

CACHE VALLEY AMATEUR HOCKEY ASSOCIATION BYLAWS

As ratified at the July 8, 2024 CVAHA Board Meeting.

ARTICLE 1 – ORGANIZATION

Cache Valley Amateur Hockey Association (CVAHA) is a non-profit organization, operating youth hockey programs for the benefit of people in the Northern Utah area.

Section 1: NAME

The name of this Corporation shall be the Cache Valley Amateur Hockey Association and shall be referred to throughout this document as “the Corporation” or “CVAHA.”

Section 2: REGISTERED ADDRESS

The registered address of the Corporation shall be c/o 2825 North 200 East, North Logan UT 84341

Section 3: REGISTERED AGENT

The registered agent of the Corporation shall be the President, elected by submission of votes following the closing year event.

Section 4: NON-PROFIT STATUS

This Corporation is organized as a State of Utah non-profit Corporation upon a non-stock membership basis, not involving pecuniary gain or profit for any of its members, for a term of perpetual existence.

Section 5: EXEMPT STATUS

This Corporation is organized and shall be operated exclusively as an exempt organization under the provisions of Section 501(c)(3) of the Internal Revenue Service and as may be amended in the future.

Section 6: USE OF FUNDS

All funds and property of this Corporation shall be used and distributed exclusively for carrying out the purpose of the corporation as set forth in Article II.

Section 7: FISCAL YEAR

The fiscal year of this Corporation shall begin July 1 and end on June 30 of the following calendar year.

Section 8: FINANCIAL STATEMENTS

The Treasurer, at least once a year, or at the request of the Board of Directors shall prepare a true statement of the assets and liabilities of the Corporation for the preceding year (fiscal). The statement shall be available to any member upon their request.

Section 9: DISSOLUTION

In the event of liquidation or dissolution of this Corporation, or in the event that it shall cease to carry out any of its purpose, all funds and property of the Corporation shall be distributed to a non-profit Corporation with the purpose similar to this set forth in Article III, that the Directors of this Corporation may select, and in no event shall any of the funds or property be distributed to any of the members or used for any other purpose.

Section 10: BASIC STRUCTURE

The Corporation shall consist of a Board of Directors as described in Article 4.

ARTICLE 2 – PURPOSE

The purpose of CVAHA is those stated in 1) its articles of incorporation, 2) USA hockey rules and regulations, 3) the rules and regulations of the Utah Amateur Hockey Association and 4) the following:

1. To develop character, sportsmanship and physical fitness for youth in the Northern Utah area.
2. To develop and encourage sportsmanship in all players, coaches, and parents.
3. To promote, encourage, and improve the standard of amateur hockey.
4. If possible, to associate with other amateur hockey associations.
5. If possible, to host and participate in amateur hockey tournaments.
6. To encourage the development of travel teams to participate in other seasonal tournaments.
7. To expand the sport of hockey in Northern Utah.
8. To encourage and develop girls' hockey programs
9. To do any and all acts desirable and necessary in the furtherance of the foregoing purposes.

ARTICLE 3 – MEMBERSHIP

Section 1: ACTIVE MEMBERSHIP

An active member is:

1. A parent, step-parent, or guardian who is responsible for the financial obligations associated with having a child join CVAHA.
2. Current players with CVAHA, provided dues are paid or are being paid. The term of membership is the fiscal year of the Corporation.
3. Any Board Members, Officers or person that does not fall under above article will be charged membership dues in the amount of \$300.
4. Funds contributed to or donated by an outside company/vendor or do not entitle the contributor in the benefits of membership
5. In households, each parent or active guardian shall be considered an active member. In the event of two households (custodial and non-custodial parents) each parent of each household is considered a member provided they share equal financial responsibilities of the child's membership fees.

Section 2: MEMBERSHIP FEES

Annual fees and membership dues, paid for the fiscal year of June 30 to July 1, full year membership, shall be determined by the Board of Directors and Officers. Fees are preferred to be paid in full during registration. However, the board may elect to allow payments over the playing year.

Section 2.1: REGISTRATION FEES

Player dues will be collected during registration or as per payment agreement when provided by the Board. Discounts including multiplayer discounts may be approved by the Board of Directors.

Section 3: DELINQUENCY

Delinquent members will be subject to suspension until time of payment. The Executive Board shall determine when fees are delinquent.

Section 3.1: FAILURE TO PAY FEES

Failure to pay fees or to make arranged payments as agreed upon by the Executive Board shall result in suspension from participating in all CVAHA functions for all family members at all CVAHA divisions and will result in suspension from participating in any USA Hockey sanctioned hockey events until funds have been received.

Section 4: HARDSHIP

In cases of hardship, payment of fees may be reduced or eliminated as determined by the Board. All such cases will be handled on a case-by-case basis and under the strictest confidence without minute coverage. Alternate methods of payment shall be reviewed by the Board.

Section 5: EXPULSION

An active player may be expelled, after due notice and after an opportunity for a hearing, for conduct detrimental to the Corporation by the three-quarter (3/4) vote of the Board. The secretary shall provide at least five days' notice to the person to be expelled and to the members of the Board prior to the regular or special meeting at which the matter is to be resolved. The person shall be offered an opportunity to be heard at that meeting, to present others to testify on his or her behalf, prior to a final disposition by the Board.

Section 6: VOTING RIGHTS

Each active member at least 21 years of age and in attendance at or for an election shall be entitled to one vote by secret ballot in the election of members to the Board of Directors. No proxy vote shall be recognized.

Section 7: RIGHT TO HOLD OFFICE

Each active member at least 21 years of age is entitled to run for a position on the Board of Directors under the procedures established by these bylaws.

Section 8: REFERENDA

Upon the request, in writing, of one quarter (1/4) of the adult membership, the Board of Directors shall, or upon its own initiative, may submit any question for the active adult members for a referendum vote.

Section 9: NOTIFICATION

Prior to any activity where election of Board members may take place, written notice of the time and place shall be provided to each active adult member entitled to vote.

ARTICLE 4 – BOARD OF DIRECTORS

Section 1: BOARD OF DIRECTORS

The affairs of CVAHA shall be managed by a Board of Directors. The Board of Directors shall have final authority over all matters pertaining to the administration of CVAHA. Matters requiring a vote of the Board shall be by a majority vote of those present.

Section 2: BOARD COMPOSITION

The CVAHA Board of Directors shall consist of the following six Officers chosen through a nomination and general election process by the full membership annually in alternating years:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Marketing and Fundraising Director
6. Team Management Director

In addition, the following Officers are appointed and ratified by the Board of Directors annually in alternating years:

1. Coaching Director
2. Registration Director (Registrar)
3. Scheduling Director
4. Tier Director (only in years when CVAHA fields tier teams)

Elections and appointments are made by majority vote. Elections and appointments shall be conducted to ensure a complete Board of Directors is in place by July 1 of each year as illustrated by the following schedule.

Election and Appointment Schedule

by 1 July	2024	2025	2026	2027	2028	2029	2030
Elected	Vice President Treasurer Team Management Director	President Secretary Marketing and Fundraising Director	Vice President Treasurer Team Management Director	President Secretary Marketing and Fundraising Director	Vice President Treasurer Team Management Director	President Secretary Marketing and Fundraising Director	Vice President Treasurer Team Management Director
Appointed	Registration Director	Coaching Director Scheduling Director	Registration Director	Coaching Director Scheduling Director	Registration Director	Coaching Director Scheduling Director	Registration Director

Section 3: BOARD DUTIES

1. Control and manage the business affairs of the Corporation.
2. Approves by majority vote all coaches nominated by the Coaching Director.
3. Approves by majority vote all team rosters.
4. Approves team activities and schedules.
5. Approves yearly budget by a $\frac{3}{4}$ majority vote.
6. Supervises finances and fundraising activities.
7. Sets and assists in collection of yearly fees.
8. Establishes or adopts rules and regulations.
9. Ensures implementation of said rules and regulations.

Section 4: TERM OF OFFICE

Each member of the Board of Directors, elected or appointed, shall serve for an initial term of 2 years and may be re-elected to up to three consecutive terms in an office.

Section 5: RESIGNATION

Any member of the Board of Directors may resign his or her position by written request to the President or Secretary of the Corporation (this also applies to Officers and Ex-officio members)..

Section 6: REMOVAL

Any member of the Board of Directors may be subject to removal upon missing three Board meetings within the fiscal year without prior notice, for failure to discharge the normal duties of the Board member, or for conduct detrimental to the Corporation, after due notice and opportunity for a hearing, by a $\frac{3}{4}$ vote of the Board of Directors at any regular or special meeting. Advance notice (at least 5 days) shall be given to the Officer to be expelled as well as all other Board Officers prior to the meeting at which the matter is to be resolved. The Board shall offer the Officer an opportunity to plead his/her case prior to any final disposition.

Section 7: VACANCY OF OFFICE

If any vacancy should occur in any office or if a new position is established, the Board may fill it by a majority vote at any regular or special meeting. That appointment shall be in place until the next regular election for that position.

Section 8: COMPENSATION

Board Officers shall not receive any compensation for their services. However, this board may reimburse Officers for expenses incurred in serving the Corporation.

Section 9: CHAIRPERSON

The President of the Board of Directors shall act as Chairperson of the Board.

Section 10: REGULAR MEETINGS

Meetings shall be scheduled at a time and place determined by the President. Minutes shall be taken and distributed. There must be five Officers in attendance in order to have a quorum and conduct business. All meetings shall be governed by rules of parliamentary procedures. "Roberts Rule of Order" shall govern questions or procedure.

Section 11: SPECIAL MEETINGS

Special meetings of the Board of Directors may be called by the President, or by at least two Officers and require advance notice of each Board member.

Section 12: POWERS

All the Corporate power, except as otherwise provided in the Articles of Incorporation, these Bylaws, and in the laws of the State of Utah, are hereby vested in and shall be exercised by the Board of Directors.

Section 13: LIMITED LIABILITY

Board Officers shall not be liable in any manner for any debts or obligations of the Corporation and shall not be subject to any manner of assessment by virtue of his membership. Any financial wrong-doing by a member or members are subject to the prosecution and penalties defined under the laws of the State of Utah.

ARTICLE 5 – COMMITTEES

Section 1: STANDING COMMITTEES

The standing committees of the Corporation shall be the Board of Directors (see ARTICLE 4) and Disciplinary Committee. Other committees, as deemed necessary for the operation of the Corporation, may be established subject to approval by the Board of Directors.

Section 1.1: DISCIPLINARY COMMITTEE

The Disciplinary Committee shall consist of as a minimum the President, Vice President, and Coaching Director. The Vice President shall act as Chairperson.

Section 2: SPECIAL COMMITTEES

All special committees shall come under the approval of the Board of Directors prior to their creation. Once approved supervision will revert to the appropriate Officer or Board member as Chairperson.

ARTICLE 6 – AMENDMENTS OF THE BYLAWS

Section 1: AMENDING THE BYLAWS

The Board of Directors may propose any amendment to these Bylaws by presenting the amendment to the Board of Directors at a regular or special meeting and by voting and acquiring a $\frac{3}{4}$ majority vote of all present.

Adopted on: 8 July 2024

Chairperson: s/Jared Sessions

Secretary: s/Dena Sessions

