

St. Albans Skating Association

St. Albans, VT

CONSTITUTION

ARTICLE I

Name

The name of the organization shall be the St. Albans Skating Association, hereafter referred to in this document as SASA.

ARTICLE II

Objectives

The objectives of SASA shall be to promote and encourage area youth in ice skating and ice hockey. Furthermore SASA intends to provide a fun, safe, affordable, competitive and educational environment that allows not only each child to grow and develop into the best hockey player they can be, but the best person they can be. This is done by learning teamwork, camaraderie, sportsmanship, dedication, and having respect for the game, coaches, officials, fans, and parents who help serve our community. The experience provided will help develop productive members of our community.

ARTICLE III

Members

Section 1: Membership shall be designated to those who pay the annual dues to SASA and to those so designated by general majority of the Board of Directors;

Section 2: The dues of SASA shall be established annually by the Board of Directors.

Section 3: The Board of Directors reserves the right to refuse or revoke any member.

ARTICLE IV

Board of Directors

Section 1: The Ten (10) directors, the President, the First Vice President, the Second Vice President, the Immediate Past President, the Secretary, the Treasurer shall constitute the Board of Directors.

Section 2: Upon the Board of Directors shall rest the duties, responsibilities, and the fiscal authority for the conduct of business of SASA in all manners except as stated otherwise in the Articles of Association, the Constitution, and the By-laws. The Board may at any time refer any matter to the entire membership for general consideration, with the board prescribing the matter of voting thereon. The Board shall authorize the spending of money. The Board shall initiate and provide for the execution of any activities that will implement the stated objectives and purposes of SASA. The Board may delegate by majority vote of the Directors.

Section 3: At the regular meeting of the SASA Board in January, a Nomination Committee of three (3) members shall be appointed by the President. It shall be the duty of this committee to nominate a candidate for each office and for each unfilled or expired directorship to be filled at the February meeting by majority vote of the Directors.

Section 4: The President, The First Vice President, the Second Vice President, the Secretary and the Treasurer shall be elected by ballot to serve for one year or until their successors are elected, and their term of office shall begin at the close of the April meeting. The Directors shall be elected by ballot to serve for three (3) years or until their successors are elected. Their term of office shall begin at the close of the April meeting. The Immediate Past President shall automatically be a member of the Board.

Section 5: No member shall hold more the one (1) office at a time. The officers and directors may serve as many terms as they are reelected.

Section 6: If a vacancy occurs in any office or position, the SASA Board of Directors may, if it deems necessary, fill the vacancy, and the member so chosen shall hold the office or position until the end of the expired term. In the absence of the President, the duties and authority shall descend to the First Vice President, the Second Vice President, then Secretary, then Treasurer respectively.

Section 7: Any member of the Board of Directors, on failure to attend any three (3) consecutive meetings shall be considered remiss and neglectful of duty and may, by action of the Board of Directors, be removed from office. A member missing a meeting due to an emergency or work related conflict shall be considered excused, if approved by the President.

ARTICLE V Meetings

Section 1: The Board of Directors shall meet on the second Sunday of the month at 6:00pm at the Collins-Perley Sports Complex.

Section 2: Special meetings shall be called by the President, by a majority of the Board of Directors, or by petition of thirty (30) members of SASA.

Section 3: A majority of elected officers and directors shall constitute a quorum.

ARTICLE VII
Committees

Section 1: The President shall appoint; with the general approval of the Board of Directors, the Registrar, Head Referee, Head Coach, Hockey League Representatives, Tournament(s) Chairperson(s), Equipment Manager, Fund Raising Chairperson, Schedulers, Snack Bar Coordinator and special committees deemed necessary.

Section 2: The members appointed in Article VII, Section 1, may select other members to assist them.

Section 3: The President, or the Board of Directors, shall have the ability to make other appointments, standing or special, if deemed necessary to carry on the work of SASA. The President shall be ex-officio a member of all committees excepting the Nominating Committee.

Section 4: Members may serve as many terms on standing or special committees as they are appointed.

ARTICLE VIII
Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern SASA in all cases to which they are applicable and in which they are not inconsistent with these Articles of Association, this Constitution, the By Laws, and any other special rules of order SASA may adopt. The President shall appoint the Parliamentarian.

ARTICLE IX
Amendment of Constitution

This constitution may be amended at any regular meeting of the Board of Directors by a two-thirds vote provided that the amendment has been submitted in writing at a previous meeting.

BYLAWS

ARTICLE I

Power and Duties of Officers

Section 1: President: The President shall preside over meetings of the Board of Directors and the general membership, appoint chairpersons of committees, be ex-officio a member of all committees, and be the executive officer of SASA. The President shall represent SASA before the public either personally or through delegates, and shall perform all other functions usually attributed to this office.

Section 2: First Vice President: The First Vice President shall assist the President, serve as President in the absence of the President, serve as chair of the Discipline Committee and Safesport Committee.

Section 3: Second Vice President: The Second Vice President shall assist the President, in the absence of the First Vice President, assume his or her duties, sits on the Discipline Committee and Tournament Committee, and oversees the Young Blade and House Programs.

Section 4: Immediate Past President: The Immediate Past President shall be a member of the Board of Directors.

Section 5: Secretary: The Secretary shall keep accurate minutes of all meetings of the Board of Directors and the general membership and shall assist the President with SASA correspondence.

Section 6: Treasurer: The Treasurer shall hold the funds of SASA and disburse them upon authorization by the Board of Directors: shall bill the members for their annual dues and collect them; shall maintain a roll of members; shall keep accurate accounts of receipts and disbursements; shall prepare an annual financial statement for publication as directed by the Board of Directors; shall keep the President and Board of Directors informed of the financial condition of SASA. The Treasurer's duties include the financial supervision of the Snack Bar, Hockey and any other SASA related business. The Treasurer may appoint an Assistant Treasurer and any other assistance he or she may need, all subject to the approval of the Board or Directors. Subject to the Board of Directors, a bookkeeper or an accountant may be hired by SASA. Disbursements of less than \$500 may be made at the discretion of the Treasurer or the President. Disbursements of \$500, excluding regular expenditures related to running of SASA, or more must have the approval of the board of directors.

ARTICLE II
Duties of Committees

Section 1: Registrar: The Registrar shall keep accurate rolls (name, birthrate, address, telephone number) of all SASA Hockey team members; shall have birth certificates for all hockey players; and shall execute all roll and birth certificate correspondence with affiliate organizations.

Section 2: Head Referee: The Head Referee shall supervise the recruitment, the education, and the assignment of all SASA referees.

Section 3: Head Coach: The Head Coach shall supervise the recruitment, the education, and the assignment of all SASA coaches. He or she will also coordinate preseason clinics and the evaluation process.

Section 4: Hockey Representatives: The various leagues and associations to which SASA belongs each shall have an appointed representative(s). These representative(s) shall attend appropriate meetings, report to the Board of Directors, and inform appropriate parties of necessary information.

Section 5: Master Scheduler: The Master Scheduler is responsible for the entire years ice schedule, both for games and practices. Also, in conjunction with the treasurer, the Master Scheduler is responsible for auditing the ice bill and authorizing payment after ensuring the billing complies with our actual usage.

Section 6: Schedulers: Schedulers shall schedule hockey games and practices and arrange for the distribution of schedules to the players, coaches, head referee, Master Scheduler and other appropriate parties.

Section 7: Tournament(s) Chairperson(s): The Tournament(s) Chairperson(s) shall organize and supervise various SASA hosted and sponsored tournaments.

Section 8: Equipment Manager: The Equipment Manager shall plan, purchase, with Board approval, disburse, collect, maintain and store all SASA hockey equipment.

Section 9: Fund Raising Chairperson: The Fund Raising Chairperson shall create, implement, organize and supervise plans for raising funds.

Section 10: Snack Bar Coordinator: The Snack Bar Coordinator is responsible for overall operation of the Snack Bar. This includes ordering on a weekly basis, scheduling of volunteers, planning for large events, and interaction with all teams.

Section 11: Discipline/SafeSport Coordinator - The SafeSport Coordinator duties will include monitoring the training of our local program administrators, coaches, members, and others within our local association about the USA Hockey policies included in SafeSport. This person will serve as the initial contact for persons reporting suspected abuse, misconduct or other violations, compiling information on disciplinary issues within our association and, when appropriate, reporting such information to VSAHA and/or USA Hockey. The First Vice-President

will be considered the SafeSport Coordinator unless another nominated person is approved by the board.

ARTICLE III Duties of Coaches

The hockey coaches shall be responsible for the management and training of respective teams, and the following non-coaching duties: conduct in the locker rooms, care of the locker rooms, transportation and lodging to away games, and other duties deemed necessary. The above non-coaching duties may be assigned to an assistant coach or coach's representative.

ARTICLE IV Affiliate Organization Memberships

Generally, the service area of SASA shall include St. Albans City and St. Albans Town, for the children who would normally matriculate to BFA High School. Extended service areas shall include surrounding towns not restricted by the longstanding gentlemen's agreement between SASA and Missisquoi Amateur Hockey Association, herein referred to as MAHA. Per said agreement neither organization will accept member from the other organization's designated service area. Skaters/members from the SASA service area belong solely to SASA. Skaters/members from the MAHA service area (Swanton, Highgate, and Franklin) belong solely to MAHA. The original gentlemen's agreement applies to travel teams. The said agreement is amended to include all teams. Skaters from towns in the extended service areas are free to choose either the SASA or MAHA organizations. The SASA and MAHA boards must be in agreement when a player from an extended service area seeks release and transfer to the other organization.

ARTICLE V Amendment of Bylaws

These Bylaws may be amended by a majority vote of the Board of Directors provided that the proposed amendments have been previously studied by all the Board of Directors.

ARTICLE VI Fund Raising

All fund raising shall be coordinated by the fund raising committee. Fundraising events and activities will be forwarded by the committee to the full Board for approval. Individual teams are not to be allowed to do fundraising for the benefit of their teams without special approval from the SASA Board or Directors. That approval can be

granted by a minimum 2/3 vote of those present by the Board at a duly warned meeting.

ARTICLE VII
501(C)(3) STATUS

The purpose of this Association is non-profit/charitable and as such the Association must always attempt to comply with those regulations set forth in the Internal Revenue Code which includes amending the Articles of Association when necessary, as was done on March 11, 2002 (as ratified at the Annual Meeting on April 15, 2002) when the following provisions were adopted:

Notwithstanding any other provisions of the Articles of Associations, the organization is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under IRC 501(c)(3) or corresponding provisions of any subsequent tax laws.

No part of the net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to or for the organization), and no member, trustee, officer of the organization, or any private individual shall be entitled to share in the distribution of any of the organizations assets on dissolution of the organization.

No substantial part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by IRC 501(h)), or participating in, or intervening in (including the publication or distribution of statements) any political campaign on behalf of, or in opposition to, any candidates for public office.

In the event of dissolution, all of the remaining assets and property of the organization shall, after payment of necessary expenses thereof, be distributed to such organizations as shall qualify under section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent Federal tax laws, or to the Federal government or State or local government for a public purpose, subject to the approval of a Justice of the Supreme Court of the State of Vermont.

In any taxable year in which the organization is a private foundation as described in IRC 509(a), the organization shall distribute its income for said period at such time and manner as not to subject it to tax under IRC 4942, and the organization shall not

- (a) engage in any act of self-dealing as defined in IRC 4941(d);
- (b) retain any excess business holdings as defined in IRC 4943(c);
- (c) make any investments in such a manner as to subject the organization to tax under IRC 4944; or
- (d) make any taxable expenditures as defined in IRC 4945(d) or corresponding provisions of any subsequent Federal tax laws.

Article VIII

Conflict of Interest Policy

Whenever a director or officer has a financial or personal interest in any matter coming before the

board of directors, the affected person shall a) fully disclose the nature of the interest and b) withdraw from discussion, lobbying, and voting on the matter. Any transaction or vote involving a potential conflict of interest shall be approved only when a majority of disinterested directors determine that it is in the best interest of the corporation to do so. The minutes of meetings at which such votes are taken shall record such disclosure, abstention and rationale for approval.

Adopted 1967.

Amended and approved August 09, 2015