

PRINCE WILLIAM HOCKEY CLUB – INLINE LEAGUE (PWHC-IL) CHARTER

A. NAME AND AFFILIATION

This organization shall be known as the Prince William Hockey Club—Inline League (PWHC-IL). The PWHC-IL shall annually maintain its status as a sanctioned member of USA Hockey InLine. All players, coaches, and referees shall be currently registered members of USA Hockey InLine.

The PWHC-IL shall maintain its affiliation with the Prince William Hockey Club, Inc. (PWHC) and PWHC-IL exists as the inline league of PWHC under the PWHC Bylaws.

B. PWHC-IL Policy and Objectives

PWHC-IL exists to maximize the opportunity for youth of all talent levels to participate in amateur in-line hockey. PWHC-IL seeks to develop each individual player's ability to play a competitive team sport through an emphasis on sportsmanship, camaraderie, and personal development developed through participation in a team sport.

The following provisions are the policy of PWHC-IL, and are intended to support the club philosophy. The PWHC-IL Rules and Regulations shall promote the objectives and policy of both PWHC and PWHC-IL. All league coaches, players, officials, and parents should follow the spirit of these policies.

1. The relationship between PWHC and PWHC-IL

PWHC-IL is an integral part of PWHC. PWHC-IL recognizes that the best interests of its members are served by promoting the growth and vitality of both ice and inline hockey. PWHC-IL and its members should support the PWHC philosophy of "Fun, Fundamentals, and Focus on the Individual."

2. Player playing time

PWHC-IL house program is designed to teach all players the fundamentals of hockey and team play. It is the policy of PWHC-IL that "everybody pays, everybody plays." To this end, coaches in house program games should make every effort to ensure that all players are afforded a fair opportunity to develop their skills in all game situations. All players should be rotated through the game on an equal basis. The use of "power lines" and specialty lines are not in the spirit of recreational house program play. The house program exists to develop the skills of all players, not just a selected few.

C. MEMBERSHIP

PWHC-IL membership shall be composed of all players who have registered in a PWHC-IL program (house, travel, or tournament) for at least one season (summer, fall, winter, or

spring) during the current league year. The league year shall run from July 1 through June 30. Parents and guardians of member players are also members of PWHC-IL. PWHC-IL membership is subject to veto by the League Board.

Registration fees shall be paid for each player prior to the player participating in any season. The League Board shall determine the amount of the registration fee. In unusual cases, the payment of the registration fee may be waived by the League Director, subject to veto of that waiver by the League Board.

In matters requiring a vote of the PWHC-IL membership, there shall be one vote for each member player. This vote will be cast by a parent or guardian of the member player, or in the absence of any parent or guardian, by the player.

D. LEAGUE BOARD

The PWHC-IL will be run by a League Board. The League Board will consist of the following positions:

1. League Director.
2. House Program Director.
3. Travel and Tournament Program Director.
4. Director of Coaching and Player Development.
5. Head Referee.
6. Registrar/Secretary.
7. Treasurer.

The League Director shall be the same person elected under the PWHC Bylaws as the PWHC Vice President, Off-Ice Programs. The remainder of the League Board shall be elected by the PWHC-IL membership at an Annual Meeting to be held during the winter or spring season, or immediately following the conclusion of the spring season.

In the event that a member of the League Board resigns, the League Director may appoint a replacement to serve until the next regular election.

The League Board shall meet as required. The League Director shall chair meetings of the League Board. In the absence of the League Director, the House Program Director shall chair meetings of the League Board.

Unless otherwise required by this Charter, action by the League Board requires a simple majority of those members of the League Board that constitute a quorum. A quorum exists: (i) at a meeting of the League Board that was announced at least one month in advance, if five members of the League Board are present at the meeting or cast their vote in advance of the meeting, (ii), at a meeting of the League Board that was not announced at least one month in advance, if all members of the League Board are present or have cast their vote in advance of the meeting, or (iii) for all other votes, if all members of the League Board of been notified of the issue and have cast their vote, and none have asked that a meeting be held to discuss the issue.

The League Board shall have the authority and responsibility to:

- Establish PWHC-IL policy that is in keeping with this Charter and the PWHC Bylaws.
- Annually nominate persons to fill positions on the League Board for the succeeding year.
- Establish the PWHC-IL budget and establish member registration and other fees as necessary.
- Remove any League Board member for cause by a two-thirds majority vote after receiving a complaint from a PWHC-IL member calling for the removal of the League Board member.
- Meet at the call of the League Director.
- Establish PWHC-IL Rules and Regulations for play and operation.

E. DUTIES OF THE DIRECTORS

1. LEAGUE DIRECTOR (PWHC Vice President, Off-Ice Programs)

The League Director will be the person elected as the PWHC Vice President, Off-Ice Programs. The League Director shall be responsible for overall operation of the PWHC-IL. In carrying out that responsibility he shall have broad executive power to make any and all decisions not specifically reserved to the League Board. The League Director's authorities and responsibilities include but are not limited to:

- Convening and chairing meetings of the League Board.
- Approving of expenditures of PWHC-IL funds, subject to override by the League Board.
- Scheduling PWHC-IL League Board meetings.
- Imposing discipline for violations of the rules of play, as recommended by the PWHC Discipline Committee.
- Appointing Coordinators as necessary to fulfill obligations of the PWHC-IL.

2. HOUSE PROGRAM DIRECTOR

The House Program Director is responsible for the operation of the PWHC-IL house program. In carrying out that responsibility, he shall have broad executive power to make any and all decisions relating to the day-to-day operations of the house program not specifically reserved to the League Board or the League Director. The House Program Director's duties and responsibilities shall include, but are not limited to:

- Supervising the house program operation, assigning functional responsibilities and insuring proper functioning of:

- a. The scheduling of house program games; and
- b. The collecting and disseminating of division standings, and, if approved by the Division Committees, division statistics.
- Appointing a Division Coordinator for each division in the house program.
- Appointing other Coordinators as necessary to fulfill obligations of the PWHC-IL house program.
- In the absence of the League Director, chairing meetings of the League Board and carry out other duties assigned to the League Director.

3. TRAVEL AND TOURNAMENT PROGRAM DIRECTOR

The Travel and Tournament Program Director shall be responsible for the operation of the PWHC-IL travel and tournament programs. The Travel and Tournament Director's duties and responsibilities shall include, but are not limited to:

- Supervising the travel and tournament program.
- Representing PWHC-IL at meetings requiring PWHC-IL representation that involve the planning and operation of travel leagues and tournaments that PWHC-IL anticipates being involved in.

4. DIRECTOR OF COACHING AND PLAYER DEVELOPMENT (Head Coach)

The Director of Coaching and Player Development (Head Coach) is responsible for training coaches in both the house and travel/tournament programs. The Head Coach's duties and responsibilities shall include, but are not limited to:

- Implementing a program that contributes to overall player development as appropriate.
- In the fall, and at other times as appropriate, conducting periodic meetings and seminars with the PWHC-IL coaches as necessary to meet the PWHC-IL's objectives.

5. HEAD REFEREE

The Head Referee is responsible for referee selection and training in both the house and travel/tournament programs. The Head Referee's duties and responsibilities shall include, but are not limited to:

- Scheduling the referees for both the house and the travel/tournament programs.
- Maintaining records that will enable the accurate paying of referees, and working with the treasurer to ensure the timely payment in compensation for referee duties.

6. REGISTRAR/SECRETARY

The Registrar/Secretary shall be responsible for maintaining records regarding membership in PWHC-IL and for communication between the League Board and the membership. The Registrar/Secretary's duties and responsibilities shall include, but are not limited to:

- Preparing the minutes of each meeting, and shall transmit copies thereof to other members of the League Board prior to the next League Board meeting.
- Ensuring that current copies of the following official documents are distributed to each member of the League Board at the earliest practical time following annual elections of officers and representatives and available to all members of the PWHC-IL: (i) PWHC-IL Charter and (ii) PWHC-IL Rules and Regulations.
- Communicating league information through the local media to include such things as registration announcements and game results.
- Conducting registration for the house program and collecting membership fees at the time of registration. The Registrar/Secretary shall forward membership fees to the Treasurer.

7. TREASURER

The Treasurer shall work in conjunction with the PWHC Board of Directors to maintain a checking account and be responsible to assist in the depositing and accounting of all fees from all players registered in the PWHC-IL each season and paying PWHC-IL obligations as directed by the League Director. The Treasurer's duties and responsibilities shall include, but are not limited to:

- Submitting to the League Board a proposed budget either annually or per season if requested by the League Board.
- Submitting a financial report at the Annual Meeting and, if requested, at meetings of the League Board.
- Submitting interim financial reports to the League Board as requested.

In the event that the PWHC Executive Committee and the League Board authorize a banking account in the name of PWHC-IL, the Treasurer shall maintain the account and be responsible to deposit and account for all fees from all players registered in the PWHC-IL each season and paying PWHC-IL obligations as directed by the League Director. All payments by PWHC-IL in excess of \$100.00 must be signed by at least two of the following three members of the League Board: (i) League Director, (ii) House Program Director, and (iii) Treasurer.

F. *Division Coordinators and Division Committees*

The coaches of each division shall be members of the Division Committee for that division. A Division Coordinator appointed by the House Program Director shall be the administrative coordinator for each Division Committee. The Division Coordinator and the Division Committees are responsible for day-to-day operation of their division and report to the House Program Director.

The Division Committees may make decisions that (i) do not affect the play in other divisions, (ii) do not affect the PWHC-IL budget, and (iii) do not violate the PWHC-IL Charter or Rules and Regulations. The Division Coordinator shall ensure that decisions of the Division Committees are made known to House Program Director and the League Board, and, as appropriate to all coaches, players, and parents affected by those decisions. Decisions of the Division Committees are subject to veto by the House Program Director or the League Board.

G. *Disciplinary Proceedings*

PWHC-IL shall use the mechanism established by Article IV of the PWHC Bylaws for handling any allegations of improper conduct by PWHC-IL members. When requested by the PWHC Vice President of Club Operations, the League Director shall appoint members to any Conduct Board convened under the PWHC Bylaws to hear allegations of improper conduct by PWHC-IL members or other individuals involved in PWHC-IL events.

H. *Amending the Charter and Rules and Regulations*

Amendments to this Charter shall be made only by two-thirds vote of the PWHC-IL members present at an Annual Meeting. Reasonable efforts shall be made to provide notice to the members at least two weeks in advance about (i) the time, date, and location of the meeting, and (ii) the nature of the amendment to be voted upon.

Amendments to the Rules and Regulations shall be made by a majority vote of the League Board after written notice of the proposed amendment is provided to each League Board member at least one week prior to the vote.