



Standing Rules 2008-09

1. The name of this association is Puget Sound Amateur Hockey Association. The teams that play within the association are called the “Puget Sound Tomahawks”. The initiation program may adopt additional names to accommodate several “teams” within the program, as approved by the Board of Directors. The official PSAHA logo is shown above. The PSAHA logo, portions of the logo, or any likeness of the logo cannot be used without written permission from the Board of Directors or the Executive Director.
2. This association serves youth from the greater Puget Sound region which includes, but is not limited to Pierce, King, Kitsap, Mason, Lewis, Thurston, Pacific, Grays Harbor and Jefferson counties.
3. This association was incorporated as a 501.C.3 nonprofit corporation prior to August 2001. The assigned corporation number and UBI number is kept with the legal documents of the association and is available upon request. The Executive Director (with the help of the Treasurer) is responsible for filing the Annual Corporation Report. The registered agent for this corporation is Robert Kaufman. The address of the registered office of the corporation is 1918 Stewart St., Tacoma, WA 98421.
4. This association is not currently registered under the Charitable Solicitations Act.
5. The Executive Director and Treasurer are responsible for filing IRS Form 990 or 990EZ prior to November 15th, if required.
6. The annual membership fees of this organization are determined by the Board of Directors. All players and coaches must register online with USA Hockey and submit a copy of their USA Hockey confirmation page with their PSAHA Registration. Fees for the 2008-09 year are: Registration: \$150, Initiation Program: \$195 per session, Mite/Cross Ice, Squirt, Pee Wee, Bantam and Midget House teams: \$1,290 or \$95 per month for 12 Months, Squirt Travel Team: \$1,740 or \$145 per month, Pee Wee, Bantam, U-16 and U-18 Travel teams: \$1,980 or \$165 per month. Membership fees must either be paid in full by October 1st or an electronic funds transfer agreement (EFT) must signed.

7. The rental gear equipment fee is \$50 per session plus a \$100 refundable deposit. The non-refundable portion of the rental fee covers replacement, maintenance and purchase of new rental gear by PSAHA. The Executive Director will appoint Equipment Managers who will check out gear to players, maintain the gear and conduct a semi-annual inventory of all rental gear. The rental gear shall be stored in a secure location with access granted by permission of the Board of Directors.

7. The Board of Directors shall elect (from amongst itself) individuals to carry out the duties of President, Vice President, Secretary and Treasurer. Any elected position may be held jointly by two (2) people. Each co-position holder shall be entitled to voice and vote at all meetings.

8. The Board of Directors shall consist of the Executive Director and all Directors as defined by the bylaws. Board meetings are held at 6:30pm on the 2nd Wednesday of each month at the Tacoma Hockey Club. Only board members have voice and vote at board meetings. Standing committee chairpersons are expected to attend board meetings and have voice but no vote. Non-voting members of the association are welcome to attend board meetings but have no voice (unless called upon) or vote. Board members and committee chairs should promptly contact the Executive Director if they will be unable to attend any meeting.

9. Standing Committees are: Recreational/House Program, Travel Program, Initiation Program, Coaching, Disciplinary, Nominating, Fundraising, Marketing and Membership. Standing committees are made up of at least three people and will have an appointed representative who is expected to attend board meetings. Standing committees are asked to submit a written report to the PSAHA Secretary monthly.

10. The Annual General Membership meeting of this association shall be held on a yearly basis with the date and time to be determined by the Board of Directors. Meeting place, time and date will be posted at Tacoma Hockey Club at least 30 days in advance. At that time the Board of Directors will vote on any candidates needed to fill open positions on the Board of Directors, will go over the annual report and to present any other reports to the members as the Executive Director or the Board of Directors deems necessary. Copies of the annual report shall be circulated at the annual meeting and shall be available for inspection by interested parties upon request. All members of the association are encouraged to attend the meeting.

11. The Treasurer and Registered Agent of the association shall be on the signature card of any PSAHA authorized bank account.

12. All reimbursement requests shall include a receipt and shall be submitted to the treasurer within 60 days of purchase. All requests for reimbursement shall be received prior to the end of the fiscal year.

13. Should the association receive an NSF check a service fee equal to any bank penalties the association accrues will be charged. The association will not accept any further checks from this individual until the NSF check and any associated fees are paid.

14. The association reserves the right to turn over any delinquent fees to a collection agency.

14. Honorary Life membership is available to those adult members of the community who would otherwise not be eligible to be members of PSAHA and support its activities to an unusually high degree through the following: coaching/assistant coaching, officiating, administrative assistance, financial support, or other similar contributions for the benefit of PSAHA. Life membership may be terminated by a two-thirds (2/3) vote of the Board of Directors.

15. The board of directors shall elect amongst themselves which director(s) or officer(s) will represent PSAHA at the state, regional and national level.

16. The colors of PSAHA are maroon, navy, grey and white. All team and association apparel must be purchased from the association. The association will contract with a vendor approved by the Board of Directors to supply PSAHA related apparel and merchandise.

17. To comply with non-profit law all money raised by an individual team must be accounted for by the association and included in the annual operating budget. Individual team bank accounts can only be opened with approval from the Executive Director. If an account is opened the team manager must forward all receipts, the bank statement and a written financial report to the PSAHA Treasurer and the team parents on a monthly basis.

18. All sponsorship, fundraising and donation money is turned in to the PSAHA Treasurer. The Treasurer will administer the funds as designated by the sponsorship or donation agreement and provide the sponsor or donor with a written receipt for tax purposes.

19. Any tournaments organized by PSAHA or a PSAHA team must be approved by the Board of Directors. An ad-hoc tournament committee will be formed as specified by the association bylaws. The Executive Director and/or the PSAHA Treasurer will work with the committee to ensure the success of the tournament.