Bylaws of
Yuma Youth Hockey, Inc.

Amended April 2026

ARTICLE I: NAME AND PURPOSE

Section 1 – Name:

The name of the organization shall be Yuma Youth Hockey, Inc. (YYHI), a non-profit organization incorporated in the state of Arizona. The league may also operate under the names of Yuma Youth Hockey League (YYHL) and Yuma Blaze.

Section 2 – Purpose:

The primary purpose of Yuma Youth Hockey, Inc. shall be to promote, develop and instill fundamentally sound skills, sportsmanship, fair play and team unity in Yuma's dedicated youth athletes in the sport of hockey.

ARTICLE II: GENERAL MEMBERSHIP

Section 1 – Eligibility:

A. Each Board member, coach, assistant coach, referee, parent or legal guardian of a player of YYHI in the current election year shall be considered a member.
B. Former Board members shall be considered eligible for election or appointment by unanimous vote of the current Board of Directors.
C. While parents, coaches, and guardians are considered members of the organization, the management and governance of YYHI shall remain vested in the Board of Directors except for those matters specifically reserved to the membership under these bylaws.

Section 2 – Responsibilities:

A. All YYHI members and teams shall agree to the conditions and abide by the rules and regulations set forth in these bylaws.
B. A plea of ignorance to the Bylaws of Rules and/or Regulations of YYHI is not sufficient and violators should expect appropriate action from the Board of Directors.
C. Any person found guilty of violating the Bylaws or Rules and Regulations may be asked to appear before the Board of Directors in order to explain their actions.

Section 3 – Annual Meeting:

An annual meeting of the general membership shall be held on or prior to May 31st of each year for the purpose of electing members to the board.

Section 4 – Voting:

All members shall be entitled to one vote in the annual election of directors.
The Board may authorize a means of email or other electronic voting only if the Board is satisfied that such means includes functionality designed to prevent duplicate and unauthorized balloting.

ARTICLE III: BOARD OF DIRECTORS

Section 1- Board of Directors Role:
The Board of Directors shall control all business and other affairs of Yuma Youth Hockey, Inc. (YYHI) during scheduled meetings.

Section 2 – Board Size and Positions:
A. The Board of Directors of YYHI shall consist of the following Officers: President, Vice-President, Treasurer, Secretary. The Board shall also include the following Director positions: Registrar, Director of Coaches, Director of Publicity, Director of Sponsorships, Director of Fundraising and Director of Equipment.. Members not specifically voted into a Director role shall be considered a Member-at-Large. The exact number of Members-at-Large shall be determined by the current sitting board of directors, based on the needs of the organization.
B. Specific Board positions shall be determined by the newly elected Board of Directors at the first Board meeting immediately following elections. Specific Board positions shall be determined on an annual basis, in the following order: President, Vice-President, Secretary, Treasurer, Registrar, Director of Coaches, and Director of Publicity. The remaining "Members at Large" shall be assigned to chair the various subcommittees by the President.

Section 3 – Nominations and Elections:
A. Any member of YYHI shall be eligible to serve on the Board of Directors. Nominations for positions on the Board of Directors may be submitted by any member, 30 days or less, prior to the annual meeting. Any members may nominate themselves for election at the annual meeting.
B. An annual corporate meeting shall be held on or before May 31st of each year for the purpose of electing a Board of Directors. Candidates receiving 51% or more of the votes cast by members who are present shall win election to vacant Board seats.
C. The term of office shall be for two years with half of the Board members of the closest fraction thereto being elected in even numbered calendar years, and the remaining directors being elected in odd numbered calendar years.

Section 4 – Term and Eligibility:
A. The term of office will be for two years.
B. No more than two (2) immediate family members (including but not limited to parents, siblings, spouses, or children, as defined by the A.R.S.) may serve on the Board at the same time. Immediate family members may each hold voting rights if they gain membership independently - that is through different players for whom they are the parent or legal guardian and who belong to separate family units. In such cases, both may vote on all matters before the Board. However, when two individuals derive their membership through the same player or the same family unit, only one of them may

vote on any given matter. This vote shall be determined by the Board of Directors. This includes, but is not limited to, unmarried parents or guardians sharing membership through a single child. Having multiple children on teams does not constitute multiple voting memberships. In all cases where two immediate family members serve on the Board at the same time, only one may serve in a position of financial responsibility and be designated to sign checks on behalf of the organization.

a. Family unit defined: A group of individuals who share a common household and are related by blood, marriage, civil union, or legal guardianship, or who collectively act as parents or guardians of the same dependent(s).

C. No Board member shall serve in the same officer position for more than two consecutive 2-year terms or more than four (4) consecutive years.

D. A director who ceases to meet the board eligibility requirements may continue to serve for a period not to exceed two (2) years from the date they become ineligible.

Section 5 – Responsibilities:

A. President: Duties of office include presiding over monthly board meetings and meetings of the general membership, serve as the primary contact for the league, appoint members at large and liaisons to head up committees, as well as overseeing other board members in carrying out their duties of office.

B. **Vice President**: Duties of the office include chairing the meetings when the President is absent, notify all Board members of the time and place for Board meetings if the Secretary is unable to do so. The Vice President will take over if the President resigns or is removed from office.

C. **Secretary**: Duties of the office include keeping a record of all Board meetings and present them to the Board in the form of minutes for approval within a timely manner. The Secretary shall also notify all Board members of the time and location of all Board meetings, oversee and certify elections, provide league correspondence as needed and keep a record containing all minutes, organization Bylaws, league rules for Board meetings.

D. **Treasurer**: Duties of the office include overseeing the finances of the organization, keeping an accurate record of receipts and expenditures, paying out of funds in accordance with league policy and board approval, and providing a financial report at each Board meeting for approval.

E. **Registrar:** Duties of the office include keeping a complete record of players and teams of YYHI for the purpose of player and team registration, team affiliation and insurance

records; send proper registration to organizations YYHI is affiliated with and register travel teams for tournaments.

F. **Director of Coaches**: Duties of the office include coordinating all coach recruiting and coaching activities of YYHI including but not limited to: coaches meetings, onboarding requirements, clinics and evaluations; maintaining a roster of coaches for recreational and travel hockey; communicating with coaches regarding parent concerns, rules and regulations, and scheduling of practices and games; acting as a liaison between the coaches and the Board.

G. **Director of Publicity:** Duties of the office include arranging for the publication and/or reporting of significant events and results of YYHI. The Director of Publicity shall also assist in the solicitation of sponsors and act as the league historian.

H. **Director of Sponsorship**: Duties of the office include being responsible for developing and managing sponsorship opportunities, securing financial and in-kind support, maintaining sponsor relationships, and ensuring fulfillment of all sponsorship benefits in coordination with other Board members.

I. **Director of Fundraising:** Duties of the office include being responsible for planning, organizing, and overseeing fundraising activities that support the financial needs of the organization. This includes developing fundraising strategies, coordinating events and campaigns, and working with Board members, volunteers, and committees to meet fundraising goals. The Director of Fundraising shall also track fundraising efforts and report progress to the Board of Directors

J. **Director of Equipment:** Duties of the office include being responsible for the oversight, inventory, distribution, and maintenance of all organizational equipment. This includes issuing and collecting equipment, maintaining accurate inventory records, and ensuring that equipment is in safe and usable condition. The Director of Equipment shall coordinate with coaches and other Board members as needed and report equipment needs or concerns to the Board of Directors.

K. Responsibilities are subject to change with the needs of the board.

Section 6 – Vacancies and Removal from Office:

A. A director may retire or resign his/her seat at any time; however, a director may be removed only by a unanimous vote of the directors not in question, who are present at an emergency meeting. Any Board member who fails to attend three consecutive regularly scheduled meetings of YYHI shall be considered to have tendered his/her

resignation to the President or Secretary of the Board. Absences may be excused if the Board member provides prior notice of conflicts beyond his/her control.

B. If a vacancy occurs, the remaining Board of Directors shall fill the vacancy by appointing the nominee who, at the most recent annual election of directors, received the next highest number of votes among the unelected candidates. The Board shall verify that the nominee remains eligible and willing to serve before appointment.
C. A director appointed under this section shall serve for the unexpired portion of the term of the vacated seat. At the conclusion of the term, the position shall be filled by regular vote of the membership for the remainder of the term (if any) or for a full new term.
D. If no eligible unelected nominees remain from the most recent annual election, the vacant directors' position shall be filled by appointment of any willing candidate by the Board members present at a meeting of the YYHI Board.

ARTICLE IV: BOARD MEETINGS

Section 1 – Regular Meetings:

A. The Board shall schedule regular monthly meetings with reasonable notice to all members.
B. All regular meetings are to be conducted using parliamentary procedure according to Robert's Rules of Order when they are not in conflict with the organization's bylaws.
C. Board meetings may be conducted in person or through electronic communication platforms that allow all participants to hear and communicate simultaneously.
D. At all meetings of the Board of Directors, fifty percent or more of the voting members shall constitute a quorum for the transaction of business.
E. It is the responsibility of the Secretary to notify Board members of the time and place of meetings. Should the Secretary be unable or unwilling to provide this information then the Vice President shall do so.
F. Monthly Board Meeting minutes shall be made available following the ratification of the minutes by the board.

Section 2 – Voting:

A. Any director, officer, or committee member who has a conflict of interest in a matter before the Board shall disclose the nature of the interest and shall abstain from discussion and voting on the matter. The disclosure shall be recorded in the meeting minutes.
B. Each Board Member has one vote.
C. Proxy voting assignments shall be allowed provided they are in writing and signed, or are electronically identifiable.
D. In cases where action may be required by the Board prior to the next scheduled board meeting, the President may call for a motion and vote via email or text. The call for an electronic motion and vote may be agreed to at a previous board meeting or by group email/text sent to all board members by the President. Motion and second as well as

each member's vote must be sent to all board members. All actions taken by the Board via electronic voting must be ratified at the next scheduled board meeting.

E. The President will vote only to break a tie.

Section 3 – Special and Emergency Meetings:
Shall be called at any time by the President, or if the President is absent or refuses to act, by any three Board members. Positive notice of the time and place of the meeting will be delivered personally to all Board members. Manner of notification will be annotated at the meeting to ensure compliance.

Section 4 – Executive Session:
The Board of Directors of YYHI reserves the right to retire to executive session from time to time as may be necessary. Matters discussed in executive session or relating to disciplinary review shall remain confidential among Board members except as required to carry out Board decisions.

ARTICLE V: DUE PROCESS AND EMERGENCY ACTION

A. The Board of Directors shall have authority to investigate violations of league policies, codes of conduct, or conduct detrimental to the organization and may impose disciplinary action including warnings, suspensions, or removal from participation in league activities.
B. In situations that do not require immediate action, no member, coach, or Board members shall have official Board action taken against them without prior written notification of the allegations and a reasonable opportunity to respond to such allegations.
C. In the event that a situation arises where immediate action is necessary against a member, coach or board member, the agreement of no less than three Board members shall be sufficient to effect such action. This action will not, however, be permanent. An emergency meeting of the Board of Directors shall convene no more than seven days following the emergency action in order to resolve the issue.

ARTICLE VI: STANDING COMMITTEES

A. The Board reserves the right to make subcommittees as needed. Subcommittee members may be any current YYHI member.
B. All subcommittee findings must be presented to the Board of Directors for ratification.

ARTICLE VII: FUNDS AND FEES

Section 1: Use of Funds

A. Funds raised and fees collected specifically for recreational hockey or travel hockey shall be used only for their specific and intended purpose, and furthermore, that a separate accounting be kept of all funds collected and disbursed by this corporation.
B. It is further intended that recreational players and members shall never be expected to raise funds or pay fees for anything that specifically benefits only the travel hockey branch of this corporation.
C. Surplus monies or general financial support may be placed in a general fund and disbursed for items, which benefit the entire organization.

Section 2: Records and Reports

A. The club will maintain adequate and corrected accounts and books of its business and properties. All financial records shall be open to inspection by the Board of Directors.
B. All checks, drafts, or other orders of payment of money from organization accounts must show evidence of indebtedness. Checks from YYHI accounts shall be signed or endorsed only by such persons authorized by the Board of Directors.
C. The President, in conjunction with the Board of Directors, may authorize any officer or officers to enter into a contract or instrument in the name of or on behalf of YYHI.
D. The Board of Directors must approve, in advance, any expenditure of over $500.00 for any non-budgeted item.
E. Two Board of Director members of the club shall conduct a review of YYHI financial records at least annually. This report shall be submitted to the Board.

ARTICLE VIII: INDEMNIFICATION OF BOARD MEMBERS

A. To the fullest extent permitted by Arizona law, YYHI shall indemnify its directors, officers, and volunteers against expenses and liabilities reasonably incurred in connection with their service to the organization, provided such individuals acted in good faith and in the best interests of the organization.

ARTICLE IX: ADDITIONAL GOVERNING AUTHORITIES AND REPRESENTATION

Section 1 – Rules and Regulations:

A. Yuma Youth Hockey, Inc. shall be governed by its bylaws and rules and regulations, as presently written except for those matters reserved by any regional or national organization that the corporation is associated with.
B. The Roller Hockey Alliance (RHA) rulebook shall be used to govern the rules and play unless otherwise stated in these bylaws.

Section 2 – League Association Representation

A. Each year a liaison shall be appointed by the Board to act as the representative on behalf of YYHI and any league for which the organization is a member thereof. The appointed representative may be a serving Board member or general member of the league in good standing.
B. League Representatives must be approved by a simple majority of the Board.
C. League Representative may be reappointed on an annual basis with majority consent of the Board without subject to term limits.
D. League Representatives must report to the Board at each monthly meeting.
E. League Representative, if not a Board member, shall have no voting rights.

ARTICLE X: AMENDMENT OF BYLAWS

A. The bylaws of YYHI may be amended by a two/thirds vote of the Board of Directors present at a regularly scheduled meeting.
B. Any proposals or motions to amend the bylaws must be submitted to a Board member prior to the scheduled meeting.
C. Any vote to amend the bylaws shall take place at the next scheduled meeting following discussion of the proposed amendment(s).
D. Adopted amendments shall become effective at the time of the vote.

I, the undersigned, do hereby certify that I am the duly elected and acting Secretary of Yuma Youth Hockey, Inc., an Arizona non-profit corporation, and that the foregoing Bylaws comprising of eight (8) pages, including this page, constitute the Bylaws of said corporation as duly adopted and approved by two-thirds vote of the Board of Directors at a duly called meeting of YYHI on April 13th, 2026 and shall take effect immediately upon adoption.

IN WITNESS THEREOF, I have hereunto subscribed my name this **13th** day of **APRIL** 2026.

Nerissa Freeman

----------, Secretary of Yuma Youth Hockey, Inc.

WITNESS:

Chris Kline

----------, President of Yuma Youth Hockey, Inc.