



**BYLAWS
OF
SMITHTOWN/HAUPPAUGE
ICE HOCKEY CLUB, Inc.**

Amended : May 12 , 2022

ARTICLE I **OFFICE**

The principal office of the Corporation shall be P.O. Box 178 of Smithtown, New York 11787.
The Corporation may also have offices at other places.

ARTICLE II **GENERAL**

The Smithtown/Hauppauge Ice Hockey Club is established as a non-profit, volunteer organization whose sole purpose is to promote ice hockey for children residing in the Smithtown Central School District and Hauppauge Union Free District.

ARTICLE III **MEMBERSHIP**

A. Membership is restricted to:

1. Two parents and or/legal guardians per player.
2. Current season's coaches.
3. Membership year runs from tryout to tryout with all exiting seniors removed from membership after their season ends.

B. Meetings:

1. One meeting per year is required and will be scheduled within 60 days after tryouts. Date to be determined by the Executive Committee.
2. A quorum of five members is required at a meeting.
3. All voting will be decided by a majority of the members present at the meeting. In case of a tie vote, the president shall cast the deciding vote unless the position being voted on is for the President; in which case the Vice President shall cast the deciding vote.

ARTICLE III
MEMBERSHIP
(Continued)

4. Each vote by a member is considered a half vote whereas with 2 members representing 1 player would be 1 full vote. If a player is represented by 1 parent/legal guardian 1 full vote will be appointed. Members of multiple players will only hold the value of a half vote per parent/legal guardian. Each member must be in good standing (no suspensions or outstanding monies owed).
5. Elections of the Executive Committee shall be held at the Spring Meeting. No players may attend.
6. The Secretary shall notify all members of the time and place of a meeting at least four weeks prior to a meeting via email, posting on club website or social media. Any members that intend to run for a position that is up for election will be required to notify at least two board members in writing, stating which position the member intends to run for, **at least 2 weeks prior to the meeting**. In turn, the notified members will notify the rest of the Executive Committee of the member(s) running for the position(s) up for election.
7. **Spring meeting will serve only 2 main purposes**; First, an introduction of the Board members and to provide information to both applying and existing members about the upcoming season. Second, will be to cast an orderly vote on Executive Committee positions up for re-election that year (Definition of **Applying Member**- any parent or natural guardian who has completed the necessary paperwork required by SIHC, and whose child has attended the tryouts
8. In all other meetings other than the spring meeting, a motion from the floor, approved by a 2/3rd vote of members present, will allow the matter at hand to be presented to the board for consideration. No motion from the floor at the spring meeting may be considered.

C. Duties of the Members:

1. Elect members of the executive committee.
2. Engage in fund raising for the benefit of the Club.
3. Serve on subcommittees, as needed.

ARTICLE IV EXECUTIVE COMMITTEE

A. The Executive Committee shall consist of the following officers:

1. President
2. Vice President
3. Treasurer
4. Secretary
5. Technology Director

B. The following positions may also be appointed by President and/or Vice President not serving more than 1 year before reappointment:

1. Assistant Treasurer
2. Assistant Secretary

C. Suffolk County League Representatives:

1. The President shall serve as the Suffolk County League Representative I.
2. Suffolk County League Representative II and alternate shall be appointed from the Executive Committee by the President.

D. Elections:

1. The Executive Committee shall be elected from the general membership at the Spring Meeting.
2. No more than 1 member of a family may serve on the Executive Committee.
3. A member of the Executive Committee may not hold more than one position on the Executive Committee except for a parent/coach, who may serve as both Head Coach and one other Executive Committee position.
4. Terms:
 - a. Executive Committee members shall be elected for a term of two years.
 - b. Elections for the positions of President, Secretary, and Technology Director shall alternate years with Vice President, Treasurer, and Coaching Coordinator.
 - c. There is no limit to the number of terms.

ARTICLE IV
EXECUTIVE COMMITTEE
(Continued)

E. Executive Committee Meetings:

1. The Executive Committee shall meet quarterly, or as required.
2. A quorum of three Executive Committee members but no less than 50% of the Executive Committee is required at any meeting
3. Approval of all motions requires a 2/3 majority of the Executive Committee members who are present at the meeting.
4. Club members in good standing are permitted to attend only open meetings of the Executive Committee, but may not vote. (No players at all may attend).

F. Duties of the Executive Committee

1. Resolution of conflicts
2. Establish schedules and fees
3. Adhere to Suffolk County League Regulations
4. Appoint coaches and assistant coaches
5. Approve annual budget
6. Approve annual Treasurer's Report
7. Update the bylaws and policies, as needed
8. Fiduciary responsibility to act in the best interest of the club.

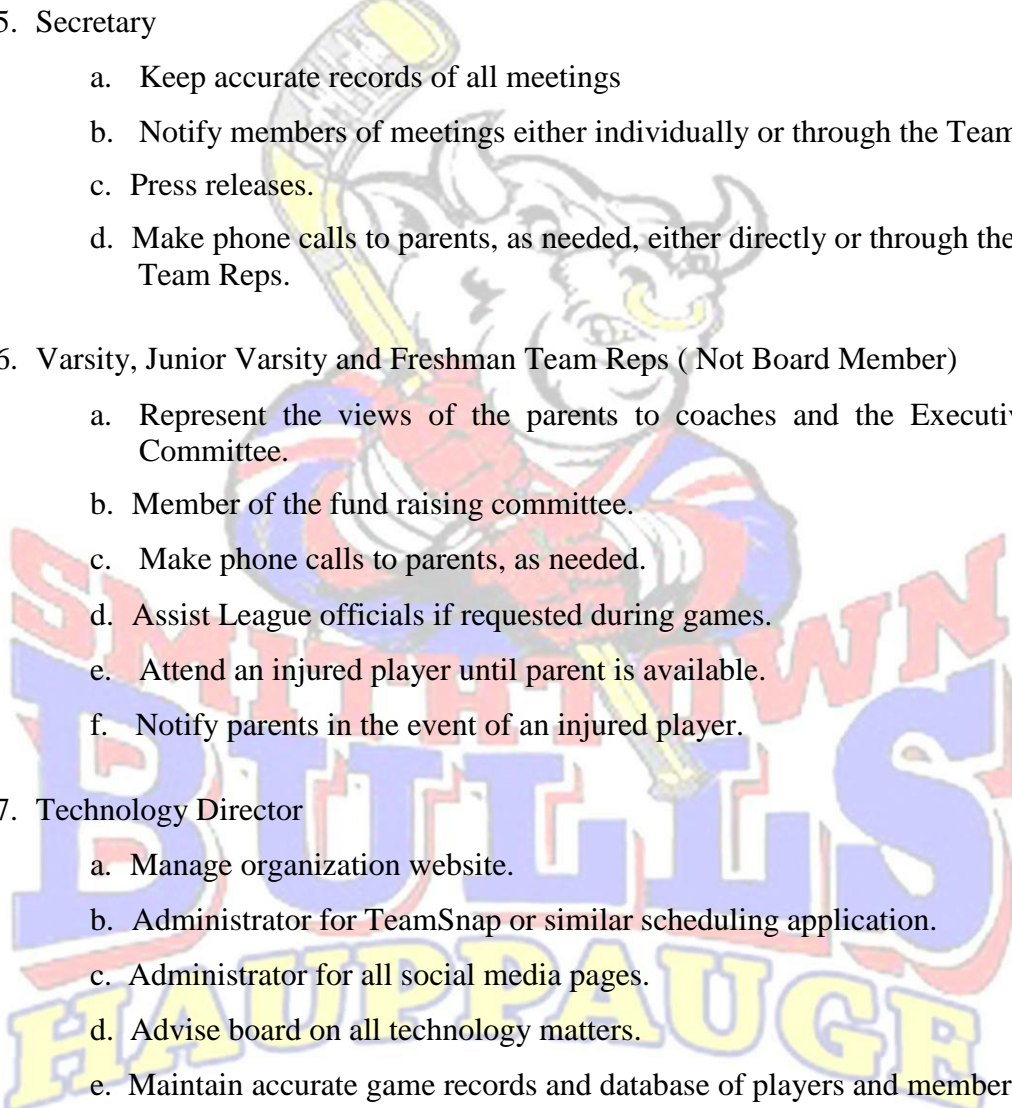
G. Duties of Officers

1. President
 - a. Preside over meetings of the members and meetings of the Executive Committee.
 - b. Serve as Suffolk County League Representative I, referred to as "General Manager." As such, he or she shall attend all meetings of the Suffolk County League as a voting member representing the Smithtown Ice Hockey Club.
 - c. Act as or appoint a liaison with schools.
 - d. Appoint committees, as required.

ARTICLE IV
EXECUTIVE COMMITTEE
(Continued)

- e. Along with the Team Reps, represent the views of the parents to the coaches and to the Executive Committee.
2. Vice President
- a. In the absence of the President, serves in capacity of the President.
 - b. Assist the President as needed.
 - c. Chair the discipline committee.
3. Suffolk County League Representatives (President or other appointed Board member)
- a. Attend League meetings as the authorized representatives of the Smithtown Ice Hockey Club.
 - b. Report on League meetings to the Executive Committee. Report to the general membership annually, or as required.
4. Treasurer
- a. Keep accurate records of all financial transactions.
 - b. Prepare annual financial report to the general membership.
 - c. Prepare annual budget and submit to the Executive Committee for approval.
 - d. Report to the Executive Committee all expenditures of \$100 or over and obtain approval of same.
 - e. Expenses of less than \$100 may be paid with the approval by the president either by E-Mail or written authorization.

ARTICLE IV
EXECUTIVE COMMITTEE
(Continued)

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5. Secretary
 - a. Keep accurate records of all meetings
 - b. Notify members of meetings either individually or through the Team Reps.
 - c. Press releases.
 - d. Make phone calls to parents, as needed, either directly or through the Team Reps.

 6. Varsity, Junior Varsity and Freshman Team Reps (Not Board Member)
 - a. Represent the views of the parents to coaches and the Executive Committee.
 - b. Member of the fund raising committee.
 - c. Make phone calls to parents, as needed.
 - d. Assist League officials if requested during games.
 - e. Attend an injured player until parent is available.
 - f. Notify parents in the event of an injured player.

 7. Technology Director
 - a. Manage organization website.
 - b. Administrator for TeamSnap or similar scheduling application.
 - c. Administrator for all social media pages.
 - d. Advise board on all technology matters.
 - e. Maintain accurate game records and database of players and members.
 - f. Provide game records, summaries, and club mailing list to members as required.

ARTICLE IV
EXECUTIVE COMMITTEE
(Continued)

8. Coaches (Not Board Members)

- a. Serve according to all Suffolk County League rules and USA Hockey rules as a leader and role model for the team, stressing good sportsmanship.
- b. Responsible for all decisions during a game regarding player conduct and ice time.
- c. Notify players of schedule.
- d. Serve on committee that determines the selection and placement of players.
- e. Attend an injured player until parent is available.
- f. Notify parents in the event of an injured player.
- g. Appoint Team Reps.
- h. Maintain attendance record for all practices and games.

9. Assistant Treasurer (Not Board Member)

- a. Aid the Treasurer, as needed.
- b. In the absence of the Treasurer, perform the duties required.

10. Assistant Secretary (Not Board Member)

- a. Aid the Secretary, as needed.
- b. In the absence of the Secretary, perform the duties required.

11. Advisors (Not Board Member)

- a. The Executive Committee may appoint advisors, as required.

H. The Executive Committee shall have the authority to make, alter or repeal, from time to time, By Laws of the Corporation except that the Board may not amend or repeal any By Laws in which control thereof is vested exclusively in the members.

I. In the event any of the Executive Committee positions become vacant, or if the duties are not being performed, any member of the Executive Committee shall have the right to motion for the removal or appointment of an individual by 2/3 majority vote of the executive committee.

ARTICLE V POLICIES

- A. Selection and placement of players shall be determined by head coaches, assistant coaches and President of the Smithtown/Hauppauge Ice Hockey Club.
- B. Selection of captains and assistant captains shall be by mutual agreement of the coaching staff.

Selection shall be based on a player's Character, skill, knowledge of the game and maturity.

The coach may replace a captain or assistant captain at any time during the season.

There are no captains or assistant captains during the spring season. The head coach will designate a player to act as captain during games if requested by the officials.

- C. Selection of All Star players, who represent the Smithtown/Hauppauge Ice Hockey Club in the County All Star Game, shall be based on skill and attitude. All-star players shall be selected by the coaching staff.
- D. While every attempt will be made to give fair ice time opportunities to each player, ice time is up to the discretion of the coaches.
- E. Good sportsmanship will be stressed at all times.
- F. Any questions regarding coaching decisions must be put in writing to the Executive Committee or coaches, as appropriate.
- G. Coaches may "bench" a player during a game. The coach will record the benching and report it to the Executive Committee, if requested.
- H. A player may be removed from a Smithtown/Hauppauge Ice Hockey Club team only after:
1. A verbal warning from the coach
 2. Written warning by certified mail from the Executive Committee to both the player and parents.
 3. If misconduct continues, a letter of dismissal by certified mail from the Executive Committee to both the player and parents.

A refund of fees will be determined by the Executive Committee.

ARTICLE V
POLICIES
(Continued)

- I. Reasons for removing a player from a team include, but are not limited to:
 - 1. Drinking alcoholic beverages, taking illegal drugs or other substance abuse.
 - 2. Abusive language to coaches, players, on/off ice officials, or opponents.
 - 3. Failure to attend practices or games without prior notification of the coach establishing the reason for non-attendance.
 - 4. Failure to abide by the disciplinary policies as presented by the coaches.
 - 5. Failure to respect other team members, coaches, organization and league members
 - 6. Failure to make payment in accordance with the billing schedule will result in suspension until rectified.

- J. Each player will comply with all USA Hockey and all Suffolk County League regulations concerning proper equipment worn on ice and on the bench at all times.

- K. The Smithtown/Hauppauge Ice Hockey Club team colors are red/white/blue jersey and socks, which are mandatory.

- L. Regarding an injured player unable to complete the season, the Club will refund payment if a replacement can be made and the fees will be on a pro rated basis.

- M. All players must sign a player's expectation form prior to start of the season.



ARTICLE VI AMENDMENTS

These bylaws and policies may be amended by a 2/3-majority vote of the Executive Committee.

The Executive Committee shall have the power to make, alter or repeal, from time to time, By Laws of the Corporation except that the Board may not amend or repeal any By Laws in Which control thereof is vested exclusively in the Members, if any By Laws are amended they Must be reflected onto organization website bylaws and discussed at next member board meeting.

