

***ANCHOR BAY HOCKEY CLUB  
BY-LAWS***

***Adopted June 24, 2002  
Revised April 1, 2008***

**Article I – Name  
Anchor Bay Hockey Club**

**Section 1 – Purpose**

The purposes of the Club are:

- A. To promote participation in ice skating and ice hockey.
- B. To teach the 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 high school ice hockey athletes.
- E. To promote an instructional and competitive approach to the game of ice hockey.
- F. Anchor Bay Hockey Club promotes:
  - 1. Equal participation for all athletes.
  - 2. Basic hockey skills for instruction.
  - 3. Competitive team play.
  - 4. Self-confidence and team spirit.
  - 5. Fair play and good sportsmanship.
- G. In general, to 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 Club is organized for the purposes outlined above and not for any purpose involving gain or profit for any of its members.

**Section 2 – Use of Funds**

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

### **Section 3 – Dissolution**

In the event “The Anchor Bay Hockey Club” cannot remain active due to lack of interest, loss of privilege to exist, replacement by another club and/or any other reason that effectively dissolves the Club, all assets shall revert to the Anchor Bay School Athletic Department.

## **Article III – Membership**

### **Section 1 – General Members**

The Club shall have two types of general members as follows:

A. Voting members which will include:

1. Members of the Board of Directors.
2. Parent(s) of player in good standing on team
3. Past President of the Club.

B. Auxiliary members who shall enjoy all membership rights, except they shall have no vote in matters before the Club and who shall include the following:

1. Coaches, Manager, Volunteers.
2. Individuals who contribute their time, energies, or monies to the betterment of the Club.

Each general member has the option to hold office within the Club. There will be no more than one (1) vote per family in electing officers or in decisions where the Board deems necessary to involve the general membership. Individuals' membership in the Club will begin at the time they join the Club as a result of election, appointment, contribution as noted above, or rostering of their child with the Club (i.e. on a Anchor Bay Hockey team) and will end on April 30<sup>th</sup> each year.

### **Section 2 – Participating Members**

The participating members will consist of all players on the Anchor Bay Junior Varsity or Varsity Hockey team. Players will not have voting privileges.

### **Section 3 – Omission of Liability**

No member, general member, voting member, participating member or director shall be in any manner, individually or collectively, liable for any act or omission of this Club nor liable 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 4 – Finances**

The operations and conduct of this Club shall be financed by regular membership fees, registration fees, dues, club 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 necessary for the successful operation of the Club. The Board may assess the general membership for extra funding at any time during the 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. \*Monthly ice bills are due by the 1<sup>st</sup> of the month. If not paid by the 10<sup>th</sup> of the month, player is subject to suspension from the team until dues are paid as determined by Board.

If the parent of a player has a history of delinquent payments, the Board may, in its discretion, require that parent to pay the player's entire ice bill and program obligations (or any portion thereof that it deems appropriate) prior to the start of the season.

### **Section 5 – Board of Directors**

The Board of Directors shall consist of the following officers.

#### Odd

President  
Treasurer  
Public Relations Representative

#### Even

Vice President  
Secretary  
Team Manager  
Fund-Raising Representative

The above listed board positions will be open for election (or re-election) in the designated odd or even years. Elections will be held in March of each year at the general membership meeting with any new officers taking office May 1. All general members, with the exception of Coaches, may seek office at election time except the office of president. You must have spent the previous year as Vice President, Secretary or Treasurer to be considered for the position of president.

### **Article IV – Team Registration**

#### **Section 1 – Registration**

No team, player, coach, or manager shall be a member of this Club unless registered in good standing with the Michigan High School Athletic Association (MHSAA). Team registration with MHSAA shall be made through the league not less than ten (10) days prior to the commencement of the league season.

### **Article V – Board of Directors**

#### **Section 1 – General Powers**

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

#### **Section 2 – Voting**

Each director shall be entitled to one vote on each matter before the Board of Directors. Proxy votes must be submitted in writing and approved by the Board of Directors prior to the start of any Board of Directors or general meeting.

### **Section 3 – Annual Meeting**

The annual meeting of the Club shall be the first Board of Directors meeting held in May or at some other time as the Board deems appropriate. The right to vote at the annual meeting will be open to the General Membership of the Anchor Bay Hockey Club.

The order of business at the annual meeting shall be as follows unless otherwise specified:

- A. Roll call.
- B. Minutes of previous meeting.
- C. Treasurer's report.
- D. Report of year's activities.
- E. New business.

### **Section 4 – General Membership Meetings**

The President or any four (4) members of the Board of Directors may call a meeting for all members of the Anchor Bay High School Hockey Team as deemed necessary. Notice of these meetings shall be given at least seven (7) days notice prior to the meeting.

### **Section 5 – Board Meetings**

General meetings of the Board of Directors will be scheduled on a monthly basis. The Board reserves the right to call special meetings as necessary. The day and times of these meetings will be decided by a majority vote of the Board. These meetings will consist of all matters regarding the Club.

### **Section 6 – Meeting Quorum**

A quorum shall consist of a majority of all Board Members in attendance at the meetings.

### **Section 7 – Rules and Regulations**

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

## **Article VI – Officers and Members**

### **Section 1 – Officers**

The Officers of the Club shall consist of those listed in Article III, Section 5, of these by-laws.

## **Section 2 – Nominations/Election**

Nominations for election to the Board of Directors will be accepted in writing through February. The Officers of the Club shall be elected at the March election meeting for a period of two (2) years beginning May 1. Each general member will be allowed one vote per office to be elected. No family shall have more than one vote.

## **Section 3 – Removal of Officers**

Any board officer can be removed from their position upon the recommendation of the President or Vice President and after a majority vote of the remaining Board of Directors.

## **Section 4 – Player Removal**

Players can only be removed from the team with a recommendation of the Head Coach, President, or Vice President and with a majority vote of the Board of Directors. The decision to remove a player from the team may be reviewed by the High School Principal or Athletic Director.

## **Section 5 – General Member Removal**

Any general member of the Anchor Bay Hockey Club can be removed from the roll as an active member, losing their right to vote and possibly have their player (child) removed from the team as well. This is with the recommendation of the Head Coach, President, or Vice President and a majority vote of the Board of Directors. This recommendation will be taken to the Anchor Bay High School Principal or Athletic Director.

## **Section 6 – Vacancies in Office**

Any vacancy of a Board position will be filled by agreement of the President and Vice President for the remainder of the term of office.

# **Article VII – Officers' Duties**

## **Section 1 – President**

The duties of the President shall be as follows:

- A. Presiding at all meetings.
- B. Create 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 Club auditor.
- G. Authority to appoint committees for any Club business.
- H. Shall sign all ice contracts.

- I. Shall sign, with the Treasurer, all instruments authorized to be executed by the Club pursuant to 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 Club.
- J. Will be the Club's main spokesperson in all issues involving the arena facility that the Club contracts with.

### **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 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.
- C. Shall sign, with the Treasurer, all instruments authorized to be executed by the Club pursuant to 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 Club.
- D. Shall attend all Board meetings.

### **Section 3 – Treasurer**

The duties of the Treasurer shall be as follows:

- A. Shall establish and maintain proper accounting records for the Club.
- 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 an annual budget for the Club.
- E. Shall sign, along with the President or Vice President, or authorized signer, all instruments authorized to be executed by the Club pursuant to 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 Club.
- F. Shall attend all Board meetings.
- G. Will make any and all bank deposits of Club funds.
- H. Will keep all Club accounts up to date.
- I. Will have available all records pertaining to the Club for any board member's review at all times.
- J. Will maintain all financial records and receipts on file for auditing purposes.
- K. Will provide monthly itemized financial statements to each general member.

#### **Section 4 – Manager**

The duties of the Manager are as follows:

- A. Shall teach new coaches the proper procedure for registering teams with MHSAA.
- B. Shall see that all teams are registered with MHSAA each new season.
- C. Shall help teams roster and/or re-roster during the season if necessary.
- D. Shall coordinate the new season registration.
- E. Shall attend all Board meetings.
- F. Shall handle the functions of the Club.
- G. Provide arena with ice schedule.

#### **Section 5 – Secretary**

The duties of the Secretary are as follows:

- A. Shall take minutes at all Board of Directors meetings and distribute copies to all directors prior to the next meeting date.
- B. Shall see that all meeting 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 maintain copies of all meeting minutes and agendas on file.
- D. Shall provide meeting notices to all members.
- E. Shall attend all Board meetings.

#### **Section 6 – Public Relations Representative**

The Public Relations Representative shall keep the Board of Directors informed regarding all publicity activities, sponsorships, and/or contributions/donations, submit all public relations activities of the Anchor Bay Hockey Club for Board approval, shall act as interim Fund Raising Representative in the absence of same, and shall attend all Board meetings.

#### **Section 7 – Fund Raising Representative**

The Fund Raising Representative shall keep the Board of Directors informed regarding all fund-raising activities, provide semi-annual financial statements, submit all fund-raising activities of the Anchor Bay High School Varsity Hockey Team for Board approval, shall act as interim Public Relations Representative in the absence of same, and shall attend all Board meetings.

#### **Section 8 – Last Presiding President**

The last presiding President may serve as a voting member of the Board of Directors until a new past president becomes available with the election of a new President.

### **Article VIII – Contracts, Checks, Deposits, and Funds**

**Section 1**

All checks, drafts, or orders for the payment of money, notes, or other evidence of indebtedness, issued in the name of the Club shall be signed by such officer or officers, agent or agents of the Club 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 Club shall be deposited from time to time to the credit of the Club in such banks or other depositories as the Board of Directors shall select.

**Section 3**

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

**Section 4**

All checks paid to the Anchor Bay Hockey Club shall be made payable to the same.

**Article IX – Books and Records**

**Section 1**

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

**Article X – Fiscal Year**

**Section 1**

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

**Article XI – Amendments**

**Section 1**

These by-laws may be altered, amended, or repealed and new by-laws may be adopted by a majority vote of the Board of Directors at any regular or special meeting if at least seven (7) days written notice is given of the intention to alter, amend, repeal, or to adopt new by-laws at such meeting.

**Section 2**

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

**Anchor Bay High School Hockey Team Membership Agreement**

As a member of the Anchor Bay High School Hockey Team, I, \_\_\_\_\_, agree to abide by all rules and regulations of Anchor Bay High School Hockey Team and the Michigan High School Athletic Association (MHSAA). I agree to be an active participant in scheduled games, practices, team functions, and club activities to the best of my ability. I understand that, in accordance with Anchor Bay High School Hockey Team 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 Anchor Bay High School Hockey Team my consent to the above membership agreement as outlined above. As a member of Anchor Bay High School Hockey Team, 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 Anchor Bay High School Hockey Team, its officers, directors, sponsors, coaches, assistant coaches, referees, managers, Anchor Bay school administrators and employees, and other participants and persons associated with Anchor Bay High School Hockey Team for any and all claims arising out of emotional and/or physical 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.

\_\_\_\_\_  
Signature/ Player

\_\_\_\_\_  
Signature/ Parent or Guardian