

WESTFIELD YOUTH HOCKEY ASSOCIATION CONSTITUTION AND BY-LAWS

ARTICLE I

NAME, PURPOSE AND LIABILITY

SECTION I – NAME

The name of the organization shall be Westfield Youth Hockey Association. The organization may also be commonly referred to as WYHA or by the team nickname Westfield Jr. Bombers.

SECTION II – PURPOSE

- a. To provide the opportunity for children up to age 18 to play organized hockey by sponsoring amateur hockey teams in leagues in the Greater Springfield area.
- b. As an organization, all participants, coaches, parents and spectators shall abide by USA Hockey Zero Tolerance Policy.
- c. The association is organized exclusively for charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organizations under Section 501 [c] (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law); and provided that no part of the earnings of the Association shall inure to the benefit of, or be distributed to, its members that the Association shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payments and distributions in furtherance of the purposes herein set forth; and provide further that the Association shall not carry on any other activities not permitted to be carried on by an association exempt from Federal Income Tax under Section [c] (3) of the Internal Revenue code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or by an Association Contribution to which are deductible under Section 170 [c] 2) of the Internal Revenue Code (or corresponding provisions of the future United States Internal Revenue Law).

SECTION III – LIABILITY

The Association shall not be responsible or held liable for any injuries or loss sustained by player, coach, or any individual participating in its program or by spectators.

ARTICLE II

MEMBERSHIP AND REGISTRATION FEES

SECTION I – MEMBERSHIP

- a. Any parent/guardian, with account in good standing, who has a child in the Westfield Youth Hockey Association or Association coaches are eligible for regular membership.
- b. Any person in the Greater Westfield Area interested in the objects and purposes of the Association is eligible for associate membership. Associate members may attend, but shall not have voting privileges on business matters.
- c. Members will be required to participate in Association Fundraisers if deemed necessary by the Association.
- d. WYHA will only allow players from the WYHA community as defined by the following cities and towns: Westfield, Southwick, Blandford, Chester, Granby (CT), Granville, Huntington, Middlefield, Montgomery, Russell, Suffield (CT), Tolland and Worthington to register to play with the exception of current players and their siblings.

SECTION II – REGISTRATION FEES & COMMITMENT FEES

- a. Registration fee (amount to be determined in March of each year) must be paid at the time a child signs up. The Association Registration Form(s) must be completed and a birth certificate furnished before any child is listed on a team roster.
- b. A family shall be assessed one full registration fee for the first and second child and a reduced amount (to be decided in March of each year) will be assessed for the third, fourth.....child.
- c. A commitment fee may be assessed at the discretion of the Executive Board at a specified date(s) to secure a roster spot after the evaluation period when teams are announced.

SECTION III – ICE FEES

- a. The annual ice fees shall be broken into several payments depending on program. The first payment shall be due by the date of the first practice. The amounts of the remaining payments and the due dates of said payments will be determined by the Executive Board upon approval of the annual budget and announced at a fall board meeting.
- b. The association may grant a discount to full season goaltenders with approval of the Executive Board.

ARTICLE III

EXECUTIVE BOARD OF DIRECTORS AND OFFICERS

SECTION I – EXECUTIVE BOARD OF DIRECTORS

- a. The Executive Board of Directors shall consist of the following elected Officers of the Association: President, 1st Vice President, 2nd Vice President, Director of Finance, Secretary, and Director of Communication (as shown in the Westfield Youth Hockey Association Organization Chart at the end of this Article).
- b. One representative will be appointed by the coach of each team immediately after the team roster is finalized to serve as the proxy. The team rep's responsibilities will begin upon the start of the hockey season (September) and end at the end of the fiscal year (May 31st). The Association Secretary and Director of Communications will be notified of this selection. The coach cannot appoint themselves or their assistant coach.
- c. The management of the affairs and property of the Association shall be vested in the Executive Board of Directors.
- d. The Executive Board of Directors shall hold monthly meetings at times and places determined by the President of the Association. An agenda shall be distributed to the members 3 days in advance of any scheduled meeting. Any member wishing to have a specific item added to the meeting agenda, shall notify the Secretary of the item at least 3 days prior to the scheduled meeting. The following members shall be allowed to vote at said meetings: elected officials, appointed officials, team representatives and proxy votes (each team rep must provide the Executive Board with one backup person at the beginning of the season). In no case shall any one person's vote count more than once at any given time. The Executive Board may cancel summer meetings, with a one month notice by a majority vote.
- e. A special meeting of the Board may be called at the request of three Executive Board members. Such a request should be received and confirmed in writing or by telephone to the Secretary at least seven days prior to the special meeting to convene a quorum.
- f. If any Director representing a member team is unable to attend a meeting, his/her vote may be cast by proxy by a pre-selected proxy list. The Secretary must be notified of the proxies prior to any meeting.
- g. Any Director may be removed from the Board for cause by a majority vote of the Executive Directors.
- h. A quorum for Board meetings will consist of seven (10) members. A majority vote will rule.
- i. The Association shall conduct its affairs in accordance with generally accepted parliamentary procedures according to Mass Hockey and USA Hockey rules.
- j. All meetings shall be conducted under Roberts Rules of Order. Also, Roberts Rules of Order shall be the default document, when applicable, if our Constitution or Bylaws fail to address a particular situation.

- k. The voting members of the Executive Board of Directors must be made up of no less than 20% of individuals who have children actively skating in the program under Mass and USA Hockey rules.
- l. The Executive Board has the right to hold hearings and make decisions regarding any player(s), parent(s) or coach(es) causing problems in the Association.
- m. The Executive Board will approve the Head Coaches and approve Assistant Coaches each year pending recommendations from the coaches' selection committee.
- n. The Executive Board has the right to remove a coach for cause by a majority vote only after first holding a show-cause hearing.

SECTION II – OFFICERS (ELECTED POSITIONS)

- a. The Elected Officers of the Association shall be a President, 1st Vice President, 2nd Vice President, Director of Finance, Secretary and Director of Communications. All Elected Officers shall be elected for a period of two years and may be eligible for re-election. All appointed positions, shall be appointed and approved by the Executive Board for a term of one year. In addition, all appointed positions may be changed, added or removed at any time of the year as deemed necessary by the Executive Board.
- b. The President shall administer the affairs of the Association, call meetings, appoint committees and perform other duties normally associated with this office. The President only votes in case of a tie vote.
- c. The 1st Vice President's primary purpose is to assist the President in every endeavor. He/She must be knowledgeable of the duties and responsibilities of the President. The 1st Vice President will assume the duties and responsibilities of the President in case of an absence or incapacity of the President. This officer may be asked to assume additional responsibilities, as assigned, by the President and/or the Executive Board of Directors. The 1st Vice President is also responsible for cultivating new leadership for the association and overseeing the LTS/LTP Coordinator and the ACE Coach Coordinator.
- d. The 2nd Vice President shall perform all duties as assigned by the President. The 2nd Vice President will assume all duties if the President and the 1st Vice President are absent. Additional responsibilities include overseeing the Ice Scheduler and the Equipment manager.
- e. The Secretary is responsible for ensuring that accurate and sufficient documentation exists to meet legal requirements, and to enable authorized persons to determine when, how, and by whom the board's business was conducted. In order to fulfill these responsibilities, and subject to the organization's bylaws, the Secretary records minutes of meetings, ensures their accuracy, and timely availability, proposes policies and practices, submits various reports to the board, maintains membership records, checks WYHA PO Box as needed, opens mail and distributes accordingly, fulfills any other requirements of a Director and Officer, preserve the By-Laws, and performs other duties as the need arises and/or as defined in the bylaws. Additional responsibilities include overseeing the Assistant Secretary and the Registrar.

- f. The Director of Finance shall be responsible for the overall direction of WYHA Financial Affairs, including but not limited to fee administration, disbursements, preparing financial information for Board Reviews (quarterly) and tax returns. The Director of Finance is also responsible for the following duties:
- Prepare and review an annual operating budget for the Association.
 - By March of each year, recommend the first ice payment fees for the Executive Boards review and approval, for the upcoming season. The second ice payment will be announced upon completion of the annual budget for the October board meeting.
 - Approves all specific expenditures in conformance with the Executive Boards approval.
 - Is also responsible for pursuing delinquent accounts within accordance to the Executive Boards policies and procedures.
 - Coordinating with outside businesses for a WYHA Corporate Sponsor.
 - Disbursement coordinator of cash outlays upon the Executive Board of Directors Approval.
 - Maintain cash-payment log.
 - Disbursement of funds to team representatives for timekeepers and referees.
 - Disbursement of any budgeted funds to each team to help defray the costs of tournament play.
 - Perform monthly bank reconciliations and preparation of Financial Statements for review and comparison against Annual Budget.
 - Investigation and collection of outstanding balances.
 - Works closely with and oversees the Treasurer, Assistant Treasurer and Fundraising Coordinator.
- g. The Director of Communication shall be responsible for maintaining an open communication between WYHA, Amelia Park, the outside media and the association's members. The Director of Communication shall be responsible for the following duties:
- Plan and implement a contingency plan in case of bad weather, with the Executive Boards approval.
 - Maintain a workable internal communication system that would inform the members of all activities of the WYHA.
 - Works closely with the entire Executive Board of Directors and their communication needs throughout the season.
 - Works closely with and oversees the Web Master, Public Relations Representative, Team Rep Coordinator and GSL Representative.
 - Oversee media and community relations as necessary.

SECTION III – APPOINTED POSITIONS

LTS (Learn to Skate) Coordinator

- The LTS coordinator shall report directly to the 1st Vice-President.
- He/or she shall be responsible for every facet of the learn to skate program.
- This would include the recruitment of LTS instructors.
- Also the LTS coordinator shall be available to assist with on ice instruction as needed.
- He/or she will be asked to work in conjunction with the association's public relations personnel, ice scheduler, equipment manager and others as needed.
- He/or she will be asked to come up with a skating curriculum for the entire session that would include a recommendation for the skater's readiness and ability for the next level of skating.
- He/or she shall have an introduction clinic for all parents as to what to expect during the LTS program.

LTP (Learn to Play) Coordinator

- The LTP coordinator shall report directly to the 1st Vice-President.
- He/or she shall be responsible for every facet of the LTP program.
- This would include the recruitment of LTP instructors.
- Also the LTP coordinator shall be available to assist with on ice instruction as needed.
- He/or she will be asked to work in conjunction with the association's public relations personnel, ice scheduler, equipment manager and others as needed.
- He/or she will be asked to come up with a skating curriculum for the entire session that would include a recommendation for the skater's readiness and ability for the next level of skating.
- He/or she shall have an introduction clinic for all parents as to what to expect during the LTP program and proper fitting of equipment.

Ace Coach Coordinator

- The Ace Coordinator shall report directly to the 1st Vice-President.
- Assist with finding coaches for teams that have no coaching candidates.
- Assist with resolving issues between Coach/Parent or Coach/Player.
- Assist with development of guidelines regarding coaching expectations.
- Work with Ice Scheduler to schedule clinics such as checking clinics, goalie clinics etc.
- Hold meetings to educate entire coaching staff about organizational rules and philosophies.

SafeSport Coordinator

- The SafeSport coordinator shall report directly to the 1st Vice-President
- The SafeSport Coordinator is responsible for monitoring Association and Team compliance with the USA Hockey SafeSport Program and Mass Hockey SafeSport Program.
- Duties will include monitoring the training of local program administrators and others within the association.
- He/or she will serve as the Association's initial contact for persons reporting suspected abuse, misconduct or other violations, compiling information on disciplinary issues within WYHA and, when appropriate, reporting such information to USA Hockey and/or Mass Hockey.

Safety Director

- The safety director shall report directly to the 1st Vice-President.
- He/or she shall educate, and provide the Program with the proper safety materials and equipment.
- He/or she shall evaluate player injuries and manage return to play conditions.
- He/or she shall establish protocols for concussion management including testing.

Ice Scheduler

- The ice scheduler shall report directly to the 2nd Vice-President.
- He/or she shall be responsible for the scheduling of all ice time for all WYHA teams, including the LTS and LTP programs and clinics. This also includes practice, WYHA tournament and GSL ice.
- This position will involve working in conjunction with the ice coordinators from GSL, all area rinks and local high schools and colleges.

Equipment Manager

- The Equipment Manager shall report directly to the 2nd Vice-President.
- Responsible for procurement, distribution, collecting and storing of all required gear including: uniforms, first aid kits, pucks, water bottles, goalie equipment and other gear as needed.
- Responsible for keeping an inventory record of equipment.
- This position will involve working in conjunction with the Merchandise Coordinator for team uniforms, socks, and associated gear.

Timekeeper Coordinator

- The timekeeper coordinator shall report directly to the 2nd Vice-President.
- The timekeeper coordinator is responsible for finding people to do the timekeeping, training them and scheduling all games where WYHA is the home team.
- Communication shall be made with all teams as well as the Greater Springfield League.

Treasurer

- The Treasurer shall report directly to the Director of Finance.
- Receive post and deposit collections for WYHA regular season players including Mite, Squirt, Peewee, Bantam, and Midget.
- Produce delinquent list of all monies owed for the Director of Finance to investigate.
- Assist in tax preparation with Director of Finance and/or accountant for yearly return.
- Perform periodic audit of billing and cash-receipt logs compared to roster of registered players for all accounts.
- Perform such additional duties as may be required by Executive Board of Directors.
- Disbursement of any budgeted funds to each team to help defray the costs of tournament play.
- Assumes duties of Assistant Treasurer as needed.

Assistant Treasurer

- The Assistant Treasurer shall report directly to the Director of Finance.
- Receive post and deposit all collections for WYHA learning programs including LTS, LTP, Novice, and House League.
- Collector of fundraising income from fundraising events.
- Maintain cash-receipt log and perform periodic audit of billing compared to roster of registered players for all accounts.
- Bank Account reconciliation.
- Produce delinquent list of all monies owed for the Director of Finance to investigate.
- Assumes duties of the Treasurer as needed.

Fundraising Coordinator

- The Fundraising Coordinator shall report directly to the Director of Finance.
- Present to Executive Board of Directors all proposed association fundraising events for upcoming season.
- Give to Director of Finance breakdown of all anticipated costs and associated income related to Executive Board of Directors approved fundraising events for budget preparation
- Give to Director of Communication schedule of approved events for internal and external communication.
- Liaison between WYHA and outside vendors for fundraising events.
- Present to Executive Board of Directors invoices related to fundraisers for payment approval.
- Obtaining all proper licenses and association release forms required for fundraising events.

- Perform such additional duties as may be required by Executive Board of Directors.
- Must approve all individual team fundraisers. Any WYHA merchandise cannot be used as an individual team fundraiser.

Merchandise Coordinator

- The Merchandise Coordinator shall be responsible for procurement and distribution of event merchandise including but not limited to pins, trophies and patches.
- The Merchandise Coordinator shall be responsible for procurement, sale and distribution of all WYHA Merchandise such as clothing, hats, etc.
- The Merchandise Coordinator works closely with the Director of Finance.

Assistant Secretary

- The Assistant Secretary shall report directly to the Secretary.
- Must attend all Board Meetings and be prepared to assist with minutes.
- Responsible of coordinating annual player and team photographs for the organization.
- Perform additional duties as may be assigned by the President and Secretary.

Registrar

- The Registrar shall report directly to the Secretary.
- Plan and announce player registration including coordinating online registration process with web master and Director of Communications.
- Maintain proper and timely registration of all players with USA Hockey, MASS Hockey, and WYHA.
- Plan, coordinate, and hold check-ins at defined points throughout season in conjunction with registration dates to ensure all players are properly registered and accounted for.
- Obtain and file all necessary forms for any team choosing to attend a tournament.
- Provide Secretary with WYHA Roster and USA hockey Roster for all teams and a copy of all necessary and applicable registration materials such as: player's birth certificate, USA Hockey Consent to Treat and Medical History, USA Hockey Waiver of Liability, and Zero Tolerance Form.
- Works closely with the Secretary and Assistant Secretary.

USA Representative

- The USA Hockey Representative shall report directly to the Secretary.
- He/She shall be responsible for representing the interests of WYHA at all USA Hockey Meetings.
- He/She shall be responsible for all USA Hockey Registrations, including player, coach and team rosters.

- The USA Hockey Representative shall coordinate the retrieval and submission of all CORI forms per USA Hockey Guidelines.
- He/She shall also confirm that WYHA Coaches and Assistant Coaches have achieved the appropriate coaching certification.
- He/She shall be responsible for enforcing USA Hockey Policies and procedures as it relates to WHYA.

Web Master

- The Webmaster shall report directly to the Director of Communications.
- He/She shall be responsible for designing, developing, marketing and maintaining the WYHA web site and electronic communications.
- The Webmaster shall also implement appropriate security in regard to all electronic mediums sponsored by the WYHA.
- Responsible for maintaining the spelling, grammar and continuity of the WYHA web site.
- Provide other board members with access to the web site for updating in case of the web masters absence.
- Works very closely with the Public Relations Representatives.

Public Relations

- Shall report directly to the Director of Communications.
- Work with Team Rep Coordinator, Team Reps and Webmaster to promote communication.
- Report on the individual team related events and accomplishments.
- Coordinate regular communications.
- Perform additional duties as may be assigned by the Executive Board.

Team Representative Coordinator

- The Team Rep Coordinator shall report directly to the Director of Communication.
- Create Team Rep job descriptions to hand out to all team members at the beginning of the season.
- Compile a list of all team reps from the association and coordinate an information meeting in September to explain their responsibilities.
- Each team rep should receive a copy of the WYHA Bylaws and any other forms deemed necessary to complete their job.
- The Team Rep Coordinator shall be the main point of contact for all team representatives.

GSL Representative

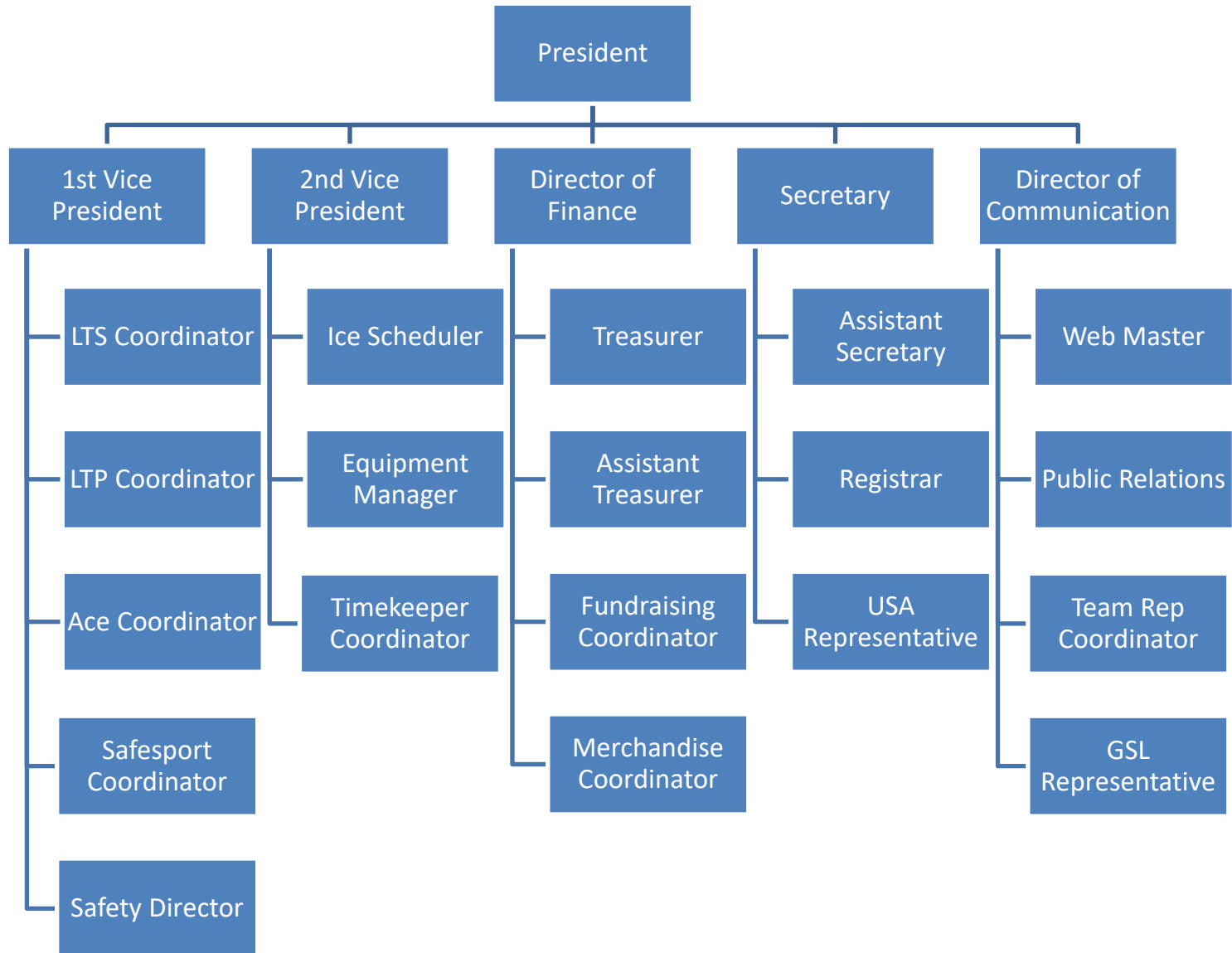
- The GSL Representative shall report directly to the Director of Communications.

- He/She shall be responsible for representing the interests of WYHA at all GSL meetings.
- He/She shall be responsible for reporting all news related to the GSL to the Executive Board of Directors in an effective manner.
- He/She shall be responsible for enforcing GSL Policies and procedures as it relates to WHYA.

SECTION IV – TERMS OF OFFICE

All elected officials of the Executive Board of Directors shall have a term of office of two (2) years, however, the following election rules shall apply: the first year of elections governed by these By-Laws shall have all positions available for election/re-election. The terms of the President, 2nd Vice-President, and Secretary shall be for two (2) years. The terms of the 1st Vice-President, Director of Finance, and Director of Communication shall be for one (1) year. The following year, the elections shall be held for the positions of the 1st Vice-President, Director of Finance, and Director of Communication again for a term of two (2) years. All subsequent elections shall have two (2) year terms for the positions that are up for election. The intent of this election cycling is to retain at least half of the Executive Board of Directors from the previous year. This retention of experienced officers shall be one of the goals of the Organization.

Westfield Youth Hockey Association Organization Chart



ARTICLE IV
ASSOCIATION YEAR, ANNUAL MEETING, ELECTIONS AND
COMMITTEES

SECTION I – ASSOCIATION YEAR

The association’s fiscal year shall begin on June 1st and end on May 31st.

SECTION II – ANNUAL MEETING

- a. The annual meeting shall be held in March of each year.
- b. Any regular member in good financial standing is eligible to attend.
- c. A quorum shall be established by the attendance of sixteen (16) regular members. A majority vote will rule.

SECTION III – ELECTIONS

- a. The Officers of the Association shall be elected by the regular membership via a confidential ballot process on a date (or dates) set by the Board of Directors providing that the membership is given at least two weeks’ notice of the election date. Elections must be completed prior to April 30th of the current year. Officers will be elected to serve for a term in accordance with Article III Section IV of the By-Laws.
- b. Nomination forms shall be made available to the Membership at least thirty (30) days prior to the election.
- c. All nomination forms must be received at least two (2) days prior to the March Board meeting.
- d. In the event there is only 1 nominee a decision by acclamation can be done at a board meeting instead of confidential ballot.
- e. Voting membership is limited to parents and guardians of participants in the program and volunteers in the program, subject to the following:
 - 1. One parent or guardian from each family with children participating in the current season as long as account is paid in full or have been excused due to financial hardship may cast a vote in election.
 - 2. Each volunteer who performs a minimum of 20 hours of service for the benefit of the association may vote in elections. Determinations of volunteer status shall be made by the Board of Directors.

Only 1 ballot per person. This is an important note for those people who qualify to vote both as a parent/guardian and a volunteer. In this case, there could be 2 votes in a household.

SECTION IV – COMMITTEES

The President shall appoint, with the approval of the Executive Board of Directors, such committees as he/she deems necessary to implement any association function or activity.

The following standing committees shall operate annually:

Evaluation Committee, chaired by the President, shall be responsible for evaluating players and assigning teams based on the evaluation procedure. This committee will suggest coach assignments to the Executive Board.

ARTICLE V

FINANCIAL OPERATIONS

SECTION I – FINANCIAL AUTHORIZATION

- a. The President, Director of Finance, and Secretary shall be authorized to sign checks on the behalf of the Association.
- b. The Director of Finance shall prepare and submit an annual operating budget to the Board of Directors at the Annual Meeting, or within thirty (30) of a request by the Executive Board.
- c. The Director of Finance shall submit a monthly and an annual financial report to the membership to include Profit/Loss, Balance Sheet, and a detail transaction statement.
- d. Any unbudgeted bills over \$250 shall be approved by two (2) officers of the Executive Board; any bill up to \$250 shall be approved by one (1) officer of the Executive Board.
- e. The Treasurer shall pay all budgeted expenses in a timely manner.
- f. The Treasurer's books shall reviewed during June of each year by a qualified committee appointed by the President and a report shall be given at the first meeting of the following season.

ARTICLE VI

RULES AND REGULATIONS

SECTION I – ASSOCIATION RESPONSIBILITIES

- a. The Association will pay all team registration fees in approved leagues.
- b. All uniform purchases will be approved by the Executive Board.
- c. The Association will obtain practice ice time for coaches.
- d. The Association shall reimburse the costs of USA Hockey Coaching Certification to coaches, assistant coaches, and board members who successfully pass certification prior to the deadline

and actively participate in WYHA activities. Advanced Clinic (Level 4) requires a minimum two-year coaching commitment whereby reimbursement will be made over the two-year period as 50% in year one, 50% in year two. The Association will provide each team with a First Aid Kit and water bottles which are to be returned to the Association at the end of the season.

- e. The Association season will end when scheduled league play is finished (typically September through March) except for State tournaments, and these will be entered only with the regular team rosters.
- f. The Association must have their rosters filled by the established deadline typically October 15th. In case of permanent loss of player after that date, The Association under approval of the executive board may permanently bring up a player from the lower team with the permission from the Player's parents/guardian.

SECTION II – COACH RESPONSIBILITIES

- a. Each coach runs his team according to Association, USA Hockey, Mass Hockey and GSL rules without parent interference.
- b. A coach is responsible for using ice time allocated to the team.
- c. A coach may obtain additional ice time on his/ her own for the team, at no cost to the Association, but it is not to be booked in the name of Westfield Youth Hockey Association unless the ice coordinator is notified and approval is given.
- d. Coaches/Team Reps will have the responsibility to distribute practice ice time and schedules to the team.
- e. Coaches/Team Reps are to collect and return to the Association all team equipment at the end of the season.
- f. Coaches may bring up players on a per game basis to fill rosters (GSL Guidelines) after notifying and securing permission from the lower Head Coach. The USA Rep should be notified prior to the game but must be notified within twenty-four (24) hours after the game (USA Guidelines).
- g. Coaches have the right to recommend disciplinary action against a player and/or parent for fighting, swearing, unsportsmanlike conduct, or any other conduct not in accordance with this Association's purposes.

SECTION III – PLAYER AND PARENT/GUARDIAN RESPONSIBILITIES

- a. All participants in the Westfield Youth Hockey Association program must abide by the Association Constitution and By-Laws.
- b. Parents/Guardians are responsible to keep ice payments current. If a child does not show up for a scheduled game or practice, they are still obligated to pay their share of the assessed ice time. If

payments are not received by the due date determined by the Executive Board, that player will not be permitted to skate until payment is received in full.

- c. Each child or their parent is responsible for the uniform and equipment loaned to them at the beginning of the season if applicable and will be assessed a replacement value if it is not returned in good and clean condition to the coach at the end of the season.
- d. All players must wear proper equipment, according to USA Hockey guidelines..
- e. If a child or their parent/guardian feels they have been treated unfairly in some incident, they may present their case to the coaching staff. If the problem is not resolved, it shall be taken up by the Executive Board.
- f. The Association does not allow and prohibits any liquor, alcoholic beverages, drugs and weapons to be brought into or consumed in any locker room or dressing room or anywhere else on rink premises. Persons under the influence will be asked to leave the premises. This prohibition extends to anyone associated with Westfield Youth Hockey. Any penalties or formal reprimand will be decided by the Executive Board after a formal hearing in executive session.

SECTION IV – AGE GROUP

- a. The age group of players shall be as defined by USA Hockey.
- b. Skaters will be placed on a team according to the evaluation process set up by the Westfield Youth Hockey Association.
- c. Any roster moves of players between teams shall be decided by the Evaluation Committee with the consent of the player’s parent(s).
- d. Any skater coming into Westfield Youth Hockey after evaluations shall start skating at the lowest level of the appropriate age group. The skater shall then be evaluated by the Evaluation Committee for team placement.
- e. Any existing player who is not able to evaluate at time of yearly evaluations shall be placed according to part “d.” of this section.

SECTION V – PLAYER ELIGIBILITY

All players must meet USA Hockey, Mass Hockey, and Westfield Youth Hockey eligibility requirements.

SECTION VI – RELEASES

A child leaving the Association to play for another GSL team will be given a release provided that all financial obligations to the Association have been met.

ARTICLE VII

AMENDMENTS TO THE CONSTITUTION

Amendments to this Constitution and By-Laws must be made in writing and submitted to the Secretary at least two weeks prior to the Board of Directors' meeting at which time such amendments are to be considered. All proposed amendments must be posted on the website one week prior to the Board Meeting where a decision will be determined.

Any amendments shall be approved by a two-thirds vote of the voting membership in attendance. By-Laws shall be reviewed every two (2) years.

ARTICLE VIII

DISSOLUTION

Upon dissolution of the Association, the members shall, from Association assets, pay or make provision for payment of all liabilities of the Association, dispose of all assets of the Association exclusively for the purposes of the Association in such a manner, or to such organizations organized and operated exclusively for charitable, education, religious, or scientific purposes as shall at the time, qualify as an exempt organization under Section 501 [c] (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) as the members shall determine. Any of such Assets not so disposed of shall be disposed of by the Probate Court of the County of Hampden with the consent of the Attorney General of the Commonwealth of Massachusetts, as said Court shall determine.

Revised – August, 2017