



Santa Fe Hockey Association (SFHA)

BY LAWS

April 8, 2026

Santa Fe Hockey Association (SFHA)

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Article 1-

NAME

The name of this Corporation is Santa Fe Hockey Association, as incorporated on May 30, 2013. These amended Bylaws supersede and replace any previous Bylaws adopted by the Board of Santa Fe Hockey. In these Bylaws, this Corporation may also be referred to as SFHA.

Article 2 -

OFFICE

The Association shall maintain a mailing address within the State of New Mexico and must be in good standing with the State of New Mexico. The Association may maintain an office for the transaction of its business, which shall be designated by the Board of Directors and which shall be located within the State of New Mexico. The Association's mailing address and/ or its principal office may be changed by vote of the Board of Directors.

Article 3 -

PURPOSES

SECTION 1. The principal purpose of the Association shall be to foster, promote and improve amateur youth hockey for charitable, educational, and recreational purposes. To further that purpose, the Association shall:

- 1) Affiliate with USA Hockey and require registration with USA Hockey of all teams at all levels of play.
- 2) Affiliate with and actively participate in the Land of Enchantment Amateur Hockey Association (LOEAHA) as the State of New Mexico governing body for USA Hockey.
- 3) Encourage, assist, and administer the development of programs, teams and players to promote good sportsmanship, competition, and player development within the Association's geographical area.
- 4) Administer hockey tournaments for teams within its geographical area under the direction of USA Hockey and LOEAHA.
- 5) Administer all levels of youth hockey consistent with USA Hockey and LOEAHA policies, rules, and regulations.
- 6) Perform any other acts necessary or desirable in fulfilling its purposes.

SECTION 2. The Association shall operate as a not-for-profit Association and shall take all actions necessary to maintain its status as an Association exempt from taxation under Section 501(c) of the Internal Revenue Code, as amended. The Association is one that does not contemplate pecuniary gain or profit to its members and is organized solely for the non-profit purposes set forth above. No substantial part of the activities of this Association shall be devoted to carrying on propaganda, or otherwise attempting to influence legislation or becoming involved in political activity.

Article 4 -

USA HOCKEY PREEMINENCE AND INDEMNITY

SECTION 1. SFHA, as an Affiliate Association of USA Hockey and LOEAHA, shall abide by and act in accordance with the Articles of Incorporation, Bylaws, Rules and Regulations and Board approved policies and procedures of these respective Associations. In the event of a conflict with SFHA Bylaws as amended from time to time, the documents and decisions of USA Hockey and LOEAHA shall take precedence over any similar governing documents and/or decisions of SFHA. SFHA agrees to be guided by the core values of USA Hockey: Sportsmanship, Respect for the Individual, Integrity, Pursuit of Excellence at the Individual, Team and Organizational Levels, Enjoyment, Loyalty and Teamwork, as set forth and amplified in LOEAHA's Affiliate Agreement with USA Hockey, or as the same may be amended by USA Hockey from time to time.

SECTION 2. SFHA, as an Affiliate Association of USA Hockey and LOEAHA shall indemnify and hold harmless USA Hockey and LOEAHA, the Board of Directors of USA Hockey and LOEAHA, the Executive Committee of USA Hockey and LOEAHA and each member thereof, councils and committees of USA Hockey and LOEAHA and each member thereof, from any and all claims, liability, judgments, costs, attorneys' fees charges and expenses whatsoever, arising from the acts and omissions of SFHA, except to the extent (i) that USA Hockey or LOEAHA 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, SFHA understands that USA Hockey and LOEAHA and its afore-described 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.

SECTION 3. USA Hockey Required Principles

Membership.

All Registered Participant Members of SFHA (players, coaches and volunteers), as a condition of membership in good standing with SFHA, 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 SFHA incorporates that definition, as amended from time to time, into these Bylaws.

Government.

The government and authority of SFHA shall be vested in a Board of Directors composed of at least four representatives, as determined by SFHA, selected through an election process established by the Board of Directors. A majority of the Board must always be composed of representatives selected by such an election process. The officers of SFHA, elected by the Board

of Directors, shall include at least a president, vice president, secretary, and treasurer. The terms of directors and officers should be staggered to the extent that is practical and prudent.

Annual Meetings

Any action(s) or policy(s) adopted or requested to be adopted by the Board of Directors or the officers of SFHA 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 SFHA no less than fifteen (15) days prior to the meeting, which shall be open to all members of SFHA.

Financial Reports, Dues and Assessments

SFHA shall provide to the President of LOEAHA an annual financial report of operations, and all dues and assessments by SFHA shall be reasonable in relation to the programs it offers to its members.

Access to Articles of Incorporation, Bylaws, Association Policies and Procedures

SFHA shall make available online to its members copies of its Bylaws and other governing documents, and all amendments thereto. Copies of the Articles of Incorporation shall be available upon written request to the Board Secretary.

Equal Opportunity/Automatic Suspension Of Athletes Without a Hearing

SFHA must provide an equal competitive opportunity considering ability, 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. SFHA shall provide for the prompt and equitable resolution of disciplinary complaints of its members, including fair notice and opportunity for a hearing before declaring such individual ineligible to participate, in accordance with USA Hockey Bylaw 10. SFHA may impose a summary suspension only in those circumstances permitted by USA Hockey Bylaw 10. Any hearing following a summary suspension shall be conducted in accordance with USA Hockey Bylaw 10. These requirements apply to any disciplinary complaint described under USA Hockey Bylaw 10 and do not restrict the SFHA Board from addressing any disciplinary, administrative, or operational complaint not specifically covered under Bylaw 10.

Insurance

SFHA agrees, at all times to be covered by the general liability insurance policy and the Directors and Officers and Crime insurance policy maintained by USA Hockey. USA Hockey shall inform SFHA of the limits of that policy, and of the changes to those limits which may be made by USA Hockey at its sole discretion. SFHA retains the right to obtain any additional insurance coverage it may desire at its own expense, but agrees to name USA Hockey and LOEAHA as additional insureds. By purchasing and maintaining the aforementioned insurance policies, USA Hockey does not assume, and indeed disclaims, any liability for any actions or omissions of SFHA.

501(c)(3) Status

SFHA shall maintain its tax-exempt status under Section 501(c) (3) of the Internal Revenue Code, and shall cooperate with USA Hockey if USA Hockey and SFHA deem it advisable for SFHA to be included in a group exemption letter.

Abuse

SFHA shall adopt policies prohibiting sexual and physical abuse that meet certain minimum criteria established by USA Hockey (subject to any contrary requirements contained in state or local laws applicable to SFHA)

ARTICLE 5-

MEMBERSHIP

SECTION 1: MEMBERSHIP

Each family unit of a player registered with USA Hockey through SFHA and meeting SFHA's eligibility requirements is a member of SFHA. Each family unit is entitled to one vote in all matters pertaining to the Association that require a vote of the general membership provided that all fees are paid current and all players within the family unit are in good standing with the Association.

Members who conduct themselves in such a manner as to cause harm to the credibility of SFHA and youth hockey put their "Membership in Good Standing" at risk. Conduct of this nature includes, but is not limited to: willful violation of the USA Hockey Code of Conduct or policies of LOEAHA or SFHA, any behavior that jeopardizes the reputation or goodwill of SFHA, inappropriate recruitment of players from other Youth Hockey Associations, failure to pay member fees or other obligations incurred through participation in SFHA, and providing false information to donors. Members who are alleged by SFHA or its Board of Directors to have conducted themselves in a manner that violates this Membership in Good Standing guidance are required to respond to the SFHA Board of Directors or such committee as the Board delegates, and to comply with all informational requests as part of a review of potential disciplinary action.

In the event any Member is found by the SFHA Board of Directors or a committee designated by the Board to have violated the Membership in Good Standing guidance, the Member may be suspended by SFHA, or SFHA may impose other disciplinary action after a hearing held in accordance with the SFHA Disciplinary Policy as amended from time to time.

SECTION 2: CODE OF CONDUCT

SFHA adheres to the USA Hockey Zero Tolerance Policy. All Members are responsible for always conducting themselves in a sportsmanlike manner while participating in USA Hockey, LOEAHA, or SFHA-sanctioned activities to ensure that coaches, players, and officials are treated in a respectful and non-abusive manner. If a Member fails to conduct themselves as required herein, the SFHA Board of Directors shall have the authority to take appropriate action, including, but not limited to, prohibiting the offending person(s) from attending or participating in any sanctioned activities for a stated period. Such action by the Board of Directors shall be taken only after all concerned parties have been given a reasonable opportunity to be heard by the Board or the Disciplinary Committee established in these Bylaws. Nothing in this section shall be construed as a limit on the authority of referees or rink management to deal with any unruly or inappropriate behavior.

SECTION 3: RECORDS

The books and records of SFHA, both financial and non-financial, are the sole and exclusive property of SFHA. It is the responsibility of the Board of Directors to obtain the timely return of any SFHA records in possession of any SFHA Board member, Association Member or Volunteer at the conclusion of their term of office or whenever such person no longer has need of the records in working on SFHA matters. Members of SFHA shall have the right to inspect its books and records upon written request to the SFHA Board provided that such inspection shall have a legitimate purpose, be reasonable in scope, shall be scheduled not less than ten (10) days after the request is made, and provided that the SFHA Board may set reasonable limits on the time, place, and manner of making the records available.

ARTICLE 6 – BOARD OF DIRECTORS

SECTION 1: DUTIES OF THE BOARD

The management of SFHA shall be vested in the Board of Directors (hereafter called the Board), and the Board shall have the authority to do all things necessary for the orderly management of SFHA, including, but not limited to, establishing committees, signing contracts, making expenditures on behalf of the Association, and establishing reasonable policies and procedures to implement the purpose of SFHA.

It shall be incumbent upon the Board to always enforce all Bylaws and Policies and Procedures of SFHA, LOEAHA and USA Hockey. The Board shall have final authority over all matters pertaining to the administration of SFHA. The Board may, in its discretion and consistent with these Bylaws, delegate authority as to particular matters to any officer(s), committee(s) appointed by the Board or other Member(s) designated by the Board.

Matters requiring a vote of the Board shall be done by a majority vote of those present, so long as a quorum is present, as defined in Article 9, Section 2 of these Bylaws. Alternative methods for Board members to participate in the administration of SFHA include conference call or video conference or other acceptable means of electronic communication approved by the Board.

SECTION 2: COMPOSITION OF THE BOARD

The Board shall include an Executive Committee and up to seven (7) at-large members elected by the Board in accordance with these Bylaws. The number of at-large Members shall be determined by the Board and set at an Annual Meeting of the Board. Each member of the Board is entitled to one (1) 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 the SFHA Board. The Board shall elect a President, Vice President, Treasurer, and Secretary, with two-year terms staggered as specified in Article 6, Section 5 at the Annual Meeting of the Board.

SECTION 3: EXECUTIVE COMMITTEE

The Executive Committee of SFHA shall include the President, Vice President, Treasurer, and Secretary.

PRESIDENT. The President shall preside at all meetings of the Board. The President shall provide an annual report on SFHA activities to its membership at the Annual Meeting. The President shall represent SFHA at all meetings (or shall appoint someone to serve in his/her place) at affiliated or unaffiliated hockey organizations. The President shall be empowered to do all things necessary to accomplish the orderly operation of SFHA between Board meetings, subject to approval at the next Board meeting. The President or his/her designee shall be the representative of SFHA, and shall have the authority to cast votes for which SFHA is entitled, at all LOEAHA and USA Hockey meetings. In SFHA matters coming before the Board, the President shall not have a vote. Any motion that results in a tied vote by the Board shall be deemed to be a failed motion.

VICE PRESIDENT. The Vice President shall discharge the duties of the President during the President's absence, disability, or inability or refusal to act. When so acting, the Vice President shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall also perform other duties as assigned from time to time by the President or the Board.

SECRETARY. The Secretary shall keep the minutes of all official meetings of the Association and the Board, ensure that all official notices are duly given in accordance with these Bylaws or as required by law, serve as the Custodian of all official records, act as signatory for all correspondence and records requiring an official signature, and perform all duties incident to

the office of corporate secretary. The Secretary may also assume other duties as assigned from time to time by the President of the Board.

TREASURER. The Treasurer shall keep full and accurate accounts of all receipts and disbursements of SFHA and shall deposit all monies or other things of value in the name and to the credit of SFHA in such insured financial institutions as the Board may approve from time to time. The Treasurer shall disburse SFHA's funds under the direction of the Board, taking proper vouchers, and shall render a report as to the financial position of SFHA at all meetings of the Board, not less than annually. The Treasurer shall be responsible for the preservation of SFHA's non-profit 501(c)(3) status, the preparation of all financial reports, maintaining all financial records, and overseeing all financial activities in the manner prescribed by local, state, and federal law. The Treasurer shall be responsible for arranging for the filing of all required tax returns with any governmental authorities and for providing any required financial reports to USA Hockey and LOEAHA. The Treasurer shall be an authorized signatory on all SFHA disbursements, provided that, in the Board's discretion, another Board member may be designated from time to time as a signatory on SFHA accounts, either singly or jointly with the Treasurer.

SECTION 4: OFFICER ELIGIBILITY

- 1) To be eligible for election as President or Vice-President for the Board, an individual must have a minimum of one (1) year of experience on the SFHA Board. Two (2) or more years of additional experience on another non-profit board is preferred.
- 2) The President, Vice President, Treasurer, and Secretary shall not hold a similar board position within any competing youth hockey association within the State of New Mexico.
- 4) To be eligible for election as Treasurer, an individual must have general knowledge of accounting best practices and a working knowledge of sound fiscal controls and financial records retention laws.

SECTION 5: TERM

Each Executive Committee member shall serve two (2) year terms, with two positions (President and Secretary) being elected in even-number years, and two positions (Vice President and Treasurer) being elected in odd-number years. At-Large Board Members shall serve one (1) year terms and may be automatically renewed for up to three successive one (1) year terms, subject to the approval of the Board.

The Board may fill a vacancy on the Board at its sole discretion. Candidates nominated for a vacant position shall be elected by a majority vote of the Board. Individuals elected to fill an Executive Committee vacancy shall serve the remainder of the current term of office for the position.

SECTION 6: COMPENSATION

Officers and Directors of the SFHA Board shall receive no compensation or remuneration for serving as such, other than reimbursement upon presentation of proper vouchers of actual expenditures incurred on behalf of SFHA and approved by the Board.

ARTICLE 7 –ELECTIONS

SECTION 1: RESULTS & ASSUMPTION OF OFFICE

The election of members of the Executive Committee (President, Vice President, Treasurer, and Secretary) shall be the first item on the agenda of the SFHA Annual Meeting, and the newly elected Executive Committee Members shall assume office immediately upon election. At Large Board Members shall assume office immediately upon election by the Board.

SECTION 2: ELECTIONS PROCESS

BOARD OF DIRECTORS. A Board Member shall be elected by a majority vote of the currently seated Board. Completed Nomination forms for open positions on the Board must be received by the Secretary or President prior to consideration. Candidates may run for a stated position up for election, subject to eligibility requirements for such position and appropriate vetting by the President or a designated Board Member/Committee. A prospective Board Member must be a member in good standing of SFHA and USA Hockey.

EXECUTIVE COMMITTEE. The Secretary shall call for nominations for open Executive Committee positions at the Annual Board Meeting after the new Board has been seated. Each Executive Committee Member shall be voted on individually by the full Board. A majority vote of the Board will be required to confirm new Executive Committee Members.

ARTICLE 8 - MEETINGS OF THE BOARD

SECTION 1 - MEETINGS

- 1) Annual Meetings of the Board shall be held at such times and at such places as fixed by the President.
- 2) General 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 SFHA President and is a topic of discussion on the meeting agenda. The Board may hold a closed session as deemed necessary by a majority vote of the Board.
- 3) Agenda topics must be submitted to the SFHA Secretary no later than three (3) days prior to a general or Annual meeting and forty-eight (48) hours prior to a Special meeting.
- 4) Non-agenda items. A time limit of three (3) minutes may be allowed for Member

participants to state their business on non-agenda items, unless the Board provides for a longer period of time. 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 9 – ANNUAL, GENERAL & SPECIAL MEETINGS

SECTION 1: ANNUAL MEETING

The Annual Meeting, which is open to all Members, shall be held in May at a place and time designated by the Board.

SECTION 2: GENERAL MEETINGS

The Board shall conduct monthly meetings during the hockey season, typically from September through March. Additional monthly meetings may be scheduled during the remainder of the year at the discretion of the Board. Exceptions to this meeting schedule must be approved by a majority vote of the Board.

SECTION 3: SPECIAL MEETINGS

Special meetings of the membership may be called by the SFHA President or a simple majority of the Board.

SECTION 4: MEETING NOTICE AND AGENDA

1) Notice of General and Annual meetings shall be provided no less than ten (10) days prior to the scheduled meeting date. Agendas for General and Annual meetings shall be provided no less than twenty-four (24) hours prior to the scheduled 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 twenty-four (24) hour notice period is required for special meetings.

ARTICLE 10 – 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."

‘The formal steps in handling a motion are the making of a motion, having a second, stating the motion, having debate on the motion, putting the motion to a vote, and announcing the results of the vote. Action could be taken informally, without going through these steps, by unanimous consent.

SECTION 2: LEADERSHIP

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 the Vice President position is vacant or he/she is unable to succeed the President, then the Secretary shall be empowered to conduct a Board Meeting for the sole purpose of electing a new or interim President.

ARTICLE 11 – APPOINTMENTS & COMMITTEES

SECTION 1: STANDING COMMITTEES

The SFHA Executive Committee may establish Standing Committees as deemed necessary and appropriate to the ongoing operations of the Association, consistent with guidance provided by USA Hockey and LOEAHA. The chairperson of Standing Committees shall be appointed by the President and ratified by a majority vote of the SFHA Board. A member of the Board will chair each Standing Committee. Members of a Standing Committee shall be Members in Good Standing of the Association and shall be nominated by the Committee Chair and ratified by the Board.

- 1) The Chairperson of each Committee, with input and assistance from committee members, shall carry out the duties of the Committee and provide a written report to the Board as needed or requested. Decisions or recommendations of the committee shall be made by majority vote of the committee members and are subject to ratification by the SFHA Board.
- 2) The duties and authority of all Standing Committees shall be as set forth in the SFHA Policies and Procedures, which shall in any case be subject to the Articles of Incorporation of SFHA and the USA Hockey Bylaws, Rules and Regulations.

SECTION 2: AD-HOC COMMITTEES

Ad-hoc committees (e.g., Tournament Committee, Coaching Program, Finance, etc.) may be established by the President or by a majority vote of the Board. The selection process of the chairperson and general members of ad hoc committees shall be the same as for Standing Committees, except members need not be ratified by the Board and a Board member may be selected as a chairperson, but is not required. The duties and authority of Ad Hoc committees shall be as set forth in the SFHA Policies and Procedures, which shall, in any case, be subject to the Articles of Incorporation of SFHA and the USA Hockey Bylaws, Rules and Regulations.

SECTION 3: REMOVAL OF EXECUTIVE COMMITTEE MEMBER OR BOARD MEMBER

The Board may remove an Executive Committee Member or a Board Member by a two-thirds majority vote of the Board for cause or without cause. An Executive Committee Member or Board Member subject to a removal vote must be provided with written notice of such vote, be allowed to address the Board after receipt of written notice, and must be offered an opportunity to resign prior to any removal vote. An Executive Committee Member or Board Member who has three (3) consecutive unexcused absences from Board Meetings or has a total of four (4) unexcused absences during a calendar year will be deemed to have resigned from the Board. A Board Member who fails to maintain their status as a member in good standing with USA Hockey and SFHA will be deemed to have resigned from the Board.

ARTICLE 12- FEES, DUES AND SANCTIONS

SECTION 1 – FEES

The Board may establish a registration fee or other Association fees for membership in SFHA. These fees may be established by the Board at any Board Meeting and amended from time to time to ensure the Association's financial stability. Changes in fees during the official hockey season require a thirty (30) day written notice to members prior to implementation

SECTION 2: SANCTIONS

Any Member failing to pay established fees when payable may be subject to suspension of its membership from SFHA. The continued failure to pay any required fees for thirty (30) or more days may result in the loss of membership, subject to the Board's approval.

ARTICLE 13 – DISPUTE RESOLUTION, DISCIPLINE & ARBITRATION

SECTION 1: DISPUTE RESOLUTION

- 1) General - All claims, demands, or disciplinary action arising by and between Parties, as defined in USA Hockey Bylaw 10, shall be subject to the provisions of this Article and USA Hockey Bylaw 10 and constitute the sole and exclusive remedy for resolution.
- 2) Purpose - It is the specific purpose of this Article and USA Hockey Bylaw 10 to provide a uniform method of resolving complaints specifically covered under Rule 10 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."

ARTICLE 14 – AMENDMENTS

SECTION 1: ARTICLES OF INCORPORATION & BYLAW AMENDMENTS

The Articles of Incorporation and Bylaws of SFHA 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 on.
- 2) To be approved, any amendment must receive the affirmative vote of at least two-thirds (2/3) vote of Board Members voting in attendance at any Annual or Special Meeting.

ARTICLE 15 – DISTRIBUTION OF ASSETS UPON DISSOLUTION

SECTION 1: IRS SECTION 501(c)3 REQUIREMENT

The assets of SFHA 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). SFHA 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 SFHA is dissolved, the Board of Directors shall pay, satisfy and discharge all liabilities and obligations of SFHA or make adequate provisions therefore and distribute all remaining assets of SFHA to an organization or organizations engaged in activities substantially similar to those of SFHA 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).

SECRETARY'S CERTIFICATE

I, Hannah Hausman, Secretary of Santa Fe Hockey Association, a New Mexico non-profit corporation, do hereby certify that the foregoing is a true and correct copy of the Bylaws as adopted by the Board of Directors on April 8, 2026.

IN WITNESS WHEREOF, I have set my hand this 17 day of April, 2026.


Secretary

Santa Fe Hockey Association