

# STOCKTON JR COLTS HOCKEY CLUB

## BY-LAWS

### ARTICLE I. TITLE AND AFFILIATION

#### SECTION 1.01 Name

This organization shall be called the Stockton Jr. Colts Hockey Club, herein after called, the Club.

#### SECTION 1.02 Affiliation

This organization shall be a member of USA Hockey and shall operate as a non-profit organization registered with the state of California. Officers of the Club shall serve without compensation.

#### SECTION 1.03 Principal Office

The principal office of the Corporation for its transaction of business is located at Oak Park Ice Arena, 3545 Alvarado Street, Stockton, California.

### ARTICLE II. PURPOSE

#### SECTION 2.01 Purpose

The purposes of this Club are to encourage the sports of amateur hockey in its area; to provide an opportunity for all age groups to participate in the sport of ice hockey; to provide safe, supervised, and sportsmanlike training, coaching, and competitive games for the members of the Club; to affiliate with other hockey organizations in its region; to build the character and citizenship of the members participating in the Club; to carry out the general policies of USA Hockey and work cooperatively with Stockton Parks and Recreation department staff and International Franchise Group staff in promoting hockey.

### ARTICLE III. MEMBERSHIP

#### SECTION 3.01 Regular Members

Players registered with and fulfilling the current financial obligations of the Club, along with their parents or legal guardians, are regular members of the Club. Any registered player who attains or who has attained the age of eighteen will be regarded as a regular member in his own right, with all obligations and privileges thereby, without recourse to parent or guardian. Membership to be renewed annually.

#### SECTION 3.02 Associate Members

Persons who are not parents or guardians of the registered player, but who have an active role, either elective or appointive, in the Club may become associate members upon acceptance by the Board of Directors.

#### SECTION 3.03 Sustaining Members

Persons who are not parents or guardians of the registered player, but who have an active interest in the Club, may become sustaining members by acceptance of the Board of Directors.

#### SECTION 3.04 Obligation to Pay Dues and Assessments

Members shall be obligated to pay all fees established by the Club and levied on all members. Club members may be assessed monthly dues in an amount as required to meet ongoing financial obligations of the Club. Payment of fees shall be considered delinquent on the twenty first of the month unless prior

arrangements have been made with the approval of the Board of Directors. Any member delinquent 30 or more days shall be suspended from the Club and shall not participate in Club activities; players shall be denied participation in all ice activities. Upon payment of the delinquent fees, the member and player shall be reinstated. Late charges will be assessed to all delinquent accounts.

#### SECTION 3.05 Assessments

Memberships are subject to assessments which may be levied and collected as determined by resolution of the Board of Directors. Any member, on learning of an assessment, may avoid liability for it by promptly resigning from membership, providing that the member is not otherwise liable for the assessment by contract or otherwise.

#### SECTION 3.06 Numbers of Members

There shall be no limit on the number of members the Corporation may admit.

#### SECTION 3.07 Transferability of Membership

Neither the membership in the Corporation nor any rights in the membership may be transferred or assigned for value or otherwise.

#### SECTION 3.08 Inspection Rights of Members--Demand

a) A member satisfying the qualifications set forth hereinafter may do either or both of the following:

1. Inspect and copy the record of all the members' names, addresses, and voting rights, at reasonable times, on five business days prior written demand on the Corporation which demand shall state the purpose for which the inspection rights are requested; or
2. Obtain from the Secretary of the Corporation, on written demand and tender of a reasonable charge, a list of the name, addresses, and voting rights of those members entitled to vote for the election of Directors, as of the most recent record date for which it has been compiled or as of the date of demand. The demand shall state the purpose for which list is requested. The membership list shall be available on or before the later of ten business days after the demand is received or after the date specified therein as the date as of which the list is to be compiled.

#### Members Permitted to Exercise Rights of Inspection

(b) The rights of inspection set forth in Section 3.08(a) of these by-laws may be exercised by the following:

1. Any member, for a purpose reasonably related to such person's interest as a member:  
and
2. The authorization number of members for a purpose reasonably related to the members' interest as members.

#### Alternative Method of Achieving Purpose

(c) The Corporation may, within ten business days after receiving a demand for inspection, deliver to the person or persons making the demand a written offer of an alternative method of achieving the purpose identified in said demand without providing access to or a copy of the membership list. An alternative method which reasonably and in a timely manner accomplishes the proper purpose set forth in a demand made pursuant to Section 3.08 (a) of these by-laws shall be deemed reasonable, unless within a reasonable time after acceptance of the offer the Corporation fails to do those things which it offered to do. Any rejection of the offer shall be in writing and shall indicate the reasons the alternative purposed

by the Corporation does not meet the proper purpose of the demand pursuant to Section 3.08 (a) of these by-laws. In the event of such rejection, the Corporation shall comply with Section 3.08 (a).

#### SECTION 3.09 Non-liabilities of Members

A member of the Corporation shall not, because of such membership, be personally liable for the debts, obligations, or liabilities of the Corporation.

#### SECTION 3.10 Termination of Membership--Causes

The membership and all rights of membership shall automatically terminate on the occurrence of any of the following causes:

1. Voluntary resignation of a member;
2. Where a membership is issued for a period of time, the expiration of such period of time;
3. The death of a member;
4. The dissolution of corporate members;
5. The nonpayment of dues or assessments;
6. The termination of all memberships or any class of members upon the amendment of these by-laws permitting the termination.

#### SECTION 3.11 Non-payments of Dues or Assessments

All rights of a member in the Corporation and in its property shall cease on the termination of such member's membership. Termination shall not relieve the member from any obligation for charges incurred, services or benefits actually rendered, dues, assessments, or fees, or arising from contract or otherwise. The Corporation shall retain the right to enforce any such obligation or obtain damages for its breach.

### ARTICLE IV. GOVERNING BODY

#### SECTION 4.01 Board of Directors

The Board of Directors shall be responsible for the supervision, control and direction of the affairs of the Club. The Board will adhere to the rules and by-laws of USA Hockey, the California Amateur Hockey Association (CAHA), the Northern California Junior Hockey Association (NORCAL) and the by-laws of the Club.

#### SECTION 4.02 Numbers

The Club shall not have less than three nor more than 6 voting officers. The exact number of officers shall be six and this number shall be fixed from time to time with the approval of the members.

#### SECTION 4.03 Eligibility to Serve

Parents and legal guardians of a registered player and registered players who have attained the age of eighteen and associate members are eligible to become officers. These members must be members in good standing with no record of improper conduct nor be in arrears with dues. Elected officers may hold more than one elected office at the same time with only one vote. Officers shall be eligible for re-election without limitation on the number of terms they may serve as long as they continue to meet the qualifications. It is recommended that husband and wife not hold multiple elected positions. If the aforementioned is unavoidable their combined vote is one.

#### SECTION 4.04 Nomination Process

Election process should occur no later than one month prior to the end of season. One vote per registered player in good standing. A nominating committee shall be appointed by the General Board of not less

than two persons. This committee shall perform the following duties: solicit nominations by email, mail, or personal solicitations, prepare and distribute ballots to each voting member, receive ballots, count and tabulate, determine when polls shall close, hear and determine all challenges and questions in any way arising in connection with the right to vote, determine the result and do such acts as may be proper to conduct the election with fairness to all members.

Each member of the committee shall perform their duties impartially in good faith to the best of their ability and as expeditiously as possible. The six candidates receiving the highest number of votes will serve as the new Board of Directors.

#### SECTION 4.05 Term of Office

Officers shall take office June 1 following the election and serve for two years. However, a Director whose membership becomes inactive during his or her term serves at the pleasure of the Board years.

#### SECTION 4.06 Vacancy of Directors

Resignation of a Director must be submitted to the Board in writing. When the Board has determined that vacancy of Director exists for any reason, they shall immediately nominate and present to the General Board for their approval an interim Director to hold office for the balance of the term.

#### SECTION 4.07 Removal of Appointees

If any appointee in the opinion of the Board of Directors shall become remiss in his duties through failure to perform his assigned functions or through malfeasance of office, a special meeting of the board not membership may be called to institute removal proceedings, such removal to be considered officially enacted up on concurrence by vote of the three-fourths of the board of directors.

### ARTICLE V. OFFICERS

#### SECTION 5.01 Number and Titles

The elected officers of the Corporation shall be a President, a Vice President a Registrar, a Secretary, a Treasurer, and a Director of Coaches. The President is the general manager and chief executive officer of the corporation. Except for the position of Team Manager, any number of appointed positions may be held by the same board member.

#### SECTION 5.02 Appointments and Resignation

##### SECTION 5.02 Appointments and Resignation

The officers shall be elected by the general membership and serve at the pleasure of the Board, subject to the rights, if any, of an office under any contract of employment. Any officer may resign at any time on written notice to the Corporation without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party.

Elected officers shall take office on June 1 No returning board member shall be allowed to continue in an office unless duly elected to that office by the general membership. No returning appointed member of the board shall be allowed to continue in an office unless duly appointed by the new board with nominations from the general membership.

##### SECTION 5.02.01 Appointment of Division Commissioners/Team Manager

One non-elected individual from each team shall be appointed by the team membership, with approval from the Board of Directors, to serve on the General Board as Commissioner/Team Manager.

One non-elected individual will be chosen from the membership to serve on the General board as an Assistant Treasure, Parent Liaison, Club Tournament Director, Apparel and Team Picture Manager, Public Relations Coordinator, Fundraising Coordinator and Webmaster.

These appointments may be made at the first board meeting held after the directors take office on June 1 but no later than October 1<sup>st</sup>.

#### SECTION 5.02.02 Voting

Each elected Officer and Commissioner/Team Manager shall have one vote. Only one vote per individual no matter how many offices they may hold.

#### SECTION 5.03 Eligibility

All Officers and Commissioners must be members in good standing.

#### SECTION 5.04 Removal of Officers

An elected or appointed officer may be removed at any time due to failure to perform his or her duties by a majority vote of the Board of Directors. A new officer or appointee will be appointed by a vote of the Board of Directors.

#### SECTION 5.05 Terms of Office

Officers shall take office upon election by the General Membership and shall serve a two year term or until the installation of succeeding officers.

Appointed officers shall take office upon appointment by the Board of Directors and shall serve until the appointment of succeeding officers.

#### SECTION 5.06 Job Descriptions

The Powers and Duties of Officers shall be as follows:

1. **The President shall:** (Elected to the Board of Directors)
  - a. Call regular and special meetings of the Club membership, of the Board of Directors, and of the General Board.
  - b. Prepare agenda for all Executive and General Membership meetings. Send to secretary for distribution to Board of Directors and General Membership.
  - c. Preside at all meetings of the Club and the Board, and generally perform the duties to the officer of the President.
  - d. Appoint standing committees and special committees as he deems necessary, and to sit on all committees as and ex-officio voting member.
  - e. Negotiate Club contracts with contract guidelines established by the General Board.
  - f. Sign all contracts and agreements on behalf of the Club together with one other elected officer.
  - g. Oversee the performance of duties by all elected and appointed officers as stated herein.
  - h. Shall be Club representative at NORCAL meetings.
  - i. See that all requirements of the By-laws and the Rules and Regulations of the Club are carried out.
  - j. Assist the Treasurer in the preparation of the Club budget.

2. **The Vice-President:** (Elected to the Board of Directors)
  - a. In the absence of the President, or in the event of the President's inability to act, have and exercise all the powers of the President with the approval of at least two of the remaining elected officers.
  - b. Perform other duties customary to the position and as may be established by the Board or the Rules and Regulations of the Club.
  - c. Serve as alternate to the President at NORCAL meetings.
  - d. Be responsible for the scheduling of ice time and ice activities. **Serve as the Ice Scheduler.** Prepare and negotiate ice contract with Oak Park Rink Manager.
  - e. Assist the President and the "Director of Coaches" in the selection of Club equipment, with the approval of the Board.
  - f. Evaluate all club fundraising proposals and any proposals that would ensue financial liability to the Club, and present them to the Board of Directors for approval.
  - g. By August 1<sup>st</sup>, of each year, submit to the Board of Directors a comprehensive schedule detailing the official fund-raising plan for the year. Upon approval of this plan, the Fundraising Chairperson shall be responsible for implementing all details.
  - h. See that all requirements of the By-laws and the Rules and Regulations of the Club are carried out.

### **The Ice Scheduler**

- a. With assistance of the Director of Coaches and Club President, negotiate all ice contracts with Rink Manager of Oak Park, as per ice budget approved by the Board of Directors.
  - b. With assistance of the Director of Coaches and Club President create a practice schedule for all teams, dictated by the budget.
  - c. Create and disseminate all practice schedules to coaching staff.
  - d. Facilitate dry land schedule in the Admiral Room of Oak Park, with the Rink Manager and the Director of Coaches.
  - e. Report, Norcal required game ice slots, per team, to Norcal Scheduler.
  - f. Confirm all game ice allocations, changes, etc. with Norcal Scheduler, Team Managers and Oak Park Rink Manager.
  - g. Report to Rink Manager and Club President all Norcal returned game ice slots.
  - h. Schedule scrimmage games, requested by coaches, to Norcal Scheduler for game number and website posting.
  - i. Assure that the Club budget allows for scrimmage games
3. **Club Registrar shall:** (Elected to the Board of Directors)
    - a. Receive all registration of membership in the Club. Maintain an accurate role of membership and keep an exact record of the birth dates of each player on a Club team.
    - b. Receive all applications for membership.
    - c. Act as liaison between the Club and the NORCAL and CAHA registrar, as well as the USA Hockey representative.
    - d. Be responsible for filing individual and team registration forms with NORCAL, CAHA and USA Hockey.
    - e. Keep a record of eligible players on each team and those suspended.
    - f. Perform other duties customary to the position and as may be established by the Board or the Rules and Regulations of the Club. I.e. Provide each Team Manager with their initial Team Book. Requirements for each Team Book are dictated by NORCAL, CAHA and USA Hockey. Information for the Team Book, directed by the Club, is the Team Managers responsibility. A list of items the Club requires is in the Club hand book.



6. **The Director of Coaches shall:** (Elected to Board of Directors)
  - a. Disseminate information as appropriate to all coaches.
  - b. Coordinate certification and training of all coaches. I.e. coaching credentials and USA Hockey IMR.
  - c. Coordinate CAHA mandated screening of all coaches, board officers, Team Managers, and on ice volunteers. Report list of coaches, board members, team managers, volunteers to the NORCAL appointed screening chairperson. Keep current list of volunteers and submit to board.
  - d. Coordinate recruitment of coaches.
  - e. Coordinate with Vice President/ Ice Scheduler the scheduling of ice time and ice activities.
  - f. Assist the President in the selection of Club equipment.
  - g. Outline all disciplinary actions and team member participation during practices and games with approval of the General board and so enforce.
  - h. Participate in one practice per team per month.
  - i. Assist with budget (ie. equipment needs, coaching needs, etc.).
  - j. Assign coaches and arrange try-outs for teams in accordance with USA Hockey guidelines and philosophy with Board of Director approval.
  - k. Supervise all player development programs.
  - l. Coordinate and schedule with Oak Park Rink Manger all summer clinics and Colts supported 4 on 4 leagues.
  - m. Enforce USA Hockey helmet rule for all volunteers on the ice.
  - n. Keep current list of all Club equipment.
  - o. Keep record of disbursements of equipment

## ARTICLE VI. NON-VOTING POSITIONS

### SECTION 6.01 Numbers

The Board will appoint as many as deemed necessary to assist with Club business. The board reserves the right to make their own selection or select from the nominations received through the election process.

### SECTION 6.02 Job Descriptions:

1. **Assistant Treasure Shall:** (Appointed to the Board of Directors)
  - a. Is responsible for assisting the treasure in collection of player dues.
  - b. Report the number of members in arrears, by team, to the Head Coach by the tenth of each month.
  - c. Make appropriate attempts in collecting dues in arrears.
  - d. Bring any alternate payment schedules to the attention of the Treasure for board approval.
  - e. Assistant Treasure shall work directly with the Vice President with respect to identifying fund raising activities and preparing annual fund raising reports for the board.
  - f. Ensure that the Board approves the guidelines for each fundraising activity.
  - g. Oversee sponsorship fund allocation with the Club President.
  - h. In the absence of the Treasure, make disbursements by check with appropriate approval.
  - i. Be bonded at Club expense in an amount not less than twice the Club's highest account balance during the twelve months preceding his/her assuming office.
  - j. Oversee the accounting for all fund-raising activities.

2. **The Parent Liaison Shall:** (Appointed by the Board of Directors)
  - a. Manage and enforce Colts Parent Policy Procedure.
  - b. Manage and enforce USA Hockey's Zero Tolerance Policy.
  - c. Manage and enforce the Club's, NORCAL, CAHA and USA Hockey's Code of Conduct rules.
  - d. The Parent Liaison acts as a point person for all members' opinions, concerns, complaints or grievances.
  - e. Report any unsolved issues to the board for review.
  - f. Appoint penalty hearing committees if deemed necessary by the board.
  - g. Keep written record of all issues and present to the Board monthly.
  - h. Follow the Conflict Resolutions Procedure set forth in the Club hand book.
  
3. **The Apparel and Team Picture Manager shall:** (Appointed by the Board of Directors)
  - a. Prepare inventory of merchandise and jerseys either on hand or on order as of May 31st and submit to the Executive Board.
  - b. Order all team jerseys, team apparel and member apparel from a board approved vendor.
  - c. Oversee merchandise and jersey allocation and distribution.
  - d. Track all current member jersey number.
  - e. Club gives jersey number preference to current member.
  - f. Identify, schedule and coordinate team photos.
  - g. Report all accounting to Treasure.
  
4. **Public Relations Coordinator shall:** (Appointed by the Board of Directors)
  - a. Responsible for all the publicity of the Club activities.
  - b. He/She will endeavor to spread knowledge of Club achievements throughout the community via the public media.
  - c. Report club activities and accomplishments to Club Webmaster.
  - d. Prepare quarterly newsletters.
  - e. Work with Community Relations Director of IFG with respect to promoting Ice Hockey in the surrounding communities
  
5. **The Tournament "Director" shall:** (Appointed by the Board of Directors)
  - a. Be responsible for attaining information on tournaments and disseminate information to all team Head Coaches, "Director" of Coaches, and team appointed tournament director.
  - b. Assist in the process of tournament selection.
  - c. Responsible for working with each team tournament director to assure the Club tournament protocol is adhered to. See Club hand book for tournament protocol.
  
6. **The Fundraising Coordinator shall:** (Appointed by the Board of Directors)
  - a. Be responsible for implementation of all fundraising activities.
  - b. Work directly with Vice President in the selection and reporting of all fund-raising activities.
  - c. Responsible for all sponsorship appreciation plaques generated from our Club campaign letter.
  
7. **Webmaster shall:** (Appointed by the Board of Directors)
  - a. Responsible for the management of the Club website. [www.stocktoncolts.com](http://www.stocktoncolts.com)

8. **The Division Commissioner/Team Manager shall:**

(Appointed by Head Coach with Board approval)

- a. Disseminate information as appropriate to respective team parents.
- b. Coordinate coach/player awards.
- c. Represent the division at all Board meetings.
- d. Act as the team liaison related to fund raising activities.
- e. Make arrangements for scorekeepers, timekeepers and goal judges for all of his/her team's home games.
- f. Appoint an alternate to act in his/her stead whenever he/she cannot be present for practices of games.
- g. Be responsible for the Club's equipment issued to his team. I.e. first aide kits, pucks, etc.
- h. Make arrangements as necessary for the transport of his/her team to games.
- i. Be responsible for documenting player attendance.
- j. Be responsible for submitting score sheets to Norcal General Manager.
- k. Be responsible for managing Team Book.
- l. Be responsible for completion of Team Book once delivered from Club Registrar.
- m. Be responsible for reporting to Club President any Match Penalties.
- n. Defer any members' suggestions and or grievances to the Parent Liaison.
- o. Be responsible for working directly with Parent Liaison in the event of disciplinary proceedings.
- p. He/she shall serve as team representative at each board meeting.

9. **The Head Team Coach shall:** (Appointed by the Board of Directors)

- a. Adhere to the rules and code of conduct of USA Hockey.
- b. Direct activities of players during the practices and games.
- c. Promote sportsmanship and fair play by example as well as by direction.
- d. Endeavor to develop the hockey skill of all players and to permit them to play in games as much as reasonably possible, at his discretion.
- e. Notify his Assistant Coach to act in his stead whenever he/she cannot be present at the practice or game.
- f. Prepare practice plan and or game plan when he/she cannot be present at practice or game.
- g. Enforce the wearing of protective equipment as required by USA Hockey and the Club at practices and games.
- h. Have authority to prohibit a player from participating in practices or games when that player is not wearing such equipment, or dues not kept current.
- i. Have authority to prohibit a player from participating in practices or games when he/she deems necessary.

10. **The Assistant Coach shall:** (Appointed by Head Coach with Board approval)

- a. Shall adhere to the rules and code of conduct of USA Hockey.
- B Assist the Head Coach in the direction of team activities and in the absence of the Team Coach to act in his stead.

**ARTICLE VII. MEETINGS OF THE BOARD OF DIRECTORS**

**SECTION 7.01 Place**

Meetings of the board shall be held at the principal office of the Corporation or at such location as may be designated from time to time by resolution of the Board of Directors.

**SECTION 7.02 Regular Meetings**

Regular meetings of the board shall be held on a monthly basis. An annual meeting shall be held during the month of which the Club holds tryouts. Tryout dates dictated by NORCAL and CAHA.

**SECTION 7.03 Special Meetings**

Special meetings of the board shall be called by the Board of Directors, and held at such times and places as may be determined by the Board of Directors

**SECTION 7.04 Notices of Meetings**

Written notice of every regular meeting of the board shall be posted in the Oak Park Ice Arena and Club website fourteen days before the date of the meeting. Written notice of special meetings of the board shall be posted in the Oak Park Ice Arena as soon as the meeting time and place is determined.

**SECTION 7.05 Waivers, Consents, and Approvals**

The transactions of any meeting of the board, however called and noticed, and wherever held, shall be as valid as those entered into at a meeting duly held after regular call and notice if a quorum is present wither in person or by proxy, and if, either before or after the meeting, each of the persons entitled to vote, but not present in person or by proxy signs a written waiver of notice, a consent to the holding of the meeting, or an approval of the minutes of the meeting. All such waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meeting.

**SECTION 7.06 Quorum**

A quorum at any meeting of the board shall consist of a majority of the voting power, represented in person or by proxy.

**SECTION 7.07 Loss of Quorum**

The board members present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if such action taken, other than adjournment, is approved by at least a majority of members required to constitute a quorum.

**SECTION 7.08 Adjournment for Lack of Quorum**

In the absence of a quorum, any meeting of the board may be adjourned from time to time by the vote of a majority of the votes represented either in person or by proxy, but no other business may be transacted except as provided in Section 7.07 of these by-laws.

**SECTION 7.09 Proxy Voting**

Board members entitled to vote shall be permitted to vote or act by written proxy.

**SECTION 7.10 Calmative Voting**

Calmative Voting shall not be authorized for the election of directors or for any other purpose.

**SECTION 7.11 Conduct of Meetings**

**Rules of Order**

The Robert's Rules of Order, as may be amended from time to time, shall govern the meetings insofar as such rules are not inconsistent with or in conflict with these by-laws, the Articles of Incorporation of this Corporation or the law.

## ARTICLE VIII.

### COMPLAINTS DISCIPLINARY ACTIONS AND SUSPENSION OF MEMBERS

SECTION 8.01 Members, coaches and players must adhere to the USA Hockey Rules and Code of Conduct as well as rules and by-laws set by CAHA, NORCAL and the Club. Any member, coach, or player is subject to suspension for any act hazardous to the safety of any player, coach, or official, or for any act of gross misconduct reflecting unfavorably upon the club.

#### SECTION 8.02 Complaints and Appeals

Complaints by members shall be submitted to the Parent Liaison in writing prior to regular monthly meeting in order for the subject to be placed on the agenda.

#### SECTION 8.03 Review Committee

On an occasion where disciplinary and/or suspension is considered, the President or his/her designee shall appoint an impartial and disinterested Review Committee Chairperson who shall select three or more persons to serve as the Review Committee. (See Club hand book for complaint and grievance procedure)

#### SECTION 8.04 Procedures

A copy of Guidelines for the Conduct of Review Committee Hearings and Procedure for the Conduct of Hearings, by Richard E. Coombs, shall serve as guide for the Review Committee procedures. (Conduct of Hearings, are found in the USA Hockey Guide)

## ARTICLE IX. PROCEDURAL ISSUES

#### SECTION 9.01 Rules of Order

The Robert's Rules of Order, as may be amended from time to time, shall govern all meetings insofar as such rules are not inconsistent with or in conflict with these by-laws, the Articles of this Corporation or the law.

#### SECTION 9.02 Amendments of the By-laws

The by-laws of the Club shall not be altered except at a meeting of the members and by two-thirds majority of members present.

SECTION 9.03 The Board shall be required to distribute one copy of all rules and policies to each member at the beginning of each season. The Board shall be required to distribute one copy of the by-laws to each member at the beginning of the member's first hockey season. In the event that the by-laws are amended, an amended copy shall be distributed to each member in good standing.

## ARTICLE X. CORPORATE RECORD

SECTION 10.01 The Corporation shall kept adequate and correct records of account and minutes or the proceedings of its membership meetings, Board meetings, and committees of the Board meetings. Minutes of the previous meeting, Treasurer's report, and a preliminary agenda shall be mailed, emailed or hand-delivered to each member of the Board prior to the next scheduled meeting. Minutes of the previous meeting and the Treasurer's report shall be available upon written request

The minutes shall be kept in written form. Other books and records shall be kept in either written or in other form capable of being converted into written form.

The Corporation shall also keep a record of its members giving their names and addresses.

Upon termination of an officer, all written records will be relinquished within one week to a member of the Board of Directors.

**SECTION 10.02 Annual Report**

The Board shall cause an annual report available to the members not later than 120 days after the close of the Corporation's fiscal year. The report shall account for all of the financial transactions of the Corporation during the fiscal year and shall be accompanied by any report thereon of independent accounts, or if there is not such report, the certificate of an authorized officer of the Corporation that such statement were prepared without audit from the books and records of the Corporation. The annual report shall be furnished to all Directors.

**CERTIFICATE OF SECRETARY OF STOCKTON JR COLTS HOCKEY CLUB**

A California Non-Profit Corporation

I hereby certify that I am the duly elected and acting Secretary of said Corporation and that the foregoing by-laws, comprising sixteen pages, constitute the by-laws of said corporation as duly adopted by general membership.

Secretary \_\_\_\_\_

Date: \_\_\_\_\_

Revised 02/23/07

Adopted