

**BYLAWS
OF
MANKATO AREA HOCKEY ASSOCIATION**

ARTICLE I

MEMBERSHIP

1.1 Eligible Participants.

Any boy or girl who is a resident of the Mankato area as decided by District 4 boundaries shall be eligible to participate within the association provided they meet all financial, fundraising and volunteer commitments.

1.2 Individual Members.

An individual member shall be any individual who is: a) Eighteen years of age; b) a parent of an eligible participant; c) a director; or d) other individual who is active within the association promoting and assisting its development.

1.3 Voting.

(01) Each individual member shall have one vote to elect directors at the annual meeting. See Article II, section 2.3, Election of Directors.

(02) A majority vote of these members entitled to vote and present at the meeting, a quorum being present, shall be the act of the meeting. A quorum for the annual meeting is defined as a majority of the currently elected directors.

(03) At all elections of directors, the voting shall be by ballot.

1.4 Fiscal Year.

The fiscal year of the association shall be from April 1 through March 31.

ARTICLE II

DIRECTORS

2.1 Responsibility of the Directors.

The Board of Directors, consisting of the association's President, Vice-President, Secretary, Treasurer, and other elected Directors, shall manage the property, affairs and business of the association.

2.2 Meetings.

The Board of Directors shall meet on the second Monday of each month and at any other time at the call of the president or any two directors thereof provided notice shall be given to each director of said meeting.

2.3 Election of Directors.

The election of directors shall be at the annual membership meeting. The Executive Committee prior to the annual membership meeting will decide the number of directors required. A minimum of 15 directors will be required. All currently elected directors seeking re-election will be identified by the Executive Committee and recommended for re-election. A vote by the membership to re-elect current directors will occur prior to nominations for new directors. After the election of current directors seeking re-election is completed, the floor will be open to nominations for new directors.

2.4 Qualification of Directors.

To qualify as director, one is required to attend regular monthly meetings, meetings called for a special purpose and must accept an active role on one or more of the association's committees as assigned by the President and approved by the board of directors. Any director absent, excused or unexcused, for two consecutive regular monthly meetings, or who is absent from 4 meetings, automatically resigns their directorship. An automatic resignation can be appealed to the association's executive committee. An attendance book shall be maintained.

2.5 Term of Directors.

	Suggested Minimum Term	Elected	Qualifications
Executive Board			
President	2 Years	Odd	1 year Exec Board or 2 years as Director
President Elect	1 Years	Auto (Odd)	1 Year as Director
Secretary	2 Years	Even	1 Year as Director
Controller	2 Years	Even	1 Year served on Finance Committee
Past President	1 Years	Default (Odd)	

Note: Executive Board may choose to be elected to other positions to achieve the 2 year req.

Key Committee Chairs

Gambling	2 Years	Even
Fundraising	2 Years	Odd
Communications	2 Years	Even
Treasury	2 Years	Even

Directors @ Large

Registration	2 Years	Odd
Home Tournaments	2 Years	Even
Sponsorships	2 Years	Odd
Equipment	1 Year	Odd
S.K.A.T.E.	1 Year	Odd
Expansion & Growth	2 Year	Even
Director	1 Year	Odd
Director	1 Year	Even
Director	1 Year	Odd
Director	1 Year	Even

2.6 Voting.

A simple majority of the Board of Directors, a quorum being present, shall constitute a legal action of the association. A quorum for any regular or special meeting is defined as a simple majority of the currently elected directors. All members, are available to vote on motions concerning the association's gambling operations.

2.7 Duties.

The Board of Directors shall:

(01) Perform all duties specifically delegated to it in the Articles of Incorporation or in the Bylaws.

(02) Approve all budgets necessary for the transaction of all business.

(03) Fill vacancies among the officers of the association by a vote of a simple majority of those present at a regular monthly meeting. A quorum must be present for the Board of Directors to take any action.

(04) Make rules for the conduct of the members of the association and for the use of the association's property.

(05) Fix and enforce penalties for the violations of such rule or of the Articles or Bylaws.

(06) Prescribe and publish rules regulating the use of the equipment and facilities of the association, both by members and participants in the association.

(07) Appoint delegates or committees to confer with other associations or clubs on any matter in which this association may be concerned.

(08) Make, alter, and amend rules for its own procedure and fix and enforce penalties for violation of such rules.

(09) Approve appointments of special representatives or committees appointed by the president and define the duties and powers of such appointees.

(10) Have complete jurisdiction over the association's finances and have exclusive power to make or authorize appropriations.

(11) Have the general power to manage all the affairs of the association on any and all questions relating thereto, when not in conflict with the Articles of Incorporation or Bylaws.

ARTICLE III

DUTIES OF OFFICERS

3.1 Election of Officers.

The Board of Directors shall each year following the annual membership meeting elect from the Directors a President, Vice-President, Secretary and Treasurer which officers shall serve during the next year.

3.3 Duties of Officers.

(01) The President shall:

- A. Preside over all meetings of the general membership of the association, all monthly meetings of the Board of Directors and all meetings of the Executive Committee.
- B. Enforce all laws, rules and regulations of the association.
- C. Appoint the chairperson of the standing committees of the association subject to the approval of the Board of Directors.
- D. Appoint the members of such other special committees they may deem necessary, with the approval of the Board of Directors of the association.
- E. Have the power to change the personnel of any committee over which he/she has the power of appointment, with the approval of the Board of Directors.
- F. Have the power to invite persons, not members of the association, to attend regular or special meetings or the association or the Board of Directors.
- G. Be a member *ex-officio* of all committees.
- H. Perform such other duties as are specifically provided in the Articles and Bylaws and as shall be imposed by resolution of its Board of Directors.

(02) The Vice-President shall:

- A. Perform all duties of the President in the absence of the President.
- B. Assist the President in any manner so designated by the President.

C. Perform such other duties as are specifically provided in the Articles and Bylaws and as shall be imposed by the Board of Directors.

(03) The Controller shall:

A. Perform all duties of the President in the absence of the President, Vice-President, and Secretary.

B. Keep account of all moneys received and deposit the same in the name of the association in such depository as designated by the Board of Directors.

C. Keep account of money disbursed upon checks and vouchers duly co-signed by the President having been delegated that authority by resolution of the Board of Directors.

D. Submit detailed audit of annual financial statement of the association for the preceding fiscal year to the Board of Directors within the first quarter of each fiscal year.

E. Submit detailed financial information for the preceding month at each monthly meeting of the Board of Directors for their approval. Quarterly financial statements will be presented during the regular board meeting immediately following the end of a fiscal quarter.

(04) The Secretary shall:

A. Keep the minutes of the meetings of the association and the Board of Directors.

B. Conduct official correspondence of the association.

C. Keep all records, books, documents and papers relating to the association in such place and form as shall be designated by the Board of Directors.

D. Perform such other duties as are specifically provided in the Articles and Bylaws and as shall be imposed upon the secretary by the Board of Directors.

E. Perform all duties of the President and Vice-President in the absence of the President and Vice-President.

3.4 Removal of Officers and Directors:

Any officer or director may be removed from office by a 2/3 vote of all elected Board of Directors at a meeting called for that purpose with proper notice to the persons involved. Due to schedules, Directors may submit a signed statement indicating their vote.

ARTICLE IV

GENERAL AND SPECIAL DIRECTORS MEETINGS

4.1 Notice of Meetings.

Notice of every Directors meeting shall be made by the Secretary before the meeting and notice of special meetings shall specify the object for which said meeting is called and no other business than that specified in the notice shall be transacted at such special meeting.

4.2 Order of Business.

At a general or special Director meeting the order of business shall be:

- A. Roll call
- B. Introduction of visitors
- C. Approval of minutes of preceding meeting
- D. Committee reports
- E. Old business
- F. New business
- G. Next meeting date
- H. Adjourn

4.3 Quorum.

Consists of a simple majority of the currently elected Directors, present at the meeting.

4.4 Operating Rules.

Refer to Mankato Area Hockey Association Current Operating Policies. The intent of this publication is to state the policies which will be effective for the period stated. Revisions will be made as needed.

ARTICLE V

ANNUAL MEMBERSHIP MEETING

5.1 Notice of Annual Membership Meeting.

Shall be made 30 days in advance of the meeting in Mankato Free Press.

5.2 Order of Business at Annual membership meeting shall be:

A. Approval of minutes from previous annual membership meeting.

B. Presentation of Financial Report by Controller

C. Committee Reports

- Fundraising
- Charitable Gambling
- Operations
- Executive

D. Executive Committees nominating report (set number of directors needed for next year and nominate currently elected directors for re-election.)

E. Nominations for new directors from members

F. Elections of directors by ballot

G. Adjourn

ARTICLE VI

STANDING COMMITTEES

6.1 Membership.

All standing committees shall be composed of a chairperson appointed by the President and approved by the Board of Directors.

6.2 Meetings.

(01) All standing committees shall meet when called by the President of the association or the chairperson of the committee or at the request of two or more members of the committee.

(02) No committee shall have authority to create any indebtedness whatsoever, except on specific authority from the association's Board of Directors.

6.3 Duties of Standing Committees.

The standing committees' duties shall be as prescribed by the association's Bylaws with general requirements as indicated herein. To the extent that general jurisdiction of one committee overlaps that of another, the President of the association shall define the duties of each.

(01) Executive Committee. Shall be chaired by President, members being Vice President, Controller, Secretary, and Past President. Duties include transaction of business between meetings, and reporting those decisions at the next meeting.

(02) Hockey Operations Committee: The Operations Manager shall chair this committee.

(03) Treasury Committee: Chairperson of this committee shall be a member of the Board of Directors.

(04) Charitable Gambling Committee: Chairperson of this committee shall be a member of the Board of Directors.

(05) Fundraising Committee: Chairperson of this committee shall be a member of the Board of Directors.

(06) Communications Committee:

(08) Grievance Committee: As of February 13, 2006, this committee is in development stages. Upon definition of committee processes, an amendment will be made to allow for its implementation.

(09) Equipment Committee. Chairperson of this committee shall be a member of the Board of Directors. Equipment committee shall have charge of all equipment of the association.

(10) Registration Committee. Chairperson must be a member of the Board of Directors and shall have charge of registration of all hockey players.

(11) Additional committees will be appointed as necessary.

ARTICLE VII

HOCKEY OPERATIONS

7.1.1 Operations Manager

The association shall compensate a full time employee whose responsibilities include, but not limited to, managing Player and Coaches development, Season and Off-Season program, and Ice Utilization. This position is considered "At Will" which means either party may terminate the relationship by giving 30 days notice to the other party. The annual review period will be from April 1st thru March 31st.

Compensation for this position will be determined by the Executive Committee and approved by a 2/3 vote of all elected Board of Directors at a meeting called for that purpose with proper notice being given. Due to schedules, Directors may submit a signed statement indicating their vote when such motion is presented. Additional compensation, if deemed necessary, will require additional approval by the Board of Directors.

During the normal course of operations, the Operations Manager will expend and get reimbursed for various expenses as noted by the completion of expense reports and pre-approval of the Board of Directors.

Removal of Operations Manager. The Operations Manager may be removed by a majority (2/3) vote of all elected Board of Directors at a meeting called for that purpose with proper notice to the persons involved. Due to schedules, Directors may submit a signed statement indicating their vote.

ARTICLE VIII

AMENDMENTS TO BYLAWS

8.1 Amendments to Bylaws.

Amendments to these Bylaws may be made at the Board of Directors meeting by a two-thirds (2/3) vote of the Directors present, providing the notice of meeting specified in detail the nature of the change proposed.