



Mon Valley Youth Hockey Association

PO Box 772

Belle Vernon, PA 15012

Web site: www.mvthunder.com



By-Laws

Article 1 - General Constitution

Mission Statement

The mission of the Mon Valley Youth Hockey Association shall be to further the advancement of amateur hockey of all those within the organization. This shall be done with the intent of developing a love of playing the game of hockey along with required skill, stamina, and sportsmanship required by the game.

General Policy

The policies included in this handbook do not create any contract between playing members, or, non-playing members, express or implied, and no legal cause of action can arise under Mon Valley Youth Hockey Association policies. Mon Valley Youth Hockey Association recognizes membership is voluntary and in a voluntary relationship, neither Mon Valley Youth Hockey Association, nor its members have legal rights against one another for severing the relationship. However, Mon Valley Youth Hockey Association will obtain legal advisement when the financial obligations of the playing members are not being met.

Prior Practice and Policy

This handbook supersedes all previous handbooks.

Gender Clause

When the word "he" appears, it shall mean he/she, Mon Valley Youth Hockey Association shall be known as MVYHA within the handbook.

Membership

Any man, woman or child who has not been suspended in the past year from another organization, the PAHL and/or USA Hockey, is eligible for membership. This includes parents and legal guardians. In addition, all persons who are rostered coaches or assistant coaches in any hockey program conducted by MVYHA who are not a parent or legal guardian of any child participating in the youth hockey programs operated by MVYHA shall be a member without regard to whether they are designated as the parent or legal guardian. In certain cases, membership can be subject to approval by the Board of Directors.

Any member given expulsion or a lesser sanction is precluded from becoming a member in any future year except by a majority vote of the Board of Directors.



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Administration

Daily administrative affairs shall be vested in the Board of Directors. The Board of Directors shall be composed of not fewer than six or more than fourteen directors. The following MUYHA officers: President, Past-president, three (3) Vice Presidents, Treasurer, Secretary and three (3) Trustees. All other league affairs shall be vested in the Executive Board. The executive board shall be comprised of the following MUYHA Officers: President, three (3) Vice Presidents and the Treasurer.



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Article II - Officers

Elected Officers

The elected officers of this organization shall be President, three (3) Vice Presidents, Treasurer, three (3) Trustees, three (3) PAHL delegates, (1) Director of Fundraising & Special Events and (1) ADM Coordinator. Vice Presidents, Trustees, and PAHL delegates shall be elected as follows: one for one year, one for two years, and one for three years. Thereafter, one shall be elected annually for a term of three years. It shall be desired, but not required to have at least one representative from each age group on the Board of directors. President, Treasurer, ADM Coordinator and Director of Fundraising & Special Events will serve for two (2) consecutive years. Each positions with a one year term will start July 1 and ending June 30 of the following year.

Nominations of Officers

All nominations shall be submitted from the floor or by ballot prior to the end of the current playing season of each year.

Election of Officers

Potential candidates shall be nominated by members of the organization. To be nominated, a member must be in good standings with no outstanding financial balances due the organization and have no outstanding (current and past) disciplinary actions pending prior to the start of said election process. Any nominee having such infractions will be declared ineligible for participation in said election process. Nominees must have been with the organization for one full fiscal year prior and must currently have at least one (1) child in the organization to be eligible. Presidential Nominees must have held a prior board position at one time and must have been in good standing with MVYHA. Nominees will be given the opportunity to accept or decline their nomination.

All the nominees' names will be placed on an official voting ballot. Nominees will be elected by the majority vote as determined by the vote of each member of the organization. One vote per member family. It is the intent to have all nominations and elections completed by the end of the current playing season.

Newly elected officers will be notified after elections are complete and will commence their term of office beginning in July. During the first board meeting in July, all outgoing board members will re-cuse their power to the newly elected board members. There shall not be more than one (1) member of the same household holding a voting position at the same time.

Appointments and Restrictions

The President shall appoint a Secretary and Registrar. The Secretary or Registrar cannot also hold the position of Treasurer. Both the Secretary and the Registrar are non-voting positions.



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Orientation

Newly appointed members of the Board of Directors shall be given an introduction to the functions of MVYHA and its Board of Directors. This introduction should provide the new members with:

1. A copy of the Bylaws of MVYHA and other pertinent source information.
2. An opportunity to inquire further into the functions and responsibilities of the various Board positions and committees, if any.
3. A recap of the programs and services offered
4. An orientation to the organizational relationships between MVYHA, PAHL and USA Hockey.



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Article III - Duties of Officers

President

It shall be the duty of the President to preside at all meetings of the organization. The agenda of each meeting shall be set by the President. The agenda must be presented to the Board of Directors in a timely fashion before each meeting. The President shall cast the deciding vote in any and all situations. The President shall determine any creation of committees with the Board of Directors.

Past President

It shall be the duty of the Past President in a voluntary fashion to remain in an advisory only position to help with the transition of any newly elected president. This is a non-voting position.

Vice President

It shall be the duty of each of the (3) three Vice Presidents to carry on the duties of the President in his absence. Each Vice President shall be delegated duties by the President. In the event the President can not perform the duties of office, the (3) Vice Presidents shall run by committee until the next election. This is a voting position.

Each Vice President will be responsible for 1 of these 3 duties as delegated by the President.

- **Scheduling**

Shall manage the on-ice programs, schedules, EMT's, referees and allocate ice hours in a fair and equitable manner. This position shall help coordinate tryouts.

- **Discipline**

Shall chair and establish the committee for disciplinary hearings and help with tryouts.

- **Finance**

Shall serve in the position of keeping track of all delinquent payments and handle any situations that may arise from payment being behind by any member. This position will help with tryouts.

Director of Fundraising & Special Events

It shall be the duty of the Director of Fundraising & Special Events to actively seek, coordinate and track all mandatory and optional booster activities associated with Mon Valley Thunder. The Director of Fundraising & Special Events will report out on the status of all such booster activities during the board meetings. This is a voting position.



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ADM Coordinator

The American Development Model is a nationwide model for successfully developing American hockey players. It is a tool that will ensure every kid will have the same chance to succeed. Consistent with the model set forth by USA Hockey, it shall be the duty of the ADM (American Development Model) Coordinator to ensure that all levels and age groups of Mon Valley youth hockey players are exposed to the curriculum set forth in the model. The ADM Coordinator will ensure that Mon Valley coaches are implementing the model with fidelity.

Secretary

The secretary shall be appointed by the President. It shall be the duty of the Secretary to schedule all Board meetings and to forward the meeting agenda to all Board members. The secretary will also record and preserve the minutes of all meetings of the organization. This is a non-voting position.

Treasurer

It shall be the duty of the Treasurer to have the custody of all funds, accounting for the same to the organization at all meetings and to perform other such duties of the office. Upon retirement from office, He shall turn over all funds, books of accounts, and all other financial records to his successor. This shall be done at the 1st meeting in July. The Treasurer will also be responsible for maintaining and retaining records, filing and paying taxes for the organization and procuring and paying for the organizations Directors and Officer liability insurance. This is a voting position.

Trustees

The three (3) Trustees shall serve in an overseeing function. Their input/ideas shall serve to further the best interest of the organization. It is desired each trustee be from a different age group. This is a voting position.

PAHL Representatives

The organization shall have three (3) elected PAHL representatives. Each representative is responsible to ensure that at least one (1) PAHL representative attends the monthly PAHL meeting. The three (3) representatives need to communicate between each other to assure at least one representative is at each PAHL meeting. In the event neither can attend a scheduled PAHL meeting, it shall be their responsibility to find a replacement and/or report the alternate to the President. After each PAHL meeting, the representatives shall report updates and a summary of the meeting events back to the Board of Directors. This is a voting position.

Board Member Participation

Board Members are required to participate in all MUYHA activities. A board member cannot miss three (3) consecutive meetings. Non-attendance must be approved by the President. If a board member does not meet and maintain that status, it is cause for disciplinary action (financial fine)



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and/or dismissal from the board of directors, suspension of voting privileges and/or ineligibility for running for elected office during the following term. Such disciplinary actions will be at the discretion of the board.



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Article IV - Finances

Deposits

The Treasurer shall deposit all funds in an account at a bank to be named by the association. The account shall bear the name Mon Valley Youth Hockey Association.

Paying Bills

Withdrawals shall be made by check and shall bear the name of (2) two signatures, the President and/or Vice President, and/or Treasurer. All bills shall be paid by check and require the same signatures. Board approval is not needed of normal operating fees, such as but not restricted to ice time, insurance, PAHL fees, official fees, taxes and those items where specific fund allocations have already been approved by the board. Anything not considered a normal expenditure must be approved by the Board.

Fiscal Year

The fiscal year shall run from July 1 through June 30th. The outgoing President and Treasurer shall audit the books at the close of the fiscal year. They must prepare a report to be presented to the incoming President and Treasurer at the first meeting in July. A copy must be presented to the Board at this meeting for the purpose of preparing a budget for the upcoming year.

Financial Obligation

The Board of Directors shall establish registration fees, fundraising fees and fundraising event(s) for the upcoming season. The Board of Directors will make all attempts to establish reasonable fees and offer all members fundraising opportunities to help meet their financial obligation.

Payments

The payment due date for all players will be set by the Board of Directors. Late payment or no payment without effort by the member to make arrangements to rectify the delinquent payment will be cause for disciplinary action as deemed appropriate by the MVYHA Board of Directors. The player/parent shall be responsible for any and all non-sufficient funds charges filed against MVYHA. The amount of non-sufficient funds will be added to the player's financial obligation. MVYHA will obtain legal assistance in regards to any non-compliance of financial obligation. Any and all legal fees for such action will be added to the member's financial obligation.



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Article V - Board Meetings

Meeting Times

Mandatory board meetings will be held monthly. Any board member can request a special meeting. (See above section I). In addition to Board members attending all meetings, it will be requested that each team manager attend the open Board meetings. Board member attendance is required. In the event a Board member can not be present that member must notify the President. To meet a quorum, 2/3 members must be present. No voting shall take place where a quorum is not met. Monthly meetings should be set to correspond within one (1) week of the PAHL monthly meeting.

Order of Business

The order of business shall be:

1. Call to Order
2. Roll Call
3. Election, if any
4. Consideration of Minutes of previous meeting
5. Communications
6. Treasurer's report
7. Report of Officers, Committees and Administration
8. Old Business
9. New Business
10. Adjournment



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Article VI - Conduct

Code of Conduct

All members of MVYHA shall adhere to MVYHA Code of conduct as well as the USA Hockey Code of conduct and Zero tolerance policy. This includes all players, coaches, team managers, parents, family members and spectators. The code of conduct is in effect at any and all MVYHA functions, at MVYHA home facility and at away facilities.

Any and all incidents by players, coaches, parents, family members and/or spectators will be dealt with following the guide lines, rules and penalties as listed in the USA Hockey official rules, PAHL rules and/or MVYHA rules and procedures. Where no such rule is in place and disciplinary action is deemed necessary, the MVYHA shall have the abilities to impose disciplinary action as deemed appropriate.

Enforcement

Coaches, assistant coaches and team managers shall have primary responsibility for the conduct of their players and parents. Adherence to MVYHA code of conduct is fundamental. The code of conduct must be imposed fairly and evenly to all members of MVYHA. Final enforcement shall be in the hands of the Board of Directors for all players, coaches, team managers, parents and family members. The appeal process will be followed when necessary. Each player shall be given a copy of the USA Hockey Participant Code of Conduct prior to the start of each season. Any suspension for any time of "balance of season" forfeits all monies paid as registration or dues and any outstanding debt must be made current within 30 days or legal action will be taken.

Any monetary fines imposed by PAHL on individuals are the sole responsibility of the player and parent and not MVYHA. All monetary fines imposed by MVYHA on individuals are the sole responsibility of the player and parent.

Expulsions and Lesser Sanctions

Any member may be expelled or otherwise sanctioned (including but not limited to suspension or probation and/or monetary fines) for conduct detrimental to MVYHA or other violations of the member or the member's child of the Code of Conduct or other rules adopted by MVYHA. Expulsion may only be imposed after due notice in writing and an opportunity for a hearing before the Disciplinary committee, subject to appeal to the Board of Directors. Expulsion results in such member's child being prohibited from further participation in programs conducted by MVYHA. Upon the appeal of a recommendation for expulsion by the Disciplinary committee, the Board of directors may impose lesser sanctions as they, in their sole discretion, determine appropriate. Except at the sole discretion of the Board of directors, individuals expelled or otherwise sanctioned are not entitled to refunds of any fees or amounts previously paid to MVYHA.



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For sanctions other than expulsion, at the sole discretion of the Board of Directors, a hearing may, but is not required, to be conducted prior to issuance of such sanctions. The date and time of a hearing shall be determined by the Executive Directors with the individual subject to expulsion or lesser sanctions notified in writing of such time and place by the Secretary. Such individual subject to expulsion shall be given the opportunity to be heard at the hearing and to present others to testify in his/her behalf. If the Disciplinary Committee recommends expulsion, and such decision is appealed to the Board of Directors, expulsion will require a two-thirds vote of the Board.

Failure to respond to any notice or hearing to said member for disciplinary action, will automatically result in any imposed sanctions/penalties as determined and set by the disciplinary committee and Board of Directors.

MVYHA Board of Directors reserves the right to institute any rule on interim policy change as it sees fit to facilitate the smooth operation of the organization, followed by an executive session.

Special Meeting

Special meetings may be called at any time by any of the Board of Directors, giving reasonable notice as provided by these Bylaws. No business shall be conducted at a special meeting other than that stated in the notice of the meeting.



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Article VII - Appeals



Appeals Procedure

Problems should be resolved by the coach, assistant coach or team manager. Problems should first be discussed informally at this level. The coach, assistant coach or team manager shall take prompt action to resolve the problem, or advise the member why the problem could not be solved.

If they are unable to resolve the problem to the satisfaction of the member they will instruct the member on the formal appeals process. They will also provide the member with the necessary form. The member will put in writing the specifics of the complaint on the appeal form and have it presented to the Board by the team manager. The Board of Directors will investigate the situation and answer in writing the member. Whether the member agrees or disagrees the MVYHA Board's decision will be considered final.



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Article VIII - Structure of Teams and Player Placement

Preface

It is the intent of MVYHA to make every effort to conduct honest and unbiased evaluations.

Registration

All members are required to register and pay a registration fee.

Team Placement

MVYHA will attempt to fill teams at each competitive level and age group. The number and level of teams will be determined after tryouts and confirmation of registration.

Player Placement

Players will be placed based on skill level determined through player evaluations, coaches input, placement committee and Board of Directors approval.

Playing Up

It is the policy of MVYHA to discourage the practice of playing up. Playing up will be determined on a case by case basis with the best interest of the player and the organization taking precedent.

Coaching

Coaching applications shall be submitted to the Board of Directors for approval. All coaches must have and be responsible for the appropriate certification and background screenings as listed in the USA Hockey coaching guidelines.



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Article XI – Social Media



This By-law is applicable to all MVYHA members, or those conducting business with the MVYHA.

Social networks and blogs are an increasingly popular means of communication on the Internet. These sites include but are not limited to: Facebook, MySpace, Flickr, Twitter, YouTube, as well as personal websites and blogs. These sites enable users to communicate in a public forum and/or share content on the World Wide Web. This By-law outlines the use of these services by MVYHA members.

1. Confidential Procedures (if applicable)
Confidential procedures for this By-law, if any, are not public information and may not be released in its entirety or in part, without the approval of the MVYHA Board of Directors. Confidential procedures may be released to any MVYHA member on an as-needed basis.
2. Specifications
Any use of the Social Media to promote the MVYHA in a positive manner is strongly encouraged. However, use of these sources to slander, degrade or otherwise cause issue with the MVYHA is forbidden. Any individual who is deemed to be inappropriate will be advised of this and could be penalized to include being removed from media sources and/or asked to leave the MVYHA. This discipline will be enforced to the utmost as we have several youth members who access these media sources and it is our wish to promote a positive and safe environment for our membership. Conduct that displays members consuming alcohol and/or drugs, acts of inappropriateness, lewdness or any illegal acts will be considered for disciplinary action by the Board of Directors and the Disciplinary Committee.



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Article XI - Adoption of Bylaws

These bylaws were amended and approved on the 11th day of January 2019 at Rostraver Ice Gardens, Belle Vernon, Pennsylvania and shall take effect the 11th day of January 2019.

Any amendments to these bylaws will be voted on by the MVYHA Board of Directors as they deem necessary. MVYHA will also recognize Standing Rules . The Standing Rules of the MVYHA are the additional protocols adopted by the MVYHA that govern its procedure. Standing Rules are available upon request.