

# **ARLINGTON ICE HOCKEY CLUB, INC,** **BYLAWS (Revised September, 2005)**

## ARTICLE 1

### ORGANIZATION

A Texas non-profit corporation, Arlington Ice Hockey Club, Inc., hereinafter referred to as the "Club" is affiliated with the SBC Metro High School Hockey League and USA Hockey.

The Club will consist of three (3) components:

1. Varsity and Junior Varsity team players
2. Parents/Guardians of team players, and
3. Board Members, Team Officials: coaches, asst coaches, authorized helpers

## ARTICLE II

### ADDRESS

The mailing address of the Club shall be P.O. Box 533, Arlington, Texas, 76004 and the electronic address of the club shall be <http://www.arlingtonicehockey.org>.

## ARTICLE III

### PURPOSES AND GOALS

Section 3.1. The purposes for which the Club has been organized are stated in the Club's Articles of Incorporation. The goals of The Club are:

- A. To encourage and promote the game of ice hockey in the Arlington area high schools and junior high schools; and
- B. To advocate good sportsmanship and adherence to the rules of the sport of hockey; and
- C. To provide skill development, support, leadership, guidance and education to ice hockey athletes to achieve their maximum potential; and
- D. To participate in high school ice hockey competitions on the varsity and junior varsity levels in the SBC Metro High School League and other venues as opportunities arise; and
- E. To cultivate a social environment among players, parents and supporters of the Club.

Section 3.2. The Club will engage in these activities to the extent that such activities do not conflict with the laws of the State of Texas and the United States and are in compliance with the rules and regulations set forth by the Internal Revenue Service and any leagues in which the teams may participate.

Section 3.3. While there is no formal affiliation with the Arlington ISD athletic community, since this is not a UIL sanctioned sport, it will be a goal of the Club to be recognized by the student bodies and

athletic community as representing the Arlington ISD in a viable, entertaining, competitive manner. Varsity players are required to comply with UIL rules for academic eligibility.

## ARTICLE IV

### Not For Profit

The Club is organized exclusively for one or more purposes as specified in section 501( c)(3) of the Internal Revenue Code, and enumerated in the Articles of Incorporation and Article III of the bylaws.

## ARTICLE V

### MEMBERSHIP AND REGULATIONS

#### Section 5.1. TEAM PLAYERS

- A. Full-time students of any of the Arlington ISD secondary schools that have not formed individual school teams are eligible to try out for the Club's varsity and junior varsity teams. Private schooled and home-schooled students who reside in the specified school boundaries are also eligible to try out.
- B. Students in the 8<sup>th</sup> grade may be recruited from the same area for junior varsity teams.
- C. Season league fees will be assessed to cover operating expenses of the club, primarily for ice practice time and SBC league team fees. Players who are delinquent in paying fees will be ineligible to participate in on ice activities.
- D. Disciplinary action towards any team player participating in an organized league game will be established by that league. Additional disciplinary actions will be determined by the team's coaches. Any disciplinary action can be appealed to the Board of Directors (Section6.2) and be overturned by a majority vote of all members of Board of Directors..

#### Section 5.2. PARENTS/GUARDIANS OF TEAM PLAYERS

The parents / legal guardians of team players become members of the Club's Parents Organization (hereinafter referred to as the "PO") upon registration of their player in the Club. This group will elect officers (hereinafter referred to as the "Board of Directors or the "Board") who are the voting members and will perform the duties outlined in ARTICLE VI. The elected officers of the Board and appointed committee chairs will constitute the Executive Committee (hereinafter referred to as the EC) of the PO.

#### Section 5.3. TEAM OFFICIALS (Coaches and Assistants)

- A. Head Coaches for Varsity and Junior Varsity teams will be chosen by the Coaching Committee which will be appointed by the Board. Head Coaches will be responsible for all on ice training, instruction, roster selections and game management. Assistant Coaches will be selected by the head coach for each team and will be confirmed by the Coaching Committee.
- B. Team Officials will be accountable for their actions by the Coaching Committee and will

be held to ethical and professional standards that will allow for the growth of the hockey program in future years.

- C. Team Officials will be accredited as required by any league in which the Club teams play.
- D. Any complaints or concerns about Team Officials and their methods must be referred to the Coaching Committee. Like wise, Team Officials who have complaints or concerns about players or parents/guardians are allowed to bring them to the Coaching Committee if they cannot otherwise be resolved.
- E. Disciplinary actions towards Team Officials will be implemented by the Coaching Committee.
- F. Disciplinary actions of a Team Official by the Coaching Committee may be appealed by the Team Official to the Board and overturned by a two-thirds (2/3) majority vote of all members of the Board

## ARTICLE VI

### THE PARENTS ORGANIZATION

#### SECTION 6.1 OFFICERS, NOMINATIONS, ELECTION AND TERM OF OFFICE

- A. Parents/guardians will elect and install officers from the PO membership (section 5.2) by March 1 of the current year to serve for one (1) year beginning April 1 following the election and ending the following March 31.
- B. A nominating committee consisting of one or more Board members or assigned members will convene to poll the parents and obtain nominations to the offices of President, Vice President/s, Secretary, and Treasurer.
- C. Any incumbent officer may be invited by the Nominating Committee to run again for that office provided his child will be eligible for the Club team roster for the year following the time of the election.
- D. Nominees will be contacted by Committee to advise them of roles and responsibilities and acknowledge their acceptance for the position. The names of the nominees will be presented to the parents on a ballot and an election will be conducted.
- E. When voting, majority vote rules. Written proxies are acceptable. Each family will have two votes per registered player.

#### SECTION 6.2 OFFICERS DUTIES

Elected Officers duties are:

- A. PRESIDENT. The President will:
  - 1. Preside at all PO and Board meetings and establish agendas for each meeting
  - 2. Oversee Club activities and rules

3. With the help of the other Board members, form committees as needed to fulfill club purposes and goals and appoint a chair of each committee.
4. Establish a process to monitor player academic progress and eligibility in accordance with SBC league policy
5. May be authorized to sign club checks
6. Arrange meetings of the PO and Board, giving reasonable notice to members
7. Represent Club in meetings and communications with SBC Metro High School Hockey League
8. Perform other duties as prescribed by the PO and/or these Bylaws

**B. VICE PRESIDENT – HOCKEY OPERATIONS**

1. Serve as Chairman of the Coaching Committee
2. Point of contact between Board and Team Officials/Coaches
3. Arrange practice schedules for Varsity and Junior Varsity teams, negotiate for ice time and provide for all on ice needs of coaches
4. Act as parent-coach liaison
5. Appoint team managers for each team who will represent the interests of each team and provide for practice and game bench support
6. Perform other duties as assigned
7. May be authorized to sign club checks
8. When specifically requested by the President, assume the duties of the President

**B. VICE PRESIDENT – COMMUNITY RELATIONS**

1. Direct the Club activities in recruiting, fund raising and public relations. Form and chair such committees necessary to accomplish the goals of the Club.
2. Maintain list of prospective players and developmental players and establish a means of communications
3. Maintain club Website and update information on a timely basis.
4. Plan and promote social events for team members and PO members to develop comraderie and team spirit among all participants
5. Perform other duties as assigned
6. May be authorized to sign club checks
7. When specifically requested by the President, assume the duties of the President

**F. SECRETARY. The Secretary will:**

1. Record minutes at and keep permanent records of all PO and Board meetings and the attendance at those meetings
2. Maintain a current roster of PO membership and current roster of players
3. Send notices of PO meetings
4. Provide Board and PO members with a copy of the Bylaws and all pertinent League rules
5. May be authorized to sign club checks
6. Perform other duties as assigned by the Board

**G. TREASURER. The Treasurer will:**

1. Maintain a transaction journal for the season tracking receipts and disbursements of the club
2. Prepare a proposed season budget
3. Prepare a year end financial report and compare to Proposed Season Budget
4. Have charge and custody of and be responsible for all Club funds

5. Assess and collect league fees and other charges from Players/PO and deposit any monies in the Club bank account and notify the Board of delinquent payments.
6. Obtain receipts for all expenditures and give receipts for all cash payments to the club (check payments are receipts)
7. Write checks to discharge Club obligations as approved by the Board
8. Present club financial summary to Parents 3 times a season
  - Beginning of year present Proposed season budget
  - Mid-Season present to-date expenditures
  - End of season present year-end Financial Report
9. Make Ledgers available to PO members
10. Responsible for the timely filing of all required tax returns
11. Responsible for applicable 1096 & 1099 fax forms
12. Perform other duties as assigned by the Board

## ARTICLE V

### DISSOLUTION

The assets remaining upon dissolution of the club will be transferred to another organization approved by a majority vote of those present at a PO meeting at which the dissolution is approved provided such organization complies with the requirements of the Texas Non Profit Corporation Act, Article 1396 6.01 – Article 1396 6.06. Since members in a non-profit corporation do not share in the profits of the corporation, upon dissolution the assets of the non-profit corporation must be turned over to another tax-exempt entity. Carry Forward Balances remaining from previous year will be used to pay off outstanding debts and cover forecasted expenses for the next season.

## ARTICLE VI

### AMENDMENTS

These Bylaws may be amended at any PO meeting by a majority vote of those present in person or by proxy provided written notice of the intended amendment is mailed or delivered to the membership at least seven days prior to the meeting.