



**LOWER CAPE CODDERS YOUTH HOCKEY, Inc.
BY-LAWS**

ARTICLE 1: NAME AND OBJECTIVES:

- A. The new name of this organization shall be Lower Cape Codders Youth Hockey, referred to herein as L.C.C.Y.H. Inc.
- B. The purpose of L.C.C.Y.H. is to foster the ideals of the sportsmanship, leadership, teamwork, respect, and competition by affording a program of supervised hockey to the greatest number of young people, and to furnish such facilities and supervision to attain this goal.
- C. L.C.C.Y.H. shall be responsible for the conduct of all players, parents, coaches and other representatives in or of the organization.

ARTICLE 2: ORGANIZATIONAL STRUCTURE:

- A. Membership in L.C.C.Y.H. will consist of players from the following towns: Chatham, Harwich, Brewster, Orleans, Eastham, Truro, Wellfleet, and Provincetown.
- B. The Board of Directors will consist of the following Officers: President, Vice President, Assistant Vice President, Treasurer, Secretary, and Registrar. The Board of Directors will also consist of two (2) representatives from each of the user groups (Harwich, Chatham, Nauset, and Provincetown - Truro youth hockey organizations). The voting members of the Board of Directors shall be made up of no less than 20% individuals who have children actively participating in the program.
- C. The Officers of the Board will be elected at the annual L.C.C.Y.H. meeting. This meeting will take place at the banquet at the end of the season by the general membership.
- D. Members of the Board of Directors will be appointed prior to the September meeting of L.C.C.Y.H. by each user group.
- E. Individuals may be elected to fill an Officer's vacancy at any time by the Board of Directors.
- F. The user groups will be responsible for filling any vacancies of the Board of Directors.
- G. L.C.C.Y.H. will maintain a Post office Box in the town of the President or the Treasurer.

ARTICLE 3: OFFICERS:

- A. President ~ The President will be responsible for the over-all good order and discipline of L.C.C.Y.H. He or She shall appoint all standing and special committees. The President shall make decisions arising from emergencies not provided in the standing rules or the BY-LAWS until such time as they may be acted upon by the full Board of Directors. The President will represent L.C.C.Y.H. at all Mass Hockey District Five and Cape Cod Meetings. The President can designate another Board member to attend the meetings.
- B. Vice-President ~ The Vice-President's duties and authorities shall be the same as the President in the President's absence. The Vice-President shall be responsible for all matters in regards to scheduling of the travel teams in L.C.C.Y.H. The Vice-President shall also attend C.C.Y.H. and District 5 meetings with the President or in the Presidents absence.
- C. Assistant Vice-President ~ The Assistant Vice-President shall assume all the duties and authorities of the Vice-President in the Vice-Presidents absence. The Assistant Vice-President shall also be responsible for the programs equipment.
- D. Treasurer ~ The Treasurer shall be responsible to receive and disburse all funds of Lower Cape Cod Youth Hockey. He/She will deposit all funds in a chartered bank and keep an accurate records of all monies received and disbursed. The Treasurer shall provide a written report at each monthly meeting of the Board of Directors.
- E. Secretary ~ The Secretary shall record and report minutes of all meetings. The Secretary shall be responsible for notifying all Board members of scheduled meetings, and for preparing all newsletters for the general membership.
- F. Registrar ~ The Registrar shall be responsible for the registration of travel teams as well as the in-house program in L.C.C.Y.H. The registrar shall also be responsible for the completion of all IMR's and required paperwork to be handed over to the district registrar in a timely manner.

ARTICLE 4: BOARD OF DIRECTORS:

- A. The Board of Directors shall be the governing power of the Lower Cape Codders Youth Hockey league. The board shall be responsible of controlling all matters involving expenditure of money and the management of the L.C.C.Y.H. Inc.
- B. Directors will serve on committees as appointed by the President, only.
- C. The Board of Directors, at it's regular or at any special meeting, may be 2/3 vote expel a member of the Board of Directors if such a member has not attended three consecutive board meetings providing that the member shall receive notice of such a meeting.

ARTICLE 5: MEETINGS:

- A. There shall be a general meeting for the election of officers during the banquet at the end of each season. All the parents of participants will be allowed to vote.
- B. Regular meetings of the Board of Directors will be held once a month and the regular meeting will be open to the public. Any parent of a child actively participating in the program has the right to ask questions and give their opinions to the Board of Directors at these meetings.

Advance notice of these meetings will be given to the Board of Directors at least two (2) days prior to said meeting. Meetings will be run in accordance with accepted parliamentary procedures.

C. Special meetings of the Board of Directors may be called at the request of the President or any four (4) members of the Board of Directors. Advance notice will be given to all Board of Directors at least three days prior to the meeting unless notice is waived by at least six directors.

D. At any meeting of the Board of Directors six Directors shall constitute a

quorum. **ARTICLE 6: BY-LAWS AND STANDING RULES:**

A. The Board of Directors can amend the By-Laws by a 2/3 vote.

B. Standing rules of Directors (How it's run) can be amended by a 2/3 vote of the Board of Directors.

ARTICLE 7: TIE VOTE:

A. Each member of the Board of Directors will be allowed to cast one vote per motion with the exception of the President.

B. The President may cast one vote to break a tie at any meeting.

STANDING RULES OF LOWER CAPE CODDERS

ARTICLE 1: COACHES:

- A. The Board of Directors will receive all applications for the coaching positions in Lower Cape Codders. The Board of Directors will review and vote all coaches in the L.C.C.Y.H. This shall be done no less than seven (7) days prior to the first ice session.
- B. Coaches are to be selected and dismissed by vote of the Board of Directors in conjunction with USA and L.C.C.Y.H. rules and By-Laws.
- C. All coaches will be chosen from year to year and no coaches will be automatically coaching from year to year.

ARTICLE 2: TRY-OUTS:

- A. At the end of the season there will be 1 or more tryout sessions for the next season. Total try out ice time will be 2 or more hours. It is strongly recommended that all players new to the Coyotes attend all try outs for his/her age level.
- B. Evaluations from try outs and coaches' evaluations will help determine team placement and preliminary placement. The try out committee will then determine team placement subject to board approval.
- C. The Board of Directors shall determine the method for roster selection, to be adhered to by all coaches.
- D. The head coach of each team is responsible for the completion and submission of all final rosters to the registrar of L.C.C.Y.H. By the date set by the C.C.Y.H. league.
- E. Any player missing all tryouts will be automatically placed on the lowest team in that level.

ARTICLE 3: TEAMS:

- A. The number of skaters on a team will be determined by the Board of Directors and will be set according to the total number of skaters in a division and the cost of ice.
- B. As provided by USA in the annual official guide, skaters will be placed in age appropriate teams as stipulated by USA guidelines unless the parents approach the Board of Directors of Lower Cape Codders personally or by letter before the first tryout. The Board of Directors will decide any such matters.
- C. If we have two (2) teams at any level, they shall be divided in numbers as equally as possible by a method determined by the Board of Directors.
- D. Coaches will attempt to give each child on His/Her team equal ice time. The Board of Directors understands that in certain situations this cannot be attained.
- E. Coaches will be certified according to L.C.C.Y.H. and USA hockey guidelines.

F. Any person wishing to appeal the placement of a player on any team must show to the Board satisfaction the following:

1. That changing the player's team shall not result in:
 - a. Unequal teams in terms of numbers
 - b. and / or ability for either present or future team.
2. That the player's skill evaluation would allow for such a move in the opinion of the evaluators.
3. That the present team coach and the future team coach agree to such a move.
4. That such other circumstances exist as to warrant the move; such as, obvious misclassification due to sickness, absence, and the like, player morale, age of the player, past player performance and level.
5. If necessary in the opinion of the Board of Directors, an on ice re-evaluation may be called.
6. Such appeals must be made at the next L.C.C.Y.H. meeting following the team creation. All Board decisions concerning appeals shall be made in executive session.

GENERAL POLICY: The Board of Directors wishes to discourage as much as possible such appeals and shall allow them only where it is clearly shown that to do otherwise would result in substantial harm.

G. Coaches may move a goalie from a lower team to their team for a game in the absence of their goalie. The substitute goalie must not play in a game with the rostered goalie.

H. Coaches may permanently move players up a level by the following procedure:

1. A letter submitted to the board of directors from the player's parents requesting the move.
2. A letter submitted to the Board of Directors requesting the move from the present coach and the future coach.
3. A vote of approval from the Board of Directors.
4. A roster change must be submitted to and approved by the district registrar.

ARTICLE 4: SKATERS:

- A. A coach may elect to have a player from a higher level assist in practices. The player must wear all protective gear. If the player becomes a disruption, the coach shall immediately remove that player from the ice.
- B. A player's first responsibility is to His/Her original team. That means if both have a game on one day they must play on their original team.
- C. All skaters participating in the association will be subject to the rules of USA Hockey, the Cape Cod League, and the Lower Cape Codders rules and By-Laws.

D. All skaters and goal tenders will wear approved USA Hockey equipment as described by the regulations of USA Hockey.

- E. No skater will be allowed on the ice if any portion of their tuition has not been paid when due at the request of the Board of Directors. This will be enforced by the Board of Directors starting in the 1991 - 1992 season.
- F. Skaters from outside the participating towns may participate in L.C.C.Y.H. with the approval of the board and a release from their own town=s association.
- G. No Lower Cape Codders skater will be allowed to skate for any other town, unless L.C.C.Y.H. does not have a team for that skater. The skater must apply to the Board of Directors for a release.
- H. All skaters and coaches will be told by the Board of Directors before the first game, all rules and regulations that they must follow during the coming season.

ARTICLE 5: DISCIPLINE:

- A. Disciplinary action rest primarily with the head coach and secondarily the Board of Directors of Lower Cape Codders Youth Hockey League. Any such actions by a player considered serious enough to warrant expulsion from the program beyond the day of the event of the offense will be decided by a majority vote of the Board of Directors. It should be noted that all coaches must tell the board of any serious offenses.
- B. Parents, skaters, and coaches will be notified and invited to appear before the Board of Directors of Lower Cape Codders Youth Hockey concerning any decisions on discipline.
- C. Any player, coach or parent who is given a game misconduct penalty by an on ice official shall also be assessed an additional game suspension by the Board of Directors.
- D. It is strongly suggested that all players wear neck guards. Some protection is better than no protection at all.
- E. Coaches, or an adult appointed by a coach, must be present in the locker room with the team at all times. Adults left alone in the locker room with the team must follow the same screening process as the coaches themselves.

NO SKATER CAN REGISTER FOR THE NEXT SEASON OR TRY-OUT UNLESS ALL BACK DUES AND PAYMENTS ARE PAID UP IN FULL