

**GREATER DAYTON AMATEUR HOCKEY ASSOCIATION BLUEHAWKS TRAVEL  
OFFICIAL CLUB BY-LAWS (as approved by vote of the DBTC Membership on 3/13/08)**

**ARTICLE I – NAME**

**Section 1:** The name of the Association will be referred to as “the Dayton Bluehawks Travel Club” (DBTC) in these By-Laws.

**ARTICLE II-PURPOSE**

**Section 1:** The purpose of the DBTC shall be to provide competitive hockey for all Players in the Greater Dayton area. The DBTC and all of its members shall Comply with all bylaws, rules, and rulings of USA Hockey, the Mid-American District and DBTC.

**Section 2:** This Club shall be operated on a Non-Profit basis.

**ARTICLE III-EXECUTIVE BOARD AND EXECUTIVE COMMITTEE**

**Section 1:** The Executive Board of the DBTC shall consist of the five (5) elected positions Which are A. President B. 1<sup>st</sup> Vice President C. Secretary D. Treasurer and E. Risk Manager

**Section 2:** The Executive Committee of this Branch shall consist of the Executive Board and The following positions appointed by the Executive Board: A. 2<sup>nd</sup> Vice President B. Equipment Manager C. Director of Coaches D. Website Coordinator E. President of Boosters and F. Representative from each Team.

**Section 3:** It shall be the duty of the Executive Board to conduct all business of the DBTC Necessary to carry out the purpose for which it costs.

**Section 4:** The Executive Committee shall meet monthly. Meeting dates and time will be Relayed to the membership through the Team Representatives

A. Special meetings may be called at the discretion of the President

B. The Secretary is directed to call a special meeting of the Executive Committee and notify all of its members of same, when petitioned by three or more members of the Executive Committee for such a meeting

C. In the event an Executive Board meeting is required under Article VII, Section 12, 13, 14 or Article VIII, Section 6 and/or 9, such meeting will be scheduled within seven days of the infraction or as soon as possible thereafter. In addition to the Executive Board,, the Player and/or Coach involved plus other parties necessary to make a fair decision will be requested to attend the meeting.

Section 5: Whenever possible no elected officer of the Executive Board or an appointed member of the Executive Committee may also be a head Coach of a team, on a permanent basis, in the DBTC. Furthermore, to avoid any potential conflict of interest, no employee, representative, agent or owner of any ice rink where the DBTC or any DBTC team purchases or rents practice or game ice may be an elected officer of the Executive Board nor an appointed member of the Executive Committee.

Section 6: Coaches shall be selected by the Executive Board after consultation with the Executive Committee, parents, players, references and any other person or entity deemed appropriate by the Executive Board. No one shall coach without first having obtained the proper certification from USA hockey.

Section 7: Proposed By-Law changes shall be given to the President in writing and will be discussed at the next scheduled monthly meeting. These changes will be voted on by the Executive Committee and distributed by the Team Representatives to the membership.

A. Any member, as described in Article VI- Membership, Section 1, may attend a meeting of the Executive Committee. The President shall be notified of any issues to be discussed prior to the meeting.

Section 8: The Executive Board shall have the right to suspend a player for conduct on or off the ice which amounts to: A. Infraction of any rule. B. Foul language or unnecessary verbal abuse. C. Intentional destruction of property. D. Use of alcohol or drugs  
E. Failure to wear proper equipment (per USA Hockey guidelines). F. Engaging in fisticuffs. G. Unsportsmanlike conduct and H. Failure to return DBTC equipment.

Section 9: The Executive Board shall have the right to suspend a player for insufficient academic performance upon recommendation from parents/guardian and/or Coach.

Section 10: Two or more elected positions, i.e., President, 1<sup>st</sup> Vice President, Secretary, Treasurer and Risk Manager on the Executive Board cannot be held simultaneously by members of the same immediate family

Section 11: Any Executive Committee member who is absent from two (2) consecutive regular monthly meetings, without an excuse submitted to at least one Executive Board member, may be removed from said position and a replacement appointed by the remaining Executive Committee members. If an elected position, and removal takes place with the first year of the two year terms, the second year will be voted on the by the general membership as stated in Article V- Elections, Section 2.

Section 12: RESIGNATIONS: If any resignation of an elected Executive Board member, appointed Executive Committee member or coach occurs during the season, the Executive Board, after consultation with the Executive Committee, parents, players, or any other person or entity it deems appropriate, may appoint a successor

#### **ARTICLE IV- DUTIES**

Section 1: PRESIDENT—It shall be the duty of the President to uphold and enforce the By-Laws, and Regulations of the DTBCB; to act as an exofficio member of all committees; and to organize and carry out the hockey program, as well as to carry out the purpose of the DBTC but shall only vote in case of a tie.

Section 2: 1<sup>st</sup> VICE PRESIDENT—It shall be the duty of the 1<sup>st</sup> Vice President to preside and to take the place of the President and carry out the Presidential duties in the event of his absence or disability; will work with the President and ice scheduler for scheduling all Home Ice for all DBTC teams, and to help all teams coordinate their schedules when conflict/questions occur.

Section 3: 2<sup>nd</sup> VICE PRESIDENT—It shall be the duty of the 2<sup>nd</sup> Vice President to assist the president and first vice president as needed including working closely with the Secretary to ensure all Teams are properly rostered and IMR needs are fulfilled; and ensure all Team Officials have taken the Drug Abuse Screening and proper Coaching Clinics, etc., as required by USA Hockey.

Section 4: SECRETARY—It shall be the duty of the Secretary to keep a true and accurate record of all proceedings and minutes of the Executive Committee meetings; be responsible for all mailings to the membership to keep a membership list; give notice of all meetings when directed by the President; be responsible for all correspondence as directed by the President; and be accountable for Registration to USA Hockey each year which includes all IMR's and Official rosters.

**Section 5: TREASURER**—The Treasurer shall collect all funds due to the DBTC; make disbursements for payment of all obligations of the Organization as authorized by the Executive Board; keep a suitable set of books and maintain a close relationship with the independent contractor CPA and be ultimately responsible for timely preparation and filing of any and all tax returns; submit monthly financial report for presentation to the Executive Board; a year end statement covering all receipt and expenditures and a balance. Said financial statement shall be as of JUNE 30 of each year. The Treasurer and President shall be bonded and all checks shall be signed by the President or Treasurer of the DBTC. The Treasurer shall make the books available for audit upon request of the executive Committee.

**Section 6: RISK MANAGER**—The Risk Manager shall be responsible for developing behavior guidelines for players, coaches, parents and spectators of the DTCH; before, during and after hockey games or practices; chair all disciplinary and/or other hearings; shall review and/or office advice regarding all documents or contracts to do with references to the DBTC.

**Section 7: DIRECTOR OF COACHES**—The Director of Coaches shall represent the Coaches on the Executive Committee and, will assure the Coaches are informed of and comply with USA, DAHA, MID AM and DBTC rules; gather all game score sheets for the purpose of review and reporting to the Executive Board if necessary. It is recommended the Director of Coaches attend at least one practice per Team during the season. Any Major penalties assessed must be reported to the President to decide whether to pursue an investigation for purposes of reporting to the Executive Board.

**Section 8: EQUIPMENT MANAGER**—The Equipment Manager shall be responsible for distribution and collection of DBTC Equipment and First Aid kits. All equipment shall be collected by a date set by the Executive Board each year.

**Section 9: PRESIDENT OF BOOSTERS**—The President of Boosters shall be responsible, per Executive Committee approval, for buying and selling souvenirs, baked goods, and other money making possibilities as deemed necessary for the DBTC; Be responsible for planning the annual picnic/banquet such as purchasing beer, soft drinks, chips, etc and advising each Team what to bring (salad, deserts, etc.)

**Section 10: WEBSITE COORDINATOR** —The Website Coordinator shall be responsible for development, publication and updating of the DBTC website, [WWW.DAYTONBLUEHAWKS.COM](http://WWW.DAYTONBLUEHAWKS.COM).

**Section 11: TEAM REPRESENTATIVES**—The Team Representative shall be responsible for relaying any pertinent information to the membership of their respective Division arising from Executive Committee meetings; Keep the Executive Committee abreast of any problems and/or requests within or from the membership of their respective Division; Have voting privileges which should be made in the best interests of the DBTC. This position will be appointed by the Coach of the each Team.

#### **ARTICLE V - ELECTIONS**

**Section 1:** A nominating committee for DBTC candidates shall be appointed by the Executive Board prior to January 15<sup>th</sup> of each year. The membership shall be advised of the appointment and, all members interested in becoming candidates for the Executive Committee shall be invited to contact the nominating committee who shall recommend candidates to the Executive Board.

**Section 2:** Anyone wishing to be a candidate for an office to be filled on the DBTC Executive Board, shall submit their name on an application form to the Secretary prior to March 1<sup>st</sup> of each year. Write-in votes shall be permitted. The Secretary will mail out a ballot to each DBTC Parent/Guardian, who will receive

one vote per family (see Section 4). The candidate receiving the most votes shall be elected. Final tabulation of ballots shall be March 15<sup>th</sup>, or as soon as possible thereafter. In case of a tie, a special election will be held in the same manner as above except the voting will be only on the position the candidates were tied for. The ballot with the names of the tied candidates will be mailed by March 20<sup>th</sup> to the membership involved. Only those votes postmarked prior to March 27<sup>th</sup> will be valid. Final tabulation of votes will be made by March 30<sup>th</sup> and results announced. Officers elected every two years will be the President, Treasurer and Risk Manager on even numbered years and 1<sup>st</sup> Vice President and Secretary on odd numbered years. These five positions will be two (2) consecutive season/year terms. The 2<sup>nd</sup> Vice President, Director of Coaches, Equipment Manager, News Letter Editor, President of Boosters and Silver Stick Tournament Director(s) shall be appointed by the Executive Board for one year terms beginning June 1<sup>st</sup> of each year.

Section 3: Newly elected officers will take office June 1<sup>st</sup> of each year while Coaches will be effective April 1<sup>st</sup>.

Section 4: Each member, as defined in Article VI of the By-Laws, shall have one vote, providing, however, that each family shall be considered a member and shall have one vote.

#### **ARTICLE VI - MEMBERSHIP**

Section 1: A Member shall be defined as a parent, parents or legal guardian of a child or children, who are participating in the hockey program conducted by the DBTC. Also, included in the membership are the Officers, Coaches, Assistant Coaches, Team Managers, or any person so designated by the Executive Board whose dues, fees, or other validly levied charges are not in arrears. Membership shall commence at the time of Registration and continue through the following annual Registration date.

## **ARTICLE VII - TEAM AND PLAYER RULES**

Section 1: If a Player or Member gives false information in connection with Registration, and/or Rostering both the Player and Member shall be suspended for the current season. The same suspension shall apply to a Player who signs a Parent(s) or a signature other than his/her own to his/her Registration form.

Section 2: It is mandatory that players at all games, practices and tournaments wear equipment per USA Hockey, MID AM and DBTC rules, regulations and/or guidelines.

Section 3: Each DBTC Team shall provide a First Aid Kit to be located at the Scorer's and/or Players box before each game.

Section 4: When the ice is being resurfaced between skating sessions, no Player, and/or Team Official, shall step onto the ice until after the resurfacing machine has left the ice. Violation is subject to a one game suspension by the Executive Board.

Section 5: Any permanent player movement between Divisions or Tryouts for another Division must be requested in writing, by the parent or Legal Guardian of the involved Player, prior to or at the time of tryouts. This move may be done with the consent of both Coaches and notification of the Executive Board. Disagreement will be settled by a majority vote of the Executive Board.

Section 6: Temporary Player movement between Divisions must receive approval by the two Coaches involved and subsequently by the Parents but in any event no later than December 31 of that current season. If agreement between the Coaches is not reached, it may be taken to the Executive Board to be resolved by a majority vote.

- Section 7: A temporary Player may be used to bring a team up to the Coaches' original number of paid Players on his Roster (Maximum of 15 players, excluding Goalies) and may do so by paying one half of the Team's player registration fee.
- Section 8: The DBTC will not be responsible for activities which have not been specifically sanctioned by a member of the Executive Committee, a Coach or Team Manager.
- Section 9: All games shall be governed by the Rules of USA Hockey, MID AM, and DBTC. All home games shall be scheduled through the ice scheduler unless a different arrangement is approved by the Executive Board.
- Section 10: Teams must be cut to a maximum of twenty (20) by September 1<sup>st</sup> of each year.
- Section 11: A GAME MISCONDUCT shall result in the suspension for the next scheduled game. A second game misconduct or more may result in an additional suspension determined by the Executive Board depending upon the circumstances after notice to the offender and opportunity for a hearing.
- Section 12: Any Player who receives a match penalty, as described by USA Hockey, MID AM or league rules, shall be automatically suspended from all DBTC activity pending review of the incident involved by the Executive Board, and will be subject to such discipline action as determined by the Executive Board. If the Executive Board finds that malice was involved in the infraction, the Player shall be suspended for the balance of the season. The findings, if the Player is suspended, shall be forwarded through the Executive Board to USA Hockey, MID AM and any pertinent league.. The violator shall not be allowed to participate in any DBTC program or activity until reinstated by the Executive BOARD. The Executive Board shall review the penalty within seven (7) days of the violation, or as soon as possible thereafter.

Section 13: Fighting will not be condoned and will be severely dealt with by the Executive Board as per the rules of USA Hockey, MID AM, league, and DBTC Code of Conduct.

Section 14: Any Player who starts or participates in a fight on or off the ice after the game has been officially terminated shall be automatically suspended from all DBTC activities pending review of all information by the Executive Board. The Executive Board shall perform its review within seven (7) days of the violation, or as soon thereafter as possible.

Section 15: In the event of an obvious injury to a Player, the Referee shall stop play immediately. Stoppage of the game will be enforced.

Section 16: If a Players' Registration Fees are not paid in full by December 1, of that season, suspension shall take place until paid in full.

#### **ARTICLE VIII - COACHING RULES**

Section 1: All Coaches and Assistant Coaches shall be at least 21 years of age. Exceptions must be approved by the Executive Committee.

Section 2: It shall be the responsibility of the Coach to check eligibility of their team members before the season and/or tryouts begin.

Section 3: Coaches may provide their own individual trophies/awards if they desire, subject to DBTC regulations.

Section 4: All Coaches are responsible for all DBTC equipment issued to them. He/she shall, with the assistance of the Team Manager, be responsible for collection of all aforementioned equipment at the end of the regular scheduled season along with the assistance of the Equipment Manager. It is mandatory that all DBTC

equipment be returned to the DBTC or to a designated location after the last game of the season unless approved by the Executive Committee.

- Section 5: Any fund raising activities shall be approved by the Executive Committee.
- Section 6: A Coach may suspend a Player from his/her Team for misconduct. Such action and any recommendations must be reported to the Executive Board within 48 hours for their review and disposition. The Executive Board shall act within seven (7) days of said report, or as soon as possible thereafter.
- Section 7: Any Coach ejected from a game shall automatically be subject to suspension of the next game as stated in the USA Hockey rules. Any Coach who misses five (5) consecutive sessions (games/practices) may be relieved of his/her coaching duties and replaced by another Coach and will be done in accordance with Article III, Section 2, Resignations.
- Section 8: The Coach shall select an Assistant Coach, subject to approval by the Executive Board.
- Section 9: Any Coach who plays a suspended Player shall be suspended from all DBTC activities pending review by the Executive Board.
- Section 10: If the Coach, for any reason, chooses not to accompany his/her Team to any game, the Assistant Coach or Team Manager shall coach the team for that game(s).
- Section 11: All Coaches/Assistant Coaches in the Mite through Midget Division should, at the discretion of the Director of Coaches, complete a current Referee test..
- Section 12: Assistant Coaches, Team Managers and additional staff members shall be selected after the Coach has chosen his/her Team.

Section 13: All DBTC Teams should have a minimum of 14 Players and, Coaches in all Divisions should comply. If a Coach should choose not to comply with this minimum amount of Players, he/she must seek Executive Board approval to do so.

#### **ARTICLE IX - FUNDS AND FUND RAISING**

Section 1: Single Team sponsorship is desirable, but when this cannot be achieved, the Executive Committee may consider multiple sponsorships subject to approval.

Section 2: Payment of sponsorship fees may permit the sponsor to display advertising on jerseys subject to approval of the Executive Committee.

Section 3: DBTC shall not be liable for any injuries incurred during DBTC games, practices and/or any other events. Each parent or legal guardian shall sign a release form at the time of Registration releasing the DBTC and its members of any financial burdens incurred from injury.

Section 4: There will be a Player Registration fee which will be approved annually by the Executive Committee. Any Player who quits during the season will not receive a refund, unless expressly approved by the Executive Board. The Executive Board will review other reasons and has the discretionary authority to grant an exception.

Section 5: The Executive Board may appoint a maximum of three (3) delegates for the annual Mid-Am Hockey Association and/or Silverstick meeting and each delegate may be allowed reimbursement in an amount agreed to by the Executive Board upon presentation and discussion of receipts or other documentation as determined by the Executive Board.

Section 6: All fees, donations, bequests, etc., made to the DBTC shall be added to the general fund of the DBTC unless designated otherwise by the Donor in writing to the Executive Committee.

#### **ARTICLE X - MEETINGS**

Section 1: General membership meetings may be held at the discretion of the President of the DBTC.

Section 2: A quorum shall be 25% of the general membership, or a majority of the Executive Committee, or a majority of the Executive Board, applying for their respective meeting.

Section 3: Questions of the procedure shall be disposed of under Roberts Rules of Order or as otherwise determined by the risk manager, when not in conflict with the DBTC By-Laws.

Section 4: Attendance at Branch meetings shall be limited to members in good standing and invited guests. Any special meeting of the Executive Committee will be open to all members unless otherwise specified by the President.

#### **ARTICLE XI - ASSOCIATION AWARDS**

Section 1: Any Player who achieves the three goal hat trick in one game shall be awarded the hat trick patch as provide for by the USA Hockey rules. Any Player who achieves three assists in one game shall be awarded the playmaker award as provided for by USA Hockey rules. Any Player, serving as a Goalie, who achieves a shutout in one game shall be awarded the zero patch as provide for by the USA Hockey rules.

Section 2: All other trophies/awards, if desired, must be provided for by the Division/Classification Coach.

Section 3: The DBTC will hold a yearly banquet at which time any awards will be made.

Section 4: League and tournament trophies will be retained by the DBTC and displayed in the appropriate Arena Lobby.

#### **ARTICLE XII - DISTRIBUTION OF BY-LAWS**

Section 1: The By-Laws of this DBTC shall be distributed to each member at the time of his/her registration, as well as the Code of Conduct and each player and his/her parent and/or guardian shall sign a receipt confirming agreement with same which shall be returned to the Team Manager who is then responsible for delivering it to the Secretary, who shall serve as the official custodian thereof.

Section 2: Any By-Law change occurring during the season will be distributed to the membership within two (2) days of each occurrence.