

By-Laws

Revised Winter 2011

Introduction from the RVHA Board of Directors:

Whether you are new to the Rogue Valley Hockey Association (RVHA) Program, or have long been involved with RVHA hockey, we believe the information contained here will be invaluable. The purpose of this booklet is to familiarize you with the policies, procedures, expectations and guidelines of the RVHA.

It is our hope that your son or daughter will enjoy their hockey experience. Since you are an integral part of that experience, we want you to enjoy it as well. In order for that to happen, we want you to have as much information as possible regarding the working of our program.

The RVHA is proud of the dedication and hard work that our volunteer coaches, manager, tournament directors, board members and hockey parents provide. We are all in this together to provide a great experience for our kids and recognize the need to be flexible and adaptive to a changing membership over time. Because this is an all volunteer organization, we ask that everyone treat each other with respect, honesty, and integrity. This is a team effort, and as a team we can succeed.

We also know that as good as our organization may be, we need input and suggestions, and always strive for improvement. Change is inevitable and we hope that as new ideas come forward that we also retain and respect the hard work of those that have developed and maintained the organisation before us.

Please feel free to contact a Board Member with your feedback regarding this guide or any aspect of Rogue Valley Hockey.

Thank you for being a part of the Rogue Valley Hockey tradition.

RVHA HISTORY/PHILOSOPHY

The USA Hockey Rogue Valley Hockey Association (RVHA) was organized in 1997, by an enterprising group of local hockey enthusiasts, parents of players and sponsors. Many of those original members are still active in the hockey community locally and across the state. The Association, which is all volunteer, was accepted and sanctioned into USA Hockey through the State affiliate of Oregon State Hockey Association in the greater Rogue Valley, and works in partnership with The Rrink and other Associations across the state to provide competitive hockey programs at a range of levels.

Prior to 1995, there was no youth hockey program like it in the Rogue Valley. From 1997 through 2004, and 2006 through the present, the RVHA fielded house and travel teams from Mites through Midgets, and a High School program which was established in 2003.

Travel Program: The travel teams were known as the Rogue Valley Stars, and carried the name proudly into venues in Oregon, California, and Washington. A hiatus from travel hockey occurred in 2004-2006 due to low membership. At this same time, the high school program was growing from three schools to six different teams, including exhibition teams.

In the 2006-2007 season, the Southern Oregon Stars were once again formed and represented RVHA with players from the Rogue Valley and the Klamath Basin on a Midget team. That year RVHA also sanctioned Bantam and Squirt teams known as the Jr. Summits, as players involved in the Rrink's house program developed into competitive travel level teams.

The first high school teams were organized in 2003, with the help of the players/parents and four local high schools, Ashland HS, Crater HS, and South Medford HS. North Medford HS players played for South in the first season. In 2004 the North Medford HS team joined the league, along with the Klamath Falls Ice Hawks. The Klamath Falls Ice Hawks were a team within the RVHA for the purposes of high school hockey until the Klamath Ice Sports organization formed their own USA Hockey Association in 2008.

The High School program has grown to include teams from neighboring associations, both in conference and non-conference status. Generally six teams are scheduled for the 3 month season.

The impact of these programs was felt when for two years RVHA did not field any travel teams (2004-2005 and 2005-2006 seasons). Players who were not yet in High School were able to play in a House program through The RRRink, a program not affiliated with USA Hockey, The High School program was the only USA Hockey sanctioned program RVHA sponsored those two years. By 2007, the travel program was rejuvenated with experienced players from the HS and house programs, and RVHA fielded Midget, Bantam, Pee Wee and Squirt teams which continues through the present.

In 2007, the inaugural season of a Junior hockey team, the Rogue Valley Wranglers, brought a whole new level of hockey to the valley, recruiting two of RVHA's youth players that first season. Three years later, many of the RVHA High School and youth travel players now play Junior or college hockey, or upper level AA, across the west.

Because our player base is small, drawing from a regional population of less than 250,000, the competitive level of the RVHA travel teams has varied. Teams are initially categorized as "B" and "C" levels for all age brackets. Due to the wide variety of skills held by both the players and coaches, RVHA is not always in a position to offer a travel team at all age brackets, and/or high school. The number of teams also varies each year depending on coaching and player availability. In some years, players have been allowed to play up an age bracket when a team in their age bracket was not formed. Players from the area may also be "released" to play for other associations when no team is present, or for a higher level experience that could not be experienced locally.

The High School program is generally considered a "House C" HS level due to the infusion of brand new players each year to each team. However, each High School team could be said to have 2-5 high level players on their rosters each year as well.

The RVHA operates under the guidelines of the Oregon State Hockey Association and USA Hockey. Teams represent Rogue Valley in regional and state competition. Since 1997, our teams have honored the Rogue Valley program with numerous State Championships. Banner commemorating these competitions hang from the beams in The RRRink. The Championship flags may be seen hanging over the ice. Players who have come up through the RVHA program have gone on to play college and Junior Level hockey across the US.

BY-LAWS OF THE
ROGUE VALLEY HOCKEY ASSOCIATION

NAME OF CORPORATION: The Rogue Valley Hockey Association hereafter referred to by official abbreviation RVHA. RVHA is a not-for-profit 501c (3) organization both independently and under the auspices of OSHA and USA Hockey.

ARTICLE 1: PURPOSE

This corporation shall be organized and operated exclusively for educational purposes as a qualified amateur sports organization, Subject to the limitations stated in the Articles of Incorporation, the purses of this corporation shall be to engage in any lawful activities, none of which are for profit, for which corporations may be organized under Chapter 65 of the Oregon Revised Statutes (or its corresponding future provisions).

This corporation's primary purposes shall be:

- To promote amateur youth and high school hockey in the Rogue Valley in compliance with the rules and regulations of the USA Hockey, the Oregon State Hockey Association, the Pacific District, and the Oregon School Activities Association (the OSAA") where appropriate.
- To develop and encourage good sportsmanship between players for the betterment of their physical, social, and mental well being.
- To teach youth to become more learned in the sport of hockey and the art of skating, thereby improving the standard of ice hockey in the State of Oregon.
- To provide an opportunity for youth to develop a set of values, such as: self-control, patience, courage, and teamwork.
- To associate with other ice hockey associations, statewide, nationally, and internationally.
- To provide youth and the citizens of the Rogue Valley with a set of safe and enjoyable experiences as well as an educational hockey experience.
- To do any and all acts desirable in the furtherance of the foregoing purposes.

ARTICLE II: RVHA LOCATION

Section 1. Location. The location of the “virtual” principal office of RVHA shall be at:

Southern Oregon Ice Arena, d.b.a.The RRRink
1349 Center Drive
Medford, OR 97501

Section 2. Mailing Address. The mailing address of RVHA will be:

Rogue Valley Hockey Association or RVHA
1314-B Center Drive #247
Medford. OR 97501-7941

ARTICLE III: MEMBERS

Section 1. Classes and Voting. There shall be two classes of members of this corporation, voting and non-voting. Each voting member shall be entitled to one vote on all matters for which a membership vote is permitted by law, the Articles of Incorporation, or the bylaws of this corporation.

Section 2. Qualifications. Voting members shall consist of all registered players at least eighteen years of age, all parents of registered players, and all coaches. Non-voting members shall consist of all registered players under the age of eighteen.

Section 3. Termination of Membership. Membership may be terminated by the Board of Directors after giving the member at least 15 days written notice by first class or certified mail of the termination and the reasons for the termination, and the opportunity for the member to be heard by the Board, orally or in writing, not less than five days before the effective date of termination. The decision of the Board shall be final and shall not be reviewable by any court.

Section 4. Transfer of Membership. No member can transfer a membership or any rights arising from membership.

Section 5. Annual Meeting. The Annual Meeting of the corporation shall be held at the conclusion of the hockey season, but no later than June 1 at a date and place designated by the Board.

Section 6. Special Meetings. Special meetings of the members may be called by:

- A. The President
- B. A majority of the Board of Directors
- C. At least five percent of the voting members of the corporation by a demand signed, dated, and delivered to the corporation's Secretary. Such demand by the members shall describe the purpose of the meeting. Such meetings will be held within thirty (30) days of the delivery of the proper petition to the President.

Section 7. Notice of Meeting. Notice of all meetings of the voting members shall be given to each member in one or more of the following methods:

(i) on the web page, (ii) by email, (iii) by written notification posted on the RVHA bulletin board or handed out at practices, or (iv) by telephone, at least 7 days before the meeting. The notice shall include the date, time, place, and purposes of the meeting if it is a Special meeting.

Section 8. Quorum and Voting. These votes represented at an annual meeting of members shall constitute a quorum. A majority vote of the members voting is an act of the members, unless, these bylaws or the law provide differently.

Section 9. Proxy Voting. There shall be no voting by proxy.

Section 10. Grievance Procedure for Registered Player. The grievance procedure for registered players and parents shall be as set forth in the Grievance Procedure adopted by the Board of Directors dated November 5, 2000, and may be amended from time to time, and which is attached to these Bylaws

ARTICLE IV: BOARD OF DIRECTORS

Section 1. Duties. The regular management of the corporation, in accordance with the procedures set by the corporation shall be vested in the Board of Directors (the "Board") who shall have the authority to do all things necessary for the orderly management of

the corporation. It shall be incumbent upon the Board to enforce the Article of Incorporation, the Bylaws and the Rules and Regulations for RVHA, The Oregon State Hockey Association, Pacific District, the OSAA (when appropriate), and USA Hockey at all times. The BOD sets Association policy, determines priorities, allocates duties, supervises Hockey director, Coach in. Chief. Operations Director, HS Program Director, Registrar, Risk Manager, and other appointed roles, provides for annual update of the By Laws, enforces Codes of Conduct, and Association Rules as necessary.

Section 2. Number. The number of Directors may vary between a minimum of three and a maximum of fifteen, such number to be set by the Board.

Section 3. Term and Election. The term of office for Directors shall be two years. The Board shall make provisions to stagger the terms of Directors so that each year the terms reflect as close as possible one half of Directors, with one half or less expiring each year. A Director may be reelected without limitation on the number of terms s/he may serve. The Board shall be elected by voting members at the Annual Meeting of the members.

A RVHA member must have one full hockey season of membership (September - March) in good standing in the corporation, prior to election and appointment to the Board.

The office of President shall be filled by persons with a minimum one-year previous RVHA Board position unless unusual circumstances or no nominees exist matching this criteria.

New Board members shall assume office on June 1st following the election.

Section 4. Conflict of Interest. No person who is an owner of or is employed by RVHA's home ice rink may be elected to the RVHA Board of Directors due to a conflict of interest. Exceptions may be granted by a majority vote of all members of the Board.

Section 5. Nominating Committee. Prior to March 1st of each year, the President may name, with Board concurrence, a nominating chairperson or committee of at least three persons. The purpose of this committee shall be to seek out, recruit and submit all nominees to the Board, for inclusion on the ballot. The Board shall present the approved

nominees by causing, such notice to be posted on the RVHA bulletin board. web page, or by email, no later than twenty one (21) days prior to the Annual Meeting.

Any voting member of the corporation may nominate a candidate(s) for office, other than those provided by the Board. They shall do so by placing the nominee's name on a nomination petition posted for that purpose on the RVHA bulletin board at least ten days prior to the Annual Meeting of the members, or by submitting the name of the nominee, with their concurrence. the Nominations Committee or Chairperson. Write-In nominees are also accepted during the election process.

Section 6. Removal. Any Board member that misses more than five. meetings within one year may, at the option of the Board have their position as a board member terminated. They shall remain on the Board until a replacement is found.

Any Director may be removed with cause, at a meeting called for that purpose, by a vote of a majority of the members entitled to vote at an election of Directors. Written notification shall be distributed by First Class United States Mail, email, at least fifteen days prior to such a meeting. The Board of Directors may also remove a Director, with cause, by a vote of the majority of Directors then in office.

Section 7. Vacancies. Vacancies on the Board of Directors occurring other than by the expiration of the term thereof, and newly created board positions will be filled by a majority vote of the Directors then on the Board of Directors, except that a Director shall not vote on that member's own position, The person so appointed shall hold office until the remainder of the term expires, and until his/her successor has been elected and has taken office.

Section 8. Quorum and Action. A quorum at a board meeting shall be a simple majority of the number of Directors on the current Board, or if no number is prescribed, by a majority of all Directors in office immediately before the meeting begins. If a quorum is present, action is taken by a majority vote of Directors present. Where the law requires a majority vote of Directors in office to establish committees that exercise Board functions, to amend the Articles of Incorporation, to sell assets not in the regular course of business, to merge, to dissolve, or for other matters, such action is taken by that majority as required by law. Once a quorum is present, action must be taken by at least a majority vote of the Directors present.

Section 9. Conduct of Meetings. All meetings of the membership or the Board shall be conducted in accordance with the most recent edition of "Robert's Rules of Order".

Section 10. Regular Meetings. Regular meetings of the Board of Directors shall be held at the time and place to be determined by the Board of Directors. No other notice of the date, time, place, or purpose of these meetings is required. Regular Board meetings are open to the members of the corporation, however members may not participate in debate or discussion unless invited to do so, nor may they interfere with the meeting in any way.

Notices of Board in meetings may be posted on the webpage or distributed by email. Generally, members may submit agenda Items for consideration of inclusion to the President or Secretary of the Board prior to the meeting. Because the meetings are open to all members, members may also ask to speak at a regularly scheduled meeting.

Section 11. Special Meetings. Special Meetings of the Beard of Directors shall be held at the time and place to be determined by the Board of Directors. A Special meeting may be called by a written request by any member of the Board. Notice of such meetings, describing the date, time, place, and purpose of the meeting, shall be delivered to each Director personally, or by telephone, or by mail, or email not less than two days prior to the special meeting.

Section 12. Meeting by Telecommunication. Any regular or special meeting of the Board of Directors may be held by telephone or telecommunications, as long as all Directors can hear each other.

Section 13. No Salary. Directors shall not receive salaries for their Board services, but may be reimbursed for expenses related to Board service, as approved by the Board President and Treasurer.

Section 14. Action by Consent. Any action required by Law to be taken at a meeting of the Board, or any action which may be taken at a Board meeting, may be taken without a meeting. If a consent in writing, setting forth the action to be taken, or so taken, shall be signed by all the Directors. Alternatively, any action which may be taken

at a Board Meeting may be taken by the affirmative email vote of a majority of the Directors.

ARTICLE V: COMMITTEES

Section 1. Executive Committee. The Board of Directors may elect an Executive Committee. The Executive Committee shall have the power to make on-going decisions between Board meetings and shall have the power to make financial and budgetary decisions. In the absence of an elected EC, the EC shall consist of the President, the VP, the Secretary, the Treasurer, and the hockey Director. If requested for specific actions, The EC may include the Operations Director, High School Program Director or Travel Program Director if appointed, and/or Coach in Chief if they are elected Board Members.

Section 2. Disciplinary Committee. The Board will be responsible for nominating a committee of at least three persons, one of which must be the RVHA Hockey Director, the HS PD if a HS dispute [or alternate to the HS PD appointed by the HS PD for this purpose], who will then be responsible for hearing disputes of the corporation in relationship to players, coaches, parents, etc. The three core members of this committee should each be from different teams.

The matter in which the Committee hears and administer disciplinary actions will be under the guidelines of the USA Hockey Annual Guide ad OSHA and, if applicable, OSAA produces for such matters. The Committee will communicate in writing to the Board within 72 hours of such meetings the results of all meetings related to discipline action.

If any members of the Board wish to further discuss the disciplinary actions, it shall be held as a closed meeting.

Section 3. Other Committees. The Board of Directors may establish such other committees, as it deems necessary and desirable. Such committees may exercise the functions of the Board of Directors or may be advisory committees.

Section 4. Composition of Committees Exercising Board Functions. Any committee that exercises any function of the Board of Directors shall be composed of

two or more Directors unless otherwise provided in directives, elected and appointed by the Board of Directors by a majority vote of the number of Directors prescribed by the Board, or if no number is prescribed, by a majority vote of all Directors in office at that time. committees may include non-members, but at one director must be present for official business. The President of the Association shall be an ex-officio member of all committees.

Section 5. Quorum and Action. A quorum at a Committee meeting exercising Board functions shall be a majority of all Committee members in office immediately before the meeting begins. If a quorum is present, action is taken by majority vote of Directors present.

Section 6. Limitations on the Powers of Committees. No committee may authorize payment of a dividend of any part of the income or profit of the corporation to its directors or officers, may approve dissolution, merger, or sale, pledge, or transfer of all or substantially all of the corporation's assets, may elect, appoint, or remove directors or fill vacancies on the board, or on any committees, nor may adopt, amend, or repeal the Articles, ByLaws or any resolution by the Board of Directors.

ARTICLE VI: OFFICERS

Section 1. Titles. The officers of this corporation shall be a President, Vice President, Secretary, and Treasurer.

Section 2. Election. The Board of Directors, at the first organization Board meeting, which is the first meeting of the new fiscal year (June), shall cause to be elected the above mentioned officers from within their Board, in order of succession:

1. President
2. Vice President
3. Secretary
4. Treasurer

And to appoint or hire a Hockey Director, an Operations Director, a High School Program Director, a Travel Program Director, a Coach in Chief, a Risk Manager, Webmaster/Statistician and a Registrar. The Board of Directors shall elect the officers to

serve one year terms. An officer may be reelected without limitation on the number of terms the officer may serve.

Section 3. Vacancy. A vacancy of any of the Officers shall be filled not Later than the first regular meeting of the Board of Directors following the vacancy.

Section. 4 Other Officers. The Board of Directors may elect or appoint other officers, agents, and employees, as it shall deem necessary and desirable. They shall hold their offices for such terms and have such authority and perform such duties as shall be determined by the Board of Directors [e.g. Tournament Coordinator, Fundraising Chair, Media Liaison, Referee Liaison, etc.].

Section 5. President. The President shall be the chief officer of the corporation and shall act as the Chair of the Board. The President shall have any other powers and duties as may be prescribed by the Board of Directors. The President shall preside at all meetings of the Board and the corporation. He/She shall report at the Annual Meeting of the members on the activities of the Board and the corporation during the previous year. Said person shall be an ex-officio member of all committees.

The President, or said appointee, shall represent the corporation at all State, District, Regional and National events as required. He/She shall be empowered to do all things necessary for the orderly operation of the corporation, Such actions being subject to Board approval, should they make a challenge at the next meeting of the Board.

The President, in conjunction with the Operations Director, Hockey Director, and High School Program Director shall negotiate the annual contract with The RRRink for both travel and high school programs.

Section 6. Vice President. The Vice President shall discharge the duties of the President in His/Her official absence or incapacity.

Section 7 Secretary. The Secretary shall have overall responsibilities for all record keeping. The Secretary shall perform, or cause to be performed, the following duties:

- (a) Official recording of the minutes of all proceedings of the Board of Directors and members and actions.

- (b) Provide notice of all meetings of the Board of Directors and members.
- (c) Authentication of the records of the corporation.
- (d) Maintaining current and accurate membership lists (with the assistance of the Registrar).
- (e) Maintaining current and accurate list of the Board of Directors.

Section 8. Treasurer. The Treasurer shall perform, or cause to be performed the following duties:

- (a) keep full and accurate accounts of all financial records of the corporation.
- (b) Deposit of all monies and other valuable effects in the name and to the credit of the corporation in such depositories as may be designated by the Board of Directors.
- (c) Disbursement of all funds when proper to do so.
- (d) Making financial reports as to the financial condition of the corporation to the Board of Directors.
- (e) Shall compile an annual report and shall transmit all financial records to any person elected to succeed them in the office of Treasurer.
- (f) Shall file annual tax reports as required by law.
- (g) And any other duties as may be prescribed by the Board of Directors.

Section 9. Hockey Director. The Hockey Director shall perform, or cause to be performed the following duties:

- (a) Point of Contact for RVHA.
- (b) Assist the President, Operations Director and High School/Travel PD with the development and negotiations of the annual contract with The RRRink.
- (c) Player and coach discipline and player eligibility issues.
- (d) Hear and deal with grievances.
- (e) Conducts all league team, player of the year and coach of the year selections (HS league) in conjunction with the Coach in Chief and the HS PD.
- (f) Liaison with Referee Organization, work with referee coordinator and scheduler.
- (g) Conduct annual meetings with CIC, all coaches and referees as necessary
- (h) Oversee preparation of referee evaluation forms by coaches and ensure they get to the referee coordinator.

- (i) Deals with complaints by/about referees from coaches, players and parents.
- (j) Game cancellation decisions.
- (k) Supervises and guides Tournament Director, establishes rule sets for tournaments and prepares game schedules for tournaments.
- (l) Sits as a member of the Coaches Committee, attends Committee and Board meetings when issues necessitate.
- (m) Assists team managers, coaches, parents and players in the resolution of any problems that may arise during the season. Encourages that all problems be resolved at the team level prior to going to the Board of Directors.

Section 10. Operations Director. The Operations Director shall perform, or cause to be performed, the following duties:

- (a) Assists the President et al with the development and negotiation of the annual contract with The RRRink.
- (b) Point of Contact for RVHA.
- (c) Team Manager Coordinator.
- (d) Briefs and assists team managers with their roles, assists team managers and coaches with the scheduling of an initial team parent meeting at the start of the season if requested.
- (e) Conducts training of off-ice officials.
- (f) Assists in the development of contact lists, and sharing information across all teams.
- (g) Supervises Registrar, Risk Manager, Treasurer, and Team Managers.
- (h) Performs season scheduling and schedule maintenance, or causes it to be done by a scheduler (or the PD for Travel or HS programs).
- (i) Assists the CIC and Secretary with the documentation of Coaches certifications and contracts.
- (j) Develops Handbooks.
- (k) Assists Treasurer, PDs, Coaches, Managers with the calculation of player and team costs for the season.
- (l) Supervises Risk Manager who has the following duties: Responsible for insurance program, safety, certificates of insurance, and claims issues. Work with the rinks on safety. damage to facilities, availability of facilities, quality of Ice, and other issues.

Section 11. Travel Program Director. The Travel Program Director shall perform, or cause to be performed, the following duties:

- (a) Oversees the development and organization of travel teams.
- (b) Schedules travel team tryouts in coordination with Head Coaches, monitors ice usage under the contract to ensure teams have access to reasonable ice times and amounts in a fair and equitable manner.
- (c) Obtains and schedules ice time for travel team practices.
- (d) Researches tournaments and provides information to appropriate travel team managers and coaches.
- (e) Communicates with other league/team representatives seeking contacts for games and puts them in contact with team representatives.
- (f) Assists where necessary with travel team duties.

Section 12. Registrar. The Registrar shall perform, or cause to be performed, the following duties:

- (a) Ensure the registration of all players with USA Hockey for inclusion on rosters. including verification of birth certificates, or other acceptable forms of eligibility documenting age and/or citizenship.
- (b) Organize and supervise the annual registration of players,
- (c) Ensures complete and accurate rosters which are submitted to the OSHA for verification in a timely manner.
- (d) Ensures Team Managers collect/maintain the signature page of all players from the player/parent handbook.
- (e) And any other duties as may be prescribed by the Board of Directors related to registration, rosters, documentation of eligibility. Etc..

Section 13. High School Program Director. The High School Program Director (HS PD) shall perform, or cause to be performed, the following duties:

- (a) Point of Contact for RVHA's HS program.
- (b) Oversee and coordinate implementation of the High School program in accordance with the guidance provided by the Board of Directors.
- (c) Oversee Player and Coach discipline in accordance with established procedure.

- (d) Oversee Player Eligibility issues within the High School Program in conjunction with the Operations Director and Hockey Director.
- (e) Hear and deal with grievances in accordance with procedures.
- (f) Conducts All League Team, Player of the Year, and Coach of the Year selections (HS league) in conjunction with the Coach in Chief and the Hockey Director
- (g) Liaison with Referee Organization for HS League.
- (h) Liaison with Guest Teams/Associations for HS League.
- (i) Prepares annual High School League schedules in conjunction with HD and Scheduler if needed.
- (j) Coordinates game cancellation decisions in conjunction with Head Coaches/Hockey Director.
- (k) Coordinates and oversees the SOHS HL HS Playoffs.
- (l) Liaison with OSHA High School Director for State Championships for HS.

Section 14. Tournament Coordinator. The Tournament Coordinator shall perform, or cause to be performed, the following duties:

- (a) Reports to the Travel Program Director.
- (b) Coordinates, schedules and supervises all Travel team home tournaments.
- (c) Coordinates. schedules, and supervises all local travel team tournaments development including sponsorships and fundraising.

Section 15. Fundraising Coordinator. The Fundraising Coordinator shall perform, or cause to be performed, the following duties:

- (a) Reports to the Hockey Director and President.
- (b) Develops and supervises association-wide fundraising.
- (c) Assists Team Managers with learning about fundraising opportunities.
- (d) Develops recommendations for the Board regarding alternative fundraising sources.

Section 16. Coach in Chief. The Coach in Chief shall perform, or cause to be performed. the following duties:

- (a) Works in close partnership with the Hockey Director and Program Directors for both travel and HS programs in the carrying out of all duties herein.
- (b) Coordinates annual application and recommendation process for all Coaches.
- (c) Supervises and evaluates all Coaches.
- (d) Coordinate coach training, schedules and conducts clinics.
- (e) Monitors coach security screening for compliance.
- (f) Supervises travel team tryout procedures and selections.
- (g) Coaches should be selected no later than September 1st, so preseason education and planning can take place on a timely basis.

Coaches will be required to sign a coaching contract prior to the start of the season.

- (h) If requested by the Board, to plan and conduct the annual pre-season skills camp for the purpose of preparing players for the upcoming season, reviewing hockey skills and fundamentals and to prepare the coaches for their role as head or assistant coach.
- (i) If requested by the Board, develop a hockey curriculum to assist coaches in planning, organizing, and supervising team philosophies and practical skill development for all levels. This shall remain consistent from year to year for the betterment of the corporation.
- (j) If requested by the Board, assist in the development and conduct a preseason coaches clinic to assist with the development of the coaching staff.
- (k) Assist coaches in planning and conducting practice sessions where needed to ensure that the on-ice time is spent in a beneficial and productive way with at least two coaches on the ice at all times.
- (l) To assist the coaches in the course of team tryouts, and/or selections, skill development nights and goalie training.

ARTICLE VII: COACHES SELECTION

Section 1. Selection. The CIC will be responsible for interviewing and placing coaches on each team by seeking applications timely, reviewing

and making recommendations to the Board of Directors for approval, and overseeing appropriate training and evaluation during the season. Each Coach must apply annually, provide evidence of current coaching level certification and registration, and verify that required screening is in place or shall be in place prior to Dec 31st of each year.

Coaching Selection will take into account the qualifications of the coach, the needs of the team, and the level of play expected for the season. Coaches are not selected by Team Managers or the Membership of a team.

Coaches shall not receive salaries for their services to the Association. but may be reimbursed expenses related to corporation service. Coaches selected will be required to sign a Coaching Contract prior to the start of the season. Coaches will not be allowed to provide services until the coaching contract is signed by all interested parties the Board of Directors and CIC, may at their discretion nominate and select a committee of(3) persons, to include the Hockey Director, to place coaches on each team.

High School Program: High School coaches must undergo a twofold review and approval process. Because teams are recognized as a Club team at most High Schools. High School coaches shall he selected according to the procedures established by each High School, and also presented in the CIC for approval. All coaching selections shall be approved by the Board of Directors.

Section 2. Grievance Procedures for Registered Members. The grievance procedure for registered members shall be as set forth in the Grievance Procedure adopted by the Board of Directors dated November 5th, 2000. as may be amended from time to time, and which is attached to these Restated Bylaws. These procedures may be applied to grievances by or against any coach or team manager.

Section 3. Removal. Any coach may he removed, without cause, by a majority vote of the Board of Directors. The Hockey Director may also

remove a coach, without cause, who is in violation of the coaching contract.

ARTICLE VIII: TEAM MANAGER SELECTION

Section 1. Selection.

The Operations Director will be responsible for interviewing and placing Team Managers on each team by seeking applications timely, reviewing and making recommendations to the Board of Directors for approval, and overseeing appropriate training and evaluation during the season. Each Team Manager must apply annually, provide evidence of current required screening is in place or shall be in place prior to Dec. 31st of each year.

Team Managers shall not receive salaries for their services to the Association, but may be reimbursed expenses related to corporation service. Team Managers selected will be required to sign an agreement prior to the start of the season. Team Managers will not be allowed to provide services until the agreement is signed by all interested parties. The Board of Directors and Operations Director, may at their discretion nominate and select a committee of (3) persons, to include the Operations Director, to place Team Managers on each team.

High School Program: High School Team Managers must undergo a twofold review and approval process. Because teams are recognized as a Club team at most High Schools, High School Team Managers shall be selected according to the procedures established by each High School, and also presented to the Operations Director for approval. All Team Manager selections shall be approved by the Board or Directors.

Section 2. Grievance Procedures for Registered Members. The grievance procedure for registered members shall be as set forth in the Grievance Procedure adopted by the Board of Directors dated November 5th, 2000. as may be amended from time to time, and which is attached to these Restated Bylaws. These procedures may be applied to grievances by or against any coach or team manager.

Section 3. Removal. Any Team Manager may be removed, without cause by a majority vote of the Board of Directors. The Operations Director may also remove a Team Manager, without cause, who is in violation of the Team Manager contract.

ARTICLE IX: CORPORATE INDEMNITY

Section 1. This corporation will indemnify its officers and directors to the fullest extent allowed by Oregon law.

Section 2. The personal liability of each member of the Board of Directors, each uncompensated officer, and each member of the corporation for monetary or other damages, for conduct as a director, or officer, or member shall be eliminated to the fullest extent permitted by current or future law.

ARTICLE X: AMENDMENTS TO BYLAWS

Section 1. These bylaws may be amended or repealed and new bylaws adopted by the Board of Directors by a majority vote of Director's present, if a quorum is present. Prior to the adoption of the amendment, each Director shall be given at least two days notice of the date, time, and place of the meeting at which the proposed amendment is to be considered, and the notice shall state that one of the purposes of the meetings is to consider a proposed amendment to the bylaws and shall contain a copy of the proposed amendment.

ADOPTED

Signed by

President RVHA _____

ROGUE VALLEY HOCKEY ASSOCIATION

Policy: Grievance Procedure.
Date Presented: November 5th, 2000
Date Approved: November 5th, 2000
As Amended September 2010

Reason for establishment / change, of / to existing policy:

The Rogue Valley Hockey Association (RVHA) desires to provide players and parents with an opportunity to resolve any disputes in a fair and just manner.

Policy:

(Each Level of the grievance procedure must be completed prior to taking the grievance to the next level. The grievance procedure is at all times kept confidential and will never compromise the status of player or parent within the RVHA)

- 1. Refer to the Parent Player Handbook:** Any grievance must first follow the "24 hour cooling off period" before addressing the following steps as outlined in the parent/player handbook.
- 2. Team Manager:** Any and all grievances must be presented in writing to the Team Manager for the hockey player's assigned team within thirty (30) days of the incident. The team manager shall have ten (10) days to schedule a meeting with the parties who filed the written grievance. After this meeting, the Team Manager shall respond in writing within five (5) days to the parties who filed the grievance with their resolution to the grievance. If the player and/or parent are not satisfied with the outcome of the meeting with the Team Manager, then the grievance shall be presented to the Team Manager and the Coach for the players assigned team.
- 3. Team Manager and Coach:** The hockey player and/or parent shall have fifteen (15) days after the receipt of the resolution from the Team Manager to file a written grievance requesting a meeting with the Team Manager and the Coach

of the hockey player's assigned team. Upon receipt of the grievance, the Team Manager and the Coach shall have ten (10) days to schedule a meeting with the parties who filed the grievance. After this meeting, the Team Manager and Coach shall respond in writing within five (5) days to the parties who filed the grievance with their resolution to the grievance. If the player and/or parent are not satisfied with the outcome of the meeting with the Team Manager and the Coach, then the grievance shall be presented to the Hockey Director.

4. Hockey Director: The hockey player and/or parent shall have fifteen (15) days after receipt of the resolution from the Team Manager and Coach to file a written grievance requesting a meeting with the Program Director and the Hockey Director. Upon receipt of the grievance, the Hockey Director shall have ten (10) days to schedule a meeting with the parties who filed the grievance. After this meeting the Hockey Director shall respond in writing, within five (5) days to the parties who filed the grievance with His/Her resolution to the grievance. If the player and/or parent are not satisfied with the outcome of the meeting with the Hockey Director then the grievance shall be presented to the Rogue Valley Hockey Association Board of Directors.

5. Rogue Valley Hockey Association Board of Directors: The hockey player and/or parent shall have fifteen (15) days after the receipt of the resolution from the Hockey Director to file a written grievance requesting a meeting with the RVHA Board of Directors. Upon receipt of the grievance, the President of the RVHA Board of Directors shall schedule a meeting with the parties who filed the grievance and the RVHA Board of Directors at the next regularly scheduled meeting of the Board of Directors. At the next regularly scheduled meeting of the Board of Directors, the President shall close the meeting to the public for the purposes of conducting a grievance hearing. The RVHA Board of Directors shall have five (5) days to submit a written response to the parties who filed the grievance. The response of the RVHA Board of Directors shall be final.

Attachment:

RVHA High School Program Guide approved in July 2010

Insert Here

Attachment 2

ROGUE VALLEY HOCKEY ASSOCIATION

POLICY: Change needed for obtaining a High School Letter

DATE PRESENTED: December 2, 2002

DATE APPROVED: December 2, 2002

Reason for establishment / change of / to existing policy:

The Rogue Valley Hockey Association (RVHA) desires to provide players the opportunity to earn a High School Athletic Letter for their participation in Midget, High School Varsity and Junior Varsity level hockey from their school.

Policy:

All requirements must be met for player to receive their High School Athletic Letter.

1. Player must sign and abide by the school's Code of Conduct
2. A physical is required for all players in their freshman and junior years or for any new player that has not already had the required physical.
3. Parents of players must fill out volunteer information forms for all affiliated schools.
4. Background checks must be done on each adult that is working with or taking players to and from athletic functions.
5. A parent must supervise travel to and from activities as well as overnight stays.
6. Players must meet their schools grade point minimum. Report cards must be shown to the coach.

7. Players must be taking and passing minimum required number of classes for their High School.
8. Player must meet ALL sports requirements by their High School to participate on a high School team... be it Varsity, Junior, Varsity, or Travel Team.

Policy Revision: September 2010

RVHA Policy Guideline For Playing Above Age Classification

The RVHA Board of Directors has addressed this issue, repeatedly over the years. Each year, circumstances arise that may require making hard decisions about team formation, players skill level, "playing up" an age bracket, or other eligibility concerns. Therefore, the RVHA BOD has determined that the following policy is in effect immediately.

The Board of Directors of the RVHA has established the following policy guidelines regarding players playing above their age level classification ('playing up"). This policy is primarily intended for players who have demonstrated exceptional hockey skills, and possess the maturity and athletic ability to excel at the higher age classification.

The following guidelines will be used to determine a player's eligibility to move up to a higher age classification.

1. A player if requesting to advance to a higher level may only advance one age classification.
2. The player may be required to tryout at both the older age classification and their current age classification.
3. The player's parent(s) must notify the Hockey Director or Program Director at least two weeks prior to being rostered of their intention to tryout or play at a higher age classification. In the absence of this notification, the Head Coach and Team Manager must submit this request prior to submission of the season. A rationale explaining why the player would best be served by advancing, or the formation of team is/is not dependent on this player, must be included in the explanation. The Hockey Director/Program Director and the Head Coach shall submit a recommendation to the Board for consideration.

4. The primary concern is the move must make sense to the organization. An example of this would be that the team sizes of either age level should not be negatively affected by the move. The Executive Committee and the Board of Directors reserves the right to restrict player movements to a higher age classification if such movement will adversely affect team sizes at either age classification.
5. The player, the player's parent(s), both age classification coaches and the Executive Committee must be in agreement that the player is both physically and emotionally capable of advancing to the higher age classification.
6. A player moving from any level Mite to Squirt, Squirt to Pee Wee, and Pee Wee to Bantam must successfully tryout and compete at the highest level of the older age classification team. All movement must be in compliance with USAH guidelines as well.
7. There may be certain years where, with the consent of both player and players parent(s). The RVHA may reserve the right to request that players move to a higher age classification for the overall benefit of the organization.
8. Dislike or personal disagreement with a coach/manager or team mate is not sufficient justification for player movement.

The Board of Directors of the Rogue Valley Hockey Association are responsible for the success of the entire organization. The Board reserves the right to deny any request for playing above age classification if it is deemed. in the opinion of the Board, to be detrimental to the organization

Attachment 3— RVHA Parent/Player Handbooks
Travel and High School Programs