

# Mt. Clemens Hockey Association Constitution and By-Laws

Adopted: August 14, 1990  
Amended: September 14, 1998  
Amended: May 30, 2006  
Amended: September 12, 2007

## Article I – Name

The name of the Corporation will be The Mt. Clemens Hockey Association.

### Section 1 – Purpose

The purposes of the corporation are:

- A. To promote youth participation in ice-skating and ice hockey.
- B. To teach the basic skills of skating, stick handling, passing and the rules of hockey.
- C. To develop and encourage sportsmanship between all players for the betterment of their physical and social well being.
- D. To associate with other Ice Hockey Associations.
- E. To promote an instructional and recreational approach to the game of ice hockey.
- F. MCHA PROMOTES:
  - a. Equal participation for all athletes.
  - b. Instruction of basic hockey skills.
  - c. Recreational team play for fun.
  - d. Self-confidence and team spirit.
  - e. Fair play and good sportsmanship.
  - f. Balanced teams picked from rated drafts.
- G. To provide youngsters an affordable and enjoyable ice hockey association where all participants finish first.
- H. To in general, carry on any activity in connection therewith and incident thereto, not forbidden by and with all the powers conferred under the laws of the State of Michigan applicable to non-profit organizations.

## Article II – Organization

### Section 1 – Non-Profit.

This Corporation is organized as a State of Michigan non-profit Corporation upon a non-stock membership basis, not involving gain or profit for any of its members for a term of 30 years.

### Section 2 – Exempt Organizations.

This Corporation is organized, and shall be operated exclusively as an exempt organization under the provisions of subchapter F of the Internal Revenue Code of 1954, as amended and as may be hereafter amended from time to time.

### Section 3 – Use of Funds.

All funds or properties of this Corporation of whatsoever kind and nature shall be used and distributed exclusively for carrying out the purposes of the Corporation particularly set forth in Article I hereof.

### Section 4 – Dissolution.

In the event of liquidation or dissolution of this Corporation or in the event it shall cease to carry out any of its purposes, all funds and properties of the Corporation shall be distributed to such non-profit Corporations of like purpose or purposes as set forth in Article II hereof and as are exempt organizations as set forth in Section 2 of this Article II, as the Board of Directors of this Corporation may select and designate, and in no event shall any of the said funds or properties be distributed to any member or for any other use or purpose.

## Article III – Offices

### Section 1 – Registered Office.

The location and post office address of the registered office of the Corporation. The legal address of the Corporation is P. O. Box 46909, Mt. Clemens, MI 48046-6909. The primary place of business is 200 North Groesbeck Highway, Mt. Clemens, MI 48043.

## Section 2 – Other Offices.

The Corporation may also have an office or offices at such other places as the Board of Directors may from time to time appoint or the affairs of the Corporation may require.

## Article IV – Membership

### Section 1 – General Members.

The general members of this Corporation shall consist of all franchise holders, coaches, managers, parents and league officers. Each general member has the option to hold office within the Association. Each general member has one (1) vote in electing officers, or in decisions the board sees necessary to involve the general membership. In no manner shall a general member be granted two (2) votes due to an overlap of the above definition; furthermore, families shall share their one (1) vote to facilitate recording the vote and challenges of electors.

### Section 2 – Participating Members.

The participating members will consist of all players within the association, both team players and instructional players. They cannot vote in elections. As members they will receive the first option in returning to our league each season, when registered in a timely manner that is prior to the posted deadline.

### Section 3 – Honorary Members.

Honorary membership may be granted to persons upon the unanimous vote of the Board of Directors. Honorary members can vote in association elections, or in decisions that the board deems necessary to involve the membership.

### Section 4 – Omission of Liability.

No member or members shall be in any manner, individually or collectively, liable for any act or omission of this Corporation nor for any loss or damage occurring to any other member or to any other person, concern or body. (Liability insurance will be assumed for all Board Members each year.)

### Section 5 – Finances.

The operations and conduct of this Corporation shall be financed by regular membership fees, registration fees, due, association fund-raisers, voluntary contributions and incidental receipts. All membership fees and dues shall be fashioned in an amount the Board of Directors shall from time to time determine. The board may assess the general membership for extra funding, at any time during the fall season as they deem necessary. An explanation of any assessment must be sent in writing to the general membership prior to the board requesting any additional funds.

### Section – Board of Directors.

The Board of Directors shall consist of the following officers and be placed up for election in the odd and even numbered year:

President – ODD  
Vice President – EVEN  
Treasurer – ODD  
Registrar – ODD  
Ice Coordinator – EVEN  
Co-Ice Coordinator -- ODD  
Secretary – EVEN  
League Director – EVEN  
Instructional Director – EVEN  
Travel Director – ODD  
Bantam / Midget Director – ODD  
PeeWee Director – EVEN  
Squirt Director – ODD  
Mite Director – EVEN  
Mini-Mite Director – ODD  
ACE Coordinator – Appointment  
Mom's Club President – As elected by Mom's Club (Voting Member)  
Last Presiding President – 1 year (Non-Voting Member)

The above listed board positions will be opened for election (or reelection) in the designated odd or even years. Elections will be held in March of each year, with the new members taking office July 1. All general members

may seek any office at election time, except that of the presidency and the Treasurer. You must have spent the previous season in any other office to be elected president; you must meet the minimum qualifications of the Treasurer to seek that office.

## Article V – Team and Franchise Registrations.

### Section 1 – Franchise Applications.

Application for team franchises shall be filed in writing and signed by the applicant before:

- A. The February meeting for post season. (If association coordinates.)
- B. The March meeting for fall and winter unless otherwise specified by the board.

### Section 2 – Registration.

No team, player, coach or manager shall be registered nor maintain registration unless registered in good standing with USA Hockey and Michigan Amateur Hockey Association. Team registration with USA Hockey and M.A.H.A. shall be made annually through the league not less than ten (10) days prior to the commencement of the league season.

#### 2.1 – Affiliate Agreement

##### A. Preeminence

The Mt Clemens Hockey Association, its Board of Directors, and its members shall abide by and act in accord with the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of, and such documents and decisions shall take precedence over and supersede all similar governing documents and/or decisions of the Affiliate. Further, Affiliate (i) shall assist in the administration and enforcement of the provisions of the By-Laws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of MAHA, within and upon its members and/or within its jurisdiction.

##### B Indemnity

The Mt Clemens Hockey Association, Its Board of Directors, and its members shall indemnify and hold harmless MAHA, the Board of Directors of MAHA and each member thereof, the Executive Committee of MAHA, and each member thereof, councils and committees of MAHA and each member thereof, and all other elected, appointed, employed or volunteer representatives of MAHA from any and all claims, liability, judgments, costs, attorneys' fees, charges and expenses whatsoever, arising from the acts and omissions of Affiliate, except to the extent (i) that MAHA or its aforementioned representatives caused such claims, liability, judgments, costs, attorneys' fees, charges or expenses by their own intentional neglect or default or (ii) that such acts or omissions were the direct result of compliance with the Articles of Incorporation, By-Laws, Rules and Regulations, Playing Rules or decisions of the Board of Directors of MAHA. Further, the Affiliate understands and acknowledges that MAHA and its aforementioned representatives have assumed such assignment, function, office or capacity upon the express understanding, agreement and condition that they be so indemnified and held harmless to the extent described in this provision.

### Section 3 – Membership Non-Transferable.

No franchise or membership shall be transferred or assigned unless approved by the Board of Directors.

## Article VI – Board of Directors

### Section 1 – General Powers

The conduct and affairs of the Corporation shall be managed by the Board of Directors.

### Section 2 – Voting.

- A. The Executive Committee of the Association is required to vote and approve all matters in regards to the operation of the Mt Clemens Hockey Association. Each member of the Executive Committee will be entitled to one vote each on all matters presented for approval to the general board of directors pertaining to any association action. The Executive Committee vote on required presentments will determine passage or denial based on a majority (51%) of the voting Executive Committee members. Proxy votes must be submitted in writing and approved by the President prior to the start of any Board of Directors or general meeting.
- B. The MCHA Board of Directors may initiate a request to overturn a passage or denial of an issue voted on by the Executive Committee by the following means:

- (1) Each MCHA Board Member is entitled to be counted as one vote on any given issue presented as a "request to overturn".
- (2) The issue must be presented with a motion and an appropriate second by a sitting board member.
- (3) Voting will be initiated by the President of the MCHA and in accordance with guidelines set forth.
- (4) Approval to "overturn" an issue will be deemed passed by a 2/3 majority vote of all active board members.
- (5) Presentments that are "overturned" can be represented by the Executive Committee in amended form.

### Section 3 – Executive Committee

The Executive Committee shall be comprised of the following sitting and active MCHA Board Members:

- (1) President
- (2) Vice- President
- (3) League Director
- (4) Travel Director
- (5) Ace Coordinator

### Section 4 – Annual Meeting.

The annual meeting of the Corporation shall be held at a convenient time, when and where adequate facilities exist. The right to vote at the annual meeting will be opened to the General Membership of the Mt. Clemens Hockey Association.

The Order of Business at the annual meeting shall be as follows unless otherwise specified:

- A. Roll call of all teams.
- B. Minutes of previous meeting.
- C. Treasurer's Report.
- D. Report of year's activities by league, travel, instructional, and MCHA Directors.
- E. New Business.

### Section 5 – Special Meetings.

Special meetings of the Board of Directors may be called by or at the request of the President, or any four (4) members of the Board of Directors. Notice of special meetings of the Board of Directors shall be given at least three (3) days prior to the meeting.

### Section 6 – General Board Meetings.

General meetings of the Board of Directors will be scheduled on a monthly basis. The day and time of these meetings will be decided by majority vote of the board. These meetings will consist of all matters regarding the Association.

### Section 7 – General Meeting Quorum.

- A. A quorum shall consist of two-thirds (2/3) of all members present at special meetings.
- B. A quorum shall consist of all members present at regular board meetings.

### Section 8 – Rules and Regulations.

The Board of Directors may from time to time adopt rules and regulations, not inconsistent with the Articles of these by-laws, as it may deem advisable.

### Section 9 - Publication of Constitution and By-Laws

The Board of Directors shall annually make available to its members, upon request, copies of its constitution, By-Laws and other governing documents, and all amendments thereto.

### Section 10 - Equal Opportunity

The Board of Directors must provide an equal competitive opportunity, taking into account ability, physical size and other athletic criteria, to amateur athletes, coaches, trainers, managers, administrators, and officials to participate, consistent with the requirements of the Amateur Sports Act of 1978, as amended, in amateur athletic competition without discrimination on the basis of race, color, religion, age, sex, or national origin.

### Section 11 - Grievance Resolution

The Board of Directors shall provide for the prompt and equitable resolution of grievances of its members, including fair notice and opportunity for a hearing to any amateur athlete, coach, trainer, manager, administrator, or official before declaring such individual ineligible to participate.

#### Section 12 - Insurance

The association agrees, at all times throughout the term of this Agreement, to be covered by the general liability insurance policy and the directors and officers' liability insurance maintained by USA Hockey. The Affiliate shall be informed of the limits of that policy, and of any changes to those limits which may be made by USA Hockey at its sole prerogative. Affiliate retains the right to obtain whatever additional insurance coverages it may desire, at its own expense, but agrees to name MAHA as an additional insured thereof. By purchasing and maintaining the aforementioned general liability insurance policy, MAHA does not assume, and indeed disclaims, any liability for any actions or omissions of Affiliate.

#### Section 13 - Abuse

The Board of Directors shall adopt policies prohibiting sexual and physical abuse which meet certain minimum criteria established by MAHA (subject to any contrary requirements contained in state or local law applicable to Affiliate).

#### Section 14 – Payment Policy

1. The annual association fee per player (“Association Registration Fee”) that guarantees placement of each registered player into the Draft process (House B, BB) must be paid in full and accompanied by all required and identified registration material contained in the player registration form by the deadline indicated in such registration. This deadline will be no later than August 1 prior to the upcoming hockey season that begins on September 1 of that same year.
2. The annual association fee per player is NON-REFUNDIBLE after the registration deadline of the season being registered for as identified in Section 14 -1.
3. Only requests for return of the annual association registration fee must be made in writing and be received prior to the start of the draft process for any given season. Requests will be reviewed individually and only considered if one of the following conditions exist;
  - A. Player has obtained a long term injury that prevents participation for the upcoming season with validated documentation.
  - B. Relocation of the family's residence to the extent that distance would prevent a logical participation within the association accompanied by validated documentation.
4. The annual association fee per player and all documentation indicated in section 14-1 must be received by all players participating and rostered on any Mt Clemens Hockey Association travel team by September 1<sup>st</sup> of any given playing season.

#### Article VII – Officers

##### Section 1 – Officers.

The officers of the Corporation shall consist of those listed in Article IV, Section 6 of these by-laws.

##### Section 2 – Nominations / Elections.

Nominations for election to the Board of Directors will be accepted in writing through December. The Officers of the Corporation shall be elected at the team banquets for a period of two (2) years beginning July 1. Each general member will receive one vote per office to be elected, as specified in Article IV, Section 1 of these by-laws.

##### Section 3 – Removal of Officers.

Any board officer can be removed from their position, with the recommendation of the Executive Committee and a 51% majority vote of the Board of Directors.

##### Section 4 – Removal of Franchise Holders or Team Staff.

Any Franchise Holder, coach, or team manager, may be removed from their position with the recommendation of the Executive Committee and a 51% majority vote of the Board of Directors.

##### Section 5 – Player Removal.

Players can only be removed from their team or the association with a recommendation of the Executive Committee and a 51% majority vote of the Board of Directors.

#### Section 6 – General Member Removal.

Any general member of the association can be removed from the association rolls as an active member, losing their rights to vote and possibly have their player (child) removed from the association as well. This is with the recommendation of the Executive Committee and a 51% majority vote of the Board of Directors.

#### Section 7 – Vacancies in Office.

Any vacancy of a board position will be filled by a 51% majority agreement of the Executive Committee for the remainder of the term of office.

#### Section 8 – Vacancy of Franchise Holder (House / Travel).

Any franchise vacated mid season, will be filled by a 51% board majority vote with the recommendation of the League Director and the respective division director.

#### Section 9 – Team Staff Vacancies (House / Travel).

Any franchise holder wishing to add to their staff after their team coaches and managers have been approved by the board must seek written approval from their division director.

#### Section 10 – Player Vacancies (House).

Any team wishing to add a player to their roster, at mid season, must seek approval from their respective division director and the Instructional Director (mini mite).

#### Section 11 – Player Vacancies (Travel).

Any travel team wishing to add to their roster at mid season must seek written approval from the Travel Director.

### Article VIII – Officers Duties

#### Section 1 – President.

- A. Presides at all meetings.
- B. Creates an Agenda for all General Meetings.
- C. Authority to call special meetings at his/her discretion.
- D. The authority to act upon situations arising from emergencies or questions that are not covered under these by-laws, until they may be acted upon by the board.
- E. The authority to represent the organization within the realm of organized hockey.
- F. Serve as Corporate Auditor.
- G. Authority to appoint committees for any association business.
- H. Shall sign all ice contracts submitted by the Vice President, or the Ice Coordinators.
- I. Will be the association's main spokesperson, in all issues involving the arena facility that the association contracts with.
- J. Shall sign, with the Treasurer, all instruments authorized to be executed by the Corporation by statute, these by-laws, or the board of directors, except in cases where signing shall be expressly delegated by the Board of Directors, these by-laws, or statute to some other office or agent of the corporation.
- K. May suspend a coach or manager until the board may rule on such matter.

#### Section 2 – Vice President.

The duties of the Vice-President shall be as follows:

- A. In the absence of the President, the Vice President shall have all the powers and perform all the duties of the President. May relieve officers, other than the President and Treasurer, of routine duties and details and serve in their place, if they are not available, with all their powers and duties.
- B. Shall serve as Corporate Auditor.
- C. Shall have the authority to determine, along with the President, situations arising from emergencies or questions that are not provided for in the Rules and Regulations or by-laws, until such time as they may be acted upon at a Board of Directors Meeting.
- D. Responsible, with the Ice-Coordinators, for obtaining all ice hours for the association.
- E. Responsible for the procurement of Association sweaters annually through a bidding process.
- F. May suspend a coach or manager until the board can rule on such matters.
- G. Must attend all general board meetings.

### Section 3 – Treasurer.

The duties of the Treasurer shall be as follows:

- A. Shall establish and maintain proper accounting records for the Corporation.
- B. Shall submit a written financial report at regularly scheduled Board of Directors meetings.
- C. Shall submit a financial report at the Annual membership meeting or at the request of any officer.
- D. Shall prepare the annual budget for the association.
- E. Shall sign, along with the President or Vice President, or authorized signer, all instruments authorized to be executed by the Corporation statute, these by-laws, or the Board of Directors, except in cases where the signing be expressly delegated by the Board of Directors, these by-laws, or statute to some other office or agent of the Corporation.
- F. Will make any and all bank deposits of association funds.
- G. Will keep all corporation accounts up to date.
- H. Will have available all records pertaining to the association, for any board members review, at all times.

The minimum qualifications of the Treasurer shall be as follows:

- A. An understanding of Generally Accepted Accounting Principals, evidenced through professional membership, or through employment in the field of Accountancy in such a position as Full Charge Bookkeeper, Assistant Controller, Controller, or similar position.
- B. Participate in a discussion with the current Treasurer and/or President, prior to the acceptance of his or her nomination for the position. Such discussion will detail the job duties of the Treasurer and the prospective nominee's ability to faithfully discharge said duties.
- C. Be bondable.

### Section 4 – League Director.

The duties of the League Director shall be as follows:

- A. In the absence of the President and Vice President shall have all the powers of the President or Vice President.
- B. Shall preside at coaches meetings, schedule meetings and create agenda.
- C. Shall research, with the help of the division directors, the best-suited franchise applicants in both house and travel and present these findings to the board for their approval.
- D. Shall create a list of draft rules, update them yearly for board approval, and then submit them to MAHA before the draft.
- E. Create along with the division directors, both house and travel, a list of criteria that all franchise holders and their staff must adhere to, and update it yearly.
- F. Each season shall inform MAHA that our association will participate in District Playoffs at seasons end.
- G. Help division directors set up and staff draft evaluation skate each year.
- H. Oversee all division drafts, and see that draft rules are adhered to.
- I. Responsible for creating equal teams in all divisions.
- J. Authority to suspend any association member until the board can act on said matter.
- K. Accept all written complaints from the division directors and act accordingly.

### Section 5 – ACE Coordinator

The Association Coaching and Education (ACE) Coordinator is an experienced individual with a strong coaching background who serves as the administrative link to USA Hockey and its Coaching Education Program (CEP). In their role, ACE Coordinators organize and manage many CEP requirements, assist the local association in the development of a well-trained coaching staff, promote parent education and provide clear goals and objectives for player skill development.

The ACE Coordinator is an individual within a local association who has a strong coaching background, hockey knowledge and commitment to the sport. This person must possess strong communication skills, be able to create goals and objectives, and affirm that the coaches within the association clearly understand their responsibilities. Furthermore, this person must be able to communicate a long-term vision of these goals and objectives and be able to "sell" these to the association. As part of the communication skills needed, the ACE Coordinator must be comfortable teaching coaches, players, parents and association board members. The teaching environment is in the meeting room as well as on the ice. Effective administrative skills are essential to ensure that the association coaches meet the CEP certification requirements and, if necessary, will attend the CEP Clinics to obtain the proper certification. This person must have a strong inclination toward skill development of players in the association and exhibit a "love of the game."

Since most local associations are volunteer-based, the ACE Coordinator should be comfortable working in this type of environment. Patience is a critical component, as well as an understanding of the time needed to execute the long-term vision of age-appropriate skill development in youth hockey. The expectation is that the ACE Coordinator commit to a multi-year appointment. This assures continuity with effective management of a sustained focus on the goals and objectives of USA Hockey at the local association level.

Minimum requirements to perform ACE Coordinator duties:

- A. Communicate certification requirement to association coaches.
- B. Ensure compliance with USA Hockey certification levels.
- C. Communicate with the District and USA Hockey on all issues related to coaching at the local association level.
- D. Deliver Parent Education Programs to the association.
- E. Encourage associations to implement the USA Hockey Initiation Program.
- F. Encourage associations to implement the USA Hockey Cross-Ice Program.
- G. Communicate USA Hockey's Player Development opportunities to players, parents and coaches.
- H. Ensure that the association is promoting age-specific skill development in all of their programs.
- I. Organize and develop workshop clinics for coaches.
- J. Additionally, at the discretion of the local association, the ACE Coordinator could handle some or all of the following job responsibilities:
- K. Establish and maintain a resource center for coaches, players and parents that would include all available USA Hockey materials.
- L. Oversee the recruitment, selection, training, evaluation and discipline of coaches.
- M. Develop and manage the player selection process for the association.
- N. Develop a teaching and practice-planning curriculum for the coaches.
- O. Plan, organize and execute periodic skills workshops for coaches and players.
- P. Evaluate practice sessions and provide feedback to coaches to improve the coaching capability of local association coaches.

The ACE Coordinator reports directly to the local association board and through a multi-year appointment by that board, with reporting responsibilities to the Coaching Education Program ACE District Administrator. Each USA Hockey District will have an ACE District Administrator. Each local association must appoint an individual to be their association's ACE Coordinator and notify the District ACE Administrator of that appointment. Depending upon the organizational structure of the District, there could be additional ACE Coordinators appointed to assist in the management of the local ACE Coordinators. That determination would be the responsibility of the District Coach-in-Chief and the District ACE Administrator.

#### Section 6 – Co-Ice Coordinators.

The duties of the Co-Ice Coordinators shall be as follows:

- A. Responsible, with the Vice President, for obtaining all ice hours for the association
- B. Shall coordinate the scheduling and re-scheduling of league ice time at all arenas that the association may contract with.
- C. Shall provide a schedule encompassing all practice ice, league and playoff ice as required.
- D. Will see that any association ice is distributed equally and fairly to all teams.
- E. Shall prepare ice bills for all Association teams; and, assist the Treasurer and division directors in verifying monthly ice bills for accuracy.
- F. Shall coordinate ice for summer clinics, fall program, and post-season practice.
- G. See that all franchise holders receive and use re-schedule forms and keep the arenas up to date on any and all changes.
- H. See that each board member has an updated copy of the entire league schedule and keep them informed as to the changes.

#### Section 7 – House Division Directors / Travel Director.

The duties of the travel director are as follows:

- A. See that all team ice bills are compiled mailed and moneys are collected on a monthly basis.
- B. Schedule and chair regular coaches meetings.
- C. Assist the League Director in determining the franchise holders that will be awarded in each division.
- D. Handle all parent, franchise holder, coach, manager, or player concerns in their respective division.

- E. Assist Co-Ice Coordinators in seeing that arena is updated to all ice changes with forms they provide divisions.
- F. Assist the League Director in coordinating the draft skate, and the team draft in their respective divisions.
- G. Report any inappropriate conduct by any association member in writing.
- H. Maintain files on all teams and their staff throughout the season.
- I. Step in anytime there is a confrontation involving anyone in our Association, no matter what division they are in.

#### Section 8 – Instructional Director.

The duties of the instructional director are as follows:

- A. Shall operate a quality instructional program for the association.
- B. Shall submit a financial report for instructional program semi annually and present to Board of Directors.
- C. Shall be responsible for all Instructional league equipment.
- D. Shall provide a post season league draft if needed.
- E. Shall coordinate a tier 2 division if there are enough players and ice time allows.

#### Section 9 – Registrar.

The duties of the Registrar are as follows:

- A. Shall, with assistance, record the receipt of registrations and maintain a current count of registrations by division.
- B. Shall assist the President and the League Director determine the proper number of House teams to be formed for the upcoming season.
- C. Shall teach new coaches the proper procedure for registering teams with USA hockey and hold a clinic if necessary.
- D. Shall see that all teams are registered with USA Hockey each new season.
- E. Shall help team's roster and or re-roster during the season as necessary.

#### Section 10 – Mom's Club Representative.

Shall keep the Board of Directors informed regarding all Moms' Club activities, provide semi-annual financial statements, and submit for board approval all fundraising activities of the Mom's Club.

#### Section 11 – Secretary.

The duties of the Secretary are as follows:

- A. Shall take minutes at all Board of Director Meetings, and distribute copies to all directors seven (7) days prior to the next meeting date.
- B. Shall see that all notices are duly given in accordance with the provisions of these by-laws and as required by law or the rules and regulations.
- C. Shall keep on file copies of all meeting minutes and agendas.
- D. Shall work with the Blade staff to inform league membership in a timelier manner.

#### Section 12 – Last Presiding President.

Shall serve as a non-voting member of the board of Directors for one year after his/her term has expired.

#### Section 13 – Board of Directors.

The duties of the Board of Directors shall be as follows:

- A. The Board of Directors shall possess and exercise the authority of the Board in the management of the affairs of the Corporation between meetings of the Board of Directors.
- B. Shall be responsible for the enforcement of all league rules and regulations.
- C. Shall have the authority to suspend any officer, coach, manager, or player for conduct detrimental to hockey, either on or off the ice, including abusive language to game officials or officers.
- D. Shall be responsible for all rule interpretations and shall introduce propose rule changes.
- E. All MCHA team franchises must be reviewed and approved by the Board of Directors.
- F. Shall have the power to suspend any player for lack of payment of monthly ice fees at their discretion.

### Article IX – Contracts, Checks, Deposits and Funds

#### Section 1.

All checks, drafts or orders for the payment of money, notes other evidence of indebtedness issued in the name of the Corporation shall be signed by such officer or officers, agent or agents of the Corporation in such a manner as shall be from time to time determined by resolution of the Board of Directors.

Section 2.

All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks or other depositories as the Board of Directors shall elect.

Section 3.

The Board of Directors may accept, on behalf of the Corporation, any contributions, gifts, bequests or devices for the general purposes or for any special purpose of the Corporation.

Section 4.

All checks paid to the Association shall be made payable to the Mt. Clemens Hockey Association.

Article X – Books and Records

Section 1.

The Corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of the Board of Directors meetings, and shall keep a record listing of the names and addresses of the members. All books and records of the corporation may be inspected by any Director for any proper purpose at any reasonable time.

Article XI – Fiscal Year

Section 1.

The fiscal year of the Corporation shall begin the first day of April and end on the last day of March in the following year.

Article XII – Amendments

Section 1 - Adoption

A. The by-laws may be altered, amended or repealed and new by-laws may be adopted by a majority of the Board of Directors at any regular or special meeting, if at least three (3) days written notice is given of the intention to alter, amend, repeal, or to adopt new by-laws at such meeting.

B. Any amendment to the by-laws shall be made known at the next Board and General Meeting following the by-law change.

Section 2 – Affiliate Agreement

The Board of Directors shall adopt, as amendments to its By-Laws or as official policy, the existing or amended principles set forth in acceptable and participating "Affiliate Agreements" within 180 days of the date of execution of any such "Affiliate Agreement". It shall be a condition of the continuation of the grant of affiliate status contained herein for Affiliate to deliver, upon request, written proof of such adoption to MAHA. If Affiliate does not adopt the foregoing principles as required herein, its members shall not be entitled to the benefits of membership in MAHA.

Article XIII – Franchise Holder Duties

Section 1 – Franchise Holder Responsibilities – (House) (Travel)

- A. Shall re-apply and be reviewed each new season before being awarded a franchise by the board, using association applications only.
- B. Franchise holders shall create and follow a detailed list of team rules, and submit a copy to their division director before parent meeting.
- C. Hold a team parent meeting, and supply each parent with an approved list of team rules before their first scheduled practice.
- D. Inform division director of team parent meeting, date and time.
- E. Shall follow all draft rules and conduct themselves in a professional manner at the draft.
- F. Shall have a written financial statement regarding team funds, distributed monthly to the parents and division directors.

- G. Shall inform their director and players parents in writing as to any disciplinary actions bestowed on any team player or staff member.
- H. Shall assist at league functions from time to time.
- I. Shall continuously carry a minimum of 15 skaters and 1 goalie, as available, throughout the season, or until the re-roster deadline. (House only)
- J. Shall acquire any additional players needed from the association instructional division, whenever possible. (House only)
- K. Shall issue a players release whenever a parent/player requests such and inform the division director in writing.
- L. Attempt to acquire additional players from the association house teams, whenever possible. (Travel only)
- M. Treat arena staff and on ice officials in a professional manner at all times, and, observe arena curfews and rules at all times.
- N. Inform division directors of final game/practice schedule before teams first regular season game.
- O. Inform division director of all scheduled scrimmages, prior to regular season play.
- P. Use ice change forms.
- Q. Treat each player equally in regard to instruction, game ice time, and all team affairs.
- R. Excuse any player from practice who calls. (None mandatory)
- S. Any travel team established before the 1995/96 fall season shall roster a minimum of 25% MCHA returning players at all times.
- T. Any travel team established after the 1994/95 fall season will carry a minimum of 75% MCHA returning players at all times.

#### Mount Clemens Hockey Association Membership Agreement

As a member of the Mt. Clemens Hockey Association, M.C.H.A. I, \_\_\_\_\_ agree to abide by all rules and regulations of M.C.H.A., Michigan Amateur Hockey Association, M.A.H.A., and USA Hockey. I agree to be an active participant in scheduled games, practices, team functions and association activities to the best of my ability. I understand that in accordance with M.C.H.A. rules, all dues and/or fees must be paid by the due date. Non-payment of any dues and/or fees will result in suspension from team participation and termination of all membership privileges. All dues and/or fees will be non refundable unless otherwise specified.

I, \_\_\_\_\_, parent/guardian of the above applicant, give M.C.H.A. my consent to the above membership agreement as outlined above. As a member of M.C.H.A., I assume all risks and hazards associated with the sport of ice hockey, therefore, I waive, release, absolve, indemnify, and agree to hold harmless the M.C.H.A., its officers, directors, sponsors, supervisors, coaches, assistant coaches, referees, managers, other participants and persons associated with M.C.H.A. for any and all claims arising out of injury to my child.

I/We have read this agreement and waiver in its entirety and accept and agree to all the terms and conditions stated herein.