PURPOSE**

The purposes of this association are:

- A. To develop and encourage sportsmanship between all players for the betterment of their physical and social well-being.
- B. To encourage and improve the standard of ice hockey in the states of New Jersey, Eastern Pennsylvania, and Delaware.
- C. To associate and affiliate with other ice hockey associations.
- D. To conduct ice hockey tournaments and to select representatives for other tournaments, as sanctioned by USA Hockey or its appointees.
- E. To select qualified players for USA Hockey Development camps.
- F. To do any and all acts desirable in the furtherance of the foregoing purposes.

**ARTICLE V - JURISDICTION**

This association shall have full and final jurisdiction over all hockey related activities taking place within the geographical boundaries as designated by USA Hockey, and of the hockey and related activities of those organizations belonging to this Association.

**ARTICLE VI - MEMBERSHIP**

In addition to the duly elected and appointed officers and members of the Board of Directors, the membership of this association shall be comprised of the following:

- A. Organized ice hockey league officers.
- B. Independent teams not playing in any affiliated league.
- C. Teams playing in organized leagues.
- D. Registered coaches, players and officials of teams qualified as members.
- E. USA Hockey Officials (Directors, Referees, Officers).
- F. AAHA Officers and Directors.
- G. Members from other Districts, Associate and Affiliate members, as accepted by the Board of Directors of this association.
- H. All registered teams of the Atlantic Amateur Hockey Association, as a condition of membership in good standing, shall also be required to be "Registered Team Members" in good standing with USA Hockey.

**1 SUSPENSION OR FORFEITURE**

Such membership or allied membership, shall be subject to suspension or forfeiture in the event of a

**2017-18 SEASON – AAHA BYLAWS**

failure to comply with any of the requirements of the Bylaws, Rules and Regulations, or decisions of the Board of Directors of this association as hereinafter provided.

**2 EXPENSE REIMBURSEMENT**

Any member violating the Bylaws, Rules and Regulations, or decisions to the Board of Directors of this association and /or USA Hockey, which violation causes this association to incur expenses, shall be liable to this association for the full amount of such expenses or part thereof as shall be determined to be reasonable by the Executive Committee of this association. The member shall be suspended until this money has been paid.

**3 REJECTION**

The Board of Directors reserves the right to refuse any membership at their discretion.

I. Member in Good Standing – (Defined). All players, coaches, officials, managers registered within the Affiliate, along with Affiliate-recognized Club, Association, and League may qualify as a Member, by and not limited to following the rules, regulations and other comparable documents of this Affiliate.

A “Member in Good Standing” is deemed to be an entity or person, current in dues and monies owed to this association or to another member association, and such member is also deemed to be in “Good Standing” because the member has fulfilled the requirements for membership in such organization, including following all Bylaws, Rules and decisions of or made on behalf of this organization and who neither has voluntarily withdrawn from membership nor has been expelled or suspended from membership after appropriate proceedings consistent with AAHA and or USA Hockey Bylaws and comparable policies.

**ARTICLE VII - OFFICERS**

The officers of this association shall be:

President
Executive Vice President
Vice President of Rules and Regulations
Vice President of Suspensions, Protests and Appeals
Vice President of Tournaments
Vice President of Disabled Hockey
Vice President of Rinks
Vice President of High Schools
Vice President of Men’s Adult Hockey
Vice President of Girls/Women’s Hockey
Secretary
Treasurer
Chair (or Co-Chair) of the Board

**1 - ELECTION OF OFFICERS**

A. The officers shall be elected to office by the Board of Directors by a simple majority vote.

B. Any candidate for district office must notify the nominating chairman in writing, not later than thirty (30) days before the scheduled meeting. Nominations from the floor will be allowed in cases where the position(s) have been vacated with less than 30 days prior to the Annual Meeting or no nominations have been received.

C. The officers shall be elected to a three (3) year terms commencing at the conclusion of the annual meeting at which they are elected and terminating at the end of the meeting at which they stand for election or reelection.

**2017-18 SEASON – AAHA BYLAWS**

D. The Officers of the association and their corresponding election cycles shall be:

POSITION	ELECTION CYCLES			
President	2017	2020	2023	2026
Executive Vice President	2016	2018	2021	2024
Vice President of Rules and Regulations	2016	2018	2021	2024
Vice President of Suspensions, Protests and Appeals	2017	2020	2023	2026
Vice President of Tournaments	2016	2018	2021	2024
Vice President of Disabled Hockey	2016	2018	2021	2024
Vice President of Rinks	2016	2019	2022	2025
Vice President of High Schools	2016	2019	2022	2025
Vice President of Men's Adult Hockey	2016	2019	2022	2025
Vice President of Girls/Women's Hockey	2017	2020	2023	2026
Secretary	2016	2018	2021	2024
Treasurer	2017	2020	2023	2026

E. The Chair (or Co-Chair) of the Board shall be elected by the Board of Directors by a simple majority, from its past President who must have served at least 15 consecutive or cumulative years as President of the Association. The Chair (or Co-Chair) of the Board shall be a life-time term of office.

**2 - ELECTION OF USA HOCKEY DIRECTOR**

A. The Atlantic District Director(s) to USA Hockey shall be elected by a majority for a three year term at the annual meeting of the Board of Directors. If the sufficient number of players registered with USA Hockey warrant additional directors, the second and subsequent Directors will serve only as long as they are qualified to participate as voting members on the USA Hockey Board of Directors. When possible, the second Director should be elected in a different year than the first Director. The USA Hockey Director(s) takes office immediately upon election and is seated in accordance with USA Hockey guidelines and serves until his replacement has been elected. Election procedures for the USA Hockey Director will be that used by USA Hockey.

B. Designate USA Hockey Directors with roman numerals and designated election cycles:

ELECTION CYCLE -				
USA Hockey Director I	2015	2018	2021	2024
USA Hockey Director II	2017	2020	2023	2026
USA Hockey Director III	2016	2019	2022	2025
USA Hockey Director IV	2016	2019	2022	2025

C. Any candidate for USA Hockey Director must declare to the nominating chairman in writing, not later than April 1 prior to the Annual Meeting. Nominations from the floor will be allowed in cases where the position(s) have been vacated with less than 30 days prior to the Annual Meeting or no nominations have been received. Hockey Director must declare to the nominating chairman in writing, not later than May 15th.

D. For electing the USA Hockey Director only: only team representatives will vote, including Representative voting. A representative of an organization or league will be entitled to cast all of the votes of that league or organization. If there is more than one person in attendance representing a team or teams, they will be given the opportunity to caucus and proportionately distribute their vote or votes.

## 2017-18 SEASON – AAHA BYLAWS

E. Elected USA Hockey Directors will be members of the AAHA Executive Committee with full voting rights if they do not hold another voting position on the AAHA Executive Committee.

### **3 - VACANCIES**

Vacancies in the elected officers shall be filled by appointment of the President until the next regularly scheduled Board of Directors meeting, at which time there shall be an election either for the remaining term of the vacated office or a new full three-year term, whichever is appropriate. The appointment need not be from the Board of Directors.

### **4 - PRESIDENTIAL DUTIES** - The duties of the President shall include:

- A. Presiding at all meetings.
- B. Performing such duties usual to the office of the President including, but not limited to:
  1. The power to call special meetings of this Association at his discretion.
  2. The power to adopt and determine questions arising from emergencies not provided for in the Rules, Regulations, or Bylaws upon proper notice to the Board of Directors at the annual meeting.
  3. The right to attend and represent this association at other ice hockey meetings.
  4. Fill vacancies among the Board of Directors and Officers.
  5. Provide to the Executive Director of USA Hockey an annual financial report of operations as furnished to the President by the Treasurer of this organization.
  6. Provide to the Executive Director of USA Hockey an annual report, in writing, or including all dues, fees and assessments to AAHA members on or before May 1, of each year.

### **5 - EXECUTIVE VICE PRESIDENT'S DUTIES**

In the absence of the President, the Executive Vice President shall have all the powers of the President, and the responsibilities to perform all the duties of the President.

### **6 - VICE PRESIDENT OF RULES AND REGULATION'S DUTIES**

The Vice President of Rules and Regulations shall be responsible for all interpretations of the Rules and Regulations and may introduce proposed rule change. In the absence of the President and the Executive Vice President, the Vice President of Rules and Regulations shall have the powers, responsibilities and duties of the President.

### **7 - VICE PRESIDENT OF SUSPENSION, PROTESTS, AND APPEALS DUTIES**

The Vice President of Suspensions, Protests, and Appeals shall be responsible for Protests, Suspensions, and Appeals, and is empowered to impose and enforce penalties for any violation of the Bylaws or Rules and Regulations of the AAHA or USA Hockey.

### **8 - VICE PRESIDENT OF TOURNAMENT'S DUTIES**

The Vice President of Tournaments shall be responsible to conduct District tournaments as well as Regional and/or National tournaments when the latter are held in the Atlantic District.

### **9 - VICE PRESIDENT OF GIRLS/WOMEN'S HOCKEY DUTIES**

The Vice President of Girls/Women's Hockey shall be responsible to oversee the women's development of hockey in the Atlantic District.

### **10 - VICE PRESIDENT OF RINKS**

The Vice President of Rinks shall be responsible to work with the rinks owners and managers and convey their concerns to the Executive Committee. To work with the rink owners, and managers on implementing new programs beneficial to ice rinks. Recommended qualifications for VP of Rink Position:



## 2017-18 SEASON – AAHA BYLAWS

- Facility affiliated with must be registered with STAR (Serving the American Rinks)
- Facility affiliated with must have at least one employee with a CIT or CIRM designation or someone on staff who is in the process of attending STAR educational classes working toward achieving one or both of these designations
- Have both or working toward a CIT and 5-STAR operator designation and working or has a CIRM designation
- If a general manager of a facility, must have more than 3 years of experience
- Have at least 5 years in industry working and has experience as an operational manager

### **11 - VICE PRESIDENT OF DISABLED HOCKEY**

The Vice President of Disabled sports shall be responsible to oversee the development of sled hockey and other disabled athletes playing the sport of ice hockey.

### **12 - VICE PRESIDENT OF MEN'S ADULT HOCKEY**

The Vice President of Adult Hockey shall be responsible to oversee the development of adult hockey in the Atlantic District.

### **13 - VICE PRESIDENT OF HIGH SCHOOL HOCKEY**

The Vice President of High School Hockey shall be responsible to oversee the development and operation of high school hockey in the Atlantic District.

### **14 - TREASURER'S DUTIES** - The Treasurer of the Association shall have the following responsibilities:

A. Performs, delegate or supervise the AAHA Administrative Director or any other person designated by the Treasurer and the President as it pertains to the following:

1. Receiving and depositing all funds due the Association into the associations account.
2. Approve Expenditures (The Treasurer and/or the President are the only individuals who can approve expenditures)
3. Writing of checks
4. Prepare a monthly report of activity with regard to the Associations accounts.

B. Shall render the annual Treasurer's report.

C. Provide to the President an annual financial report of operations to furnish to the Executive Director of USA Hockey.

D. Shall provide for the continuance of coverage under the general liability insurance policy maintained by USA Hockey and to obtain additional insurance coverage if deemed necessary by the Executive Committee of AAHA. Any such additional coverage will be at the expense of AAHA and name USA Hockey as an additional insured thereof.

E. Shall maintain in full force and effect at all times directors' and officers' liability insurance and name USA Hockey as an additional insured there under.

F. File all necessary federal, state and local governmental forms to maintain the tax-exempt status of this organization. Also, to cooperate with USA Hockey in the event that AAHA is included in a group exemption letter.

G. Shall submit for approval to the Board of Directors and Officers at the annual meeting a preliminary budget for the upcoming year of all anticipated expenditures of the AAHA in its entirety.

**15 - SECRETARY'S DUTIES**

The secretary shall appropriately advise the officers, members of the Board of Directors, and membership of meetings and other important information, publish and maintain the Minutes of the Annual Meeting, and other Board of Directors meetings in a timely manner. The Secretary shall oversee the annual distribution of copies of the latest Atlantic Amateur Hockey Association Bylaws, Rules and Regulations, and all amendments thereto. Copies shall also be available upon request

**16 – CHAIR (CO-CHAIR) OF THE BOARD DUTIES**

The Chair (or Co-Chair) of the Board shall have the distinction of making the Opening Address of any meeting of the Board of Directors. He/She shall be an ex officio member of all Committees. However, the Chair (or Co-Chair) of the Board shall not be required to attend any meetings of the Association, and shall not affect the quorum count if not in attendance at any meeting of the Association.

**ARTICLE VIII - BOARD OF DIRECTORS**

The Board of Directors shall be composed of the duly elected officers, the Atlantic District USA Hockey Director(s), Zone Directors, and Directors Emeritus.

**1 - DIRECTOR EMERITUS**

A Director Emeritus shall be a lifetime member of the Board of Directors with authority, but no responsibility to attend meetings. Directors Emeritus shall be those members nominated by a majority of the Board of Directors and elected by a majority of to Board of Directors at the Annual Meeting. They shall be nominated on the basis of their significant contribution to youth hockey and this association. The quorum requirement will not be achieved by the Director Emeritus.

**2 - VOTING AT BOARD OF DIRECTORS MEETINGS**

The right to vote at the Board of Directors Meeting shall be limited to one vote for each of the following: Officers, Directors at Large, Directors Emeritus, Zone Directors, and USA Hockey Director(s). No proxy voting is permitted. No individual serving in more than one capacity shall be entitled to more than one vote. In all meetings a majority vote will carry a motion. The President or Presiding Officers shall vote to break a tie, if only he has not already voted.

**3 - POWERS OF THE BOARD**

The power and duties of the board shall be:

- A. To elect the officers of this Association.
- B. To create, amend or revise the Bylaws, Rules and Regulations.
- C. To act upon any temporary ruling by the President on emergencies not provided for in the Rules and Regulations.
- D. To hear and rule on appeals.
- E. To remove from office with cause, any officer or member of the Board of Directors with two-thirds majority vote.
- F. Act on any other items presented to the Board.

**4 - QUORUM**

One third of the total directors (including officers) must be present in person to constitute a quorum of the Board of Directors of this Association. The quorum will not be affected by the Director Emeritus.

**5 - ATTENDANCE**

Any officer or other member of the Board of Directors unable to attend a meeting shall so communicate to the President, Executive Vice President, or Secretary, preferably in writing, and state the reason for his absence. If a Director is absent from two consecutive meetings, for reasons the Board declares to be insufficient, his

resignation shall be deemed to have been tendered and accepted.

**ARTICLE IX – ZONES**

The duly constituted zones of this Association shall be as follows:

Zone 1	Atlantic Youth Hockey League
Zone 2	Metropolitan Junior Hockey League
Zone 3	New Jersey Youth Hockey League
Zone 4	Delaware Valley Hockey League
Zone 5	PA House and Independent Teams
Zone 6	NJ High Schools (USAH Registered Teams)
Zone 7	PA High Schools (USAH Registered Teams)
Zone 8	DE High Schools (USAH Registered Teams)
Zone 9	Mid-Atlantic Women’s Hockey Association
Zone 10	New Jersey House League
Zone 11	DE House and Independent League
Zone 12	New Jersey Adult Leagues
Zone 13	Pennsylvania Adult Leagues
Zone 14	Delaware Adult Leagues

**1-- ELECTION PROCEDURES**

A. TERM OF OFFICE - The term of office for Zone Directors shall be from June 1st to May 31st of the following year.

B. ZONE DIRECTORS MEETING:

1. The zone shall hold elections no later than June 1st, for the purpose of electing zone chairman, directors, and alternates to service a one-year term. The elections shall be run by a district officer or appointee.
2. Based on present season’s registration, as of April 30th, of that year, a Zone shall elect one Director with 150-400 players, two Directors with 401-800 players, three Directors with 801-1200 players, four Directors with 1201 or more players. Unclaimed USA Hockey registered players will not be counted towards Zone Directors count(s). There shall be as many alternate directors as elected directors.
3. All registered teams of the Zone must receive actual notice of the forthcoming elections for Zone Directors. Consistent with the Bylaws of this Organization, Zone Chairman shall have the responsibility of setting the time and place of the meeting.
4. Written notice of the meeting shall precede the meeting date by no less than two weeks, with copies to the President, Secretary and Executive Vice President of this Association, and the incumbent Zone Directors and Alternates of that Zone.

**2 - VOTING**

A. The Director receiving the largest number of votes shall be the Chairman, and he shall see that the responsibilities for that Zone are carried out. Alternate Directors will be those candidates receiving the next highest number of votes received in the election, and will service in the order of their election. There shall be no proxy voting.

B. A registered team within an organization or association may cast its ballot(s) through an authorized member of the organization or association. However, no representative may cast ballots for more than one organization or association where more than one member of an organization is in attendance, the votes shall be divided proportionately.

C. Voting shall be cumulative, Cumulative voting is a system of voting, by which the elector having the number of Directors to be chosen, is allowed to concentrate the whole number of votes upon one person or to distribute them as he may see fit. For example, if ten Directors are to be elected, then,

## 2017-18 SEASON – AAHA BYLAWS

under the system, the voter may cast ten votes for one person, or five votes for each of two persons, etc. It is intended to secure representation of a minority.

D. In the absence of zone elections by June 1st, or other vacancies during the year, the President shall have the power to appoint Directors and Alternates.

### **3 - LEGAL REPRESENTATIVES**

Only those team representatives appearing on the official registration shall be entitled to represent that team at the time of the election, or meetings called by the AAHA, except that said representatives may designate an alternate of the representative submits in writing to the AAHA Secretary, the name of the alternate not less than 72 hours in advance of the election or meeting. Representative not registered with the election meeting Chairman at the time of the close of nominations will not be permitted to vote.

### **4 - DUTIES AND RESPONSIBILITIES OF ZONE CHAIRMAN**

A. Contact and assist all teams and organizations, in their zone, and where possible, attend meetings of the member organizations in order to conduct educational programs. In part, the educational programs should include such aspects as AAHA and USA Hockey rules relating to the following:

1. Use of USA Hockey Officials during games
2. The Coaching Achievement Program
3. Prohibition against playing non-registered teams, without approval from USA Hockey District Registrar
4. Twenty game for team and ten game per player rule for player eligibility requirements
5. Score sheets requirements
6. Age classifications
7. Age validation and club responsibilities thereto
8. Zone election procedures
9. Procedures relating to suspensions and appeals

B. Seek out non-registered teams located in their zone and encourage such teams to register with USA Hockey and the AAHA.

C. Encourage and assist in the formation and participation of organized hockey leagues.

D. Develop and encourage participation of club leaders to become active in AAHA activities.

E. Zone Chairman should call regular meetings with the registered teams for the purpose of education the membership with current USA Hockey and AAHA happenings, through communication, both verbal and written.

### **5 - DUTIES AND RESPONSIBILITIES OF ZONE DIRECTORS**

Zone Directors are to attend Board of Directors and General Membership meetings.

### **6 - DUTIES AND RESPONSIBILITIES OF ALTERNATE DIRECTORS**

An alternate director will serve at a Board of Directors meeting for an absent director in the order of their appoint, based on the number of votes received in the Zone E.

## **ARTICLE X – COMMITTEES**

The President has the authority to form committees as necessary

## **ARTICLE XI – DISTRICT BOARD OF DIRECTORS MEETINGS**

### **1 – ANNUAL MEETING DATE**

The Board of Directors annual meeting shall be on or after May 1st but no later than May 31st. All board meetings are open.

Officer and USA Hockey District Director Elections may only be conducted during the Annual Meeting. Bylaw Proposals may only be initially presented for consideration at an Annual Meeting. Bylaw proposals tabled at an Annual Meetings maybe taken off the table and considered at any meeting of the Board of Directors.

A Mid-winter meeting of the Board of Directors will be held no later than the fourth Saturday in January via conference call or as communicated by the President.

The time, date and place of the Annual Meeting are set by the President and communicated by the Secretary, or other designee of the President, no later than March 1st.

### **2 - NOTICE**

Written notice by the Secretary, or other designee of the President, shall distribute a proposed agenda for the annual meeting, shall precede the meeting no less than three (3) weeks.

### **3 - AGENDA ITEMS**

All items to be placed on the agenda for an annual meeting shall be received by the Secretary, in writing by April 1st.

### **4 - NON-AGENDA ITEMS**

Any item not properly presented for the agenda may be voted upon only with the unanimous consent of the Board of Directors to add it to the agenda. Any change adopted shall not become effective for twelve months, unless it is passed by at least an 80% majority of the Board of Directors present and voting.

### **5 - SPECIAL MEETINGS**

Special meetings may be called by the President at any time, provided at least two weeks notice is given.

### **6 - ORDER OF BUSINESS**

The order of business at the annual meeting shall be as follows, unless changed by the President.

- A. Roll Call and proof of notice
- B. Election of Directors at Large
- C. Minutes of previous meeting
- D. Treasurers Report
- E. President's Report
- F. USA Hockey Appointee's Reports
- G. Committee Reports
- H. Election of Officers, and directors Emeritus (when necessary)

- I. Election of USA Hockey Directors (when necessary)
- J. Unfinished business
- K. New business, including changes to these rules
- L. Presentation of Awards
- M. Awarding of tournaments and setting dates
- N. Announcement of date, time and site for next Annual Meeting
- O. Adjourn

#### **7 - ITEMS WITHDRAWN OR REJECTED**

Any item in the same form or substantially similar form, as so determined by the President, to one which was rejected or withdrawn at a previous meeting of the Board of Directors cannot be placed on the agenda for the next annual meeting, unless it receives a two thirds majority vote to be placed on the agenda.

#### **8 - ADOPTION OF OPERATING RULES, PROCEDURES & POLICIES**

- A. Operating Rules – The President, in consultation with the District Officers, may from time to time adopt and administer certain operating rules, regulations and policies as shall be deemed to be in the best interests of the District. Any Operating Rule, regulation or policy adopted by the Executive Committee may be revised, amended, abandoned or stricken in whole or in part, in the sole discretion of the Executive Committee so as to carry-out and achieve day to day operation, administration and activities of the District in accordance with the needs and desires of the Members and the policies and objectives set forth in these Bylaws provided that notice of the adoption if such Rule, regulation or policy is provided at a regularly scheduled meeting of the Board of Directors, upon reasonable notice to all Members and which shall be open for attendance by all Members.
- B. Maintaining Operating Rules – The Secretary shall be responsible to maintain a current copy of the Operating Rules which shall be available to all Members for inspection at every meeting of the Board of Directors and at interim periods upon reasonable notice.
- C. Emergency Rule-Making Power – The President shall have the authority to adopt emergency rules when in the judgment of the President, exigent circumstances require such emergency rule must be adopted in order to prevent harm to Corporation or its Members and there is insufficient time to call a meeting of the Executive Committee. In the event that any emergency Rule shall be adopted under this Bylaw, the President shall take reasonable steps to notify the Executive Committee and Members of the adoption of the Rule.

#### **9 - VOTING PROCEDURE**

At all meeting of the Board of Directors, voting shall be by a show of hands or cards, unless the President decides on a written ballot.

#### **10 - MEETING PROCEDURES**

Robert's Rules of Order shall govern conduct of all meeting of the Board of Directors, unless modified by these Bylaws.

### **ARTICLE XII - AMENDMENTS**

#### **1 - AMENDMENT PROCEDURE**

These articles may be amended, added to, repealed, or suspended with prior written notice at any meeting of the Board of Directors.

### **ARTICLE XIII - USA HOCKEY PREEMINENCE**

The Atlantic Amateur Hockey Association, an Affiliate Association of USA Hockey, Inc., shall abide by and act in accord with the Articles of Incorporation, Bylaws, Rules and Regulations, and decision of the Board of Directors of USA Hockey and such documents and decisions shall take precedence over and supersede all similar governing documents and or decisions of the Atlantic Amateur Hockey Association. Further, the Atlantic Amateur Hockey Association (i) shall assist USA Hockey in the administration and enforcement of the provisions of the Bylaws, Rules and Regulations and decision of the Board of Directors of USA Hockey, within and upon its members and/or within its jurisdiction and (ii) agrees to be guided by the following core values of USA Hockey:

**SPORTSMANSHIP** – Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat.

**RESPECT FOR THE INDIVIDUAL**– Treat all others as you're expected to be treated.

**INTEGRITY** – We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.

**PURSUIT OF EXCELLENCE AT THE INDIVIDUALS, TEAM AND ORGANIZATIONAL LEVELS** – Each member of the organization, whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability.

**ENJOYMENT** – It is important for the hockey experience to be fun, satisfying and rewarding for the participant.

**LOYALTY** – We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.

**TEAMWORK** – We value the strength of learning to work together. The use of teamwork, is reinforced and rewarded by success in the hockey experience.

### **ARTICLE XIV - USA HOCKEY INDEMNITY**

The Atlantic Amateur Hockey Association, and Affiliate Association of USA Hockey, Inc., shall indemnify and hold harmless USA Hockey, the Board of Directors of USA Hockey and each member of, the Executive Committee of USA Hockey and each member thereof, councils and committees of USA Hockey and each member thereof, and all others elected, appointed, employed or volunteer representatives of USA Hockey from any and all claims, liability, judgments, costs, attorneys' fees, charges, or expenses whatsoever, arising from the acts and omissions of Atlantic Amateur Hockey Association, except to the extent (i) that USA Hockey or its aforesaid representatives caused such claims, liability, judgments, costs, attorneys' fees, charges or expenses by their own intentional neglect or default or (ii) that such acts or omissions were the direct result of compliance with the Articles of Incorporations, Bylaws, Rules and Regulations Playing rules or decisions of the Board of Directors of USA Hockey. Further, the Atlantic Amateur Hockey Association understands and acknowledges that USA Hockey and its aforesaid representatives have assumed such assignment function, office or capacity upon the express understanding, agreement, and condition that they be indemnified and saved harmless to the extent described in this bylaw.

USA Hockey shall reasonably cooperate with Affiliate in any litigation and provide reasonable support in connection therewith, including but not limited to advice and testimony upon reasonable request: provided, however, that such cooperation shall not require USA Hockey to incur any out of pocket expense not reimbursed by Affiliate.

### **ARTICLE XV – EQUAL OPPORTUNITY**

The Atlantic Amateur Hockey Association provides an equal competitive opportunity, taking into account ability, physical size and other athletic criteria, to amateur athletes, coaches, trainers, managers, administrators, and officials to participate, consistent with the requirements of the Amateur Sports Act of 1978, as amended, in amateur athletic competition without discrimination on the basis of race, color, religion, age, sex, or national origin.

**ARTICLE XVI - ABUSE**

The Atlantic Amateur Hockey Association prohibits all sexual and physical abuse and supports the criteria dealing with these issues as established by USA Hockey.