

# **Evolution Elite Hockey Academy**

**Policies and Procedures**

**2022 - 2023**





Evolution Elite Hockey Academy  
8580 E. Lowry Boulevard  
Denver, CO 80230  
[www.evolutionelitehockey.com](http://www.evolutionelitehockey.com)

## **I. GENERAL INFORMATION**

### *1.1 ABOUT US*

Evolution Elite Hockey Academy (EVOLUTION) is a member organization of the Colorado Amateur Hockey Association (CAHA) and USA Hockey. We are a recreational amateur hockey organization aspiring to achieve Tier II status in Colorado, thus seeking future admission as a member of CCYHL or CDYHL. Competitive play will serve to showcase our players and teams, and regardless of our “status”, our focus is and will always remain to teach proper fundamentals to all our players. All member teams, coaches and players shall be registered with USA Hockey and CAHA. EVOLUTION will abide by and act in accordance with the Articles of Incorporation, Bylaws, Rules and Regulations and Playing Rules of USA Hockey and CAHA.

Big Bear Ice Arena, located at 8580 E. Lowry Boulevard, Denver, CO, is EVOLUTION’S main practice facility and home ice arena.

### *1.2 MISSION STATEMENT*

EVOLUTION’S mission is to provide each of our players with the opportunity to reach their maximum potential. Our philosophy is that talent is not born, it is made. Our comprehensive is an intensive player development program. We utilize strict on and off ice training protocols to develop the complete player. Our approach is simple; teach correct fundamentals in an environment where players can practice those fundamentals until they are perfected.

Our professional coaches will provide high level instruction on the various aspects of the game following our age specific developmental track. These will include individual skills, tactics, and team strategy.

Most important, all players will experience a teaching environment that will not only give them confidence, but measurable development. We are an academy, and as such, a place for learning.

### *1.3 EVOLUTION’S PHILOSOPHY*

The consistent demonstration of good sportsmanship by all players, parents, coaches, and fans at the ice arena is the guiding principle of our mission. We are committed to giving young players a positive

experience in ice hockey. We will be encouraging and promoting the true competitive spirit while focusing on the players' personal, as well as team development.

It is the policy of the EVOLUTION that all of its members, parents, employees, coaches, and any other individual participating in the EVOLUTION program exhibit the qualities of good sportsmanship, civil behavior and abide by its Code of Conduct, league, CAHA and USA Hockey rules.

## **II. REGISTRATION**

### ***2.1 PLAYER REGISTRATIONS AND DEPOSIT***

Player registrations begin in March with the distribution of registration materials and conclude on or about June 1.

To reserve a space for the upcoming hockey season, a NON-REFUNDABLE, NON-TRANSFERABLE deposit is due upon registration. A player IS NOT considered registered until the deposit is received. In order to assist in keeping administrative costs to a minimum, players are encouraged to register online at [www.evolutionelitehockey.com](http://www.evolutionelitehockey.com). However, prior to registering online, all players are required to have already registered with USA Hockey. You may register with USA Hockey at [www.usahockey.com](http://www.usahockey.com) or through EVOLUTION'S online registration, which will redirect you to USA Hockey for registration. No player will be considered registered until EVOLUTION has received confirmation from the player or USA Hockey that the player is registered. By registering with EVOLUTION, you have made a commitment to yourself and EVOLUTION, and a position has been reserved for you.

### ***2.2 PAYMENT OF FEES***

All fees are due by the established deadlines. Fees may also be paid at scheduled meetings held after tryouts and after teams have been selected. Again, we encourage all to make payments online, since this will ease the burden that is placed on our volunteers.

It is EVOLUTION's policy that payment must be made before permission is granted to participate in any event, including tryouts, practice, clinics or games. Failure to pay is grounds for summary suspension. Compliance with financial obligations is an express condition of participation. Refunds are not granted.

EVOLUTION understands that participation in the sport of travel hockey is a substantial family commitment. Under limited circumstances, alternative arrangements may be considered by the Board of Directors. However, the participant and his or her parent/guardian are required to petition the Board of Directors before any payment is due to make alternative arrangements. EVOLUTION also understands that from time-to-time economic circumstances may change during the course of a season. It is again the responsibility of the participant and his or her parent/guardian to petition the Board of Directors as soon as possible. EVOLUTION retains the right to grant or deny, at its sole discretion, any alternative financial arrangements.

### ***2.3 COLLECTION POLICY***

A returned check will result in a charge of \$50 and immediate financial suspension of the player. This includes practices, games, scrimmages and any team-related events, until the financial obligation has been met. A refused credit card charge will result in an immediate financial suspension for the player which includes practices, games, scrimmages and any team-related events, until the financial obligation has been met. Any player whose fees are not paid in a timely manner will be placed on financial suspension.

## *2.4 INJURY*

In the event that an injury occurs to a player during an on-ice game or practice or during an organized off-ice training session and the injury causes the player to miss more than 50% of the regularly scheduled practices or games, then EVOLUTION will provide a credit for the player's benefit for the next season of play. The petition for credit must be accompanied by documentation from a physician verifying that the player is not able to participate as a direct result of the injury for the appropriate length of time. Final determination and the granting of a next season credit will be at the sole discretion of EVOLUTION's Board of Directors.

## *2.5 PLAYER RELEASE*

Players seeking release from EVOLUTION must fill out and submit the release letter to the appropriate hockey director. Letters are usually approved within 24 hours, and will be mailed, faxed or can be picked up. Past and present financial obligations must be paid in full before a release letter is approved. Players requesting releases will relinquish their position with the EVOLUTION organization. Players requesting a release, even if for a specified time period, must obtain the release before they participate with another program. This includes tryouts, tournament play, etc.

Players coming to EVOLUTION, who played for another association, need to submit a release from that association to EVOLUTION. There are no exceptions.

## *2.6 TEAM OFFICIAL REGISTRATION REQUIREMENT*

All Coaches, Managers and Board Members that have contact with players are required to register Online with CAHA each season and will provide a confirmation copy to EEHA.

# **III. HOCKEY OPERATIONS**

## *3.1 HOCKEY OPERATIONS*

EVOLUTION is overseen by the EVOLUTION hockey directors at each age level, who report directly to the EVOLUTION Board of Directors and its Officers. EVOLUTION will have age specific hockey directors that will also act as the head coach for each team at that age level. Each hockey director/head coach is responsible for the development of their age group. Collectively, all hockey directors/head coaches will coordinate and oversee player and team development as they transition through age levels and shall share information regarding age development. This structure not only enhances player development, but also exposes players to different training and coaching philosophies.

All hockey directors will enforce all CAHA, USA Hockey, EVOLUTION, and applicable league rules and regulations. The hockey directors have full power and authority over all EVOLUTION teams. Any decisions regarding, but not limited to, organization of programs and divisions, specifications of formats and local playing rules, screening of assistant coaches, any discipline to any member of EVOLUTION, and evaluation and placement of players and assistant coaches are the responsibility of the directors.

The following core values of USA Hockey are adopted to guide the association's members in their planning, programming and play, both now and in the future.

- **Sportsmanship** - Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.
- **Respect for the Individual** - Treat all others as you expect to be treated.

- **Integrity** - We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.
- **Pursuit of Excellence at the Individual, Team and Organizational Levels** - Each member of the organization, whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability
- **Enjoyment** - It is important for the hockey experience to be fun, satisfying and rewarding for all participants.
- **Loyalty** - We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.
- **Teamwork** - We value the strength of learning to work together. The use of teamwork is reinforced and rewarded by success in the hockey experience.

### *3.2 DRESS CODE*

EVOLUTION has a dress code policy in order to maintain a consistent appearance that reflects well on the organization, its participants, and their families. The purpose of this policy is to have all representatives of our organization presented with a consistent and positive view. Our organization stresses the 'Team' aspect of the game, and this is one way that each player can show their commitment to his or her team and the organization.

EVOLUTION has a game day dress code that requires all players to wear club approved warm-ups to/from all games and tournaments. All players will be required to wear approved jerseys and socks which are made available by the organization. Each player must have a 'home' and 'away' jersey with matching socks. The red jersey will be worn with predominantly white socks and the white jersey will be worn with red socks.

EVOLUTION also recommends each player wear a black helmet and black pants. Players new to the organization may have another color helmet and/or pants and we do not require them to purchase new equipment. We do request players and parents comply when purchasing new pants and helmets. Each EVOLUTION player will receive a jersey with a player number and an EVOLUTION logo. The jersey must be worn for all games.

This policy will be strictly enforced. Any deviation from this club policy, following one warning, will be dealt with by a suspension and, if necessary, additional sanctions. Any team deviating from and/or altering this dress code policy will require Board approval.

### *3.3 CODE OF CONDUCT*

**ALL MEMBERS ARE BOUND BY THE RULES AND REGULATIONS OF USA HOCKEY AND EVOLUTION. THESE RULES AND REGULATIONS MAY BE AMENDED OR REPEALED AT THE DISCRETION OF THE HOCKEY DIRECTORS AND EVOLUTION'S BOARD OF DIRECTORS.**

The Code of Conduct is based on the rules of the USA Hockey and CAHA, as well as general common sense rules of regarding sportsmanship, fair play, and conduct in general. It is our goal to not only train young athletes, but to also teach sound moral principles to these young athletes as they mature into adulthood. In that regard, players, coaches, parents, and spectators, are expected to act as role models, and following rules apply to all individuals affiliated with EVOLUTION.

A breach of any of the following constitutes a violation of the Code of Conduct of EVOLUTION. This list includes, but is not limited to, the following:

- i. Making physical contact with any player, coach, an on or off-ice official, an association or league representative, arena personnel, spectator or parent.

- ii. Taunting or threatening any player, coach, official, association or league representative, arena personnel, spectator, or parent.
- iii. Going onto the ice surface for any reason, unless directed by a coach or other official.
- iv. Disputing or arguing about any decision by an Official.
- v. Visually demonstrates any sign of dissatisfaction with any Official's decision, in a manner that openly embarrasses the Official and/or challenges his or her judgment.
- vi. Entering the bench area during a game.
- vii. Entering the locker room of any opposing team or obstructing their access or exit from said room or arena.
- viii. Entering the locker room of any official or obstructing their access or exit from said room or arena.
- ix. Using profane and/or vulgar language or mannerisms that are offensive to other people.
- x. Throwing of any object onto the ice surface, into the player's area, or at another individual.
- xi. Pounding or climbing on the glass.
- xii. Defacing or damaging property belonging to any individual, team, association, or arena.

In addition, all individuals affiliated with EVOLUTION must adhere to arena rules, whether home or away, including, but not limited to:

- a. Damage to the facility and/or vandalism of any sort;
- b. Theft of any kind;
- c. Violation of the floor hockey rule;
- d. Being involved with any activity that would warrant the summoning of law enforcement officials;
- e. Being involved with drugs or alcohol in and/or around any arena;
- f. Inciting other persons to become involved in any of the above listed activities;
- g. Any other conduct deemed inappropriate by the officials, representatives, and Board members of EVOLUTION, and arena personnel.

It is the intent of EVOLUTION to provide a fair and impartial review procedure to determine whether a member has been involved in misconduct while participating in activities sponsored by EVOLUTION, USA Hockey, CAHA, or any league, or any other participating event. An individual is a member participating in any sponsored activity if he or she is a spectator, a volunteer minor game official (timekeeper, score keeper, penalty box supervisor, or other off-ice official), a player or coach on an association team or in attendance at any event sponsored by EVOLUTION.

When it is found that a member has violated the Code of Conduct, EVOLUTION will discipline the individual in accordance with the procedures and penalties set forth in this policy and guidelines.

### *3.4 ASSISTANT COACH/MANAGER REMOVAL*

All assistant coaches and team managers will conduct themselves in a manner consistent with the spirit of the Code of Conduct. Any inappropriate behavior may result in disciplinary action by the Board. This may include removal of the individual from their position. They will be informed of their dismissal in

writing, which will include an explanation for the action.

The Board will select a replacement coach or team manager.

### *3.5 PLAYER REMOVAL POLICY*

All players will conduct themselves in a manner consistent with the spirit of the Code of Conduct. Any inappropriate behavior may result in disciplinary action. This may include removal of the individual from the team and EVOLUTION. The player and his/her parents will be informed of their dismissal in writing, which will include an explanation for the action. No refund will be given to any player that has been dismissed from EVOLUTION.

Removal of any individual as set forth in section 3.4 and 3.5 herein shall be separate from and in addition to any sanction issued by any director for violation of written team rules, or any sanction issued by any referee, CAHA or USA Hockey.

### *3.5 GRIEVANCE RESOLUTION*

Each level of the grievance procedure must be completed prior to taking the grievance to the next level. The grievance procedure is at all times kept confidential and will never compromise the status of a player or parent within EVOLUTION.

**1. 24 Hour Rule:** Any grievance must first follow the “24 hour cooling off period” before addressing the following steps.

**2. Team Manager:** Any and all grievances must be presented in writing to the Team Manager for the hockey player’s assigned team within thirty (30) days of the incident. The team manager shall have ten (10) days to schedule a meeting with the parties who filed the written grievance. After this meeting, the Team Manager shall respond in writing within five (5) days to the parties who filed the grievance with their resolution to the grievance. If the player and/or parent are not satisfied with the outcome of the meeting with the Team Manager, then the grievance shall be presented to the Team Manager and the Coach for the hockey player’s assigned team.

**3. Team Manager and Coach:** The hockey player and/or parent shall have fifteen (15) days after the receipt of the resolution from the Team Manager to file a written grievance requesting a meeting with the Team Manager and the Coach of the hockey player’s assigned team. Upon receipt of the grievance, the Team Manager and the Coach shall have ten (10) days to schedule a meeting with the parties who filed the grievance. After this meeting, the Team Manager and Coach shall respond in writing within five (5) days to the parties who filed the grievance with their resolution to the grievance. If the player and/or parents are not satisfied with the outcome of the meeting with the Team Manager and the Coach, then the grievance shall be presented to the Youth Hockey Director.

**4. Youth Hockey Director:** The hockey player and/or parent shall have fifteen (15) days after receipt of the resolution from the Team Manager and Coach to file a written grievance requesting a meeting with the Youth Hockey Director. Upon receipt of the grievance, the Youth Hockey Director shall have ten (10) days to schedule a meeting with the parties who filed the grievance. After this meeting the Youth Hockey Director shall respond in writing within five (5) days to the parties who filed the grievance with his/her resolution to the grievance. If the player and/or parent are not satisfied with the outcome of the meeting with the Youth Hockey Director, then the grievance shall be presented to the EVOLUTION Board of Directors.

**5. Evolution Elite Hockey Academy Board of Directors:** The hockey player and /or parent shall have

fifteen (15) days after the receipt of the resolution from the Youth Hockey Director to file a written grievance requesting a meeting with the EVOLUTION Board of Directors. Upon receipt of the grievance, the President of the EVOLUTION Board of Directors shall schedule a meeting with the parties who filed the grievance and the EVOLUTION Board of Directors at the next regularly scheduled meeting of the Board of Directors. At the next regularly scheduled meeting of the Board of Directors, the President shall close the meeting to the public for the purposes of conducting a grievance hearing. The EVOLUTION Board of Directors shall have fifteen (15) days to submit a written response to the parties who filed the grievance. The response of the EVOLUTION Board of Directors shall be final.

### *3.6 WHISTLEBLOWER POLICY*

A whistleblower as defined by this policy is an employee, volunteer, or board member of EVOLUTION who reports an activity that he or she considers to be illegal or dishonest to one or more of the parties specified in this Policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate EVOLUTION officials are charged with these responsibilities.

Examples of illegal or dishonest activities are violations of federal, state or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting.

If an EVOLUTION employee or EVOLUTION volunteer has knowledge of or a concern of illegal or dishonest fraudulent activity, the EVOLUTION employee or EVOLUTION volunteer is to contact the Treasurer of the EVOLUTION Board or the President of the EVOLUTION Board who is responsible for investigation and coordinating corrective action. The EVOLUTION employee or EVOLUTION volunteer must exercise sound judgment to avoid baseless allegations. An EVOLUTION employee or EVOLUTION volunteer who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination.

Whistleblower protections are to cover two important areas – confidentiality and retaliation. Insofar as possible, the confidentiality of the whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal rights of defense. EVOLUTION will not retaliate against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of physical harm. Any whistleblower who believes he or she is being retaliated against must contact the EVOLUTION Board Treasurer or the EVOLUTION Board President immediately. The right of the whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

EVOLUTION employees or EVOLUTION volunteers with any questions regarding this policy should contact the President of the EVOLUTION Board.

### *3.7 ABUSE POLICY*

#### **SEXUAL ABUSE**

It is the policy of EVOLUTION that there shall be no sexual abuse of any minor participant involved in any of its sanctioned programs, its training camps, hockey clinics, coaches' clinics, referee clinics, regional and national tournaments or other EVOLUTION events by an employee, volunteer, or independent contractor.



Sexual abuse of a minor participant occurs when an employee, volunteer or independent contractor touches a minor participant for the purpose of causing the sexual arousal or gratification of either the minor participant, the employee, the volunteer or independent contractor. Sexual abuse of a minor participant also occurs when a minor player touches an employee, volunteer or independent contractor for the sexual arousal or sexual gratification of either the minor participant or the employee, volunteer or independent contractor, if the touching occurs at the request or with the consent of the employee, volunteer or independent contractor.

Neither consent of the player to the sexual contact, mistake as to the participant's age, nor the fact that the sexual contact did not take place at a hockey function are defenses to a complaint of sexual abuse. Upon proof of violation of this policy, the violator will be permanently banned or suspended from EVOLUTION sanctioned programs.

## **PHYSICAL ABUSE**

It is the policy of EVOLUTION that there shall be no physical abuse of any participant involved in any of its programs, training camps, hockey clinics, coaches' clinics, referee clinics, or other EVOLUTION events by any employee, volunteer or independent contractor.

Physical abuse means physical contact with a participant that intentionally causes the participant to sustain bodily harm or personal injury. Physical abuse also includes physical contact with a participant that intentionally creates a threat of immediate bodily harm or personal injury.

Physical abuse does not include physical contact that is reasonably designed to coach, teach or demonstrate a hockey skill. Permitted physical conduct may include, but is not necessarily limited to, shooting pucks at a goaltender, demonstrating checking and other hockey skills, and communicating with or directing participants, during the course of a game or practice, by touching them in a non-threatening, non-sexual manner.

## **IV. TRAINING PROGRAM**

### ***4.1 TRAINING PROGRAM OVERVIEW***

EVOLUTION will offer the highest level of training to its young athletes, not only on ice with structured skills sessions to teach fundamentals, but also off-ice training aimed at building the complete athlete. Although EVOLUTION'S off-ice training will be hockey specific, its benefits will expand beyond hockey.

If EVOLUTION is not accepted as a member organization in a league upon future application, such as CCYHL or CDYHL, its teams will be tournament teams. The number of tournaments which teams will participate in will be determined by the hockey director for each age level.

If EVOLUTION is accepted as a member organization in a league upon future application, such as CCYHL or CDYHL, players will be required to travel. As such, expectations placed on the families and players are high. You are expected to attend all practices, games, and tournaments. Although absences are understandable and will occur, EVOLUTION expects that absences will be the exception rather than the rule. By committing to a travel team, players agree to attend all practices, games, tournaments and team meetings. There will be consequences for lack of commitment. Players and families must be ready to accept any consequences as deemed fit by their head coach. Players who miss practices, games and/or

tournaments may lose the opportunity to participate in the travel program.

Regardless of the foregoing, it is EVOLUTION's intent to maintain a recreational Program for those young athletes not interested in travel but desiring high level training.

Players may only play for one hockey association. If players are double rostered, they may be dismissed from EVOLUTION and forfeit their fees. Players may have to take time off from school to attend tournaments. Be prepared to sacrifice holiday breaks (Thanksgiving, Christmas, Martin Luther King Day and President's Day) to attend tournaments. Practices may be as many as 4 times a week, depending on game schedules, with additional time for off-ice training sessions. EVOLUTION may enter out-of-state tournaments. The EVOLUTION travel directors, make all decisions regarding travel and tournaments.

#### *4.2 NUMBER OF TEAMS*

The hockey directors, subject to league rules, shall determine the number of teams to be fielded each year. The number of teams fielded by EVOLUTION may vary from year to year as circumstances warrant. This decision could be made as late as August.

#### *4.3 NUMBER OF PLAYERS PER TEAM*

The actual number of players on any team may vary at the discretion of each hockey director, and subject to any restrictions imposed. There does not have to be an equal number of players on each team within any age division.

#### *4.4 TRAVEL TEAM TRYOUT PROCEDURE (If Applicable)*

EVOLUTION will list the schedules for all tryout dates and times on its website. All players properly registered with EVOLUTION (and USA Hockey) may try out for any travel team at their respective age level as determined by USA Hockey guidelines. There will be an evaluation fee associated with each level tryout.

The travel hockey director and coaches will conduct fair evaluations of each player and select the top team for each level of play.

#### *4.5 TEAM PLACEMENT EVALUATIONS/TEAM TRYOUTS*

EVOLUTION offers a program for Mites, Squirt, Peewee, Bantam and Midget divisions. Our goal is to provide players in each age group the opportunity to learn and refine their skills in a competitive hockey environment by offering professional coaches, adequate ice time for practice and skill development, off-ice physical training, and an opportunity to showcase their development in competitions through participation in games and tournaments.

Tryouts will be held prior to the start of each season in order to place each player on the appropriate team. EVOLUTION does not guarantee placement on any particular team.

It is fully understood that due to the nature of hockey, EVOLUTION does not guarantee equal or fair ice time during games. The head coach has full discretion when determining the amount of playing time each player receives.

There may be other costs associated with participation in addition to the initial registration and league fees (if applicable), including but not limited to: transportation, lodging, meals, tournament fees, coaches travel

expenses, assistant coaches travel expenses, additional ice time, clothing and miscellaneous costs which are outside the scope of the basic registration fee and are the responsibility of the participant.

#### ***4.6 TRYOUT EVALUATION PROCEDURE***

All players shall be evaluated by the head coach and the travel hockey director. Additional evaluators may be utilized, if desired. The evaluators selected should be approved by the hockey director. Each evaluator will complete a written evaluation of each player and determine the overall skill level of each player. Players shall be selected by the head coach and the travel hockey director, after review and consideration of the evaluation scores. Coaches need not select players solely on their written evaluation scores, but may also factor in other consideration such as; team chemistry, the players' heart, desire, temperament and level of commitment; whether the player is a good fit for the team, and the player's potential for learning, etc. The coach of the higher skill level team in each age division shall choose his/her team first.

Players will be notified in writing or via the EVOLUTION website as to the team placement and/or additional tryout dates and times.

#### ***4.7 PLAYER DEVELOPMENT***

Because EVOLUTION is an academy, a place for learning, player evaluations will not only have a subjective component, but also an objective one. At the beginning of each season, each player will be evaluated based upon certain criteria, and will be re-evaluated at season's end. Measurable data, as well as the coach's observations concerning the player will be shared with the player and parent.

Hockey is a great sport and should be enjoyed by players at each age level. While there has been great debate as to why players lose interest at certain ages in playing this great sport, we believe that if player fundamentals evolve at each age level, the game will continue to be fun, and he or she will continue to play. Conversely, we believe a player loses interest in the sport when they lose confidence in their ability to compete. It is our mission to provide each player with the best opportunity possible to maximize their true potential.

### **V. MEMBERSHIP AND MEETINGS**

#### ***5.1 MEMBERSHIP***

The parents of any players or any individual who sponsors a player by paying that player's charges, fees and tuition shall constitute a Parent or Individual Sponsor Member upon registration with EVOLUTION. This type of membership shall exist for a term of up to one year ending on June 30 of each year. Parent or Individual Sponsor Members shall be entitled to express views (subject to any limitations which the President may impose) at any meetings of the members and shall be entitled to vote at the annual election of the directors. For purposes of the annual election of directors only, both parents of any player member shall be deemed one member and said parents shall only have one vote per player for which they are parents. Additionally, if more than one individual sponsors a single player, all such sponsoring individuals shall collectively be deemed one member for the purpose of the annual election of directors as set forth in these policies and procedures. As a condition of membership EEHA will require that at least one parent register with CAHA/Avs Cares Program each season in support of the SafeSport Program.

All members, including parents, are subject to fines and/or suspensions for violations of USA Hockey or CAHA policies.

All directors shall automatically be members of the association for their term of office with full rights to express views and vote as a Parent or Individual Sponsor Member in addition to those rights inherent to their offices.

## **5.2 MEETINGS**

EVOLUTION will hold an Annual Meeting of the members of the association on the first Tuesday in June at a time and place as may be selected by the Board of Directors unless rescheduled upon such notice. The Secretary of EVOLUTION will give notice of the Annual Meeting to the members in writing not less than 15 days in advance of the meeting. The notice shall clearly state the business to be conducted at the annual meeting. Only members in good standing shall be allowed to vote on issues presented at the meeting.

The President may convene additional meetings, communicate by telephone or email as needed to assure completion of all EVOLUTION affairs.

Proxy, absentee or e-mail votes shall not be recognized or counted in any Corporation business.

## **5.3 FINANCIAL REPORTS**

The Treasurer shall prepare for presentation at the annual meeting a current year financial statement.

## **5.4 PUBLICATION OF DOCUMENTS**

The Secretary shall annually distribute to members, upon request, copies of all EVOLUTION governing documents including all amendments.

## **EV·O·LU·TION**

[ev-uh-**loo**-shuh n or, especially Brit., ee-vuh-]

### **—noun**

1. any process of formation or growth; development.
2. a product of such development; something evolved.
3. a process of gradual, peaceful, progressive change or development, as in social or economic structure or institutions.
4. a motion incomplete in itself, but combining with coordinated motions to produce a single action, as in a machine.
5. a pattern formed by or as if by a series of movements.
6. any similar movement, esp. in close order drill.