

TWIG AMATEUR HOCKEY ASSOCIATION BYLAWS

ARTICLE 1 - ORGANIZATION NAME AND PURPOSE

The organization shall be known as the Twig Amateur Hockey Association. (Here in after referred to as the Association or TAHA). The purposes of the Association are: to promote interest in and improve the standards of area youth hockey; to associate with other similar associations; to buy, sell, lease and otherwise deal in all kinds of property for the purpose of creating further interest in hockey.

ARTICLE 2 - FISCAL YEAR

The fiscal year of the Association Board of Directors shall be from April 1 to March 31.

ARTICLE 3 - MEMBERSHIP

The parents (or guardians) of any current players who have paid his/her registration fee or any coaches in the Association's program shall be a member of the Association. Membership in the Association shall be available without regard to race, creed, sex, or national origin. Every member of the Association has the right to nominate and express opinions on all subjects before the Association, and to participate in the activities of the Association.

Parents, for whom payment of the annual player registration fee is substantial hardship, may become members of the Association upon player registration and approval by the Board of Directors. Provisional members shall enjoy the rights and privileges of sustaining members.

The membership shall be the highest authority of the Association and shall be empowered to take or direct any action not inconsistent with the Articles of Incorporation or these Bylaws. Any member may call for a general meeting by submitting in writing, a request to the President of the Association, stating the reasons for wanting a meeting.

ARTICLE 4 - EXECUTIVE OFFICERS AND DIRECTORS

The Association shall have the following: (5) Executive officers - President, 2 Rink Directors, Secretary, Treasurer, and (6) Directors - Maintenance, 2 Concession Directors, Equipment, Tournaments, Fund Raising.

The nomination and elections of officers shall take place each year at the Association annual meeting. Elections of each officer shall be by a majority of the votes cast for that office by the members present and voting.

The membership shall be duly notified, in the normal manner, at least seven days in advance, of the time and place of nominations and elections.

ARTICLE 5 - DUTIES OF EXECUTIVE OFFICERS

A. The President shall:

1. Call and preside over meetings for the Association, the Executive Board, the Board of

- Directors, and other special groups.
2. Follow the accepted order of business, decide all parliamentary questions, and preserve order at all meetings.
 3. Perform all duties assigned to him by these Bylaws, by the Association, and by the Board of Directors.
 4. Coordinate the work of officers, appointed officials, and committees.
 5. Be responsible for ensuring that the Bylaws and the Rules and Regulations of the Association are adhered to by all the officers and appointed officials.
 6. Be a member of the Ex Officio of all committees, except the Nominating Committee.
 7. File year end taxes and reports.

B. The Secretary shall:

1. Keep accurate records of the meetings of the Association, the Executive Board, and the Board of Directors and the present minutes for approval at the next following meeting.
2. Make the official count of votes for every election and business meeting.
3. Conduct the correspondence for the Association.
4. Have an up to date copy of the Bylaws and the Rules and Regulations, as amended at every meeting.
5. Make copies of the Board Meeting minutes and agenda for the next meeting for all board members.
6. Notify members of board meeting date and time.

C. The Treasurer shall:

1. Have custody of general funds of the Association except Concessions.
2. Keep a full and accurate account of the receipts and expenditures and make disbursements in accordance with the approval of the Board.
3. Present a financial statement at every meeting of the Association and make a full report at the first meeting after the fiscal year ends.
4. Be responsible for the maintenance of such books or account(s) and records as may be required.
5. Pay all operating expenses of the Association as they are due, other expenses as authorized by the Association.
6. Assist with any approved fund-raising activities.
7. Work with the Rink Directors during player registration.

D. The Rink Directors shall:

1. Coordinate the activities of the coaches and assistant coaches and act as a liaison between the coaches and the Association.
2. Represent the Association at all meetings of the District and report on their activities to the Association.
3. Conduct the appointment of players to teams after registration.
4. Coordinate the activities for any evaluation at the appropriate levels.
5. Coordinate player registration in the fall and deliver all registration fees to the Treasurer.
6. Shall be responsible for maintaining player records.
7. Shall be responsible for scheduling ice maintenance during the hockey season and to appoint personnel to properly maintain the ice rinks.
8. Shall be responsible for scheduling practice and game times for teams in the Association.
9. Resolve any problems arising from the allocation of ice time on rinks or the scheduling of special events, such as tournaments.

10. Shall assist the President with rink operation during cold and severe weather conditions.
11. Serves as mediator in the event of a dispute or grievance.

DUTIES OF DIRECTORS

E. The Director of Maintenance shall:

1. Secures and maintains all Association-owned equipment used for flooding, snow removal and ground maintenance.
2. Coordinates maintenance activities.
3. Keeps the maintenance area in a clean and orderly fashion.
4. Reports to the Board future expenses for equipment repair or replacement.

F. The Directors of Concessions shall:

1. Be responsible for the entire concessions operation.
2. Shall secure and maintain all necessary equipment and materials for the operation of the concession stand.
3. Shall set pricing of all resale items.
4. Schedule teams for their week(s) of manning the concession.
5. Will ensure the facilities are kept clean and in operating order.
6. Present a financial statement at every meeting of the Association and make a full report at the last meeting of the fiscal year.

G. The Director of Equipment shall:

1. Inventory all Association uniforms and player equipment annually.
2. Collect all equipment at the end of the season.
3. Provide equipment maintenance, repair and/or replacement.
4. Disperse equipment to the coaches at the beginning of the season.
5. Assist Concession Director with any building repairs and improvements.

H. The Director of Tournaments shall:

1. Plan and coordinate tournaments that are sponsored by the Association.
2. Represent the Association in all matters relating to tournaments with other Associations.
3. Shall meet with coaches to select a working group representative from each team at the start of the season.
4. Chair the tournament working group and regularly report plans, issues, and problems to the Board.
5. Order awards, trophies, and clothing for appropriate level tournament and TAHA sponsored events.
6. Collect coaches and tournament information from other Associations and incorporates into an information and phone directory for the Association coaches.

I. The Fundraising Director shall:

1. Be responsible for all activities associated with fundraising for the Association.

All officers shall deliver to their successors all official material not later than thirty days following elections.

ARTICLE 6 - APPOINTED OFFICIALS

The President and Rink Directors together shall appoint and outline the duties of the following officials: coaches and assistant coaches.

ARTICLE 7 - THE BOARD OF DIRECTORS

The Board of Directors shall consist of the Executive Board and 6 Directors. The terms of the office for the six elected Directors shall be one fiscal year, to coincide with Article 2 above, while the term of office for the Executive Board shall be two fiscal years. Vacancies in the unexpired terms shall be filled by a majority vote of the remaining Directors and Executive Board members.

The Board of Directors shall have the power to remove any member of the Board from office and any appointed Official from his/her position for due cause, by a majority vote of the Directors. If two regular meetings are missed without due cause, by a member of the Board, they are automatically removed, and a successor will be appointed.

ARTICLE 8 - MEETINGS

General meetings of the Association shall be held on the third Sunday of every month at 7:00 p.m. during the hockey season (November through March), 6:00 p.m. during the off season (April and August through October) in Grand Lake Town Hall or more often as required. Meetings shall be open, and the membership is encouraged to attend. Only the Board of Directors may vote on Association business matters. The Association's Annual Meeting shall be held in the month of March. The membership shall be duly notified of the date and location. A quorum of the Association is six members. The Executive Board shall meet as such times as are deemed necessary by the President where immediate attention to business is deemed necessary. A quorum of the Executive Board is three members. Business shall not be conducted at any meeting of the Association, unless a quorum is present.

ARTICLE 9 - PARLIAMENTARY AUTHORITY

Robert Rules of Order Revised shall govern the Association meetings where applicable.

ARTICLE 10 - AMENDMENTS

These Bylaws of the Association may be amended as follows: the proposed amendment must be moved and seconded at a general meeting of the Association; after discussion, the motion will be tabled and reread at a second meeting. After the second reading, the amendment may be adopted by a two-thirds majority of the members present and voting.

ARTICLE 11 - RULES AND REGULATIONS

All activity of the Association and its membership shall be looked upon as representing an image of the Association and therefore shall be conducted in a fair, legal and moral manner. Any or all disputes, grievances, and appeals shall have the right of due process before the Board of Directors and must be presented by the aggrieved party.

The geographic area of the Association shall be that of Pike Lake and South Ridge area schools in conjunction with the Proctor Hockey Association.

All use of the facilities, equipment and grounds owned or supervised by the Association shall be

supervised and monitored by an Association member, coach, or designated individual.

- A. No private use of Association facility, equipment or grounds shall be permitted without Board of Director or Township Authority approval. The Association shall not be responsible for actions or liability due to use from outside interests.
- B. Public rink may be used by anyone. The Association shall maintain and supervise the Public rink and reserve the right to evict any person or group who misuses the premises or is deemed to be a nuisance due to inappropriate behavior, language, vandalism, etc.

ARTICLE 12 - PLAYER AND TEAM RULES

Player and Team related activities shall be governed by rules and regulations promulgated through the Twig Amateur Hockey Association (TAHA), Minnesota Hockey and USA Hockey.

The Rink Director, according to respective rules and regulations shall determine team assignments. Players must compete with their age division, however, a parent of a player with exceptional ability may submit in writing a request to the Board to have his/her child moved up. No child will be allowed to play at a lower age group.

The Rink Director shall do coach selection, with confirmation by the Board, annually. All coaches within the Association shall agree to conform to the written guidelines of both Minnesota Hockey and USA Hockey. A team coach may be removed upon recommendation by the Rink Director or grievance filed in writing by a player's parents. Termination of a coach shall require a due process hearing by the Board of Directors and the respective coach shall have the right to present his/her position.

Twig Amateur Hockey Association Team colors and logo shall be that of the Chicago Blackhawks.

ARTICLE 13 - EXTERNAL REGULATIONS

The Twig Amateur Hockey Association facilities and grounds are owned and governed by Grand Lake Township Board, and therefore Association activity may be superseded in Authority by the Town Board or its respective designated official.

Player related regulations governed by Minnesota Hockey and USA Hockey attached to these bylaws shall be the current edition of regulations prescribed and enforced by the respective organization listed above.

These bylaws shall be the guideline of Twig Amateur Hockey Association business and shall be adhered to by the Association until such a time as they may be amended or superseded by a greater authority.



Aaron Scanlon, Rink Director

Twig Amateur Hockey Association

Dated: December 21, 2020

