



## Lakes Region Youth Hockey Association By-Laws

The name of this organization shall be the Lakes Region Youth Hockey Association, hereafter know as the Association or LRYHA.

### **I. Objectives:**

The purposes of LRYHA are:

1. To establish a system whereby children may learn the fundamentals of skating, hockey,, good sportsmanship and citizenship with an emphasis on teaching & participation rather than on winning.
2. To provide an opportunity for competitive hockey at a level commensurate with the ability of the players.
3. To acquaint the community with the purposes of the Association.
4. To raise funds for the operating costs of the hockey program.

### **II. General**

These by-laws govern the LRYHA Program. The LRYHA program functions under the umbrella of USA Hockey and shall abide by those guidelines, criteria and age requirements except as noted herein.

Membership in the LRYHA shall consist of the families or guardians of each enrolling member as well as any volunteer. Voting shall be by secret ballot conducted at the annual awards ceremony at the close of each season. Each member shall be allowed one vote per family.

These by-laws are used for the management of the LRYHA and to ensure a stable, continuous program from year-to-year. The by-laws can be modified once a year with the consent of the Board Members, which shall meet each Spring in the off season for the purpose or addressing by-law changes as well as to conduct other business.

### **III. Conflict of Interest Statement:**

Pursuant to RSA 293-A:8.31, the Association hereby adopts the following procedure when managing conflict of interest transactions:

1. A conflict of interest transaction is defined as a transaction in which a director of the association has a direct or indirect interest. A conflict exists if a director (1) has a material financial interest or in which he is a general party in another entity which is party to a transaction or (2) he is a director, officer, or trustee of another entity which is a party to the transaction and the transaction is or should be considered by the board of directors of the Association.
2. The director having the direct or indirect conflict shall notify all other directors of the conflict, state for the record his interest when said matters are brought before the directors, and refrain from participating in the discussion as a director or voting on the matter.
3. A conflict of interest transaction shall be approved if it receives the affirmative vote of a majority of the directors on the board who have no direct or indirect interest in the transaction.



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### IV. Organization

#### **Membership:**

The Association shall consist of Active members. Each active member shall be entitled to one vote. Active members shall consist of parents and/or guardians of all children in the Association and of individuals on the coaching staff or any other full-time volunteer. Membership shall begin at the time of registration of the following year providing all fees are paid when due. Fees will be as established and due by the date specified by the Board of Directors. Unpaid members may not vote or hold office

Members of the association shall conduct themselves in a proper manner at Association events or when representing the Association in any way. Members shall be subject to the same guidelines as team members concerning behavior, abusive language, alcohol, tobacco and drug use. Members shall have no alcoholic beverages at a fundraising event sponsored by the Association which involves team members. Violators shall be subject to a fine of \$50.00. Members also agree that by its alliance with USA Hockey and any Leagues the LRYHA Board of Directors chooses to enroll, whether for League or Tournament play to abide by those By-Laws and to conduct themselves in a manner at all times and at an appropriate level that bests represents the LRYHA and USA Hockey.

#### **Board of Directors:**

The day-to-day management of the Program is overseen by a Board of Directors consisting of the following positions:

**President** - Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership has overall responsibility for the Hockey program; represents the interests of the LRYHA Board of Directors and the LRYHA program within the community and across the district, state & country; ensures the fair and equitable application of the by-laws for the benefit of the players.

**Vice President** - Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership has responsibility for assisting the President and League Representative in the application of their duties as well as represents the interests of the LRYHA Board of Directors and the LRYHA program within the community and across the district, state & country.

**Registrar** - Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership oversees the registration of players and the collection of fees; maintains a registration database for use by the Board in administering the program.

**League Representative** - Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership, shall represent the Association at all league meetings and events in which the Association actively participates and for the reporting of game scores to the



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### IV. Organization (continued)

appropriate league officials as well as any misconduct or suspensions that occur under league or USA Hockey rules as appropriate..

**Scheduler** - Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership the scheduler will be responsible for obtaining and assigning practice slots as well as coordinating all in-house league as well as travel team games.

**ACE Coordinator** (Head Coach) - Nominated by the LRYHA Board of Directors and appointed by the Board has responsible for setting up clinics for the coaches and players throughout the year. At a minimum, there will be a coaches' meeting at the start of the season. Player clinics should be held at least twice a year or as deemed necessary by the Board. The coordinator is also responsible for organizing player assessments.

**Assistant ACE Coordinator**(Assistant Head Coach) – Nominated by the ACE Coordinator and appointed by the Board has responsible for assisting the ACE Coordinator in his duties of setting up clinics for the coaches and players throughout the year and organizing player assessments in the fall. This position shall be filled at the discretion of the ACE Coordinator with approval of the LRYHA Board of Directors. This shall be a non voting advisory position to the LRYHA Board of Directors

**Fundraising Coordinator** – Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership responsible for obtaining sponsors for teams. The Fundraising Coordinator is also responsible for developing and organizing fundraising activities throughout the year and meeting the fund raising requirements of the LRYHA Board of Directors.

**Treasurer** - Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership maintains the budget of the LRYHA Hockey Program and responsible for reconciling that budget with the LRYHA operating budget.

**In-House Coordinator** - Nominated by the ACE Coordinator and appointed by the Board represents the In-House teams on the LRYHA Board of Directors; obtains and assigns practice slots through the scheduler; encourages the overall skating and skill development of the In-House, Instructional and Learn to Skate programs and consults with the ACE Coordinator, Registrar & Scheduler in the coordination of ice times, clinics and limited travel schedule where appropriate. This position shall be filled at the discretion of the ACE Coordinator with approval of the LRYHA Board of Directors.

**Referee in Chief** - Nominated by the LRYHA Board of Directors and appointed by the Board responsible for obtaining referees for all games as well as recruiting and assisting in training new referees and conducting regular training sessions/ clinics with all levels of referees.



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### IV. Organization (continued)

**Secretary** - Nominated by the LRYHA Board of Directors or LRYHA Membership and elected by the Membership is responsible for governing documents such as the by-laws, general rules, and league rules as well as the taking and reporting of all minutes in each meeting of the LRYHA Board of Directors.

**Webmaster/Publicity** - Nominated by the LRYHA Board of Directors and appointed by the Board is responsible for maintaining the LRYHA Hockey web site, press releases and all publicity and overall promotion of the LRYHA. The web site shall at a minimum provide all governing documents such as the by-laws, general rules, and league rules as provided by the Secretary and all team practice and game schedules as provided by the Scheduler along with any other information as requested by the LRYHA Board of Directors or information the Webmaster feels might be of interest to its membership. All materials submitted by the Webmaster are at the discretion of the LRYHA and if deemed in appropriate will be removed at the earliest possible moment.

**Equipment Coordinator** - Nominated by the LRYHA Board of Directors and appointed by the Board is responsible for ensuring that players and teams are properly outfitted with the necessary equipment, ensures the proper maintenance of all equipment during the off-seasons as well as helps to ensure that all equipment is maintained in a safe environment; ensures that proper equipment and supplies (pucks, first aid kits, water bottles, etc.) are deployed for each team; makes recommendations to the LRYHA Board of Directors for additional or replacement equipment each season.

### Meetings

The LRYHA Board of Directors meets once per month (date determined by the President in consultation with other Board members), but may elect not to hold a meeting during some months of the spring and summer, depending on workload and issues. Board members receive no compensation for their service. In registering their children to play Hockey, however, they need only pay the fees required by the LRYHA Board of Directors. The LRYHA Hockey Program absorbs all other fees in recognition of the many hours of service these volunteers provide to the program.

### Quorum:

At any meeting a Quorum shall consist of a majority of the Board of Directors. At any meeting a Majority consists of one more than half of the Board members present and voting.

### Special Committees:

With the exception of the Disciplinary Committee, Special Committees as deemed necessary by the President shall be appointed by the President with the approval of the LRYHA Board of Directors as needed and for a duration not to exceed the President's elected term of office of two (2) years. Such committees may include but are not limited to, Nominations, Special Events, Team Rep & By-Laws.



## Lakes Region Youth Hockey Association By-Laws

### IV. Organization (continued)

#### Disciplinary Committee

The Disciplinary Committee shall consist of the President, Vice President and ACE Coordinator. If any member of the disciplinary has a conflict of interest and must be step down, the LRYHA Board of Directors shall appoint another member to replace the recused member. The Disciplinary Committee may warn, suspend or terminate any coach or player based on its findings. Players suspended or terminated will not be refunded and shall pay all remaining fees owed the LRYHA. Players suspension can include serving that suspension by being dressed in helmet & game jersey and serving the suspension on the bench or arena. Players refusing to serve suspensions in this manner will be terminated and may be reported to the appropriate league and USA Hockey as determined by the LRYHA Board of Directors. Any LRYHA Disciplinary decision can be appealed to the full LRYHA Board of Directors.

#### Elections

Elections take place in the spring of each year at the annual awards ceremony with new members assuming office on June 1 of that year. In order to maintain stability and experience on the LRYHA Board of Directors, terms in office will be two years and staggered by odd and even years and as follows:

Office	Term Length	Election Year
President	Two Year	Odd Year
Vice President	Two Year	Even Year
Secretary	Two Year	Odd Year
Treasurer	Two Year	Even Year
Registrar	Two Year	Odd Year
Scheduler	Two Year	Even Year
League Representative	Two Year	Odd Year
Fundraising Coordinator	Two Year	Even Year
All other positions	One Year	Annual

All Board Members, whether appointed or elected to the LRYHA Board of Directors shall be voting positions. Elected Board members may only hold one elected position at a time. Elected Board Members may also hold an appointed position, but in so doing, will not be allowed more than one vote at any LRYHA Board of Directors meetings.

If any elected position is left vacant for more than 30 days, the LRYHA Board of Directors will nominate and appoint a person to fill said position. The LRYHA Board of Directors is also responsible for filling vacancies that occur during the year. Any LRYHA Board of Directors appointment of an elected member that wishes to remain on the LRYHA Board of Directors must run for election at the next voting period. This election will be for the remaining term of the candidate said appointment has replaced or if said term has ended, for a new term. This requirement shall be met in order to keep the staggered terms as required in these by-laws and as noted above.



## Lakes Region Youth Hockey Association By-Laws

### IV. Organization (continued)

#### Registration

Registrations take place concurrent with LRYHA general registrations. Mail-in registrations are accepted; however, they must be received before the final registration date to avoid an increase in registration fees. Age determination shall be in accordance with USA Hockey rules for all in-house & travel teams. Exception to in house teams can be made with LRYHA Board of Directors approval. Any exception should keep in mind the intent by USA Hockey and the LRYHA to achieve both the developmental and social goals as appropriate to that age group and will be maintained as closely as practical to USA Hockey guidelines, depending on the number of players registered in each age group. For more extensive criteria on exceptions see *Player Assessment* below.

#### Fees

Fees are determined by the LRYHA Board of Directors prior to each season. Fees are based on anticipated costs including insurance, league fees, uniforms, equipment replacement, and referees. Fees may not necessarily be uniform across leagues due to varying costs (e.g., cost of referees).

#### Amendments:

These By-Laws may be amended at any Association meeting by a two-thirds vote of those present providing the membership has received the proposed changes in writing two weeks prior to the meeting.

#### Dissolution:

In the event of dissolution of the Association, any property or money remaining after all debts have been paid, shall be donated to another non-profit organization.

### V. League Structure

The leagues are organized in a manner that allows for maximum development opportunities for players and recognizes their social needs as set forth by the LRYHA Board of Directors and USA Hockey guidelines.

#### Discipline

After verified complaints concerning a coach's unacceptable behavior, lack of coaching or teaching ability, demeanor, attendance, etc., the LRYHA Board of Directors can recommend to the disciplinary committee that the individual be removed for cause. All players, coaches, parents' guardians and members are subject to the code of conduct and failure to comply can result in action by the Disciplinary Committee. A coach or player considered for removal or disciplinary action will be given the opportunity to present witnesses in his or her behalf before the disciplinary votes on the recommendation for removal. A majority vote of attending Board members is necessary for any disciplinary action. Any LRYHA Disciplinary decision can be appealed to the LRYHA Board of Directors.



## **Lakes Region Youth Hockey Association By-Laws**

### **V. League Structure (continued)**

#### **Players**

Players are expected to maintain appropriate levels of behavior as outlined in the Players Code of Conduct statement. Players are accountable for their behavior while engaged in any activity involving other players, Officials and coaches. Unacceptable behavior includes, but is not limited to, use of alcohol, drugs or tobacco, swearing, uncontrolled temper, inappropriate contact and rude treatment of other players, parents or coaches. A parent/guardian is required to attend the parent meeting of held by each team Managers/Coach prior to the start of each season. Failure to attend such a meeting can result in player not being able to participate in games until such a meeting has taken place.

If a player does not attend the assessment, or is unable to attend assessments, every effort will be made to place that player on the appropriate team. Players should be fully aware however that attending assessments (with the exception of extenuating circumstances – i.e. medical etc.) is required and can be used as a consideration in evaluation. No player shall be placed on a team merely because they were recruited by a coach.

No member of any team who is a holder of any driver's license shall drive himself or another team member to any game.

#### **Team Managers**

Team Managers shall be responsible for all off-ice activities of their respective team. Team Managers shall also be responsible for distributing and collecting all game jerseys and socks at the beginning and end of each season and shall perform all other duties as promulgated and adjusted from time-to-time by the Board of Directors. Team Managers will assist the Coach wherever necessary and will act as liaison between the Team and the Scheduler if so requested by the Coach. .

#### **Coaches/Assistant Coaches**

Coaches shall be designated by the ACE Coordinator. Coaches will be allowed to choose their own assistants providing they are approved by the ACE Coordinator and have completed any background checks or coaching ACE Coordinator requirements designated by the LRYHA Board of Directors. Coaches/Assistant Coaches should complete a LRYHA Hockey sanctioned training course before taking on the responsibility to coach a team. Coaches selected in any season are not guaranteed to retain their coaching position from year to year. Previous Coaches within the league they are selected for (given the same number or more teams in the following season) will be given first priority. If a Coach desires to move up or down in age group, a coaching position will also be given first priority as long as space is available. If no team is available and they volunteer to be an assistant coach, they will have first priority once a team becomes available. Final approval for a coaching position however, is at the sole discretion of the ACE Coordinator. All Coaches/Assistants must be certified at the appropriate level with USA Hockey.



## **Lakes Region Youth Hockey Association By-Laws**

### **V. League Structure (continued)**

#### **Coaches/Assistant Coaches (continued)**

Coaches/Assistant Coaches are expected to maintain appropriate levels of behavior as an example to the players. Coaches/Assistant Coaches are accountable for their behavior while engaged in any activity involving the players, referees, parents and opposing teams. Unacceptable behavior includes, but is not limited to, smoking at the rink, drinking alcohol in the players' presence, swearing, uncontrolled temper, inappropriate contact with the players, and rude treatment of parents. Coaches/Assistant Coaches must read and sign the appropriate Code of Conduct statement as designated by the LRYHA Board of Directors. Coaches are also responsible for holding a team meeting to review the Player Code of Conduct as well as outlining any expectations at the start of each season. Coaches are also required to hold a similar meeting with the parents/guardians of each player. Any parent/guardian refusing to attend shall be reported to the LRYHA Board or Directors.

Coaches shall also be required to report immediately all game misconducts & match penalties (game misconducts & match penalties always result in the ejection of the player or coach), players receiving 5 or more penalties in game (automatic ejection) and any team receiving 15 or more penalties results in game (automatic ejection) or any other incident that results in LRYHA Coach, Player, Manager, fan or spectator being ejected or involved in inappropriate conduct in the appropriate format as designated in the coaching manual provided by the LRYHA and by telephone to the LRYHA Board of Directors through the LRYHA League Representative.

Player assessments are held for the In-house and Travel Teams in the fall prior to the season. Following assessments, Coaches will be given their rosters and will contact each team member to welcome them and inform them of the teams practice schedule. As soon as possible after the assessments, and at a time designated by the ACE Coordinator and League Representative, Coaches will meet with the ACE Coordinator and League Representative to go over the guidelines and coaching procedures for the upcoming season.

All Coaches are required to attend all Coaches Meetings designated by the ACE Coordinator.

#### **Summer Teams**

The LRYHA Hockey Program may sponsor summer teams, but the teams must be self-sufficient in terms of costs associated with fielding the team. Summer teams may use LRYHA Hockey equipment when permitted however teams organized to play at other times of the year may be required to provide their own equipment. Summer teams, coaches and players, as representatives of the LRYHA Hockey Program, must adhere to the same behavior guidelines as set forth herein and are subject to the same removal provisions. The timing of try-outs for summer teams is determined by the LRYHA Board of Directors. A Travel/Summer Team Coordinator may be appointed by the LRYHA Board of Directors. Every effort should be made to advertise try-outs for the summer team to all eligible players in LRYHA.



## **Lakes Region Youth Hockey Association By-Laws**

### **V. League Structure (continued)**

#### **Rules**

The General and league rules are maintained by the Webmaster on the LRYHA web site. Changes to the rules must be approved by the Board. Unless otherwise stated in approved rules, USA Hockey and Travel Team League rules will govern the games.

#### **Uniforms**

Uniforms will consist of Hockey Jerseys and Socks provided by the LRYHA. Every player on a team is required to wear the same uniform during the season. The strict adherence to this for In-house teams will be at the discretion of the LRYHA Board of Directors. The LRYHA Board of Directors may also provide other equipment as deemed appropriate by the LRYHA Board of Directors on an individual or team basis. All equipment must be returned to the LRYHA unless otherwise stated by the board through the registration process. Team Uniforms shall not be worn outside of games for any reason unless approved by the LRYHA board of Directors. The Association shall have full vote as to the uniform colors and emblems.

### **VI. Player Assessments**

#### **Preamble**

The following criteria may be used by evaluators observing players for placement on various teams in the Lakes Region Youth Hockey Association. The evaluation factors listed below have been divided into categories by checking and non-checking level. A player may place onto the highest level team that a particular age group without being rated #1 player in all of the categories. That particular player, however, may be more exceptional at another skill criterion than other players.

Playing up or down in age group is discouraged except under special circumstances and with the approval of the LRYHA Board of Directors and the ACE Coordinator. A parent or guardian must formally request, in writing, that their child play up or down and state the reasons for their request. The player will be evaluated based on the criteria below and must be a clear cut selection for the top level team in the upper age group in order to play up. Players considered to be “on the bubble” or not a clear cut choice for the upper most level team of that age group shall play in their appropriate age group. Players cannot play up or down just to accommodate car pooling or special requests for coaches.



## Lakes Region Youth Hockey Association By-Laws

### VI. Player Assessments (continued)

#### Criteria

The below listed placement factors are meant to give parents and players an idea of what evaluators may be looking for.

#### MITES/SQUIRTS

- Overall skating ability both forwards and backwards;
- Overall stick handling ability;
- Puck protection;
- Pass making and pass receiving skill;
- Dekeing ability;
- Shooting skill, velocity and accuracy;
- Defensive awareness and ability to defend one on one;
- Forechecking skill and ability to angle;
- Backchecking skill and ability to angle;
- Appropriate aggressiveness towards loose pucks;
- Stick lift, stick press down and poke checking;
- Read and react skills;
- Awareness of offsides;
- Ability to play within the rules given the strategic situation on the ice (does the player take “dumb penalties” or necessary penalties?);

Goaltenders will be evaluated on basic fundamentals including:

- Skating ability
- Goal tending posture
- Angles
- Quickness
  - Down and up off the ice A
- Ability to stop pucks with
  - Body
  - Gloves
  - Pads
  - Stick
- Ability to cover loose pucks.



## Lakes Region Youth Hockey Association By-Laws

### VI. Player Assessments (continued)

#### PEEWEE/BANTAM

- Overall skating ability both forwards and backwards;
- Overall stick handling ability;
- Puck protection;
- Pass making and pass receiving skill;
- Dekeing ability;
- Shooting skill, velocity and accuracy;
- Defensive awareness and ability to defend one on one; situational awareness, picking up your check;
- Forechecking skill and ability to angle; reading and reacting to playing partners in forechecking situations;
- Backchecking skill and ability to angle; picking up your check coming back into the defensive zone;
- Appropriate aggressiveness towards loose pucks;
- Stick lift, stick press down and poke checking;
- Read and react skills; defensive zone, offensive zone, neutral zone;
- Ability to play within the rules given the strategic situation on the ice (does the player take “dumb penalties” or necessary penalties?);
- Body checking skills including ability to give and receive a check;

Goaltenders will be evaluated on basic fundamentals including:

- Skating ability
- Goal tending posture
- Angles
- Quickness
  - Down and up off the ice A
- Ability to stop pucks with
  - Body
  - Gloves
  - Pads
  - Stick
- Ability to cover loose pucks.
- Rebound control
- Puck set-up skills on dump ins
- Communication regarding opponent fore checkers, icing calls etc.



## **Lakes Region Youth Hockey Association By-Laws**

### **VI. Player Assessments (continued)**

#### **Placement Exceptions**

#### **LRHYHA Policy Regarding Lower Level Eligible Players Playing at a Higher Age Classification**

Over the period of its existence, Lakes Region Youth Hockey Association has promoted certain players to play in older age groups. The board has promoted these players on a case by case basis and will continue to do so.

The board has established the following written criteria that will be employed in determining whether a player is qualified to advance and play at a higher level of hockey.

The primary factor that will be considered by the board:

- The player must possess the skill level and athletic ability to be equal to peers playing at the higher level.

The secondary factors that the board will consider include:

- A vast majority of the players from the applicant's prior years' team are moving to a new age classification leaving the player remaining behind without teammates of equal skill to play with.
- The applicant moving up can help fill out a team with thin membership.

Parents wishing for their children to move up need to consider factors outlined above in making a written request of the board that their son or daughter be considered for early advancement. The board will make its decision based upon the player's overall performance during the placement skate period while considering the factors listed above.