

Here are the bylaws for the North Hills Hockey Club, a 501(c)(3) organization dedicated to making hockey accessible to all eligible students. This document outlines the governance structure, position descriptions, and processes for filling vacancies.

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## Bylaws of the North Hills Hockey Club

### Article I: Name and Mission

1. Name: The name of this organization shall be the North Hills Hockey Club (hereinafter referred to as “the Club”).
2. Mission: The mission of the Club is to make hockey available to all eligible students, fostering a passion for the sport while promoting teamwork, sportsmanship, and community engagement.

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### Article II: Membership

1. Eligibility: Membership is open to all students eligible to participate in the Club's hockey programs, as well as their families and interested community members.
2. Membership Dues: Membership dues shall be established annually by the Board of Directors to support the Club's activities and maintain accessibility.

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### Article III: Board of Directors

1. Voting Members: The Board of Directors shall consist of the following voting positions, each serving a two-year term and elected at the Club's annual membership meeting:

- President
- Vice President
- Treasurer
- Secretary
- Registrar
- PIHL League & Safe Sport Representative

2. Nonvoting Members: The Board shall also include the following non-voting positions, each serving a one-year term:

- Emeritus
- Coach in Chief
- Booster Chair
- Member in Training

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## Voting Board Positions

### 1. President:

#### - Responsibilities:

- Preside over all Board meetings and Club functions.
- Represent the Club in official matters.
- Ensure adherence to the Club's mission and policies.
- Lead strategic planning for the Club.

### 2. Vice President (In Charge of Coach in Chief and Coaches):

- Role: The Vice President assists the President and oversees the coaching staff.

#### - Responsibilities:

- Assume the President's duties in their absence.
- Manage the Coach in Chief and coaching staff.
- Ensure coaches are trained and supported in their roles.
- Oversee player development initiatives.

### 3. Treasurer:

- Role: The Treasurer manages the Club's financial affairs.

#### - Responsibilities:

- Maintain accurate financial records and manage the budget.
- Prepare financial statements for Board meetings.
- Ensure compliance with all financial regulations.
- Oversee fundraising efforts and financial planning.

#### 4. Secretary:

- Role: The Secretary maintains all official records of the Club.

- Responsibilities:

- Record minutes of all Board meetings.
- Manage Club correspondence and communications.
- Ensure that all legal documents are filed appropriately.

#### 5. Registrar (for Both Players and Coaches):

- Role: The Registrar manages the registration process for all players and coaches.

- Responsibilities:

- Oversee the registration of players and coaches for the season.
- Maintain accurate membership records.
- Ensure compliance with league requirements and regulations.

#### 6. PIHL League & Safe Sport Representative:

- Role: This representative acts as the liaison between the Club and the Pennsylvania Interscholastic Hockey League (PIHL).

- Responsibilities:

- Ensure adherence to league rules and regulations.
- Implement and oversee Safe Sport policies.
- Communicate important league updates to the Board and members.

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#### Nonvoting Board Positions

##### 1. Emeritus:

- Role: The Emeritus member serves in an advisory capacity.

- Responsibilities:

- Provide guidance and support to the Board of Directors.
- Share knowledge and experience from past service in leadership roles.

- Attend meetings and offer advice as needed.

## 2. Coach in Chief:

- Role: The Coach in Chief oversees the coaching staff and player development strategies.

- Responsibilities:

- Provide training and resources for all coaches.
- Develop and implement coaching philosophies and programs.
- Monitor coaching practices for alignment with Club values.

## 3. Booster Chair:

- Role: The Booster Chair focuses on fundraising and community engagement.

- Responsibilities:

- Organize and oversee fundraising initiatives and events.
- Promote community involvement and integration.
- Support the Board in aligning fundraising efforts with Club goals.

## 4. Member in Training:

- Role: The Member in Training supports the Board and learns about governance.

- Responsibilities:

- Assist Board members with tasks and projects.
- Attend Board meetings and learn about Club operations.
- Prepare for potential future Board membership.

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## Vacancy Filling Procedures

### 1. Filling Vacant Positions:

- In the event of a vacancy in a voting position outside of the annual membership meeting, the Board shall appoint a replacement member.

- The appointed member will serve until the next annual membership meeting, at which point the position will be filled through a vote by the Club members for the remainder of the term.

- For nonvoting positions, the Board may appoint replacements as needed, and those appointees will serve until the next annual membership meeting.

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#### Article IV: Meetings

1. Frequency: The Board of Directors shall meet regularly, with a minimum of one meeting per month.

2. Quorum: A quorum for conducting official business shall consist of a majority of the voting board members.

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#### Article V: Amendments

1. Process: These bylaws may be amended by a two-thirds vote of the Board of Directors, provided that notice of the proposed amendment has been given at least one meeting prior to the vote.

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#### Article VI: Dissolution

1. Procedure: In the event of the dissolution of the Club, any remaining assets shall be distributed to a charitable organization focused on youth sports and education, as selected by the Board of Directors.

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#### Adoption

These bylaws were adopted by the Board of Directors on June 26, 2025.

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This document is designed to provide a comprehensive framework for the governance and operation of the North Hills Hockey Club, ensuring a commitment to inclusivity and community engagement in youth hockey.

Amendment approved on April 7, 2026

In the event of a vacancy in a voting position outside of the annual membership meeting, the Board shall appoint a replacement member to fill that vacancy. In the event the Board has staggered terms of office, a member appointed to fill a vacancy will serve out the duration of the term. In the event the appointed member is unable or unwilling to serve out the term in its entirety, the Board will appoint another member to do so.

For non-voting positions, the Board may appoint replacements as needed.

Each board member will hold office for the term of which they are elected and may succeed themselves without limitation to number of terms so long as they remain qualified and in good standing.