

FORUM - MONROE YOUTH HOCKEY ASSOCIATION, INC.

POLICY HANDBOOK

Philosophy

The Forum - Monroe Youth Hockey Association, Inc. (FMYHA) was organized to provide a well balanced recreational and competitive hockey program by creating opportunities for all, aiding in the enrichment of the lives of the players and the realization of individual and team achievements of worth accomplished through one's own efforts. These achievements are to be attained through the guidance of our youth hockey coaches, parents and the Board of Directors.

Objectives

To make hockey available to all youths in the Southern Wisconsin and Northern Illinois area desiring to play.

To provide an enjoyable introduction and experience in ice hockey and encourage every player to continue to play hockey.

To assist each player in developing self-control, self-discipline and good sportsmanship through teamwork.

To develop total fitness for efficient and effective performance.

To develop an understanding of the theory of play, a thorough knowledge of the rules of the game, mastery of skills and mental alertness to enable the recreational hockey player to perform successfully at the player's level of learning.

To provide each youth hockey player with a program in which they are coached by qualified individuals.

To provide ample opportunity for youth hockey players to develop to the limits of their potential, regardless of their abilities.

Organizational Structure

The FMYHA will be governed by the association bylaws, Board of Directors and Officers.

Rink Committee

The rink committee will be made up the current Board of Directors. The Facility Vice President will serve as the Rink Committee Chairperson.

The Rink Committee is empowered to recommend to the Board of Directors any capital improvements necessary for the operation and upkeep of the State Line and Community Expo (SLICE) and the associations property.

Hockey Program Committee

The Monroe Youth Hockey Association (MYHA) ice hockey program committee will be made up the current Board of Directors. The Program Vice President will serve as the Program Committee Chairperson.

The Program Committee is empowered to recommend to the Board of Directors any improvements necessary for the operation and upkeep of The Monroe Youth Hockey Association ice hockey program.

Regulations

MYHA will play all games and conduct all tournaments under the guidelines, bylaws, rules and regulations as defined by the Wisconsin Amateur Hockey Association, Inc (WAHA) and/or Northern Illinois Hockey League (NIHL), and USA Hockey.

Fees and Dues

Fees have been set to recover the costs of MYHA programs and operating the rink.

Fees at all levels are set annually by the Board of Directors.

Fees for each level are based on the hours of ice used, plus other expenses incurred by the Association for that level.

Payment requirements:

All players must pay a minimum of 50% of their hockey dues at registration the balance of dues is payable at registration with a post dated check reflecting the date of January 1, 2018. Payment in full at registration will also be accepted.

Late Payment

A \$25.00 late payment fee will be added to each payment not received on or before the due date (October 9, 2017).

Non-Sufficient Funds (NSF)

Members that attempted to make payments with NSF checks or other means, whether for the current hockey season or any previous hockey season, must make all future MYHA fee payments with cash or bank certified check. The association will assess a charge of \$25.00 on all NSF checks.

Special Circumstances

The Board of Directors will take into consideration a fee re-structure to any returning skater who's family is experiencing financial hardships. Financial assistance must be requested in writing, along with a reasonable solution to reduce their debt (i.e. monthly payments) prior to being past due with your players fees. The Board of Directors will keep all requests confidential.

Refund Policy

Approved by the Board of Directors January 25, 2011

It is the policy of the Monroe Youth Hockey Association to handle player refunds in the following manner:

If a player withdraws, terminates or discontinues playing anytime during the first half of the season (October-December), the family will be refunded any second half payment they have made. No fundraising or first half fees will be refunded.

If a player withdraws, terminates or discontinues playing anytime during the second half of the season (January through March), the family will receive no refund.

If a player is injured and cannot return during the season, the family will be able to submit a doctor's note and be eligible for the following refund:

If a player is injured during the first half of the season (October through December), the family would receive a prorated refund based on the percentage of the first half season completed and any second half payment they have made. The family would still be required to fulfill half of their total volunteer hours requirement.

If a player is injured during the second half of the season (January through March), the family would receive a prorated refund based on the percentage

of the second half season completed. The family would still be required to fulfill their entire volunteer hours requirement.

Public Comments at the Monthly Board Meeting:

The Public Comments portion of the meeting would be the first thing on the agenda after the meeting is called to order by the president. This would allow members to speak and not have to sit through the rest the meeting.

Members of the Association should be strongly encouraged to present items to the board as they see necessary.

Each Person would be allowed 5 minute to present their comments.

The board would take no action at the meeting on the comments given. This is for the obvious reasons of how high emotions can run and the need for the board to think through the comments and how they would affect the association.

The board would decide however, whether to add the item to the agenda for the next regularly scheduled board meeting or pass the item to the executive board to handle at there earliest convince.

If a member would like to submit an item to be on the agenda for the next regularly scheduled board meeting they need to send their agenda item in writing or in an e-mail to the board secretary two weeks before meeting and be present at the meeting to discuss the agenda item.

The secretary will add the item to the agenda outside of the Public Comment Section and the board will handle the item as normal.

Practice Hours, Games and Tournaments

MYHA will play all games and conduct all tournaments under the guidelines, bylaws, rules and regulations as defined by the Wisconsin Amateur Hockey Association, Inc. (WAHA) and/or Northern Illinois Hockey League (NIHL) and USA Hockey.

The number of practice hours and game hours allowed per level uses a "stepping stone" philosophy where more games are added as players progress the various levels.

Invitational Hockey Tournaments

There will be a Tournament Committee consisting of the Tournament Director and a Tournament Chairperson. The committee shall have the authority to review all match, game misconduct or gross misconduct penalties to determine if further action is necessary. The Committee shall be in charge of all matters pertaining to conducting games. For all other disputes or protests, the Tournament Director shall act as the final arbitrator. The Tournament Committee shall be appointed by the Board of Directors.

All teams must be properly registered with USA Hockey and all players must be registered members of their respective teams. Each team will be required to furnish the Tournament Committee, prior to the first game and any other time when requested a copy of the USA Hockey Team Roster.

All games will be played under the guidelines, bylaws, rules and regulations as defined by the Wisconsin Amateur Hockey Association, Inc. (WAHA) and USA Hockey.

The remaining rules of play will be those printed and distributed in the tournament program as established by the Tournament Committee.

No MYHA member will solicit any area business, individual or government agency for donations or carry out any fundraising functions outside SLICE without the approval of the Board of Directors.

Teams or persons wishing to conduct a fundraising function for any team, including tournaments, must have approval of the Board of Directors. Permission must be granted before any arrangements are made and a full financial report must be submitted to the MYHA Treasurer at the conclusion of the function.

Movement of Players

No player will be allowed to skate at a level above their age bracket, as designated by WAHA through tryouts as defined by MYHA without Board approval.

After teams have been selected, player will not normally be allowed to move between team levels unless both coaches, parents of the player(s) involved, and the Coaches Coordinator agree prior to the change. The player's parents must petition the Board of Directors for approval before a change to the team roster can be made. The Board of Directors retains final authority for final approval of moving skaters between levels.

No roster changes will be made after the date set by WAHA (December 31). A player's first responsibility is to his/her own team. Therefore, he/she cannot miss any of his/her own team's games to play for another team.

Double Rostering Policy

It is the policy of the Monroe Youth Hockey Association to allow players to be double rostered on two USA Hockey Teams within our Association. The coaches of the involved teams will make player appointments and decisions. The players' first responsibility will be to their normal age classification team

unless there are special circumstances that the coaches from both teams have worked out in advance. The final decision on where the player plays on any give game day lies with the two coaches and communication with the parents of the player.

Uniform Policy

After careful consideration, the Board of Directors of Monroe Youth Hockey Association has adopted a skater uniform policy for all games played by club teams. The policy is designed to help promote the team concept of youth hockey and sports in general, and to help ensure positive club representation at both home and away games.

Monroe Youth Hockey's Uniform Policy is as follows:

- Club colors are red, white and blue.
- Home jerseys are white, away jerseys are red.
- Game socks must match the jersey being worn (white socks with white jersey, red socks with red jersey).

No mixing of game sock colors (e.g., one white one red).

Blue is the preferred (but not mandatory) color of breezers, and red is the preferred color of helmets. Note that existing, non-conforming equipment does not need to be replaced. However, when replacing non- conforming equipment, please buy the preferred colors.

Violations of the Club Uniform Policy may result in disciplinary action, which could include not allowing a skater to participate in a game.

Equipment

MYHA provides most equipment for all new players.

All other levels must provide their own helmet with cage, shoulder pads, elbow pads, breezers (hockey pants), shin guards, hockey gloves and games jerseys (home and away).

All players are required to furnish hockey skates, hockey stick, athletic supporter & cup or pelvic protection, mouthguards, hockey pant suspenders, hockey garter belt (used to hold up hockey socks) and neck guards are optional.

One set Goalie equipment is provided to each team by MYHA.

Team Manager Coordinator Responsibilities

A Team Manager Coordinator will be appointed by the Board of Directors.

Team Coordinators responsibilities will include:

Oversee the election of Team Manager by team parent-members.

Establish communication with Team Managers for each team as set forth by the Board of Directors.

Scheduling of training clinics for Team Managers to familiarize them with the rules, regulations and requirements of MYHA, WAHA and USA Hockey.

Supervise and assist Team Managers as they carry out their responsibilities as defined in Team Managers Handbook.

The coordinator will attend as many Board of Directors meetings as possible in order to report progress to the Board and to communicate Board actions to the team reps.

Team Managers Responsibilities

This is an overview and is not intended to limit Team Manager responsibilities. A separate handbook for team managers is published by MYHA to assist team reps in carrying out their many responsibilities.

The Team Manager position is a one-year commitment that carries through the summer to facilitate continued communications.

Each team shall select a Team Manager via simple majority of the parent-members immediately following team selection.

The Team Manager is a multi-faceted job and includes, but is not limited to, the following duties:

Become knowledgeable of, and communicate to members and carry out all policies, rules and regulations as set forth by MYHA, WAHA, NIHL and USA Hockey.

Maintain liaison with the coach(es) as a parent-member representative on all matters intrinsic to the team, parents and players. Schedule parent meetings as needed to conduct team business. Encouraged to attend Board meetings to become familiar with the business and proceedings of the Board.

Schedule all reciprocal games. Maintain copies of official score sheets for submittal to the MYHA Region 4 Youth Hockey Council Representative (Rob Hodgson). Schedule tournaments and arrange travel and accommodations.

Team Managers will be responsible for the following information for their team: USA Hockey registrations (insurance), official roster, score sheets for each game played.

Ensuring their team complies with MYHA policies.

Fundraising Coordinator Responsibilities

The President of MYHA will select a Fundraising Coordinator and supervise all fund raising functions of MYHA. The Board of Directors will approve all fund raising events conducted within the association.

The President will serve as the contact person and appoint a contact person for renewing the association's raffle license(s).

The President will also coordinate and appoint a contact person for the printing, distribution of tickets and handle the drawings for all raffles.

Fundraising

Teams or persons wishing to conduct a fundraising function for any team, including tournaments, must have approval of the Board of Directors. Permission must be granted before any arrangements are made and a full financial report must be submitted to the MYHA Treasurer at the conclusion of the function.

Several fundraising events (Kentucky Derby Party, Subway cards, Christmas trees, wreaths, etc.) will be scheduled. All MYHA members are eligible to participate and are encouraged to do so. The purpose of the fundraisers are two-fold: To raise money for MYHA to offset operating costs; MYHA is able to reduce the per hour ice time fees to members because of fundraising.

The wreath sales fundraiser will allow members to reduce their dues by selling holiday wreaths.

Each year, MYHA will hold several fundraising events designed to generate major funds that are used to offset per player costs of playing hockey. These events demand the total participation of our membership because several events have grown to large for one committee to run. Such events are: Cheese Days Chase, Color Run, Golf Outing, Skeet Shoot etc.

No MYHA member will solicit any area business, individual or government agency for donations or carry out any fundraising functions outside The Forum - Monroe Youth Hockey Association, Inc. without the approval of the Board of Directors.

Volunteering

The Board of Directors has put into place a policy that requires each family to donate minimal volunteer time or be charged \$15.00 per hour for each hour not fulfilled. This volunteer time is very important and is used to offset the operating expenses of the Association. There are numerous ways to

volunteer, such as: working the concession stand at SLICE, driving the Zamboni, cleaning and maintaining SLICE or volunteering a special skill like electrical work, welding, painting, or woodworking.

The amount of Volunteer hours are determined by the level of a family's eldest registered player.

1st Year Atom - 12 hours - Buyout \$180.00

2nd Year Atom - 25 hours - Buyout \$375.00

Mites - 25 Hours - Buyout \$375.00

Squirts - 45 Hours - Buyout \$675.00

PeeWees - 45 Hours - Buyout \$675.00

Bantams - 45 Hours - Buyout \$675.00

Set by the Board of Directors on July 11, 2017.

*****Total volunteer hour buyouts will be accepted at registration. MYHA will no longer accept partial buyouts to avoid being scheduled in the concession stand at SLICE at registration.*****

Transfer and Release Policy

Approved by the Board of Directors November 19, 2009

It is the policy of the Monroe Youth Hockey Association that it will not release skaters residing in its district to skate with teams of other associations. The board will consider extenuating circumstances if they are submitted in writing or presented in person at a regularly schedule board meeting.

The Wisconsin Amateur Hockey Association Transfer Information can be found on the WAHA website at WAHAhockey.com in the Rules and Regulations Section under Article 1 Registration and Eligibility.

The Forum - Monroe Youth Hockey Association, Inc

Board of Directors

for

2017-2018 MYHA Board of Directors

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