

Black River Youth Hockey Handbook & Bylaws



2025-2026

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WELCOME & INTRODUCTION

Our Association: Black River Youth Hockey (BRYH)

Welcome to Black River Youth Hockey (BRYH)—one of the most family-oriented youth activities in our community. Participation in youth hockey builds lifelong skills such as teamwork, responsibility, and sportsmanship, while also fostering meaningful friendships on and off the ice. BRYH is committed to making hockey accessible to all children who wish to participate, regardless of financial circumstances. Registration fees are kept as low as possible, and families are offered opportunities to fundraise to help offset costs. We are proud to promote character development, leadership, and community involvement through the great game of hockey.

Mission Statement

The mission of BRYH is to provide a safe, welcoming, and developmentally appropriate environment where youth can learn, play, and grow through the sport of ice hockey. We are committed to fostering a lifelong passion for the game by emphasizing teamwork, sportsmanship, respect, and personal growth in all players.

Vision Statement

BRYH envisions a community where every child has the opportunity to experience the joy of hockey in a supportive and engaging environment. We aim to develop confident, respectful athletes who carry the values of teamwork, perseverance, and integrity beyond the rink. By prioritizing player growth, family involvement, and a strong sense of sportsmanship, we strive to build a lifelong love of the game and strengthen the future of our hockey community.

Governing Affiliations

BRYH is affiliated with USA Hockey and the Wisconsin Amateur Hockey Association (WAHA), the national and state governing bodies for youth hockey. As such, BRYH operates in accordance with the rules, regulations, and policies established by these organizations. All BRYH participants, including players, parents, coaches, and volunteers, are required to comply with the current Bylaws, Codes of Conduct, and safety protocols set forth by USA Hockey and WAHA. In the event of any conflict between BRYH's local rules, policies, or decisions and those issued by USA Hockey or WAHA, the policies of USA Hockey and WAHA shall take precedence and supersede those of BRYH.

For more information, members are encouraged to review the official handbooks and resources available at:

- USA Hockey: www.usahockey.com
- WAHA: www.wisconsinhockey.org

Official Communications & Staying Connected

BRYH maintains an official website at www.blackriveryouthhockey.com, where families can find important information about team practice schedules, rink activities, tournament details, sponsors, and more. The site serves as a central resource for keeping up with current events and organizational updates. In addition, BRYH uses its Facebook page to share timely announcements, promote upcoming events, and foster community engagement through photos, reminders, and other real-time communications.

PLAYER REGISTRATION

Overview

BRYH follows all registration requirements established by USA Hockey and WAHA. All players must be registered with USA Hockey and BRYH annually to be eligible to participate in practices and games. Teams are structured based on birth year in accordance with USA Hockey's national age classification guidelines.

Age & Eligibility

Players may begin participating in Learn to Skate as early as age 3. All teams are formed based on the player's age as of December 31 of the current year, per USA Hockey rules. Each player is required to submit a birth certificate verification form. Skaters will not be allowed on the ice until this verification is complete.

USA Hockey Requirements

- All players must complete registration at: <https://membership.usahockey.com>
- Players must pay the annual USA Hockey membership fee (based on birth year) and any applicable WAHA affiliate fees.
- A USA Hockey confirmation number must be submitted to BRYH to finalize registration.
- Parents/guardians must agree to USA Hockey's Waiver of Liability, Concussion Acknowledgment, and SafeSport policies during the registration process.

WAHA & Residency Requirements

- Players must reside within the BRYH boundary as determined by WAHA. Residency may be verified using a utility bill or legal documentation.
- Out-of-district players must submit a waiver or release from their home association.
- Exceptions to boundary or residency rules must be reviewed and approved by WAHA.

BRYH Registration Details

First-year registration for any new skaters (excluding transfers) is waived.

Registration Fees by Level:

Level	Age Eligibility (as of Dec. 31)	Registration Fee
Learn to Skate	Age 3+ or First-Year Skater	\$0
8U (Mites)	8 and under	\$0
10U (Squirts)	10 and under	\$150
12U (Peewee)	12 and under	\$150
14U (Bantam)	14 and under	\$150

Register online: www.blackriveryouthhockey.com

Registration is due by September 1.

- A \$50 late fee will be added for registrations received after this date.
- An additional \$100 late fee will be added for registrations received after October 1.

Families are encouraged to pay in full at the time of registration. However, if full payment is not possible, a minimum payment of \$50 is required to complete registration. The remaining balance will follow the standard monthly payment plan:

- \$50 due at registration
- Equal monthly payments thereafter
- All fees must be paid in full by February 1

This payment plan will be automatically applied unless full payment is made at registration.

Required Registration Documents:

- Proof of USA Hockey registration (confirmation number)
- Birth certificate verification form
- Signed Handbook Agreement

Affordability & Support

We proudly offer some of the lowest youth hockey registration fees in the state. This is made possible by generous community benefactors and the active participation of our BRYH families. We believe every child should have access to hockey, regardless of financial status. If the registration fee creates a financial hardship, please contact a BRYH Board member to explore available options or assistance.

PROGRAM LEVELS & SEASON OVERVIEW

Learn to Skate

Learn to Skate is designed for first-year skaters and introduces basic skating skills in a supportive environment. The program begins alongside the Mite season and typically concludes in mid-December. Skaters who demonstrate the required basic skills may transition into the Mite program at any point during the season, based on coach evaluation and discretion.

Mites (8U)

The BRYH Mite Program follows USA Hockey's American Development Model (ADM), which emphasizes age-appropriate training and small-area games to build core hockey skills in a fun and engaging environment. Practices focus on skill development through station-based drills that challenge skaters at all levels.

The season runs through the end of February. Cross-ice practices are held on select Saturday mornings and follow USA Hockey's developmental model to provide more puck touches, increased engagement, and faster skill development. Mite players also participate in several cross-ice jamborees throughout the season, which are held on weekends and offer additional game experience.

Squirts (10U), Peewees (12U), and Bantams (14U)

Practice and Game Schedule

Team practices typically begin in mid to late September, with tryouts held in mid-October. Games start in November and continue through mid-March. Most games are scheduled on Fridays, Saturdays, and Sundays.

Tournaments

Each team is expected to participate in two designated tournaments: one overnight (away) tournament and one local (day-trip) tournament. Fees for these events will be divided equally among all skaters on the team. Failure to pay will result in the skater being ineligible to participate, although the financial obligation will still apply.

The Association does not cover the cost of invitational tournaments but will pay the fees for WAHA State Playdowns and the WAHA State Tournament. Any additional tournaments are optional, and costs will be split among the skaters who choose to participate.

Season Overview

- June-August: Registration
- Early September: Rink setup
- Mid-September: Practices begin

- Mid-October: Team tryouts
- November: Games begin
- Early February: State Playdowns
- Early March: State Tournaments
- Mid-March: Season ends
- Late March: Annual Awards Banquet
- Late March-April: Rink takedown

PLAYER DEVELOPMENT & TEAM STRUCTURE

Player Development Philosophy

BRYH is committed to providing a positive and developmentally appropriate experience for every skater. The BRYH Player Development Committee is tasked with upholding the organization's values of long-term growth, age-appropriate training, and equitable opportunity for all skaters. Together with the Hockey Director, the committee oversees and approves all on-ice decisions to ensure players are placed in the most suitable environment for their individual development. This includes evaluating skill level, physical and emotional maturity, and overall team needs when determining team placement or advancement. The committee plays an active role in supporting coaches, reviewing development plans, and ensuring BRYH continues to align with USA Hockey's American Development Model (ADM) and WAHA expectations.

Team Selection & Placement

Teams are formed based on USA Hockey's age classifications (e.g., 8U, 10U, 12U, 14U). Final team placements are made through an objective evaluation process in the fall. While we aim to group players by skill level to foster development and enjoyment, BRYH also considers team size and coaching availability. The Hockey Director, in collaboration with the Player Development Committee and coaching staff, oversees this process.

Team Size

To ensure every player receives sufficient ice time and development opportunities, BRYH follows USA Hockey's recommendations for appropriate team sizes. Smaller rosters are encouraged to maximize playing opportunities and reduce time spent on the bench.

Playing Time

Bantams (14U)

- Provide relatively equal playing time over the course of the year.
- Provide relatively equal special team playing time for the first half of the year.
- Allow coach discretion for the last 5 minutes of tournament games.

- Allow coach discretion for playdown games and the state tournament.

Peewees (12U)

- Provide relatively equal playing time over the course of the year.
- Provide relatively equal special team playing time except for playdowns and the state tournament.
- Allow coach discretion for the last 5 minutes of playdown games and the state tournament.

Squirts (10U)

- Rotate evenly throughout the year for all games and tournaments, including special teams.
- Allow coach discretion for the last 5 minutes of playdown games and the state tournament.

Mites (8U)

- Rotate evenly throughout the year for all games and tournaments.

All Levels: Coaches may adjust playing time based on effort, attendance, and adherence to team expectations.

Advancing to an Older Age Division

A player may be considered for movement to an older age group when circumstances warrant it. Common reasons include the need to meet minimum roster requirements at the older age level or when a player's skill, maturity, and physical development indicate that it is more appropriate for them to compete at a higher level. All movement must be approved by the Hockey Director and the Player Development Committee and must comply with applicable USA Hockey and WAHA regulations.

Dual Rostering

BRYH adheres to all dual rostering policies established by USA Hockey and WAHA. These guidelines are designed to ensure player eligibility, safety, and appropriate team placement. Any dual rostering decisions must be approved by the Hockey Director and the Player Development Committee and must comply with all applicable registration and eligibility requirements.

Cooperative (Co-op) Teams

BRYH follows USA Hockey and WAHA guidelines regarding cooperative (co-op) teams. A co-op team may be formed when BRYH does not have sufficient player numbers at a specific age level to support a full team. These teams combine players from BRYH with one or more nearby associations to ensure participation opportunities for all players.

A new co-op will be considered when team numbers are significantly low. Before any decision is made, the BRYH Board of Directors will seek input from the families of registered BRYH players at

the affected level. Final approval of any co-op agreement rests with the BRYH Board and must comply with all WAHA application and eligibility requirements.

All co-op teams are reviewed on an annual basis and must be re-approved each season.

Wisconsin TNT Girls Co-op

BRYH is a member of the Wisconsin TNT Girls Co-op, a partnership with Tomah and Sparta youth hockey associations that offers girls the opportunity to play on all-girls teams. The co-op typically forms teams at the 10U, 12U, and 14U levels, depending on annual registration.

Players remain registered with their home association but compete under the TNT name. Teams follow a full practice and game schedule and operate in compliance with USA Hockey and WAHA guidelines. The TNT Co-op supports skill development and provides a positive team environment for female athletes.

EQUIPMENT & UNIFORMS

Equipment Loan Program

BRYH offers free loaner gear to all 8U (Mite) and 10U (Squirt) players, while supplies last. Skates are available only for first-year 8U skaters.

A \$100 deposit check made payable to BRYH is required to borrow equipment. This check will be returned when equipment is returned in good condition by April 15. If equipment is not returned by the deadline or is lost, the check will be cashed, or families will be billed for replacement costs.

All loaned gear is property of BRYH and must be kept clean and well-maintained. Players should fully unpack their bags after each use to allow equipment to dry, helping reduce odor and extend its lifespan.

Summer Use: Equipment may be rented for summer leagues or camps for a non-refundable \$50 fee. Summer rentals must be returned on the first in-person registration day of the following season.

Goalie Equipment Cost-Share Policy

BRYH is committed to supporting the development of goalies and recognizes that goalie equipment involves specialized and often more expensive gear than other positions. To help offset these costs, BRYH offers a 50% reimbursement on approved goalie equipment purchases—excluding skates. This program is designed to reduce financial barriers while promoting safety and performance.

Mite (8U) goalies are not eligible for reimbursement, as BRYH provides gear at this level. Gear does not need to be new, but all reimbursement requests must include a signed receipt. Reimbursement amounts are capped based on age level as outlined below:

Approved Cost-Share Maximums:

- 10U (Squirts): \$500.00
- 12U (Peewee): \$500.00
- 14U (Bantam): \$500.00

Game Jersey Guidelines

When skaters wear a Tigers jersey, they represent BRYH with pride. Jerseys are a valuable association asset and must be properly cared for.

- Jerseys must be stored in a garment bag when not in use. BRYH-branded garment bags can be purchased locally.
- Jerseys are for official games only and should be removed immediately after the game—do not wear them while eating, shopping, or playing.
- Wash jerseys inside out in cold water and hang or lay flat to dry. Do not use a dryer, as heat can damage the graphics and lettering.

Thank you for helping keep jerseys in great condition for future players.

FAMILY RESPONSIBILITIES

BRYH relies entirely on volunteers to run the program and keep registration costs low. Every family is expected to contribute through fundraising, work hours, and team support.

Fundraising

Each family is required to support BRYH's fundraising efforts. Funds raised directly offset the association's operating costs. Examples include calendar sales, raffle ticket sales, the golf outing, and the gun banquet. Additional opportunities may be offered during the season. Your participation is essential.

Work Hours Requirement

Each family is required to complete 20 volunteer hours per season or choose to buy out at a rate of \$20 per hour. Volunteer hours must be completed between registration for the current season and before registration for the following season. Families with first-year 8U (Mite) skaters are asked to complete at least 5 volunteer hours. All hours should be recorded using the online form available at blackriveryouthhockey.com. Families who do not fulfill this requirement will be charged for uncompleted hours at the time of registration for the next season. All rostered coaches are exempt from the work hour requirement.

Examples of eligible work hours:

- Rink setup/teardown

- Tournament help (not your team's home tournament)
- Board service, appointed positions, or Parent Rep role
- Registration, open skate support, maintenance/cleaning
- Equipment distribution and return
- Zamboni (except post-game)—30-minute credit per use

Assigned duties performed during your child's games do not apply toward the 20-hour work requirement.

Work Duties for Games and Tournaments

Each family is expected to take turns helping during home games and team-hosted tournaments. These events rely on family participation to run smoothly and create a positive experience for all teams involved. Work performed during your child's games or tournaments does not count toward your 20-hour work requirement.

Parent Reps will assign and communicate schedules for duties such as concessions, scorekeeping, clock operation, penalty boxes, announcer, raffle table, decorations, setup, and cleanup. If you are unable to fulfill an assigned shift, it is your responsibility to find a replacement (age 16+) or arrange a switch with another parent.

Each team hosts or co-hosts a tournament at the Milt Lunda Memorial Arena during the season. All parents are required to assist. If multiple teams (e.g., 10U A and 10U B) participate, responsibilities will be divided evenly among all families.

Missed assignments for game or tournament duties incur a \$50 penalty per occurrence. This fee must be paid before your skater is allowed to participate in any future games.

Working State Tournaments is a responsibility shared by the entire association, and each team is expected to contribute a raffle basket.

Rink Cleaning

Each team will be assigned specific weeks during the season to help maintain the cleanliness of the arena during their scheduled practice times. The cleaning schedule is included with the practice schedule. A cleaning checklist will be posted at the rink to guide and track completed tasks. Regardless of your team's assigned cleaning week, all families are expected to help clean up after each practice and game to keep the rink in great condition. Rink cleaning does not count toward the work hours requirement.

Open Skates

Each level (8U, 10U, 12U, 14U) is responsible for hosting one or more Saturday Open Skate nights (6–9 pm) throughout the season. Volunteers are needed for concessions, music, ice patrol, and

admissions. This counts toward work hours. Open Skate dates will be posted on the BRYH website and social media accounts.

Zamboni Drivers

Each team must have 2–3 parents who are trained to drive the Zamboni. Teams are responsible for resurfacing the ice after their own practices, games, and Open Skate nights. Zamboni training is offered each fall for new parents who want to learn.

Parent Reps

Each BRYH team selects a Parent Representative (Parent Rep) to serve as the primary liaison between team families, coaches, and the association. This volunteer plays a key role in organizing team logistics, communication, and coordination throughout the season. The Parent Rep helps ensure smooth operations and a positive experience for players and families.

Key Responsibilities:

- Schedule games and confirm details with opposing teams, including weekly verification of upcoming matchups.
- Register for tournaments, provide official rosters, and share team information with other associations as needed.
- Coordinate hotel blocks for travel tournaments and assist with organizing team bonding activities, team meals, or events.
- Assign and manage parent work duties for home games (e.g., Zamboni, concessions, clock, scorekeeper, penalty box) and ensure families are trained on each role at the start of the season.
- Send weekly reminders and updates to families regarding schedules, duties, and upcoming events.
- Track and record player statistics for hat tricks, playmakers, and zero patches to be recognized at the end-of-season banquet.
- Organize team responsibilities during rink cleaning weeks and assign raffle basket groups for the team's home tournament.
- Monitor and ensure families are signed up for required tournament work hours.
- Assist coaches as needed with any additional support or coordination tasks.

The Parent Representative plays a vital leadership role in fostering team organization, communication, and accountability. Strong organizational and communication skills are essential for success in this position.

BEHAVIOR EXPECTATIONS FOR PLAYERS, PARENTS, AND COACHES

BRYH follows the conduct policies and behavior expectations set forth by USA Hockey and the Wisconsin Amateur Hockey Association (WAHA). All players, coaches, parents, and spectators are expected to demonstrate good sportsmanship, mutual respect, and a commitment to providing a safe and supportive environment for youth athletes. BRYH adheres to the USA Hockey Zero Tolerance Policy, which prohibits abusive language, disrespectful behavior, and unsportsmanlike conduct on or off the ice. Additionally, all coaches must comply with SafeSport training and background check requirements. These expectations are in place to promote a positive and respectful hockey experience that supports player development and upholds the integrity of the sport.

POLICIES & PROCEDURES

Social Media Policy

This policy applies to all members of BRYH, including board members, coaches, parents, and players.

Social media includes any online platforms that allow users to create and share content or communicate with others. This includes, but is not limited to, Facebook, Instagram, TikTok, Snapchat, X (formerly Twitter), and blogs.

All members are expected to use social media responsibly. Do not post content that could damage the reputation of BRYH or harm others in the association. Even when using personal accounts during your own time, you may still be perceived as representing BRYH. Comments made online can be misinterpreted as official statements, so please use discretion when posting.

If you have a concern related to BRYH, we encourage direct communication. Speak with the individual involved or contact the BRYH Board President rather than airing grievances publicly online.

BRYH follows USA Hockey's Zero Tolerance Policy for social media. Inflammatory, disrespectful, or negative posts targeting BRYH or its members will not be tolerated. Violations of this policy may result in disciplinary action, including removal from the Board or dismissal from the association.

Grievance Procedure

Conflicts or disagreements may occasionally arise within BRYH. When they do, we encourage timely and respectful communication among all parties involved. Each team has a designated Team Level Representative for their age group. Parents should first bring concerns to this

representative. If the issue cannot be resolved at that level, a written grievance may be submitted to a member of the Executive Board. Every effort will be made to reach a fair and timely resolution.

COACH ELIGIBILITY & SELECTION PROCESS

All BRYH coaches must meet certification and eligibility requirements as outlined by USA Hockey and WAHA. These standards are in place to ensure a safe, developmentally appropriate environment for all participants.

All certifications and trainings must be completed before a coach participates in any team activities, including practices or games.

The Director of Hockey is responsible for evaluating prospective coaches and presenting recommendations to the BRYH Board of Directors for approval. Final appointment to coaching positions is contingent upon board approval and fulfillment of all USA Hockey and WAHA requirements. The Hockey Director will work in conjunction with the Registrar to ensure all coaching candidates meet the eligibility criteria and compliance standards set forth by USA Hockey and WAHA.

For more details and updated certification requirements, visit:

- USA Hockey: www.usahockey.com/coaches
- WAHA: www.wahahockey.com/coachingcertification

OFFICIALS & REFEREE CLINICS

On-ice officials play an essential role in ensuring fair, safe, and competitive games. BRYH is committed to supporting our officials by fostering a respectful game-day environment and assisting with training and certification costs.

To officiate USA Hockey and WAHA-sanctioned games, referees must meet the annual certification requirements set by USA Hockey. Referees must also register with the Wisconsin Hockey Officials Association (WHOA) and attend a WHOA-approved seminar aligned with their certification level.

BRYH will reimburse officials for USA Hockey and WHOA registration and training costs each season. In addition, new officials may request a one-time reimbursement of up to \$100 for essential equipment such as a referee jersey, whistle, and visor.

Students aged 12 and older are eligible to become certified referees. They must be playing at, or eligible to play at, least one level above the team they officiate.

For more information or to register as an official, visit:

- USA Hockey: usahockey.com/officials

- Wisconsin Hockey Officials Association: wihoa.org

LEADERSHIP STRUCTURE

Board of Directors

The Board of Directors serves as the voting body of BRYH. Board members are expected to attend monthly meetings regularly and actively participate in organizational governance. As voting members, they are responsible for making decisions that guide the operations, policies, and future direction of the organization. For detailed information on the duties of each board position, please refer to Article 3 of the BRYH Bylaws. A current list of board positions and contact information is provided below:

Executive Board

President – Jared O’Neill

Past President – Lisa McCullough

President Elect – Nate Babcock

Secretary – Bethany Hale

Treasurer – Katie Olson

Director of Hockey – Chris Olson

Tournament Director – Dan McCullough

General Board

Fundraising Chair – Jesse Elmhurst

Team Level Representatives:

Bantam (14U) – Jenny Dormady

Peewee (12U) – Christina King

Squirts (10U) – Matt Karls

Mites (8U) – Riley Emerson

Girls (10U, 12U, 14U) – Jessica Bush

Appointed Positions & Duties

The Board of Directors is responsible for annually appointing individuals to positions that support the organization's operations and administration. These appointed roles are selected each year and

assist the Board in carrying out BRYH's business and activities, but they do not carry voting privileges.

Advertising/Marketing Chair – Reyna Stahl

Concessions Chair – Jesse Elmhorst

Equipment Manager – Jackie Finck

Ice Maintenance –

Ice Scheduler – Emma Karls

Referee Coordinator – Nate Babcock

Registrar – Jenelle Hayden

Webmaster – Ashley Huber

Advertising/Marketing Chair

Responsible for promoting advertising opportunities within BRYH and working with potential sponsors to coordinate sign creation and display. Manages annual invoicing and ensures timely payment. Leads community outreach and marketing initiatives to promote BRYH and recruit new skaters into the program.

Concessions Chair

Oversees food ordering and ensures all equipment and operations comply with local and state health regulations. Manages inventory by ordering paper products and cleaning supplies as needed. Coordinates with association members and the figure skating club to develop and update concession menu items.

Equipment Manager

Manages equipment inventory, coordinates check-out procedures, and handles the ordering of new equipment and uniforms.

Ice Maintenance

Supervises and coordinates all efforts related to rink and Zamboni maintenance.

Ice Scheduler

The Ice Scheduler is responsible for coordinating all ice time usage for BRYH teams and ensuring efficient and equitable scheduling for games, practices, tournaments, and special events. This role serves as the primary liaison between BRYH, the arena facility, and opposing teams or associations regarding ice availability and usage.

Referee Coordinator

Responsible for organizing and managing all officiating needs for the association. This includes scheduling referees for home games, ensuring officials are appropriately certified, and serving as the main point of contact between the association and referees. Works closely with the Scheduler, team managers, and officials to ensure adequate coverage and fair play across all games.

Registrar

Manages player registration, ensures compliance with WAHA and USA Hockey guidelines, prepares official team rosters, and registers all BRYH teams for state playdowns.

Webmaster

Responsible for maintaining and updating the official BRYH website and social media accounts. This position ensures timely communication between the association and its members through digital platforms. Key duties include updating website content, including announcements, documents, and schedules, uploading board meeting minutes to the website, and posting association-approved messages and updates on social media.

OPERATIONS

Milt Lunda Memorial Arena (MLMA)

BRYH leases the arena from the City of Black River Falls through a contract agreement with the Milt Lunda Memorial Arena Committee (MLMAC). BRYH is responsible for rink operations, maintenance, and operating costs, such as electricity, as well as sharing the costs for major repairs of the arena during that time.

Financial Operations

BRYH is a nonprofit 501(c)(3) organization. All revenue and expenses are generated through the Association's activities, including hosting local, regional, and state tournaments. Financial statements are reviewed and approved at monthly Board meetings, and a formal financial audit is conducted every three years to ensure transparency and accountability.

PARENT CONSENT & ACKNOWLEDGEMENT FORM

We hope you, your skater, and your entire family enjoy the benefits of Black River Youth Hockey. If you have any questions, please don't hesitate to contact a member of the Board. Have a great season, and remember to always model good sportsmanship for our skaters.

“It’s a great day for hockey!!”

-Bob Johnson “Badger Bob”

I acknowledge that I have read and reviewed the Black River Youth Hockey Handbook and Bylaws. I agree to abide by the rules, policies, and expectations outlined within and understand that adherence to these standards is required as a condition of participation in the organization.

Parent Signature

Date

BYLAWS OF THE BLACK RIVER YOUTH HOCKEY ASSOCIATION (BRYH)

ARTICLE 1 – Purpose

Section 1.01 To encourage, promote, improve, and aid in the development of amateur ice hockey at the Milt Lunda Memorial Arena.

Section 1.02 To provide the youth in the Jackson County area the opportunity to participate in amateur hockey at the appropriate skill level.

Section 1.03 To foster social development and peer interaction through team play.

Section 1.04 To teach leadership, responsibility, good sportsmanship, and principles of fair play.

Section 1.05 To ensure proper coaching and training to promote physical and mental development.

Section 1.06 To demonstrate accountability and safety through the proper use of equipment and facilities.

Section 1.07 To encourage parent involvement and better understanding of the principles of hockey, including the values of sportsmanship and fair play.

ARTICLE 2 – Membership

Section 2.01 All parents with children enrolled at any level (Mites and older) are members of BRYH.

Section 2.02 Each member of BRYH shall have voting rights in board elections.

Section 2.03 Each coach who applies and is approved by the Board of Directors shall become a member of BRYH and shall have voting rights in board elections.

Section 2.04 Membership may be revoked if a member is found to have engaged in inappropriate conduct. This includes, but is not limited to, actions that undermine good sportsmanship, fair play, or the values of the organization.

Section 2.05 Any adult may become a member of BRYH by purchasing an annual membership for \$25. Membership includes eligibility to vote in board elections and to hold appointed positions. To be eligible for election to the Board of Directors, a member must have maintained BRYH membership in good standing for at least one (1) year (see Section 4.01: Candidate Eligibility).

Section 2.06 For the purposes of BRYH, a parent is defined as the father, mother, or legal guardian of a child under the age of 19. This includes biological, legally adopted, or legally fostered children who reside with the parent(s) or guardian on either a full-time or part-time basis.

Section 2.07 To be in good standing with BRYH, all paperwork, fees, and equipment must be properly supplied.

Section 2.08 In no way shall the activities of the BRYH involve propaganda or other means of attempting to influence any personal or political campaigns.

Article 3 – Board of Directors: Structure & Responsibilities

Section 3.01 Board Composition and Voting Members

The board shall consist of not more than fifteen (15) members. Voting members include: President, Past President, President Elect, Secretary, Treasurer, Hockey Director, Tournament Director, Fundraising Chair, and Team Level Representatives.

Section 3.02 Executive Board Members

The Executive Board shall consist of seven (7) regular board members: President, Past President, President Elect, Secretary, Treasurer, Hockey Director, and Tournament Director.

Section 3.03 Board Roles and Duties

President: Shall be the Chief Executive Officer of the BRYH. He/She will preside over all meetings and special meetings, assume primary responsibility for the business organization, and introduce major new issues or policy changes for BRYH. The President shall only vote in the case of a tie, except in matters of Removal from Office (see Section 6.01: Removal from Office).

Past President: Shall act in an advisory role to the BRYH Board. Shall help and assist the board in any and all matters that have been carried over from the previous year. If the President is unable to complete his/her term, the Past President will complete the remainder of the term.

President Elect: Shall function as the president in his/her absence. President Elect is responsible for promoting registration, meeting with teams and team representatives throughout the year to inform them of the procedures involved in BRYH, as well as organizing training on all appropriate assignments necessary as families move through the organization. President Elect will work directly with parent representatives at each level.

Secretary: Shall be responsible for accurately recording minutes from all BRYH meetings, including regular monthly meetings, annual meetings, special meetings, and emergency meetings. If the Secretary is unavailable, a designated individual appointed by the Board shall be responsible for recording the minutes. The Secretary shall ensure that minutes from these meetings are promptly posted on the BRYH website, excluding any sections that involve confidential information related to specific personnel, parents, or players. The Secretary shall also be responsible for organizing and securely storing all official BRYH documents in a digital format to ensure accessibility and proper recordkeeping.

Treasurer: Shall be responsible for the funds of BRYH, report monthly to the board with a current and accurate financial statement, organize paperwork for taxes, and file all necessary non-profit documents.

Hockey Director: Shall be the chairperson of the Player Development Committee. The committee will be comprised of the head coaches in the association from tryout date through the following year's tryout date. The Player Development Committee will be expected to meet every month from ice-in to ice-out. All coaches will be encouraged to attend. The voting members of the committee will be the head coaches and the Hockey Director. They will be responsible for making all on-ice decisions, including but not limited to, tryout procedures, team selection, team sizes, player advancement to older age groups, dual rostering, and ensuring that BRYH is following, and not stricter than, WAHA or USA Hockey guidelines for player placement on teams. Their goal is to ensure that player development remains a priority during team placement decisions and to uphold Section 1.02, which requires that players be placed according to their appropriate skill level (see Section 1.02: Purpose). In the event of a tie in committee voting, the BRYH President shall serve as the tiebreaker. If the President is also serving as a head coach and therefore a voting member of the committee, the President Elect shall assume the tiebreaking role.

Tournament Director: Shall be responsible for organizing, promoting, and overseeing all tournaments sponsored by BRYH. Works in conjunction with the team level board representative to supervise and manage tournament weekends. He/She shall be responsible for the continuation of annual invitational tournaments and ensuring that all tournament guidelines, rules, procedures, team conduct expectations, and award protocols are clearly communicated and followed.

Fundraising Chair: Shall be responsible for organizing and promoting all fundraising events on behalf of BRYH. Upon the completion of each event, a full financial report will be submitted to the board.

Team Level Representatives: All age levels of BRYH shall have one (1) designated representative serving on the board. These levels include: Mites (8U), Squirts (10U), Peewees (12U), Bantams (14U), and Midgets (18U) as applicable. In addition, there shall be one (1) Girls Team Representative serving the 10U, 12U, and 14U girls' programs.

Team level representatives serve as the primary point of contact for their designated age groups. Until a parent representative is selected by each team, the team representative will also handle team scheduling and serve as the interim parent contact.

Throughout the season, team representatives are responsible for addressing issues at their level and supporting communication between the board and families. Each representative serves as the liaison between their team families and the board to ensure communication and support at every level. They are expected to share board updates with coaches, parent representatives, and families; coordinate team fundraising efforts in collaboration with the Fundraising Chair; assist the Tournament Director in managing their team's home tournament weekend; and help uphold BRYH bylaws in any disciplinary matters involving players at their level.

Section 3.04 Board Member Work Hour Requirement

Members of the BRYH Board of Directors shall not be exempt from fulfilling the organization's required volunteer work hours. Attendance at board meetings may be applied toward the fulfillment of these hours.

Section 3.05 Attendance Requirements

No member of the Board of Directors shall miss more than three (3) regularly scheduled monthly board meetings within a single fiscal year.

Section 3.06 Quorum Requirements

A quorum of the BRYH Board shall be defined as a simple majority of the current voting members of the Board of Directors.

Section 3.07 Compensation Prohibition

No member of the BRYH Board of Directors shall receive any form of compensation for their service or duties performed as a board member.

Section 3.08 Appointment of Non-Voting Positions

The Board of Directors shall be responsible for annually appointing individuals to non-voting positions that support the operations and administration of the organization. These appointed roles shall assist the Board in carrying out the business and activities of BRYH but shall not hold voting privileges.

Section 3.09 Contract Approval Authority

All formal contracts, agreements or binding commitments made between the Milt Lunda Memorial Arena Committee (MLMAC) and other user groups, including but not limited to Black River Falls High School and the Black River Falls Figure Skating Club, that impact BRYH operations must be reviewed and approved by a majority vote of the Executive Board prior to execution. This includes but is not limited to shared use, rental, operational, or advertising agreements that affect BRYH's scheduled access, responsibilities, or representation within the arena. No contract may be signed or enacted without Executive Board authorization.

Article 4 – Board Elections & Terms

Section 4.01 Candidate Eligibility

Only members in good standing who have maintained membership in BRYH for a minimum of one (1) year shall be eligible for election to the Board of Directors.

Section 4.02 Application Process

Applications for Board candidacy must be completed and submitted to the Board of Directors no later than the regularly scheduled February meeting.

Section 4.03 Application Publication

All eligible applications shall be made available for review by BRYH members no later than the first Wednesday of March, through an online posting or other accessible format as determined by the Board.

Section 4.04 Voting Procedures

Voting for Board positions shall be conducted electronically and shall remain open for a period of two (2) weeks prior to the Annual Meeting, which is held in March.

Section 4.05 Terms of Office and Succession

A. Presidential Succession

The President shall serve a three (3)-year term, which includes one (1) year each as President Elect, President, and Past President. This succession structure is intended to promote leadership continuity, mentorship, and a smooth transition of responsibilities across board leadership.

B. Term Lengths and Staggered Elections

To ensure leadership continuity and prevent a full turnover of the Executive Board in any single election cycle, terms shall be staggered as follows:

1. The Treasurer and Hockey Director shall each serve two (2)-year terms and be elected in even-numbered calendar years.
2. The Secretary and Tournament Director shall each serve two (2)-year terms and be elected in odd-numbered calendar years.

C. Implementation and Continuity

These staggered terms are designed to preserve institutional knowledge, promote consistent board function, and ensure ongoing strategic planning across seasons.

D. General Board Members

All non-executive (general) board positions shall be elected annually, maintaining opportunity for broader participation and fresh perspectives within the board structure.

Section 4.06 Filling Vacancies

If an elected Board member is unable to complete their term due to resignation, incapacity, or removal for cause, the Board of Directors shall appoint a temporary replacement to serve through the remainder of the current fiscal year. If the original term extends beyond that fiscal year, the position shall be filled through a special election during the next regularly scheduled election cycle. For positions with annual terms, the vacancy shall be filled during the standard election process.

Article 5 – Meetings of the Board

Section 5.01 Regular Monthly Meetings

The Board of Directors shall hold regular meetings on the third Wednesday of each month. If a change in the date or time is necessary, notice of the revised meeting schedule must be posted on the BRYH website and BRYH-approved social media platforms at least forty-eight (48) hours in advance.

All regular meetings shall be open to BRYH members in good standing. Only duly elected Board members shall have the authority to vote on matters brought before the Board. Meeting minutes shall be made publicly available by posting them on the BRYH website.

Section 5.02 Annual Meeting

The Annual Meeting of BRYH shall be held no later than March 31 of each calendar year. All BRYH members in good standing are encouraged to attend the Annual Meeting. The results of the election for the upcoming year's Board of Directors shall be announced and shared with the membership during the Annual Meeting. The newly elected Board of Directors shall officially begin their term the following day.

Section 5.03 Special Meetings

Special meetings may be called by the President or at least two (2) members of the Executive Board. In cases where the President is the subject of a removal action, the President Elect shall have the authority to call a special meeting in accordance with Section 6.01 of these bylaws (see Section 6.01: Removal from Office). Notice of any special meeting shall be provided to all Board members no fewer than forty-eight (48) hours in advance. Notice shall also be posted on the BRYH website and BRYH-approved social media platforms to inform the general membership.

All BRYH members in good standing may attend special meetings. However, if the meeting involves confidential matters pertaining to personnel, parents, or players, the Board reserves the right to conduct those portions of the meeting in closed session. Members not authorized to participate in the closed session shall be asked to exit the meeting during such discussions. Minutes of each special meeting shall be recorded by the Secretary or an appointed designee and shall be posted on the BRYH website following the meeting.

Section 5.04 Emergency Meetings

The President of BRYH shall have the authority to call an emergency meeting of the Executive Board in situations requiring immediate action. Such situations may include, but are not limited to, personnel matters, player-related issues, or urgent facility operations. During an emergency meeting, the Executive Board shall have the authority to introduce and pass motions as necessary, except in matters governed by Section 6.01, which shall require standard meeting procedures (see Section 6.01: Removal from Office). Emergency meetings are reserved for matters that require a decision within forty-eight (48) hours. For all other urgent but non-immediate issues, a special meeting shall be called in accordance with the procedures outlined in Section 5.03 (see Section 5.03: Special Meetings). Minutes of each emergency meeting shall be recorded by the Secretary or an appointed designee and shall be posted on the BRYH website following the meeting.

Article 6 – Conduct, Conflict, and Governance Standards

Section 6.01 Removal from Office

The Board of Directors of BRYH shall have the authority to sanction and/or remove an elected board member for dereliction of duties by a two-thirds affirmative vote of all board members, with the President holding voting rights in such matters. Grounds for removal may include, but are not limited to, failure to attend at least 75% of regularly scheduled monthly meetings, conduct unbecoming of the office, or violations of the bylaws or handbook.

In cases where the President is the subject of removal proceedings, the President Elect shall have the authority to call a special meeting as outlined in Section 5.03 (see Section 5.03: Special Meetings).

If a board member is removed from office, the Board of Directors shall appoint a temporary replacement in accordance with Section 4.06 (see Section 4.06: Filling Vacancies).

Section 6.02 Conflict of Interest – Dual Roles

No individual shall serve concurrently as a member of the BRYH Board of Directors and as a board member of the Black River Falls Figure Skating Club. This restriction is intended to prevent any actual or perceived conflict of interest in matters involving agreements or joint decisions between the two organizations.

Additionally, individuals may not serve on the BRYH Board of Directors if they also serve on the boards of other arena user groups or are employed by such groups, such as the School District of Black River Falls, and are directly involved in representing that organization in contract negotiations with BRYH.

Section 6.03 USA Hockey / WAHA Preeminence

Black River Youth Hockey, Inc., an affiliate association of USA Hockey, Inc. and the Wisconsin Amateur Hockey Association, Inc. (WAHA), shall abide by and act in accordance with the Articles of Incorporation, Bylaws, Rules and Regulations, Playing Rules, and decisions of the Boards of Directors of USA Hockey, Inc. and WAHA. These documents and decisions shall take precedence over, and supersede, all similar governing documents and/or decisions of Black River Youth Hockey, Inc.

Section 6.04 Restriction on Debt Authority

No indebtedness shall be contracted on behalf of the organization unless authorized by a resolution of the BRYH Board.

Article 7 – Amendments

Section 7.01 These Bylaws may be amended by an affirmative vote of two-thirds (2/3) of the members present and voting at any regular or special meeting of Black River Youth Hockey, Inc.,

provided that the proposed amendment has been approved by a majority vote of the Board of Directors at a duly held Board meeting. Notice of the proposed amendment shall be published on the official BRYH website and BRYH-approved social media platforms as a Class I notice, pursuant to Chapter 985 of the Wisconsin Statutes. The notice must include the date, time, and location of the meeting at which the amendment will be considered, along with a brief description of the proposed amendment. The amendment shall take effect upon approval by the membership.

Article 8 – Dissolution

Section 8.01 Upon dissolution of Black River Youth Hockey, Inc., all assets shall be distributed for one or more exempt purposes within the meaning on Sec. 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.

Section 8.02 Any such assets not so disposed of shall be disposed of by the Circuit Court of Jackson County or of the county in which the principle office of Black River Youth Hockey, Inc. is located at the time of dissolution, exclusively for such purposes or to such organizations as said court shall determine, which are organized and operated exclusively for such purposes.

Adopted March 27, 2006, BRYH Annual Meeting, High School Cafeteria

Amended March 19, 2007

Amended March 31, 2010

Amended March 2011

Amended March 15, 2017

Amended March 20, 2019

Amended May 20, 2020

Amended June 11, 2025