

Nevada Amateur Hockey Association Guidebook

Effective May 13, 2021



TABLE OF CONTENTS

NAHA OFFICERS, MEMBER ASSOCS, COMMITTEES, APPOINTED POSITIONS	3
NAHA RULES & REGULATIONS	4
Introduction	4
Registration/Roster Procedures	4
Youth Rules and Regulations	5
Travel Permits	7
State Tournament	7
State Player Development Camp(s) And Guidelines	12
Adult Programs	12
Policies	13
Codes of Conduct	15
Conflict of Interest Policy	16
Whistleblower Policy	21
Records and Retention Policy	21
Dispute Resolution	22
Discipline Committee	23
Individual Discipline and Summary Suspension	25
Delinquent Players	25
NAHA BYLAWS	27
Article 1 — USA Hockey Preeminence	27
Article 2 — Indemnity	27
Article 3 — USA Hockey Required Principles	28
Article 4 — USAH Affiliate Name	30
Article 5 — Purpose	30
Article 6 — Office	30
Article 7 — Non-Profit Status	30
Article 8 — Membership Associations	31
Article 9 — Fees, Dues & Sanctions	35
Article 10 — Suspension and Expulsion of Members	36
Article 11 — Board of Directors	36
Article 12 — Appointments & Committees	39
Article 13 — Meetings of the Board	40
Article 14 — Annual & Special Meetings	40
Article 15 — Elections	41
Article 16 — Conduct of Meetings	42
Article 17 — Dispute Resolution, Discipline, Arbitration	42
Article 18 — Amendments	42
Article 19 — Distribution of Assets Upon Dissolution	43

NEVADA AMATEUR HOCKEY ASSOCIATION 2021-2022

OFFICERS

President	Darren Eliot
Vice President	Scott Allegrini
Treasurer	Greg Yochum
Secretary	Robert Purdy

VOTING MEMBER ASSOCIATION / REPRESENTATIVE

Team Brooks Youth Hockey Assoc.	Kenny Brooks
LVIC House League	John Brooks
LVIC Adult Hockey	Brittney Brooks
Fiesta Rancho House League	Gina Kielb
Fiesta Rancho Adult League	Daniel Perri
Jr. Golden Knights House League	Adam Miller
CNA Adult Hockey League	Andrew Stewart
Jr. Golden Knights Travel	Brian Salcido
Lifeguard Arena Adult Hockey League	Wally Lacroix
Jr. Silver Knights House League	Nate Putek
ACHA UNLV	Arturo Castro
Reno Ice House League	Mike Harder
Reno Ice Travel Association	Kevin Sunde
Reno Ice Adult League	Jess Petersen
Member at Large #1	(Vacant - To Be Elected Oct. 2021)
Member at Large #2	(Vacant - To Be Elected June 2022)

NON-VOTING MEMBERS/REPRESENTATIVES

Nevada Ice Hockey Officials Assoc.	Ryan Honig
------------------------------------	------------

STANDING COMMITTEES

Discipline Committee

CHAIR PERSON

Dan Leavitt

AD HOC COMMITTEES

CHAIR PERSON

APPOINTED POSITIONS

ACE/CEP Coordinator	(Vacant)
ADM Coordinator	Harrison Luce
Coach in Chief	Kenny Brooks
Disabled Hockey Development	Mike Harder
Girls Hockey Development	Sheri Hudspeth
Goalie Coordinator	Andrew Stewart
Player Development Manager	Nick Robone
Referee in Chief	Chase Tannenberg
Safe Sport Manager/Assist	Scott Allegrini/Brittney Brooks

NAHA RULES & REGULATIONS

I. Introduction

Nevada Amateur Hockey Association (NAHA) is the governing body for amateur hockey in the state of Nevada. NAHA is a sanctioned affiliate of USA Hockey, Inc., the national governing body for amateur hockey in the United States. Nevada is fully committed to USA Hockey's American Development Model (ADM) for player development and seeks to provide playing opportunities for all ages at multiple levels of competitiveness. USA Hockey programs in Nevada include NAHA Member Associations, and other USA Hockey sanctioned programs.

II. Registration/Roster Procedures

1. Registration Fees – Youth 8+: \$8.00; Adult: \$7.00. Fees are subject to change by majority vote of the NAHA Board of Directors.
2. Tournament Applications. Complete the form from the website and submit to the NAHA President. The Application will then be sent to the USA Hockey Registrar and to the NAHA Secretary who will post it on the online calendar.
3. All Member Associations, organizations, clubs, programs, teams and all entities affiliated with NAHA must be in good standing with NAHA.
4. All players must register online with USA Hockey.
5. All players and teams must be registered with NAHA and USA HOCKEY. Teams will register its players on a USA HOCKEY "Official Team Roster" (Form 1-T). All team roster forms will be completed, and the form certified by the Member Association. This form will be submitted to the NAHA/USA HOCKEY Associate District Registrar no later than December 31. Any forms received after that date will be returned to the Member Association Director concerned with the notation "NOT ELIGIBLE FOR STATE TOURNAMENT PLAY". All members of the NAHA Board of Directors will be notified. National Bound teams must comply with all USA Hockey criteria to be eligible.
6. A limit of twenty (20) players at any one time may be rostered per team except for high school, which may roster 30 players. A maximum of 20 players, in which not more than 18 are skaters, shall be permitted to play in the game. A minimum of six players is required to start a youth game. A minimum of five players is required to start an adult game.
7. A registered hockey team is one that has a minimum of Eight (8) players. Any team that has less than this, must submit a waiver request to the NAHA President.
8. A player may not roster on more than one team that participates in games leading towards a USA Hockey National Tournament except for High School Varsity and/or Prep School division, who may also play on a Youth or Girls'/Women national championship-bound team. Player changes to official team roster for (1-T) for youth Tier I and Tier II teams and girls'/women's (except women's A) national championship-bound teams will not be accepted after December 31. See #9 for additional information for girl's national bound registration.

9. Girls Rostering: NAHA permits and follows USA Hockey dual rostering and dual registration for girls. NAHA supports the USA Hockey position on promoting female hockey and agrees that in order to promote female hockey, a female player may dual roster as long as only one of the teams she is playing for is classified by USA Hockey as a Girls/Women team.
10. Any player who elects to play for a second Member Association, either a youth association or a female association, must submit to the first association a letter of notification by the second association outlining the commitment requirements for participating with the second association. The first association must sign this letter as acknowledgment within two business days. A copy of the signed letter by both associations must be on file with each association prior to participating in any team event for a second association.
11. Release: All NAHA Member Associations shall require a written release for all players not rostered with their association in the previous regular season and /or current regular season, signed by the releasing association's President, Vice President, Registrar or Board designated person, prior to acceptance of the player's registration with the new association. Failure to comply shall result in a monetary fine, payable to NAHA, of \$ 25.00 for the first offense, \$ 50.00 for the second offense and \$ 100.00 for each occurrence after that for any playing year. All players should be in good standing with its releasing Member Association. A copy of the release shall be sent to the NAHA President, by the releasing Member Association.
12. Any Member Association rostering a player new to NAHA, must provide written evidence to NAHA through the new Association that said player is in good standing (financially and otherwise) with his/her past team.
13. All matters concerning team and/or player eligibility shall be directed to the NAHA President and/or District Registrar.
14. No NAHA Member Association shall permit any player, team, or coach suspended by NAHA or USA HOCKEY to participate in any game.
15. No NAHA Member Association may use illegal or non-rostered players or play any team using any illegal or non-rostered players. No NAHA member team may play any team that is under suspension by NAHA or USA HOCKEY. Girls playing in boys' divisions must conform to the age classification rules for that division.

III. Youth Rules and Regulations

1. In support of USA Hockey, the Nevada Amateur Hockey Association shall play all 6U games and league play on cross ice. All 8U games, league play, and the state jamboree shall be played on a half-ice surface. All 6U / 8U will use blue pucks and size appropriate nets. All size appropriate nets for 8U hockey will be the intermediate size nets.
2. 8U will have a state jamboree.

3. Each NAHA Member Association shall be permitted two (2) 8U travel competition trips outside the state of Nevada per season per 8U team within that Member Association. 8U teams shall only be permitted to travel for USA Hockey sanctioned events occurring after December 31st of the current season. The Member Association President must send the NAHA Board of Directors the name, date and location of the 8U travel competition; the USA Hockey sanction number; and the team coach and player roster prior to traveling for the competition.
4. 8U age level players playing up to a 10U travel age level is strongly discouraged by NAHA, but occasionally there are compelling reasons to do so. Each youth travel Member Association, at their discretion, may allow up to two (2) second year travel 8U age level players per season to play up at the travel 10U age level division. 6U age level players are prohibited from playing up to the travel 10U age level and above. 8U age level players are prohibited from playing up to the 12U age level and above. All youth travel Member Associations must provide the NAHA Coach in Chief a list of players playing up within 14 days of their decision. Youth House Member Associations may move up players as they deem necessary and appropriate.
5. 10U age level players playing up to a 12U travel age level is strongly discouraged by NAHA, but occasionally there are compelling reasons to do so. Each youth travel Member Association, at their discretion, may allow up to two (2) second year 10U age level travel players per season to play up at the 12U age level division. All youth travel Member Associations must provide the NAHA Coach in Chief a list of players playing up within 14 days of their decision. Youth House Member Associations may move up players as they deem necessary and appropriate.
6. 10U, 12U, 14U, 16U and 18U youth games will be played on a full ice surface.
7. Additional player moving up requests may be considered by submitting an exception request to the NAHA ADM Coordinator. These requests will only be considered based upon association needs (i.e. the need to merge age divisions in order to have a functional program, or typical needs of small member associations or communities). The NAHA ADM Coordinator, NAHA Coach in Chief and NAHA President must be in agreement for the player to move up.
8. All youth recreation level and girls/women's hockey in Nevada will play body contact classification.
9. For A level or higher play, Member Associations shall play age appropriate body contact or body checking classifications. 12U and younger youth and all girls / women's hockey will play body contact. 14U and older youth will play body checking.
10. NAHA Tier II Classification
 - a. ELIGIBILITY FOR STATE CHAMPIONSHIPS: NAHA shall establish the terms that an association must achieve in order to field state championship eligible Tier II teams.
 - b. Each Tier II team must play each other same age division team in their league in at least a 2 game home and 2 game away series, for a total of 4 games.

11. **GAME MISCONDUCTS:** Any player or coach upon receiving a 3 Game misconduct shall appear before the NAHA Discipline Committee for possible supplemental discipline. Any team or player displaying a pattern of excessive penalty minutes may be referred by the NAHA President to the NAHA Discipline Committee for possible supplemental discipline. Players receiving game misconducts in a final game of their season must be served in the game of the following season. Leagues shall report all outstanding suspensions by May 1 of the current playing season.

IV. Travel Permits

1. Travel permits are not required for travel within the United States.
2. Approval for travel outside the United States (International) shall be obtained in accordance with the requirements established in the USA Hockey Annual Guide. (Note: This is a lengthy process, particularly for travel outside of North America, and approval should be requested well in advance.)
3. Summer travel to Canada - The Canadian Amateur Hockey Association does not sanction any play during the summertime (May 1-August 31) and has no insurance coverage in effect during that period. There is no USA Hockey insurance coverage in effect for any USA Hockey member, team or association that travels to and participates in Canada with a Canadian team or teams in the summer months.

V. State Tournament

All players/teams must meet the following criteria:

1. **Classification**
 - a. Players and rostered team members must be properly classified to be eligible to participate in State tournaments.
2. **Certified 1T Roster**
 - a. The team's certified player roster must be in the hands of the State tournament director one week before the start of the championship.
3. **Game Count for Eligibility**
 - a. Each team must have competed as a rostered team unit in at least ten (10) games during the current season.
 - b. Each player must have competed in at least 50% of the team's games during the current season.
4. **Player Eligibility**
 - a. Players must be rostered with the team by December 31 of the current season. An exception may be made by the NAHA Board of Directors for a player moving in from out of state who provide appropriate proof of release in good standing with their previous association and have played at least five (5) games with the team. Ineligible Coach(s)/Player(s): Any coach of a team that knowingly plays an ineligible player(s) shall be suspended from coaching in any games that lead to a state championship in the current hockey season.

5. Entry Fees

- a. State Tournament fees will be set by the State Tournament Director and are due seven (7) days prior to the start of the tournament. Refunds will only be granted in extenuating circumstances and with the approval of the State Tournament Director and NAHA President.

6. Levels of Play

State championships may be held at the following age levels:

- a) 19 U Girls
- b) 18 U Youth
- c) 16 U Girls/Youth
- d) 15 U Youth
- e) 14 U Girls/Youth
- f) 12 U Girls/Youth
- g) 10 U Girls/Youth
- h) 8 U Jamboree

7. Requirements to Host A State Championship

- a. A sufficient amount of ice time shall be provided to comply with the regulations, which permit a maximum number of games per day per team.
- b. Accommodations for each team at State Championships shall be arranged at the best possible rate at a local hotel. There shall be a minimum of 12 rooms allocated for each team. The hotel expense is the responsibility of each team.
- c. The host association shall be required to have a fully stocked first aid kit available rink side. The host shall have a documented plan for emergencies. The host shall be responsible for providing information on additional medical care beyond emergency treatment at the arena, the cost of which is the responsibility of the player's parents/guardians.

8. Mandatory Coaches/Managers Meetings

An opening meeting for all teams participating in the tournament shall be held prior to the start of play at a time and place to be set by the on-site Tournament Director. All participating teams are required to have a representative (coach and/or manager) present at such meeting. No one person may represent more than one team at this meeting unless the on-site Tournament Director grants prior approval. Failure to have a team representative present shall result in the suspension of the head coach, as listed on the team's official roster, from that team's first game of the tournament.

9. Schedules and Formats

- a. The tournament format and schedule of games, including home and visiting team designations, must be set by the Tournament Committee no less than fifteen (15) days prior to the first game of the State Tournament.
- b. The schedule of games shall be sent to all qualified teams by email, or other electronic communication no less than ten (10) days in advance of the first game.

- c. Anyone requesting a change in the schedule must notify the Tournament Director within 48 hours of receipt.

10. Tournament Requirements and Format

- a. Playing rules will be published both online and in-print for accessibility. This includes but is not limited to website, e-mail distribution to team coaches or managers, and hard copy printed versions accessible to all game officials and participants.
- b. The recommended game length(s) are set forth in Referee section of Tournament Rules.
- c. There shall be a minimum of four (4) hours between games played on the same day from the conclusion of the first game until the start of the second and twelve (12) hours between games played on consecutive days from the conclusion of the first day’s games until the start of the second day’s games. The prescribed rest period may be modified as deemed necessary and approved by the State Tournament Director. The State Tournament Director shall not be permitted to modify the prescribed rest period for championship games, except with the permission of the team that will forfeit its rest period.
- d. No team shall be required to play more than two (2) games per day. No team shall be required to play a second game in one day against a team playing its first game on that day unless deemed necessary and approved by the State Tournament Director.
- e. The following format shall be used. If another format is desired, such format shall be submitted to NAHA Board of Directors for approval sixty (60) days in advance of the tournament.

No. of teams	Format	Games
2	Best two out of three (not ties)	3
3	Double Round Robin (RR)	7
4	Single Round Robin (RR)	7
5	Single Round Robin	11
6	One Division Single Round Robin	16
7	Two Divisions – 3 in top play double round robin. 4 in bottom play single round robin: Cross over champ	15
8	Same as with 6 teams, except with single round robin for team in each division	15

NOTE: All tournament formats above include a championship game.

f. Time periods and penalties (all time in minutes):

Division	Period Length	OT Length
10U	12	6
12U	15	8
14U	15	8
16U	15	8
18U	15	8
JR.	20	20
Women	12	6

Penalty Length		
Minor	Major	Misc.
2	5	10

- g. Seeding/pairing of teams at State Championship tournaments in the proper tournament format shall be done no later than 7 days prior to the tournament. Any team not in the league shall not be allowed to participate in State Tournament play. The tournament schedule, complying with the proper format, shall be given by the host member association to the State Tournament Director showing each game time and place. The teams shall be designated as A, B, C, etc. on schedule. Seeding/pairings of teams, including designation of home and visiting teams, shall be done by the State Tournament Director. Seeding shall be determined by the final league standings. It shall be formatted in accordance with the following: 1 vs 8, 2 vs 7, 3 vs 6, 4 vs 5, etc. Anyone requesting a change in the schedule must notify the State Tournament Director within forty-eight (48) hours of receipt.
- h. The ice shall be resurfaced before each game. Additional ice resurfacing may be done as deemed necessary by the State Tournament Director.
- i. Games requiring overtime periods shall allow for subsequent overtime periods if still tied at the end of the first overtime. All overtime is sudden death; that is, the first goal scored wins the game. All initial round robin games shall end in regulation time and no overtime shall be permitted.
- j. Round robin standings shall be determined by points; that is, 0 points for a loss, 1 point for a tie, and 2 points for a win. If two or more teams have an equal number of points, their position in the standings shall be determined by:
- 1) The results of the games (head-to-head) played between the teams in the following order:
 - a) The goals scored in these games;
 - b) Subtracting goals scored against from goals scored in these

- games;
- c) Dividing the goals scored in these games by the goals scored against, the positions being determined in order of the greatest quotient.
- 2) Forfeits: If a team forfeits one or more games in the tournament, all games it has played shall be recorded as 1-0 victories for the non-offending team(s).
 - 3) If, after applying the formulas of (1) (a), (b), or (c) above, a tie exists, (1) (b) & (c) shall be applied using all games played by the teams tied. The formula shall be applied in order (1) (a), (b), (c) and (2) until one formula breaks the tie between all of the teams at the same time. The shoot-out procedure shall be used in case of a tie after the first round.
 - 4) If the above procedure does not break the tie, the teams shall use a shootout procedure. This will involve each team selecting five (5) players who will alternate taking penalty shots. A toss of the coin will determine which team will take the first shot. If after five (5) players from both teams have completed this procedure, the tie still has not been broken, it shall be repeated with five (5) different players until the standings are determined.

11. Noisemakers

No artificial noisemakers are allowed.

12. Awards

NAHA will supply gold and silver medals for the first and second place teams respectively, as well as a state championship banner for the championship team.

13. Disputes/Operation of Tournament

- a. Pre-tournament disputes regarding team entry/eligibility concerns must be made in writing to the State Tournament Director a minimum of five (5) days prior to the tournament.
- b. After the start of the tournament, the State Referee in Chief will be the final arbiter in all disputes involving interpretation of game playing rules.
- c. For any other tournament disputes, including zero tolerance, tournament play or conduct, or approval of medical clearances, the on-site state tournament representative will have the final authority.

14. Conduct

State tournaments will operate under the USA Hockey jurisdiction with regard to coach, player, parent and spectator codes of conduct and zero tolerance policies. The State Tournament Director or Representative has final authority during the tournament.

VI. State Player Development Camp(s) And Guidelines

1. At the time of the NAHA Player Development Camps, it is suggested that all Member Association, league and team play be paused in an effort to not be in scheduling conflict for any interested participant. This suggestion if honored by all Member Associations, program administrators, coaches, and teams will provide participants the greatest opportunity to participate without conflicting schedules. The NAHA Player Development Camps should take precedence over any Member Association individual team training or league play. The NAHA Board will set the date during the September/Fall meeting.
2. Any pertinent information related to the USA Hockey Player Development can be found at the USA Hockey Pacific District Website: www.pacificdistricthockey.com.

VII. Adult Programs

1. Adult Classification
 - a. No player shall be rostered on any team or participate in any practice or game until he or she has registered with USA Hockey.
 - b. Limited to amateur players age 18 and older.
2. Penalty Reporting
 - a. All match penalties, game misconducts and incidents involving assaults on game officials (on or off-ice) or incidents involving spectators must be reported in writing by a responsible NAHA Member Team to the NAHA president no later than twenty-four (24) hours after such an incident occurs within the State of Nevada, or alternately no later than forty-eight (48) hours after the responsible NAHA Member Association Team returns from traveling outside the State of Nevada if such an incident occurs during a trip.
 - b. NAHA Member Associations are responsible for informing their member teams of this reporting requirement and for ensuring that Member Teams respond accordingly. Failure to comply with this requirement may result in immediate suspension for any or all the following: involved participants, Member Team, coach, manager or Member Association.
3. Non-Payment
 - a. Any issue of non-payment will first be handled for potential resolution between the participating team or individuals and their respected member association or league office. If there is no resolution, NAHA's Board of Directors will preside over the matter and render a ruling. If resolution cannot be reached through the NAHA Board of Directors, such matters may be pursued through local civil legal means to resolve any financial issue.
 - b. During any period of non-payment dispute, the team or individuals in question for non-payment may be withheld from participating in any USA Hockey program or league. All procedures for any determination of ineligibility based upon non-payment will be governed by USA Bylaw 10.

VIII. Policies

Screening Policy

1. Prior to participation in any NAHA/USA Hockey sanctioned event, all adult coaches, officials, managers, locker room attendants and other individuals who have routine access to athletes under the age of 18 shall comply with USA Hockey's National Background Screening Program and NAHA's screening policy.
2. All NAHA Member Associations shall be required to adopt and comply with the USA Hockey National Background Screening Program and the NAHA screening policy as a condition of membership in NAHA.
3. NAHA mandates that its leagues and Member Associations have rules in place to sanction any individual(s), organizations and/or teams who violate this rule.
4. Participation is only allowed when the individual is approved pursuant to USA Hockey's National Background Screening Program. Furthermore, it is USA Hockey's policy that it will not authorize or sanction in any of its programs, any coach, manager or other individual who has routine access to athletes under the age of 18 who refuses to consent to be screened.
5. In addition, an individual may be disqualified and prohibited from participating in any NAHA/USA Hockey sanctioned event if the individual has:
 - a. Been convicted (including convictions which have been sealed, expunged and/or pleas of "no contest") of a crime of child abuse, sexual abuse of a minor, physical abuse, causing a child's death, neglect of a child, murder, manslaughter, felony assault, any assault against a minor, kidnapping, arson, criminal sexual conduct, or prostitution related crimes;
 - b. Been found liable for civil penalties or damages involving sexual or physical abuse of children;
 - c. Been subject to any court order involving any sexual abuse or physical abuse of a minor;
 - d. Had their parental rights terminated;
 - e. A history with another member association and/or organization (volunteer, employment, etc.) of complaints of sexual or physical abuse of minors;
 - f. Resigned, been terminated or been asked to resign from a position, whether paid or unpaid, due to complaint(s) of sexual or physical abuse of minors; or
 - g. Has a history of other behavior that indicates they may be a danger to athletes under the age of 18 in NAHA.

SafeSport Policy

1. Prior to participation in any NAHA/USA Hockey sanctioned event, all adult coaches, officials, managers, locker room attendants and other individuals who have routine access to athletes under the age of 18 shall comply with USA Hockey and NAHA's SafeSport Policy.
2. NAHA mandates that its associations have rules in place to sanction any individual(s) who violate this rule.
3. Participation is only allowed when the participant's name appears on NAHA's SafeSport Compliance List. Furthermore, it is USA Hockey's policy that it will not authorize or

sanction in any of its programs any coach, manager or other individual who has routine access to athletes under the age of 18 who refuses to consent to SafeSport certification.

Please refer to the SafeSport Program Handbook for details of these policies. A copy of the USA Hockey SafeSport Program Handbook may be obtained from both NAHA and USA Hockey.

Concussion Programs and Protocols

1. In April 2018, USA Hockey added a concussion program acknowledgment requirement to its online registration process for all members. Furthering the commitment to concussion education and awareness as a primary component of player safety, the Pacific District has adopted Concussion Protocol that is now being implemented in all the District's affiliates. The Pacific District Concussion Protocol is education-based and works in tandem with the USA Hockey Concussion Program and applicable Nevada concussion laws.
2. NAHA shall enforce the USA Hockey Concussion Program, the Pacific District Concussion Protocol and applicable Nevada concussion laws.
3. The required NAHA concussion program will be implemented as follows:
 - a. **Parents/Guardians:** Concussion program acknowledgment form must be signed annually at the time of registration with USA Hockey. This form states that parents/guardians understand that an athlete will be removed from participation for a medical evaluation if a concussion is suspected and that they must be released by a medical provider prior to returning to participation.
 - b. **Coaches/Volunteers:** Concussion program acknowledgment form must be signed annually at the time of registration with USA Hockey. This form states that coaches/volunteers understand an athlete who may have suffered concussive activity will be removed from participation for a medical evaluation and must be properly cleared by a medical provider before they can return to participation.
 - c. **Officials:** Concussion program acknowledgment form must be signed annually at the time of registration with USA Hockey and maintained by the officials association governing body. This form states that coaches understand an athlete who may have suffered concussive activity will be removed from participation for a medical evaluation and must be properly cleared by a medical provider before they can return to participation.
 - d. **Athletes:** Concussion program acknowledgment form must be signed annually at the time of registration with USA Hockey. Athletes under the age of 12 must sign a form that also includes a parent signature. Athletes over the age of 12 may sign the form without a parent signature.
4. All NAHA Member Associations, coaches, managers, players, parents and other participants shall follow and comply with the USA Hockey Concussion Program, the Pacific District Concussion Protocol and any applicable Nevada concussion laws. Any athlete who is suspected of sustaining a concussion or head injury shall be immediately removed from participation for the remainder of the day. The athlete shall not return to physical activity/play until they have been evaluated by an appropriate medical professional who has signed a USA Hockey Concussion Management Return to Play Form for the athlete.

Zero Tolerance Policy

1. In an effort to make ice hockey a more desirable and rewarding experience for all participants, USA Hockey instituted a zero-tolerance policy beginning with the 1992-93 season. This policy requires all players, coaches, officials, team officials, administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games.

Locker Room Policy

1. USA Hockey is concerned with locker room activities between minor players, locker room activities between minor players and adult players, adults being alone with individual minor players in locker rooms, and non-official or non-related adults having unsupervised access to minor participants at sanctioned team events. In the best interest to protect all athletes under the age of 18, adults, and non-official or non-related adults, it is the policy of USA Hockey and NAHA that all NAHA ice hockey programs have at least one responsible adult directly monitoring the locker room during all team events to ensure that only participants (coaches and players), approved team personnel and family members are permitted in the locker room and to supervise the conduct in the locker room. Any individual meetings between a minor participant and a coach in a locker room shall require a responsible adult be with the coach.
2. Further, responsible adults must personally monitor the locker room environment at all times while participants are present and make sure the locker room is appropriately secured during times when minor participants are on the ice.
3. All responsible adults serving as locker room monitors should be gender appropriate and the co-ed locker room policy must be followed as described in the current USA Hockey Annual Guide. Monitors must be screened; SafeSport certified and meet all USA Hockey and NAHA participation and compliance standards.

Gender Equity – Co-Ed Locker Room Policy

1. The issue of co-ed dressing arrangements in locker rooms often arises, and USA Hockey is frequently asked to provide some type of guideline to deal with such situations. Teams, leagues, associations and USA Hockey need to recognize that there are gender equity issues to address when managing a co-ed locker room setting. Both female and male privacy rights must be given consideration and appropriate arrangements made. USA Hockey's member association/organizations should consider the following: 1. Recognize that it is an issue that must be dealt with and that favoring one group over another can produce legal ramifications; 2. Recognize that the ideal situation of using two, separate dressing rooms is not possible in many ice rink/arena settings; 3. Recognize that it is an issue that will increase in visibility as girls'/ women's participation in USA Hockey continues to grow; and 4. Recognize that it is an issue for members who are participating as players, coaches and officials.

IX. Codes of Conduct

1. USA Hockey has established a "Code of Conduct" for its members including Administrators/ Volunteers, Coaches, On-Ice Officials, Parents, Players and Spectators. These codes of conduct help improve the growth, development and participation by providing a responsible environment for our players.
2. Further information can be found in the USA Hockey Annual Guide.

X. Conflict of Interest Policy

Conflicts of interest have the potential to cause legal problems as well as embarrassment for USA Hockey, Inc. (“USA Hockey”). While conflicts of interest are not prohibited, they must be duly considered by an appropriate body or party of USA Hockey, based on disclosures as required by USA Hockey. This Conflicts of Interest Policy (this “Policy”) is intended to help directors, officers, employees, members of Councils, Committees, Sections and similar bodies, and certain other persons identify situations that present possible conflicts of interest and to provide USA Hockey with procedures whereby potential conflicts may be reviewed by an appropriate body or party of USA Hockey.

Conflicts of interest exist where an individual’s activities or relationships present the potential for improper personal gain or advantage, or an adverse effect on the interests of USA Hockey. It is impossible to list every circumstance giving rise to a conflict of interest; however, this Policy will serve as a guide to the types of circumstances that create conflicts of interest. Because the nature of the business of USA Hockey requires great public respect for and trust in the reputation and integrity of USA Hockey, and because USA Hockey operates in the public spotlight, USA Hockey is expected to conduct its affairs in a manner consistent with high ethical principles. USA Hockey correspondingly requires Responsible Persons (as defined below) to act in the same manner.

It is recognized that many persons serving in paid, volunteer and other roles with USA Hockey may also have volunteer, employment, management, ownership and other relationships with other entities involved in hockey that give rise to fiduciary and similar obligations to those other third parties. Ordinarily a Responsible Person’s obligations to USA Hockey and a third party are not in conflict; however, when Conflicts of Interest arise, a Responsible Person has a primary fiduciary duty to USA Hockey and must always act in the best interests of USA Hockey. If a Conflict exists, then the Responsible Person must recuse themselves from involvement in the matter as more fully set forth in Section III below. Recognizing that Conflicts of Interest arise, this Policy is intended to preserve the integrity of the decisions and actions taken by USA Hockey.

1. Definitions

As used in this Policy, the following capitalized terms shall have the meanings indicated.

“**Agent**” refers to a person serving as a director, officer, agent, partner, associate, trustee, personal representative, receiver, guardian, custodian, conservator or other legal representative of an entity or individual.

“**Board**” is the Board of Directors of USA Hockey.

“**Transaction**” is any contract, transaction, agreement or relationship involving the sale or purchase of goods, services, or rights of any kind, the providing or receipt of a grant or loan, or the establishment of any other financial relationship with USA Hockey or a Related Organization.

“**Control**” exists if an entity or individual either (i) owns, directly or indirectly, at least fifty percent (50%) of the equity ownership of another entity, or (ii) has the right, directly or indirectly, to direct or cause the direction of the management and policies of another entity, whether through the ownership of voting interests, by contract, or otherwise.

“Family Member” is a spouse, parent, child or a spouse of a child, brother, sister or spouse of a brother or sister, of a Responsible Person.

“Related Organization” is an entity that controls, is controlled by, or is under common control with USA Hockey.

“Responsible Person” is any person who holds one or more of the following positions with USA Hockey or a Related Organization: Director; Director Emeritus; officer; member of a Council, Committee or Section; member of the USA Hockey staff; member of a task force or other similar ad hoc committee; member of a hearing or appeal panel regarding a disciplinary matter, or any other person determined by the President of USA Hockey to be subject to this policy.

2. Existence of a Conflict of Interest

A “Conflict of Interest” or “Conflict” exists when a Responsible Person’s activities or interests, whether direct or indirect, interfere with, influence, or have the potential to interfere with or influence his or her responsibilities in any material respect on behalf of USA Hockey or undermine the interests of USA Hockey; provided, however, where a Responsible Person has a financial interest (regardless of the materiality of the financial interest) in a Transaction, a potential Conflict of Interest may exist. This definition of Conflict of Interest is intended to be interpreted broadly because the appearance of impropriety can be just as damaging as actual impropriety. Therefore, a Conflict of Interest exists whenever the public may reasonably infer from the circumstances that there is or could be such a conflict. Conflicts of Interest include, without limitation, the following types of circumstances and related examples, which are presented for illustration purposes and are not intended to be an exhaustive list of all potential Conflicts of Interest:

→ When USA Hockey is considering entering into a Transaction with a Responsible Person or Family Member.

Example: Approval of the Board is sought for an agreement for the provision of consulting services by a director of USA Hockey.

→ When USA Hockey is considering entering into a Transaction with an entity (other than a Related Organization) or individual in which a Responsible Person or Family Member has a financial interest or is an Agent.

Example: Approval of the Finance and Investment Committee of USA Hockey is sought for a banking relationship with a company of which a USA Hockey director is the Vice President.

→ When a Responsible Person engages in activities competing with USA Hockey or a Related Organization, including in the provision of services for, or in any other transaction or arrangement with, a third party.

Example: An officer of USA Hockey agrees with another national governing body to promote the other national governing body in negotiations with potential sponsors or licensees.

→ When a Responsible Person has a financial interest in an entity or individual that competes with USA Hockey or a Related Organization, including in the provision of services for, or in any other transaction or arrangement with, a third party.

Example: The spouse of an officer of USA Hockey works for or is an investor in a company that competes with USA Hockey, or in a company that provides services to a company that competes with USA Hockey.

→ When a Responsible Person accepts gifts, excessive entertainment or other favors from any individual or entity that does, or is seeking to do, business with USA Hockey or a Related Organization, if it might be concluded that such action was intended to influence or might influence the Responsible Person in his or her duties to USA Hockey. This does not preclude the acceptance of items of nominal or insignificant value that are clearly tokens of respect or friendship and not related to any actual or potential transaction or activity of USA Hockey or a Related Organization.

Example: The chair of the Finance and Investment Committee of USA Hockey is offered free use of a lake home belonging to the President of an organization that has a financial proposal under review by USA Hockey.

→ When a Responsible Person has a financial interest or is an Agent of an organization that is reasonably likely to be impacted (financially or otherwise) by an action or decision made by the Responsible Person in his or her capacity acting on behalf of USA Hockey.

Example: A Council member who works for a league or other organization is called upon to vote or decide on a matter **materially** impacting the league or other organization.

Example: A director working or volunteering for a Tier I program serves on a committee for determining whether to grant Tier I status to competing programs.

→ When a Responsible Person's activities or interests, whether direct or indirect, interfere with, influence, or have the potential to interfere with or influence his or her responsibilities on behalf of USA Hockey or undermine the interests of USA Hockey

Example: A Council member has a significant client that owns or operates a facility being considered as the host of a USA Hockey event.

Example: A director serves on a hearing panel or appeal panel involving discipline against a member of the director's program.

3. Policy and Procedures

The procedures set forth below are designed to help Responsible Persons identify situations that present potential Conflicts of Interest and to provide USA Hockey with a procedure for independent review and, when appropriate, approval of a circumstance in which a Responsible Person has or may have a Conflict of Interest. The policy is intended to comply with the procedure prescribed in the Code of the District of Columbia, Section 29-406.70, which governs conflicts of interest for directors of nonprofit corporations.

a. Reporting Conflicts of Interest

Prior to Board, Executive Committee or other action on a matter involving a Conflict of Interest (including any decision or any Transaction), a Responsible Person who believes he or she has a Conflict of Interest shall disclose all facts material to the Conflict of Interest as follows:

- 1) in the case of Board or Executive Committee action, to the President;
- 2) in the case of action by a Council, Committee, Section, task force, other ad hoc committee, or hearing or appeal panel, to the applicable chair (for example, a member of a Council who believes that he or she has a Conflict of Interest shall report the matter to the chair of the Council);
- 3) in the case of action by USA Hockey staff, to the Executive Director. Such disclosure shall be made by the person with the Conflict prior to or at the meeting.

The individual to whom the disclosure is made shall report the disclosure at the meeting prior to consideration of the matter involving the Conflict, and the disclosure shall be reflected in the minutes of the meeting. If the person having the Conflict of Interest is the President, then the required disclosure shall be made to, and the required report shall be made by, a Vice President or another officer. If the person having the Conflict of Interest is the Executive Director, then the required disclosure shall be made to, and the required report shall be made by, the President.

For any other Conflicts of Interest not described above, the Responsible Person who believes he or she may have a Conflict of Interest shall disclose to the President the facts relating to the potential Conflict of Interest. A Responsible Person with a Conflict of Interest shall refrain from any action that may affect USA Hockey's participation in the subject Transaction or other decision or action of USA Hockey, and shall not attempt to exert his or her personal influence regarding the matter. Individuals or bodies of USA Hockey with questions about procedures for disclosure and review of Conflicts of Interest may seek advice from the Chair of the Legal Council, who may answer such question or refer such question to a member of the Legal Council or other designee.

b. Unreported Conflicts of Interest

At the direction of the President or Vice President of the Legal Council, USA Hockey may review any matter to be considered by the Board, or a Council, Committee, Section, task force, other ad hoc committee, hearing or appeal panel or other body of USA Hockey, to determine whether a Responsible Person has a Conflict of Interest, and if it is determined that a Conflict exists the Conflict of Interest procedures herein shall apply.

c. Review of Conflicted Transactions

For matters in which a Responsible Person has a Conflict of Interest, the Board, Executive Committee, Council, Committee, Section, task force, other ad hoc committee, hearing or appeal panel, or other body of USA Hockey, as applicable,

shall review each Conflict of Interest that is reported to it, and may approve the matter if the material facts as to the matter and the Conflict of Interest are fully disclosed or known to the body considering the matter, and the body approves the matter in good faith by the affirmative vote (without counting the person(s) with the Conflict) of a majority of the disinterested members of the body at the meeting, even though the disinterested members constitute less than a quorum for such meeting.

d. Questions

If it is not clear whether a Conflict of Interest exists, then a Responsible Person with a potential Conflict shall disclose the circumstances to the President, who shall determine whether there exists a Conflict of Interest that is subject to this Policy.

A Responsible Person who believes he or she has a Conflict of Interest **shall not may except to** participate in the body's discussion of the matter **if they have** disclosed the material facts **related to the Conflict and all parties related to the subject of the matter are present or represented; and to respond to questions provided however,** the chair of the body considering the matter **shall may** provide an opportunity for the body to discuss the matter without the person with the Conflict of Interest present. The person with a Conflict of Interest may not vote on the subject matter. The chair has the power to require the interested person to leave the room while the vote is taken **and/or during deliberations.**

The minutes of the meeting of the body reviewing a Conflict of Interest and making a decision on the underlying matter shall reflect (1) the matter under consideration, (2) the Responsible Person with a Conflict of Interest, (3) the Responsible Person's ineligibility to vote and/or absence from the meeting during any discussion or vote, and (4) the decision of the body on the matter under consideration.

For all other Conflicts of Interest, the President shall determine whether the Conflict of Interest should be reported to or acted on by the Board or other body of USA Hockey. The President may also determine whether review and resolution of a Conflict of Interest should be handled by another party or body of USA Hockey, including a special committee designated by the President. In each case, the President may direct and address review and resolution of the matter in the President's discretion and shall make a written record of the disclosure of the Conflict of Interest and related decision on referral of the matter.

Individuals or bodies of USA Hockey with questions about procedures for disclosure and review of Conflicts of Interest may seek advice from the Chair of the Legal Council, who may answer such question or refer such question to a member of the Legal Council or other designee.

XI. Whistleblower Policy

This Whistleblower Policy (1) encourages board members, staff and volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of the Nevada Amateur Hockey Association; (2) specifies that the Nevada Amateur Hockey Association will protect the person from retaliation; and (3) identifies where such information can be reported.

1. **Encouragement of Reporting.** The Nevada Amateur Hockey Association encourages complaints, reports or inquiries about illegal practices or serious violations of the Nevada Amateur Hockey Association's policies, including illegal or improper conduct by the Nevada Amateur Hockey Association itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies. Other subjects on which the Nevada Amateur Hockey Association has existing complaint mechanisms should be addressed under those mechanisms. This policy is not intended to provide a means of appeal from outcomes in those other mechanisms.
2. **Protection from Retaliation.** The Nevada Amateur Hockey Association prohibits retaliation by or on behalf of the Nevada Amateur Hockey Association against board members, staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The Nevada Amateur Hockey Association reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.
3. **Confidentiality.** Insofar as possible, the confidentiality of the whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal right of defense.
4. **Where to Report.** Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the basis of the complaints, reports or inquiries. They should be directed to the Nevada Amateur Hockey Association's President of the Board of Directors or Vice President immediately; if both of those persons are implicated in the complaint, report or inquiry, it should be directed to the NAHA SafeSport Coordinator. The Nevada Amateur Hockey Association will conduct a prompt, discreet, and objective review or investigation. Directors, staff or volunteers must recognize that the Nevada Amateur Hockey Association may be unable to fully evaluate a vague or general complaint, report, or inquiry that is made anonymously.

XII. Records and Retention Policy

The Nevada Amateur Hockey Association, USA Hockey ("Nevada Amateur Hockey Association") shall retain records in an orderly fashion for time periods that comply with legal and government requirements.

Record Retention Guidelines.

The following holding periods shall be used for the maintenance of the documents listed below:

1. Accounting Records
2. Accounts Payable - 7 Years
3. Accounts Receivable - 7 Years
4. Audit Reports - Permanent
5. Chart of Accounts - Permanent
6. Depreciation Schedules - Permanent
7. Expense Reports - 7 Years
8. Financial Statements (Annual) - Permanent
9. Fixed Asset Purchases - Permanent
10. General Ledger and General Journals - Permanent
11. Loan Payment Schedule - 7 Years
12. Purchase Orders & Correspondence - 7 Years
13. Purchase Requisitions - 2 Years
14. Tax Returns and Working Papers - Permanent
15. Trial Balances (Annual) – Permanent

XIII. Dispute Resolution

1. This guidebook is intended to assist everyone in supporting amateur hockey in Nevada. However, the NAHA Board of Directors also recognizes that disputes do arise in hockey; often because each person has their own perspective of what is right. This summary is intended to help you understand how disputes are resolved under the rules of USA Hockey and NAHA.
2. The Federal Amateur Sports Act governs amateur hockey in the United States. USA Hockey is required to comply with that law as the sanctioning body for America's national and Olympic hockey teams. The Act requires USA Hockey, and therefore NAHA, to maintain a fair and speedy process for resolving disputes. USA Hockey and NAHA's dispute resolution rules are contained in Section 10 of the Bylaws of USA Hockey.
3. Every Member Association, league, or independent team must maintain an impartial procedure for discipline and for dispute resolution. A team, which is part of an association, functions under its association's dispute resolution rules.
4. There is no right to appeal a game misconduct, since this rule is part of the referee's game jurisdiction. Note that supplemental discipline may be awarded under USA Hockey Rule 410 after a game misconduct, after hearing.
5. All hearings should have the following components:
 - a. Adequate notice of the time and place of the hearing must be provided. This should be in writing. "Adequate notice" means giving a reasonable chance to prepare, including obtaining evidence or affidavits and getting the assistance of others. Notice of the charges or issues will be considered and the possible discipline, which may occur, must be provided. This should also be in writing. It is the Association's responsibility to give prior notice of the allegations and the

- possible discipline. For example, absent an immediate threat to the safety of youth players, it would be improper to schedule a meeting to "discuss" a coach's conduct, and to then suspend the coach based on the "discussion".
- b. Where playing conduct is under review, the player or his parent must be provided with the information supporting the suspension, including a copy of the game scoresheet and any report submitted by the referees, as well as written statements, or summaries of oral statements, to the extent those were relied upon in awarding or sustaining the penalty.
 - c. The person or panel that is ruling on the matter must be impartial and they must not have previously made up their mind on a dispute. It is invalid for someone who is involved in the dispute to rule on a matter.
 - d. The person who is the object of the hearing must have the right to hear all negative evidence and to present all favorable evidence. They must be permitted to have someone assist them or represent them at their own expense. However, legal rules of evidence do not apply, and they do not have unlimited time to present their case.
 - e. The decision resulting from the hearing shall be promptly conveyed and should be memorialized in writing.
6. If the hearing is held by an association, which is a member of a league, the first level of appeal is to the league under the league's rules. NAHA will not hear an appeal until the league appeal is completed or the league has demonstrated a refusal to consider the appeal.
 7. Appeals to NAHA shall be directed to the Discipline Committee headed by the Discipline Committee Chair within ten (10) days of the ruling by the league or association which is being appealed.
 8. The decision of the Discipline Committee may be appealed to the NAHA Board of Directors. All Appeals are conducted in accordance with USA Hockey Bylaw 10.

XIV. Discipline Committee

1. The NAHA Board of Directors shall annually create a Discipline Committee composed of a Chair, appointed by the President and a minimum of five (5) members including a Vice-Chair appointed by the Committee Chair. The NAHA Board of Directors, by simple majority vote, may overrule the selection of the Chair by the President or the selection of the individual members to the Committee by the Chair.
2. The Committee through its chair is directly responsible to the President, and through the President, to the Board of Directors of NAHA in performing its functions.
3. Committee decisions may be made by as few as three (3) of the members if there are abstentions, absences, or conflicts of interest. Committee actions and decisions are to be based on a simple majority vote. However, no decision or action is to occur without participation, and voting in the proceedings at issue by at least three (3) members of the committee. In situations where a tie vote is possible, a vote by the Chair will be reserved, and occur only as a tie breaker. The Chair may note conflict of interest or appearance of conflict of interest and recuse him/herself or request another member of the Committee to

recuse him/herself from the proceedings in which the conflict or appearance of conflict is thought to occur. Members pro tempore may be appointed by the Chair as necessary to compensate for abstaining or absent members, and conflict of interest recusals. The Chair shall select a temporary committee chair should the Chair be absent or have to recuse in a conflict situation. The Chair shall select the temporary committee chair from the other committee members or any pro tempore member(s) appointed by the Chair.

4. The general business of the Committee is to be conducted in open session; general business conducted by telephonic communication is to be available to the public upon request. Any hearing involving a disciplinary or other similar action of a confidential or quasi-confidential nature shall be conducted in closed session with those present being members of the Committee and:
 - a. The person against whom an action is being considered, including a parent (s), legal counsel or designated guardian and/or coach for players;
 - b. Designated representatives of the team or NAHA affiliate against whom an action is directed; and/or
 - c. The aggrieved person, including parents, legal counsel, designated guardian and/or coach for players, team or affiliate involved.

Individuals providing testimony in such proceeding shall appear in the proceeding alone, and shall be excused after providing testimony.

5. The deliberation of the Committee in session will be duly recorded and a written copy of same will be provided to the President of NAHA, no later than the next regular session of the NAHA Board of Directors. Only the decision of the Committee is to be public, all such decisions being announced through the President, except that parties to the action may be apprised of committee decisions and recommendations to the NAHA Board of Directors for action.
6. Committee actions can be initiated by:
 - a. Notice to the Chair of an infraction of USA Hockey or NAHA rules that could require a game misconduct, match or gross misconduct penalty, by a referee or an appropriate designated tournament official, in writing, or verbally followed by an annotated game score sheet or other appropriate written notice;
 - b. A request from the NAHA President;
 - c. A tournament Director;
 - d. A designated member of the Tournament Discipline Committee.
7. The Committee will respond/act on any such notification at its next regularly scheduled meeting, or as soon thereafter as all pertinent materials and persons involved in the issue at hand can be assembled.
8. Scheduled meetings of the Committee will be once a month from September through March. Ad Hoc meetings for specific issues may be called by the President, NAHA or the Chair at any other time during the full calendar year.
9. Any person or team who consider themselves aggrieved by sanctions imposed by the Committee may appeal that decision to the NAHA Board of Directors. Written appeals to

a decision or action of the Committee must be received by the President of NAHA within fifteen (15) days of notification of the decision of the Committee for consideration. Written appeals to the NAHA President shall be sent by standard mail, hand delivery or by email. Such appeal must be accompanied by all written documentation from the original proceeding. The President of NAHA will present the appeal to the full NAHA Board of Directors at the Board's next regularly scheduled meeting for reconsideration, and will be responsible for all appeal proceedings and actions.

10. Any imposed match or gross misconduct penalty not successfully appealed, that cannot be served in its entirety in the hockey season (September 1 -August 31) in which it was assessed, will carry over to the following season for completion or implementation, any change in USA Hockey Association by the player so penalized notwithstanding.
11. Committee actions and decisions will be based on USA Hockey published bylaws, rules and regulations; NAHA bylaws and rules and regulations and specific tournament rules and regulations.
12. Penalties imposed by the Committee may affirm the original penalty imposed by a game official, or may be additional to that penalty at the discretion of the Committee.

XV. Individual Discipline and Summary Suspension

Players, parents, coaches and all other individuals within NAHA are subject to the same rules and regulations of conduct and are equally subject to suspension, expulsion or discipline. The President, or any Vice President officially acting in his place or stead, pursuant to the rules prescribed herein and consistent with the rules and regulations of USA Hockey relating to suspension or expulsion, including USA Hockey Bylaw 10, may suspend, any player, parent, team, team official, referee, or other individual for conduct detrimental to the game, or for such other reasons as may be determined as grounds for suspension or expulsion by the NAHA Board of Directors.

XVI. Delinquent Players

- No player will be rostered with any Member Association if that player or his/her parent(s) remain indebted to any other NAHA Member Association and are delinquent with respect to outstanding financial obligations. NAHA will maintain a list of affiliate players who have not timely satisfied their financial obligations, irrespective of whether the obligation is owed by the player or his/her parent(s), to a Member Association or one of its teams. This list will be referred to as the "Delinquent Player List" (DPL). The DPL will only be accessible to the NAHA Board of Directors and Member Association Registrars.
- Member Associations may add players to the DPL anytime during the current playing season by submitting the following criteria to NAHA's Board of Directors:
 - Player Name
 - Date of Birth
 - Contact information of player being added
 - Copy of a signed Member Association contract or documentation evidencing the debt owed.
 - Dollar amount owed to Member Association
 - Description of the collection attempts/timeline and the explanation of the nature of the delinquency.

- Once NAHA's Board of Directors have received a complete submission by a submitting Member Association, the submission shall be deemed accepted and the subject player or parent(s) shall be presumed delinquent with respect to the financial obligation identified in the submittal. The submitting Member Association shall be liberally granted reasonable opportunities to cure any deficiencies in its submittal.
- Players added to the DPL may not participate in any activities for any team or Member Association until:
 1. The involved financial obligations are satisfied and the NAHA Board of Directors is notified by the involved Member Association to remove the player from the DPL.
 2. Or, the player or parent(s) have successfully appealed or have secured a judgement or other final and binding legal determination establishing that no delinquent financial obligation exists.
- Any player that has been listed on the Delinquent Player List and desires to move to another NAHA Member Association is required to obtain a full unconditional release from the Member Association to which money is owed.
- Nevada Amateur Hockey Association (NAHA) assumes no responsibility for contractual and/or financial agreements entered into between the players, their families, and each individual Member Association with the affiliate. Responsibility at all times remain with the contracting parties.
- Players/Parents wishing to appeal the addition of a player to the DPL may request an appeal hearing before the NAHA Discipline Committee by sending a written request for an appeal hearing to the President of NAHA. The NAHA President shall schedule an appeal review within (14) calendar days of receiving the request. At such hearing, the appealing player/parent(s) shall have the burden of rebutting the presumption of delinquency by establishing that a good faith and reasonable dispute exists as to the alleged debt owed.
- A Member Association or player/parent wishing to appeal the decision of NAHA Discipline Committee can request an appeal hearing before the entire NAHA Board of Directors. A written request for appeal hearing shall be sent to the NAHA President (14) days prior to the next scheduled NAHA Board meeting. The Board shall place the appeal hearing on the NAHA Board Meeting Agenda at their next scheduled meeting. The appealing player/parent(s) shall have the same burden of rebutting the presumption of delinquency by establishing that a good faith and reasonable dispute exists as to the alleged debt owed to uphold or reverse any decisions made by the NAHA Discipline Committee.
- No Member Association shall allow a player who is listed on the DPL to sign or register with any Member Association and or/ otherwise participate on a team from said Member Association without a proper release from the prior Member Association that caused the player to be placed onto the DPL, until the player has otherwise been removed from the DPL. Any Member Association in violation of this rule will be referred to the NAHA Disciplinary Committee for action which may include disciplinary action and/or a fine up to \$1,000 per violation.

NAHA BYLAWS

Article 1 — USA Hockey Preeminence

The Nevada Amateur Hockey Association (“NAHA” or Affiliate”), an Affiliate Association of USA Hockey, Inc., shall abide by and act in accord with the Articles of Incorporation, Bylaws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of USA Hockey, and such documents and decisions shall take precedence over and supersede all similar governing documents and/or decisions of NAHA. Further, NAHA (i) shall assist USA Hockey in the administration and enforcement of the provisions of the Bylaws, Rules and Regulations, Playing Rules and decisions of the Board of Directors of USA Hockey, within and upon its members and/or within its jurisdiction and (ii) agrees to be guided by the following core values of USA Hockey:

1. **Sportsmanship.** Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.
2. **Respect for the Individual.** Treat all others as you expect to be treated.
3. **Integrity.** We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.
4. **Pursuit of Excellence.** At the Individual, Team and Organizational/Member Association Levels. Each member of the organization/association, whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability.
5. **Enjoyment.** It is important for the hockey experience to be fun, satisfying and rewarding for the participant.
6. **Loyalty.** We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.
7. **Teamwork.** We value the strength of learning to work together. The use of teamwork is reinforced and rewarded by success in the hockey experience.

Article 2 — Indemnity

The Nevada Amateur Hockey Association (NAHA), an Affiliate Association of USA Hockey, Inc., shall indemnify and hold harmless USA Hockey, the Board of Directors of USA Hockey and each member thereof, the Executive Committee of USA Hockey and each member thereof, the councils and committees of USA Hockey and each member thereof, and all other elected, appointed, employed or volunteer representatives of USA Hockey from any and all claims, liability, judgments, costs, attorneys’ fees charges and expenses whatsoever, arising from the acts and omissions of NAHA, except to the extent (i) that USA Hockey or its afore described representatives caused such claims, liability, judgments, costs, attorneys’ fees, charges or expenses by their own intentional neglect or default or (ii) that such acts or omissions were the

direct result of compliance with the Articles of Incorporation, Bylaws, Rules and Regulations, Playing Rules or decisions of the Board of Directors of USA Hockey. Further, NAHA understands and acknowledges that USA Hockey and its representatives have assumed such assignment, function, office or capacity upon the express understanding, agreement and condition that they be so indemnified and held harmless to the extent described in this bylaw.

USA Hockey shall reasonably cooperate with Affiliate in any litigation and provide reasonable support in connection therewith, including but not limited to advice and testimony upon reasonable request; provided, however, that such cooperation shall not require USA Hockey to incur any out of pocket expense not reimbursed by Affiliate.

Article 3 — USA Hockey Required Principles

A. Membership.

All Registered Participant Members of NAHA (players and coaches), as a condition of membership in good standing with NAHA, shall also be required to be Registered Participant Members in good standing with USA Hockey. “Registered Participant Members” is a defined term in USA Hockey Bylaw 1 and NAHA incorporates that definition, as amended from time to time, into these Bylaws.

B. Government.

The government and authority of NAHA shall be vested in a Board of Directors composed of at least three representatives, as determined by NAHA, selected through an annual democratic election process. A majority of the Board must always be composed of representatives selected by such election process. The officers of NAHA, selected by the Registered Participant Members or the Board of Directors, shall include at least a president, vice president and secretary-treasurer. It is recommended that the terms of directors and officers be staggered.

C. Voting.

Each Registered Participant Member of NAHA shall be entitled to one vote in the process adopted by Affiliate for the election of its Board of Directors. The process adopted by Affiliate for the election of its Board of Directors shall be based upon the premise that each Registered Participant Member of NAHA shall be entitled to one vote. The manner of any voting by proxy shall be stated in writing and shall be subject to the approval of the Executive Committee of USA Hockey.

D. Annual Meetings.

Any action(s) or policy(s) adopted or requested to be adopted by the Board of Directors or the officers of NAHA shall be reported to its membership, or their duly authorized representatives, at least once each year at a meeting called for such purpose, with notice and agenda of such meeting being given to all members of NAHA no less than fifteen (15) days in advance of the holding of the meeting, which meeting shall be open to all members of NAHA.

E. Financial Reports, Dues and Assessments.

NAHA shall provide to the Executive Director of USA Hockey an annual financial report of operations, and all dues and assessments by NAHA shall be reasonable in relation to the programs it offers to its members.

F. Publication of Constitution and Bylaws.

NAHA shall annually distribute, or make available online, to its members, copies of its constitution, bylaws and other governing documents, and all amendments thereto. Copies shall also be available upon request.

G. Equal Opportunity/Suspension of Registered Participant Members and/or Others Without a Hearing.

NAHA must provide an equal competitive opportunity taking into accountability, physical size and other athletic criteria, to amateur athletes, coaches, trainers, managers, administrators, and officials to participate, consistent with the requirements of the Amateur Sports Act of 1978, as amended, in amateur athletic competition without discrimination on the basis of race, color, religion, age, sex, or national origin. NAHA shall provide for the prompt and equitable resolution of grievances of its members, including fair notice and opportunity for a hearing to any amateur athlete, coach, trainer, manager, administrator, or official before declaring such individual ineligible to participate, in accordance with USA Hockey Bylaw 10 and NAHA Rule XV. NAHA may impose a summary suspension only in those circumstances permitted by USA Hockey Bylaw 10 and NAHA Rule XV. Any hearing following a summary suspension shall be conducted in accordance with USA Hockey Bylaw 10.

H. Insurance.

NAHA agrees, always throughout the term of this Agreement, to be covered by the general liability insurance policy and any other policies maintained by USA Hockey. USA Hockey shall inform NAHA of the limits of that policy, and of the changes to those limits which may be made by USA Hockey at its sole prerogative. NAHA retains the right to obtain whatever additional insurance coverages it may desire, at its own expense, but agrees to name USA Hockey as an additional insured thereof.

I. 501(c)(3) Status.

NAHA shall at all times during the term of this Agreement maintain its tax-exempt status under Section 501(c) (3) of the Internal Revenue Code, and shall cooperate with USA Hockey in the event that USA Hockey and NAHA deem it advisable for NAHA to be included in a group exemption letter.

J. Abuse.

NAHA shall adopt sexual, physical and emotional abuse policies to prohibit such activities and which meet certain minimum criteria established by USA Hockey (subject to any contrary requirements contained in state or local law applicable to NAHA).

Article 4 — USAH Affiliate Name

The name of this USA Hockey Affiliate organization shall be NEVADA AMATEUR HOCKEY ASSOCIATION, d.b.a. NEVADA AMATEUR HOCKEY ASSOCIATION (NAHA), and shall be referred to hereafter as the "AFFILIATE" or "NAHA".

Article 5 — Purpose

The purpose of NAHA shall be to:

1. Promote the sport of amateur ice hockey in the State of Nevada in compliance with the USA Hockey Bylaws, Rules and Regulations and Policies.
2. Make the sport of ice hockey available to amateur participants as defined by USA Hockey at an affordable cost at all levels of participation.
3. Develop and encourage sportsmanship and fellowship among players for the betterment of their physical and social well-being.
4. Bring together the various ice hockey associations, organizations and arenas in the State of Nevada under a single statewide association, as an "Affiliate" of USA Hockey, to represent the interests of the participants in the sport of amateur ice hockey within the State of Nevada.
5. Encourage and support the holding of tournaments in the State of Nevada for the purpose of selecting Nevada's State Champion at the non-tiered level and for selecting Nevada's entries in District and National competitions at the Tiered I and/or II levels in accordance with NAHA, Pacific District and USA Hockey By-laws and Rules and Regulations.
6. Provide leadership in recruiting, player development, coaches training, officials training, communication and overall governance of the sport of amateur ice hockey in the State of Nevada as defined in the NAHA Guidebook and within the guidelines, rules and regulations set forth by Pacific District and USA Hockey.
7. Do any and all things as are incidental or conducive to the attainment of the above purposes and objectives.

Article 6 — Office

The location of the principal office of this Affiliate shall be as approved by the NAHA Board of Directors.

Article 7 — Non-Profit Status

This Affiliate shall have no capital stock and shall not be conducted for profit. Furthermore, this Affiliate shall maintain its nonprofit status registration in the State of Nevada pursuant to Internal Revenue Code Section 501 (c)(3) of 1954 (or corresponding provisions of future laws), and such other State law applicable to non-profit corporations.

Article 8 — Member Associations

SECTION 1: QUALIFICATIONS FOR MEMBERSHIP

Any active, amateur ice hockey association located in the State of Nevada shall be eligible for full Member Association in NAHA upon:

- compliance with all provisions of the NAHA Bylaws and Rules and Regulations; the Pacific District Guidebook; USA Hockey Bylaws, Rules and Regulations, Policies and Procedures; and
- approval by majority vote of the NAHA Board of Directors. The NAHA Board of Directors shall have the right to refuse any application for membership.

SECTION 2: MEMBERSHIP

1. All NAHA Member Associations shall be formed and operate as either:
 - a. NON-PROFIT MEMBER ASSOCIATION: Must be duly incorporated in the State of Nevada as a non-profit entity and designated as either a 501(c)3 or 501(c)(7) organization; or
 - b. FOR-PROFIT MEMBER ASSOCIATION: Must be an active registered business entity with the State of Nevada
2. All NAHA Member Associations shall be bound to abide by USA Hockey Bylaw 10 for dispute resolution, and must follow all USA Hockey rules and regulations, and exclusively use USA Hockey certified officials.

SECTION 3: MEMBER REQUIREMENTS

All Member Associations must properly roster and register its teams with USA Hockey and comply with the Bylaws, Policies and Rules and Regulations of NAHA and USA Hockey.

The Board of Directors of NAHA shall establish the criteria to become a Member Association. Such criteria shall include, but are not limited to the following:

1. All non-profit associations must have a board of directors.
2. All for-profit associations must have a designated Director of Hockey.
3. All Member Association's operations must be consistent with and follow the Bylaws, Rules and Regulations, and Policies of USA Hockey and NAHA.
4. All Member Associations must demonstrate the financial capacity to operate the programs as presented in their application.

5. All Member Associations must be able to provide or access enough ice consistent with the size of its program.
6. Non-profit associations must maintain: directors and officers (D&Os), liability insurance and name NAHA as an additional insured. For-profit associations must maintain liability insurance and name NAHA as an additional insured. Associations serving youth players must be able to demonstrate an internal development program for current and future players consistent with USA Hockey's American Development Model (ADM).
7. Member Associations must submit annual proof of good standing as a registered Nevada business entity (non-profit or for-profit). Non-profit Member Associations must submit governing documents (bylaws, constitutions, rules/guides, etc.) and annual Form 990 filings, and are subject to periodic review and audit with any associated cost born by the Member.
8. All Member Associations must be "Members in Good Standing" per Article 8, Section 6.
9. All NAHA Member Associations in existence at the time of the enactment of the 2020-21 revised and updated NAHA Guidebook shall continue as full Member Associations in NAHA and shall not have to reapply for membership. The list of Member Associations at the time of enactment is stated at the beginning of the 2020-21 NAHA Guidebook. These Member Associations shall be required to comply with all USA Hockey and NAHA Rules, Regulations, Bylaws and Policies to maintain their NAHA Member Association status.

New Member Association

A new Member Association is defined as a program that did not previously exist and does not take the place of a previously existing Member Association.

A new Member Association applicant can apply to be one of the following member association types:

- Youth House
 - Youth
 - Girls
 - Disabled
- Youth Travel
 - Youth
 - Girls
 - Disabled
- Adult
 - Adult Checking
 - Adult Non Checking
 - Women's
 - Disabled
- Collegiate Affiliated ACHA Hockey Program
 - Mens
 - Womens

No Independent Teams will be allowed NAHA Member Association status.

1. Adult and Youth House
 - a. Each ice arena facility shall only be allowed to have one Member Association for Adult Hockey and one Member Association for Youth House to provide the rink owners with the first right for house and adult Member Associations.
 - b. A Youth House Member Association can only be affiliated with 1 youth travel Member Association.
2. Youth Travel
 - a. New NAHA youth travel member associations shall not roster more than 25% of their players, per team, from an existing NAHA travel Member Association.
 - b. No independent teams will be allowed NAHA Member Association status.
 - c. All NAHA youth travel Member Associations must be affiliated with a NAHA feeder house league Member Association.
 - d. NAHA youth travel Member Associations shall be required to have at least 30% of their membership be age 10 and under.
 - e. All NAHA youth travel Member Associations shall have a minimum of 3 A or B level travel teams during the first two years of operation.
 - i. All NAHA youth travel Member Associations shall have a minimum of 4 A or B level travel teams in the third and all subsequent years of operation.
 - ii. The NAHA Board of Directors may grant exemptions, where appropriate, to the minimum A/B level team requirement for NAHA youth travel Member Associations.
 - f. Any NAHA youth travel Member Association with less than three teams will lose its NAHA Member Association status.
 - i. NAHA youth travel Member Associations may apply to the NAHA Board of Directors to place their Member Association on Dormant Status for up to a two (2) year period.
 - g. All NAHA youth travel Member Associations must demonstrate and possess sufficient quantity and age appropriate ice times for all teams.
3. All New NAHA Member Associations shall serve a one year non-voting probationary period during their first year of membership.
4. All Member Associations must properly register its teams with USA Hockey and comply with the Bylaws, Policies and Rules and Regulations of NAHA and USA Hockey.
5. No Member Association shall sponsor or have affiliation to an independent Non-USA Hockey team.
6. The NAHA Board of Directors must approve the application of any applicant association by majority vote for the association to receive full NAHA Member Association status. The NAHA Board of Directors shall have the right to refuse any application for membership.

SECTION 4: VOTING

Each Member Association shall be represented by one (1) representative who shall serve as a member of the NAHA Board of Directors. Each Member Association representative shall be selected by the rules of their respective Member Association.

The member representative of each Member Association, not in their first year probationary period, shall have one vote on the NAHA Board of Directors. A representative of a Member Association in the first year probationary period is a non-voting member of the NAHA Board of Directors during that probationary period.

Proxy voting shall not be permitted.

Member Associations that are Collegiate Affiliated ACHA Hockey Programs shall have only one representative member and one vote on the NAHA Board of Directors regardless of the number of teams fielded by the Member Association.

SECTION 5: MEMBERSHIP APPLICATION, RENEWAL AND FORFEITURE

Application for Member Association in NAHA must be done on a NAHA application form. A fee, as may be established by the NAHA Board of Directors, must accompany applications for membership, and, as appropriate, a certified copy of the applicant's constitution, bylaws and/or rules and regulations. All membership applications must be submitted to the NAHA Board of Directors by the January Board meeting. The NAHA Board will vote on the application during the following Annual Meeting, or at a time or special meeting called for that purpose, as deemed necessary.

All Member Associations shall be required to file a NAHA membership renewal form each subsequent year and pay any applicable annual membership fee no later than March 1st of each year. The renewal form is to be submitted to the Secretary of the NAHA Board of Directors.

Current Member Associations that do not meet the qualifications set forth in Article 8 in a given regular season shall automatically forfeit its Member Association status in NAHA. Any Member Association that forfeits its Member Association status for failing to meet the qualifications set forth in Article 8 must reapply for membership as outlined herein.

SECTION 6: MEMBERS IN GOOD STANDING

All Member Associations must be "Members in Good Standing" with NAHA and USA Hockey. Each Member Association shall submit to NAHA each year a copy of its Constitution, Articles of Incorporation, Bylaws, Rules and Regulations (if any), a list of their current officers, and a membership compliance checklist using NAHA's current form, prior to NAHA's Annual Meeting. Membership within NAHA is non-transferable without the written consent of NAHA, which shall require at a minimum certification that the association continues to satisfy the membership requirements and is a Member in Good Standing.

Members who conduct themselves in such a manner as to cause harm to the credibility of NAHA and adult or youth hockey put their "Membership in Good Standing" at risk. Conduct of this

nature includes, but is not limited to, association/organizational recruitment of players from other members, failure to pay ice rinks, failure to pay leagues, suppliers and officials, knowingly rostering a player not in good standing with his/her previous USA Hockey organization/association and providing false information to donors. Members who are alleged by NAHA or its Board of Directors to have conducted themselves in a manner which violates this Membership in Good Standing guidelines are required to respond to the NAHA Board of Directors, or such committee as the NAHA Board delegates, and to informational requests from such parties, to review potential disciplinary actions.

In the event any Member Association is alleged by the NAHA Board of Directors or a committee designated by the Board to have violated the Membership in Good Standing guidelines, they may be suspended by NAHA, or NAHA may impose other disciplinary action, following a hearing held in accordance with USA Hockey Bylaw 10 unless under the USA Hockey Bylaws, no such hearing is required.

Article 9 — Fees, Dues & Sanctions

SECTION 1: APPLICATION FEE

The NAHA Board of Directors may establish a membership application fee for Member Association in NAHA. This fee shall be established by the NAHA Board of Directors on an annual basis and included on the application form. This will be a one-time only fee.

SECTION 2: ANNUAL DUES, TEAM AND AFFILIATE FEES

The NAHA Board of Directors may establish:

- Annual membership dues to be paid by each Member Association;
- Annual team fees to be paid by Member Associations, club, league, teams or other organizations; and/or
- Annual affiliate fee to be paid by all NAHA participants (coaches, officials, players, volunteers) and shall be collected at the time of registration with USA Hockey. All NAHA participants shall be required to register online with USA Hockey.

The amount of the annual membership dues, annual team fee and annual affiliate fee will be determined by the NAHA Board of Directors at the January meeting.

These team dues are for the upcoming season and are due by March 31st of that playing season and will be published in the official minutes. All participant dues shall be established during the January meeting and collected during the registration process with

SECTION 3: SANCTIONS

Each Member Association, club, league, team or organization failing to pay the established dues, fees and/or fines, when payable, may be subject to suspension of membership from NAHA. The continued failure to pay the required registration fees and/or dues for a period of thirty (30) days shall result in the loss of membership. The Treasurer will monitor the payment of these fees and notify the NAHA Board of Directors of any violation.

Article 10 — Suspension and Expulsion of Members

Any violations of the NAHA Bylaws, Rules and Regulations or decisions of the NAHA Board of Directors as defined in the NAHA Guidebook by any NAHA Member Association, NAHA Member at Large, member of the NAHA Board of Directors, club, league, team, organization, player, coach, volunteer or parent shall render such participant subject to suspension pursuant to the procedures set forth in USA Hockey Bylaw 10 and NAHA Rule XV.

Article 11 — Board of Directors

The regular management of NAHA shall be vested in the NAHA Board of Directors (hereinafter called the “Board”). The Board shall have the authority to do all things necessary for the orderly management of NAHA, including, but not limited to:

- Establishing committees pursuant to the NAHA Bylaws
- Signing contracts, hiring personnel, and establishing reasonable rules and regulations to implement the purpose of NAHA
- Enforce and govern in concert with the bylaws, rules and regulations of NAHA, Pacific District and USA Hockey
- Impose and enforce penalties for any violation of the NAHA Bylaws or Rules and Regulations
- Interpret, define and explain all provisions of the NAHA Bylaws and Rules and Regulations
- Act upon any temporary ruling by the President not provided for in the NAHA Bylaws and Rules and Regulations
- Maintain liability or other insurance coverage deemed necessary by the NAHA Board

SECTION 1: BOARD OF DIRECTORS

The Board shall be comprised of:

- Executive Committee Officers made up of one (1) President, one (1) Vice President, one (1) Treasurer, and one (1) Secretary.
- One representative from each Member Association in good standing
- One representative from the local hockey officials association
- Two Members at Large elected by the Board from the Nevada hockey community at large.

Executive Committee Officers are to be elected by the voting members of the Board and the positions can only be held by voting members on the Board. If a Member Association Representative is elected to an Executive Committee Office, the Member Association shall select a new representative to serve on the Board on behalf of that Member Association. A duly

elected Executive Committee Officer elected from a Member Association Representative position shall be entitled to serve out the duration of their Executive Committee Office, and run in the next election if desired by the officer, regardless of the termination of their affiliation/relationship with the Member Association they originally represented. If a Member at Large is elected to an Executive Committee Office, that individual shall vacate their Member at Large position and the Board of Directors shall elect from the Nevada hockey community a new Member at Large to fill the position. As a voting member of the Board and at the end of their elected term, an Executive Committee Officer may run in the next election for their office currently held or for any other Executive Committee Office position.

Each voting member of the Board shall be entitled to one vote. Proxy voting is not allowed.

The voting members of the Board are:

- Executive Committee Officers:
 - President – In matters requiring a majority vote to pass, the President may only vote when it is necessary to break a tie or to form a quorum. The President may vote on all matters requiring a two-thirds vote to pass and for the election of Executive Committee Officers.
 - Vice President
 - Treasurer
 - Secretary
- Representatives of each Member Associations not in their first year probationary period.
- Member at Large #1
- Member at Large #2

The non-voting members of the Board are:

- Representatives of Member Associations in their first year probationary period
- Local Hockey Officials Association Representative

The voting members of the Board shall elect from the voting members of the Board the following Executive Committee Officers: one (1) President, one (1) Vice President, one (1) Treasurer and one (1) Secretary. The voting members of the Board shall also elect two (2) Members at Large from the Nevada Hockey Community at large. The Executive Committee Officers and the two Members at Large shall serve two (2) year terms, staggered and elected as follows:

- Vice President, Secretary and Member at Large #1: Odd numbered years
- President, Treasurer and Member at Large #2: Even numbered years

1. **President.** The President shall preside at all meetings of the Board and of NAHA. The President shall make an annual report on the activities of NAHA to the membership at the annual meeting. The President shall represent NAHA at all meetings (or shall appoint someone to serve in his/her place) at affiliated or unaffiliated hockey

organizations at all levels. The President shall be empowered to do all things necessary to accomplish the orderly operation of NAHA between meetings of the Board, subject to approval at the next meeting of the Board. The President or his/her designee shall attend all meetings of the Pacific District of USA Hockey and the Annual Congress of USA Hockey. In matters which only require a majority, the President shall vote only in the event of a tie. In all other matters which require more than a majority of those voting, the President shall have a vote. The President shall vote in all election of Officers and Members at Large.

2. **Vice President.** The Vice President shall discharge the duties of the President during the President's absence or disability, and other duties as assigned by the President.
3. **Secretary.** The Secretary of NAHA is responsible for providing a formal agenda at all official meetings, as directed by the President, and maintaining minutes of all official meetings.
4. **Treasurer.** The Treasurer shall maintain all financial records of NAHA in a current state and shall provide the Board with a complete financial statement, detailing all financial activities and status at each scheduled Board meeting, in writing. The Treasurer shall be responsible for preservation of NAHA's non-profit 501(c)(3) status, the preparation of all reports, maintain all records and control all financial activities in the manner prescribed by local, state and federal law.
5. **Members at Large.** Member at Large #1 shall be elected and seated starting in 2021. Member at Large #2 shall be elected and seated starting in 2022.

SECTION 2: PRESIDENT AND VICE-PRESIDENT ELECTION ELIGIBILITY

1. To be eligible for election as President or Vice-President of NAHA, an individual must have a minimum of one-year experience serving on the Board of Directors of USA Hockey, NAHA or a NAHA Member Association.

SECTION 3: TERM AND VACANCIES

1. Executive Committee members and Members at Large shall serve two (2) year terms, with the President, Treasurer and Member at Large #1 being elected in even years, and the Vice President, Secretary and Member at Large #2 elected in odd numbered years.
2. The voting members of the Board shall fill an early vacancy for any Executive Committee Officer or a Member at Large that cannot serve the full term of their position. Any candidate for a vacant Executive Committee Officer position must be a current voting member of the Board and shall be elected by a majority vote of the current voting members of the Board. Any candidate for a vacant Member at Large position may be from the Nevada hockey community at large and shall be elected by a majority vote of the current voting members of the Board. The newly elected Executive Committee Officer and/or Member at Large shall serve the remainder of the term of office for the position and may run again for any Executive Committee Office or Member at Large

Position, for which they are eligible to serve, at the end of their remainder term. Vacancies in the Member Association representative position shall be filled according to the individual Member Association rules.

SECTION 4: EXECUTIVE COMMITTEE OFFICERS AT TIME OF ENACTMENT

The Executive Committee Officers in office at the time of the enactment of the 2020-21 revised and updated NAHA Guidebook shall continue to serve in their respective offices until the next scheduled election for each office.

Article 12 — Appointments & Committees

SECTION 1: APPOINTED POSITIONS

Appointed positions required by USA Hockey (American Development Model and Safe Sport Coordinators) are made by the NAHA President. Additional appointments made by the NAHA President are Coach in Chief (CIC), Player Development Coordinator, High School Commissioner and any other appointments that may be required by USA Hockey.

SECTION 2: STANDING COMMITTEES

The Board may establish standing committees as needed to assist in the handling of NAHA business. The initial standing committee for NAHA shall be the Discipline Committee. The chairperson and general members of any standing committee shall be appointed by the President and subject to approval by majority vote of the Board.

1. The Chairperson of each committee, with input and assistance of the committee members shall carry out the duties of the committee and provide a written report to the Board of Directors as needed and/or requested. Decisions or recommendations of the Committee shall be made by majority vote of the Committee Members. Each committee chairperson shall present a written Annual Report to the President at least one week prior to the Annual Meeting.
2. The duties and authority of all standing committees shall be as set forth in the NAHA Guidebook, which shall in any case be subject to the NAHA and the USA Hockey Bylaws, Rules & Regulations and Policies.
3. The President of NAHA shall be a member of all standing committees, except the Discipline Committee, but shall only vote in the event of a tie.
4. The Rules governing the NAHA Discipline Committee are more fully set forth in the NAHA Rules and Regulations, Section XIV.

SECTION 3: AD-HOC COMMITTEES

Ad-hoc committees (e.g., Tournament Committee, Coaching Program, etc.) may be established by the President or by a majority vote of the Board. The selection process of chairperson and general members of ad hoc committees shall be the same as for standing committees except members need not be approved by vote of the Board.

1. The Chairperson of each committee, with input and assistance of the committee members shall carry out the duties of the committee and provide a written report to the Board of Directors as needed and/or requested. Decisions or recommendations of the

Committee shall be made by majority vote of the Committee Members. Each committee chairperson shall present a written Annual Report to the President at least one week prior to the Annual Meeting.

2. The President of NAHA shall be a member of all ad hoc committees, but shall only vote in the event of a tie.
3. The duties and authority of ad hoc committees shall be as set forth in the NAHA Guidebook, which shall in any case be subject to the NAHA and the USA Hockey Bylaws, Rules & Regulations and Policies.

SECTION 4: REMOVAL OF BOARD MEMBER

The Board (President, Vice President, Secretary, Treasurer, and Representatives of Member Associations in good standing) may remove an Executive Committee Officer by a two-thirds majority vote of the Board of Directors. The Board may require the replacement of a Representative of a Member Association or the removal of a non-voting Board Member after a USA Hockey Bylaw 10 hearing has been held. This replacement or removal requires a two-thirds majority vote of the Board of Directors.

Article 13 — Meetings of the Board

SECTION 1: MEETINGS

1. Regular meetings of the Board shall be held at such times and at such places as fixed by the President. Alternative methods for Board members to participate in the administration of NAHA include conference call or videoconference.
2. Regular Board meetings shall be open to all members. However, such members shall not participate in, or in any way interfere with the conduct of the Board meeting unless the item for discussion has been submitted to the NAHA President and is a topic of discussion on the meeting agenda. The Board may allow for a closed session, as it deems necessary.
3. Agenda topics must be submitted to the NAHA Secretary no later than seven (7) days prior to a Regular meeting, 10 days prior to the Annual Meeting and 24 hours prior to a special meeting.
4. Non-agenda items. A time limit of three (3) minutes shall be allowed for participant members to state their business on non-agenda items, unless the Board provides for a longer period. The Board may request further discussion at a future meeting.

SECTION 2: QUORUM

A quorum is defined as the presence of a simple majority of the Board at the commencement of a meeting.

Article 14 — Annual & Special Meetings

SECTION 1: ANNUAL MEETING

The Annual Meeting, which is open to all participant members, shall be held in June after the USA Hockey annual Congress at a place and time designated by the Board.

SECTION 2: SPECIAL MEETINGS

Special meetings of the membership may be called by the (1) NAHA President, or (2) a simple majority of the Board.

SECTION 3: MEETING NOTICE AND AGENDA

1. Notice and agenda of regular and Annual meetings: There shall be no less than a ten (10) day notice for a regular meeting and thirty (30) day notice for the Annual Meeting. Agendas shall be available no less than five (5) days for a regular meeting and (15) days for the Annual Meeting.
2. Special meetings may be conducted by video conference or conference call for topics with urgency that require a resolution prior to a regularly scheduled meeting. A 24-hour notice period is required for special meetings unless a Special Meeting is called to amend the Bylaws. A Special Meeting to amend the Bylaws requires a 15-day notice.

Article 15 — Elections

SECTION 1: RESULTS & ASSUMPTION OF OFFICE

The election of the applicable Executive Committee Officers (President, Vice President, Treasurer and Secretary) and Members at Large shall be the last item on the agenda of the NAHA Annual Meeting. The newly elected Executive Committee and Members at Large shall assume office at the conclusion of the Annual Meeting. Newly elected/newly appointed NAHA positions shall also assume office at the conclusion of the Annual Meeting. Those individuals appointed to complete a remaining term of a vacated position assume office upon appointment.

SECTION 2: ELECTIONS PROCESS

Candidate nominations and biographies for open positions of the Executive Committee and Member at Large positions must be received by the Board 14 days prior to the Annual Meeting. Candidates may run for a stated position up for election, subject to eligibility requirements for positions. The President shall conduct elections of the Members at Large and the Executive Committee, except President. The Secretary shall conduct the election for the President. Voting shall be by written ballot. A winning candidate must receive a majority of the votes cast. If no candidate receives a majority of votes cast, an immediate runoff election shall be held between the top two vote getters. Unopposed candidates shall not be subject to a vote and are declared elected. No write-in candidates are permitted.

SECTION 3: TIES

In the case of a tie during an election of officers or members at large, an immediate runoff election shall be held to break the tie between two or more candidates. If the tie cannot be broken by the runoff election, the winner shall be selected by the majority vote of the President, Vice President and Secretary.

Article 16 — Conduct of Meetings

SECTION 1: ROBERT’S RULES OF ORDER

All meetings of the membership and the Board shall be conducted in accordance with the most recent edition of "Robert's Rules of Order."

SECTION 2: LEADERSHIP SUCCESSION

In the case of the President taking a leave of absence from his/her position, the Vice President shall immediately become President during such leave of absence, or for the remainder of the President's term if the President has resigned. In the event there is no Vice President to succeed to the Presidency, then the Secretary shall be empowered to conduct a Board Meeting for the sole purpose of electing a new or interim President.

Article 17 — Dispute Resolution, Discipline, Arbitration

SECTION 1: DISPUTE RESOLUTION

1. General - All claims, demands, discipline or disputes (“Disputes”) arising by and between Parties, as defined in USA Hockey Bylaw Section 10, shall be subject to the provisions of this Article and USA Hockey Bylaw 10 and constitute the sole and exclusive remedy for dispute resolution.
2. Purpose - It is the specific purpose of this Article and USA Hockey Bylaw 10 to provide a uniform method of resolving Disputes that is a full and complete substitute for any court proceedings and that utilizes the specific skills, expertise and background of individuals experienced in the sport of hockey and sports administration. The procedures set forth in USA Hockey Bylaw 10 are referred to collectively as the “Dispute Resolution Procedure.”
3. Failure to Follow Procedure - All Parties agree to abide by this Dispute Resolution Procedure. Failure to abide by the Dispute Resolution Procedure shall, in addition to any other sanctions allowed by these Articles:
 - a. Make a Party and any person or entity representing, participating with or aiding such Party liable for any and all costs and expenses, direct or indirect, including reasonable court costs and attorneys’ fees and the value of volunteer time incurred by USA Hockey, NAHA or other USA Hockey affiliate associations, directors, officers and/or agents; and
 - b. Subject such Party to Summary Suspension and/or disqualification from membership and any right to participate in USA Hockey, NAHA or other affiliate associations’ sanctioned events at the sole discretion of USA Hockey, NAHA or other USA Hockey affiliate associations.

Article 18 — Amendments

SECTION 1: BYLAW AND RULES AND REGULATION AMENDMENTS

The Bylaws of NAHA may be amended as follows:

1. Such proposed amendments shall be provided to all Board Members at least fifteen (15)

days prior to any Annual or Special Meeting where such amendments are to be voted upon.

2. To be approved, any amendment must receive the affirmative vote of at least two-thirds (2/3) vote of Board Members voting in person at any Annual or Special Meeting.

The Rules and Regulations of NAHA may be amended as follows:

1. Such proposed amendments shall be provided to all Board Members at least fifteen (15) days prior to any Annual or Special Meeting where such amendments are to be voted upon.
2. To be approved, any amendment must receive the affirmative vote of the majority vote of Board Members voting in person at any Annual or Special Meeting.

Article 19 — Distribution of Assets Upon Dissolution

SECTION 1: IRS SECTION 501(c)3 REQUIREMENT

The assets of NAHA are permanently dedicated to exempt purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1954 (or corresponding provisions of future laws), NAHA shall not be operated for pecuniary profit and shall have no capital stock and shall make no distribution of dividends to its members, directors, officers or persons having a private interest in the activities of the corporation.

SECTION 2: DISSOLUTION

In the event NAHA is dissolved, the Board of Directors shall pay, satisfy and discharge all liabilities and obligations of NAHA or make adequate provisions therefore and distribute all remaining assets of NAHA to an organization or organizations engaged in activities substantially similar to those of NAHA and organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at that time qualify as an exempt organization under Section 501 (c)(3) of the Internal Revenue Code of 1954 (or corresponding provisions of future laws).