



CAROLINA LIGHTNING HOCKEY BYLAWS

APPROVED 09FEB15



TABLE OF CONTENTS

ARTICLE 1 – Name

ARTICLE 2 – Purpose & Mission

ARTICLE 3 – Non-Profit Statement & Articles of Dissolution

ARTICLE 4 – Location of Offices

ARTICLE 5 – Definitions

 5.1 USA Hockey

 5.2 CAHA (Carolina Amateur Hockey Association)

 5.3 CHL (Carolinas Hockey League)

ARTICLE 6 – Preeminence & Indemnification

ARTICLE 7 – Membership

ARTICLE 8 – Organization Management

ARTICLE 9 – Zero Tolerance Policy

ARTICLE 10 – Disciplinary Committee & Dispute Resolution

ARTICLE 11 – Physical Abuse, Sexual Abuse & Hazing Policy

ARTICLE 12 – Conflict of Interest

ARTICLE 13 – Exoneration from Personal Liability

ARTICLE 14 – Contracts, Checks, Deposits, Funds & Fiscal Year

ARTICLE 15 – Amendments

ARTICLE 16 – Screening

ARTICLE 17 – Whistleblower Policy

ARTICLE 18 – Duties of Board of Director Members

ARTICLE 19 – Insurance

ARTICLE 20 – Registration



CAROLINA LIGHTNING HOCKEY BYLAWS

ARTICLE 1.0 NAME

The name of this organization is Carolina Lightning Hockey (hereinafter called "CLH").

ARTICLE 2.0 PURPOSE AND MISSION

The purpose and mission of Carolina Lightning Hockey is:

- 1) about our kids, having fun and improving their athletic and personal skills through player development, on and off the ice,
- 2) providing a safe, competitive, fair, enjoyable and cost-effective environment for youth ice hockey in the Triangle area (Raleigh, Durham, Chapel Hill) of North Carolina,
- 3) encouraging and developing personal character, effort and attitude, teamwork and sportsmanship, and courtesy and respect, friendships and memories, and
- 4) developing and educating coaches for the benefit of all participants including the CLH organization, in strict accordance with the principles, rules and standards of conduct established by USA Hockey and the Carolina Amateur Hockey Association (CAHA).

In addition to being all about our kids, coaching is the next single most important element in the Lightning organization. CLH will do everything in its powers to provide good, compassionate, decent and qualified coaches to instruct our athletes/kids.

All Carolina Lightning Hockey coaches must believe and "buy into" the Carolina Lightning Hockey philosophy and core principles.

ARTICLE 3.0 NON-PROFIT STATEMENT & ARTICLES OF DISSOLUTION

CLH is a legally registered nonprofit organization and will operate as a nonprofit, nonsectarian and nonpartisan organization under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended and permitted by law, including exemptions from Federal taxation.

CLH will assist and engage in supporting and participating in activities which foster national and international amateur sports competition, which are permitted to be carried on by an organization exempt from Federal taxation under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended .

CLH shall operate with fiscal responsibility and transparency to ensure the successful future of the organization. No part of any net earnings of CLH shall benefit any member association or any team member or any individual, except the organization itself, and that the organization shall be authorized and empowered to pay reasonable compensation for services rendered by a Director,



CAROLINA LIGHTNING HOCKEY BYLAWS

Officer, employees, and/or agents and to pay principal and interest at a reasonable rate not exceeding current market rates on funds loaned or advanced by a Director or Officer of the Organization.

Upon dissolution of the affairs of Carolina Lightning Hockey, whether voluntary or involuntary, the corporation's assets, after all outstanding debts have been satisfied, shall be distributed in a manner consistent with Article 14, Chapter 55A of the North Carolina General Statutes, as determined by the Board of Directors of Carolina Lightning Hockey.

ARTICLE 4.0 LOCATION OF OFFICES

The principal office for transaction of business of CLH shall be located in North Carolina, preferably within the CLH area of operation. Unless otherwise resolved, the principal office and mailing address will be the home address of the President of the CLH organization, 9309 Meadow Rue Place, Raleigh, NC 27603

The Board of Directors shall have full power and authority to change the principal office of CLH from one location to another. Any such change shall be made by resolution, but shall not be considered an amendment to these Bylaws.

ARTICLE 5.0 DEFINITIONS

- 5.1 USA HOCKEY:
The national governing body for the sport of amateur hockey, pursuant to the Amateur Sports Act of 1978 as amended, and the duly authorized representative of the International Ice Hockey Federation (IIHF) with exclusive jurisdiction over the conduct of play of the sport of amateur hockey as sanctioned by the IIHF within the United States of America.
- 5.2 CAROLINA AMATEUR HOCKEY ASSOCIATION (CAHA):
Is the USA Hockey regional Affiliate representing North and South Carolina.
- 5.3 CAROLINAS HOCKEY LEAGUE (CHL):
The group of Member Associations and/or Registered Teams that are organized together for the purpose of scheduling and playing games on a regular basis as defined by CAHA.

ARTICLE 6.0 PREEMINENCE AND INDEMNIFICATION

CLH will abide by, and act in strict accordance with, the bylaws, rules and regulations, playing rules and decisions of the Board of Directors of USA Hockey, and such documents and decisions shall take precedence over governing documents and/or decisions including that of the Affiliate.

CLH will assist USA Hockey in the administration and enforcement of the provisions of their



CAROLINA LIGHTNING HOCKEY BYLAWS

bylaws, rules and regulations, playing rules and decisions of their Board of Directors and agree to be guided by the following core values of USA Hockey;

Fun, Sportsmanship, Respect, Integrity, Teamwork, Effort and Excellence.

Nothing contained herein shall prevent CLH from implementing rules, policies and procedures which may be more stringent than those of USA Hockey and/or CAHA providing such rules, policies or procedures do not conflict with those of USA Hockey.

Each Member Association of CAHA shall adopt bylaws, or other operating procedures consistent with CAHA Bylaws. In the event of conflict with the charter, bylaws, or other operating procedures of any Registered Member Association, CAHA's Bylaws shall take precedence over and shall govern.

CLH shall indemnify and hold harmless CAHA and USA Hockey, the Board of Directors of CAHA and USA Hockey and each member thereof, the councils and committees of USA Hockey and each member thereof, and all other elected, appointed, employed or volunteer representatives of CAHA and USA Hockey from any and all claims, liability, judgments, costs, attorneys' fees, charges and expenses whatsoever, arising from the acts and omissions of CAHA, except to the extent that USA Hockey and/or its representative(s) caused such claims, liability, judgments, costs, attorneys fees, charges or expenses by their own intentional neglect or default, or that such acts or omissions were the direct result of compliance with the bylaws, rules, regulations, playing rules, and/or decisions of the Board of Directors of CAHA and/or USA Hockey.

ARTICLE 7.0 MEMBERSHIP

CLH does not and will not discriminate against any person's eligibility to participate in Carolina Lightning Hockey based upon race, sex, religion and/or ethnic background.

CLH is a private non-profit organization, and with limited resources (specifically ice time), cannot and will not accommodate all interested parties who would like to participate. Athletes and families are selected by invitation only. CLH interviews prospective players and parents and ensures that the organization's and athlete and parents philosophies and core principles are the same.

CLH membership includes the payment of roster deposits and the balance of annual dues in accordance with preset payment plans established by CLH. The CLH Board of Directors shall establish the amount of annual program dues, as determined by age group, including but not limited to ice time (practices, games, player development, etc), referee fees, coaches fees, membership dues, apparel costs, and administration expenses (stipends, bookkeeper, tax consultant, website, etc).

Members shall be provided with a program cost summary at the beginning of every season relating to the utilization of fees charged for participation in the Lightning association.



CAROLINA LIGHTNING HOCKEY BYLAWS

ARTICLE 8.0 ORGANIZATION MANAGEMENT

All players, teams, and the CLH organization shall be and remain affiliated and registered with CAHA, and therefore by this affiliation and registration, be deemed to have indicated our willingness to comply with the bylaws and the rules and regulations of CAHA and USA Hockey, and shall be subject to the rules and regulations thereof.

CLH encourages member participation and input, whether positive and/or negative.

The affairs of CLH shall operate under the guidance, management and authority of a seven (7) voting member Board of Directors, and one (1) "At-Large" non-voting member, herein referred to as the "Board". The Board currently consists of the following positions;

- President & Co-Director of Boys Program – Don Schaap
- General Manager – Mike Bobay
- Secretary – Jeremy Riggle
- Director of Finance – Mary Langworthy
- Director of Marketing, Fundraising & Social Media – Walter White
- Scheduler & Director of Girls Program – Cindy Murphy
- Director of Coaching, Player Development & Boys Program – Marc Genest
- "At Large" – Tom Keefer

The CLH Board shall have not less than four (4) Board meetings annually. Meeting minutes will be documented by the CLH Board Secretary and shall be available to all CLH members upon request. Additional Board meetings will be scheduled as issues requiring Board approval are necessary. All Board members are expected to attend and participate in all scheduled Board meetings. Board members may be provided with a small stipend to offset expenses such as travel.

As may be necessary, the Board has the authority to increase/decrease the number of voting members of the Board. A majority of the Directors seated shall constitute a quorum for transaction of business by the CLH Board of Directors.

ARTICLE 9.0 ZERO TOLERANCE POLICY

In strict accordance with USA HOCKEY's Zero Tolerance Policy, CLH's Zero Tolerance Policy is identical with the aforementioned policy.

In an effort to make ice hockey a more desirable and rewarding experience for all participants, all CLH members, volunteers, coaches, managers, Board of Directors and those involved with CLH in any are required to adhere to certain points of emphasis relating to sportsmanship.



CAROLINA LIGHTNING HOCKEY BYLAWS

This campaign is designed to require all players, coaches, officials, team officials, administrators and parents/spectators to maintain a sportsman like and educational atmosphere before, during and after all USA Hockey sanctioned games.

9.1 PLAYERS

Carolina Lightning Hockey is about teamwork and the “team”. Bullying, hazing and/or harassment at any time including the locker rooms before and/or after practices/games, etc. is unacceptable and will not be tolerated. Players are encouraged to report incidents in complete confidence/privacy. There are rules and players will be accountable and face appropriate consequences as a result of actions.

Respect and trust, accountability, eating healthy, proper sleeping habits, good school grades,

9.2 REFEREES AND LINESMEN

A minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a player:

- openly disputes or argues any decision buy an official.
- uses obscene or vulgar language an anytime, including any swearing, even if it is not directed at a particular person.
- visually demonstrates any sign of dissatisfaction with an official’s decision.
- any time that a player persists in any of these actions, they shall be assessed a misconduct penalty.

A game misconduct shall result if the player continues such action.

9.3 COACHES

A minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a coach:

- openly disputes or argues any decision by an official.
- uses obscene or vulgar language in a boisterous manner to anyone at any time.
- visually displays any sign of dissatisfaction with an official’s decision including standing on the boards or standing in the bench doorway with the intent of inciting the officials, players, or spectators.

A game misconduct penalty will result any time a coach persists in any of these actions

2 coaches and/or 1 coach and 1 manager (same sex as players) are required in team locker rooms before and after all practices and games until players have vacated locker rooms.

Coaches are required to provide consistent and appropriate attention and support to our kids. No yelling and/or raising voice in any derogatory/negative manner is acceptable. Praise and constructive criticism is. Coaches motivate and encourage hard work, persistence, and improvement in all athletes. All players are to be treated equally, without exception. Instill trust and pride, and build self-confidence in each player, the total team, and player performance. Have fun.



CAROLINA LIGHTNING HOCKEY BYLAWS

9.4 OFFICIALS

Officials must apply Zero Tolerance guidelines in a realistic manner and must be careful not to get overly technical in their enforcement. This policy is designed to eliminate direct confrontations with officials while still allowing players and coaches an avenue to communicate in a calm and reasonable fashion. Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited. On-ice officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

9.5 PARENTS/SPECTATORS

On-ice officials will stop the game when parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. On-ice officials shall identify violators to the coaches for the purpose of removing parents/spectators from the game area. Once removed, play shall resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include 1) the use of obscene or vulgar language in a boisterous manner to anyone at any time, 2) taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence, and 3) throwing of any object in the spectators viewing area, player's bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

I have read the above;

I acknowledge the penalty incurred for any violations to disrupt or create a safety hazard any time before, during, or after a game.

Mother/Guardian Signature _____

Date _____

Father/Guardian Signature _____

Date _____

Player Signature _____

Date _____



ARTICLE 10.0 DISCIPLINARY / GRIEVANCE AND DISPUTE RESOLUTION

Carolina Lightning Hockey’s Disciplinary, Grievance and Dispute Resolution Policy compatible with CAHA and USA Hockey requirements, establishes the following;

- 1) Clear guidelines for expected behavior on the part of all participants,
- 2) Fair procedures for sanctioning individuals who violate guidelines, including summary suspensions.
- 3) Codes of conduct for athletes, coaches & parents, formally acknowledged by all participants,
- 4) A non-partisan, representative panel of individuals to adjudicate policy violations, and
- 5) A procedure for determining whether the discipline/grievance process should be handled internally or externally.

10.1 PLAYER CODE OF CONDUCT

- a) No swearing, abusive/profane language on the bench, in the rink, or at any team or organization function. Obscene gestures, spitting, attempting to injure including butt ending, kicking, spearing, head butting, exaggerated slashing, threatening an official, physical abuse of an official, and/or indiscriminate slurs will not be tolerated. Violators will be subject to disciplinary action.
- b) No lashing out at any official no matter what the call is. The coaching staff will handle all matters pertaining to officiating.
- c) Anyone who receives a penalty will skate directly to the penalty box.
- d) Fighting is not tolerated. Fighting results in an automatic 2nd game suspension by the Lightning organization and possible appearance before the Discipline Committee.
- e) No drinking, no smoking, chewing tobacco or use of illegal substances, no drugs, no firearms, no knives and/or weapons of any kind are permitted at any time at any team or organization function.
- f) Players will conduct themselves in a befitting manner at all facilities (ice rink, hotel, restaurant, etc) during all team and organization functions.
- g) Any player who cannot abide by these rules or violates them will be subject to further disciplinary action.

10.2 PARENT & SPECTATORS CODE OF CONDUCT

- a) Kids are involved in organized sports for their enjoyment. Make it fun for everyone.
- b) Encourage your son/daughter to play by the rules. Remember, kids learn best by example, so applaud good play of both teams. Applaud good effort in both victory and defeat.



CAROLINA LIGHTNING HOCKEY BYLAWS

- c) Do not yell at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your son/daughter will benefit.
- d) Emphasize skill development and practices and the benefits for your young athlete.
- e) Know and study the rules of the game and support the officials on and off the ice. Criticism of officials only hurts the game.
- f) Recognize the importance of coaches. They are extremely important to the development of your son/daughter and the great sport of hockey. Communicate with them and support them.
- g) No drinking, no smoking, chewing tobacco or use of illegal substances, no drugs, no firearms, no knives and/or weapons of any kind are permitted at any time at any team or organization function.
- h) The period immediately following a game can be a very emotional time for players, coaches and parents. If you wish to voice a concern/complaint, please contact the President of Carolina Lightning Hockey immediately. Issues with the coach(es) will not be addressed for at least 24 hours after that game.

10.3 GRIEVANCE APPLICATION / DISCIPLINARY HEARING PROCEDURES

All matters shall be referred in writing directly to the President of the Board of Directors of Carolina Lightning Hockey who shall contact the Disciplinary Committee Chairman immediately to address outstanding issues in strict accordance with USA Hockey Bylaw 10.

Within seven (7) days of receipt of the written application/disciplinary hearing notification, the Disciplinary Committee Chairman shall set a date for hearing and shall notify all parties of the time, place, date, and purpose of the hearing. This notice will also advise that if a party does not attend the hearing, the matter may proceed in the party's absence without further notice. A hearing may be adjourned at any time as necessary in order to do justice between the parties in dispute.

No person serving on the Disciplinary Committee shall be eligible to sit on a dispute matter or hearing in which he/she has any interest/involvement.

10.4 HEARING PROCEDURE

1. Applications may be resolved with written consent of all parties prior to or during a hearing.
2. Parties shall be provided the opportunity to present a fair and full disclosure of the facts.
3. Hearings will not be open to the public unless the Discipline Committee Chairman determines otherwise, and with Board of Directors approval, for good cause. All reasonable efforts shall be made by all parties to keep all matters confidential and preserve the privacy of all parties.
4. In a hearing, the Discipline Committee shall;
 - a) determine whether the matter is within its jurisdiction,
 - b) confirm that all supporting documentation has been properly submitted,



CAROLINA LIGHTNING HOCKEY BYLAWS

- c) permit the parties to present their case(s) in accordance with due process, and
- d) receive evidence that is relevant, reliable and trustworthy.

The Chairman of the Discipline Committee may add a party to a hearing that he/she determines might be affected by the resolution of the issues before the Committee.

10.5 DECISION

1. The Discipline Committee shall give its decision or recommendation in writing to the parties within ten (10) calendar days of the hearing date. The Chairman of the Discipline Committee shall notify each party by telephone as soon as reasonably possible after the Committee renders its decision.
2. Where on evidence produced, the Discipline Committee concludes that there has been a breach and/or infringement of any Carolina Lightning Hockey policy, rule, or prior decision, the Committee may;
 - a) suspend or restrict the privileges extended through Carolina Lightning Hockey to the party at fault,
 - b) assess the costs of the enforcement of the decision against the party at fault,
 - c) impose a monetary penalty on the party at fault,
 - d) request the parties appear before the full Carolina Lightning Hockey Board of Directors for subsequent action,
 - e) render any other decision in order to do justice between the parties in dispute,
 - f) any combination of the above.
3. Each party agrees to be and shall be bound by decision of the Discipline Committee and agrees to take all steps necessary to ensure compliance with such decisions.
4. The decision of the Discipline Committee shall be final and binding on all parties, subject only to such further rights of appeal as described herein.

10.6 APPEALS

Any party unaccepting of the decision of the Disciplinary Committee shall have the right to appeal that decision to the Chairman of the Disciplinary Committee, who will process such appeal consistent with the procedures and principles as follows;

1. The appeal must be submitted in writing with a non-refundable fee of fifty dollars (\$50.00) within ten (10) days from the date of the Disciplinary Committee's written decision. The Committee Chairman shall set the time, date, and place for the appeal.
2. No person designated to hear an appeal ("Appeal Committee") shall be eligible to sit on such matter or hearing in which he/she has an interest/involvement.



CAROLINA LIGHTNING HOCKEY BYLAWS

3. The Appeal Committee shall receive evidence that is relevant, considered to be reliable and trustworthy. The responsibility shall be on the party that requested the appeal to provide evidence to satisfy the Appeal Committee that such evidence should be accepted.
4. At the conclusion of the appeal, the Appeal Committee will approve or dismiss the appeal, and may modify, in whole or in part, the original decision of the Committee.
5. The Appeal Committee's decision, which shall be communicated in writing within ten (10) days of the hearing which shall be final and binding on all the parties.

ARTICLE 11.0 PHYSICAL ABUSE, SEXUAL ABUSE AND HAZING POLICY

Complies with USA Hockey requirements.

CLH has ZERO TOLERANCE for abuse and misconduct.

CLH's policies for Physical Abuse, Sexual Abuse and Hazing follow all policies in strict accordance with USA Hockey's SafeSport policies and programs. Those policies address sexual abuse, physical abuse, emotional abuse, bullying, threats, harassment and hazing.

In addition to policies, all coaches and managers shall be USA Hockey SafeSport certified, and the USA Hockey SafeSport Handbook is readily available to all of CLH's members, volunteers, administrators, coaches, parents and players helping to recognize and reduce circumstances for potential abuse to occur; information on USA Hockey's Screening and Background Check Program; the availability and procedures for any person to report suspected abuse or misconduct (including protections from any retaliation or repercussions for such reporting); the procedures and means by which USA Hockey and its Member Programs should respond to allegations of abuse and misconduct; and how USA Hockey and its Member Programs will monitor and supervise the SafeSport Program to help ensure its effectiveness.

By combining all of these elements into a comprehensive SafeSport Program, USA Hockey and Carolina Lightning intend to create the safest possible environment for participation in hockey.

11.1 SEXUAL ABUSE

Sexual abuse of any participant involved in any of CLH's programs, whether such participant, adult or a minor, by an employee, volunteer, or another participant is unacceptable and will not be tolerated. Sexual abuse of a minor occurs when an adult employee, volunteer, or other participant touches a minor for the purpose of causing sexual arousal or gratification of either the minor or the employee, volunteer, or other participant.

Any Carolina Lightning member who engages in any act of sexual abuse or misconduct is subject to appropriate disciplinary action in accordance with USA Hockey policy including but not limited to suspension, permanent suspension, and/or referral to law enforcement authorities.



CAROLINA LIGHTNING HOCKEY BYLAWS

11.2 PHYSICAL ABUSE

Physical abuse of any participant involved in any of CLH's programs, whether such participant, adult or a minor, by an employee, volunteer, or another participant is unacceptable and will not be tolerated. Physical abuse means physical contact with a participant that intentionally causes or has the potential to cause the participant to sustain bodily harm or personal injury.

Any Carolina Lightning member who engages in any act of physical abuse or misconduct is subject to appropriate disciplinary action in accordance with USA Hockey policy including but not limited to suspension, permanent suspension, and/or referral to law enforcement authorities.

11.3 EMOTIONAL ABUSE

Emotional physical abuse of any participant involved in any of CLH's programs, whether such participant, adult or a minor, by an employee, volunteer, or another participant is unacceptable and will not be tolerated. Emotional abuse involves a pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to a participant. These behaviors may include verbal acts, physical acts or acts that deny attention or support.

Any Carolina Lightning member who engages in any act of emotional abuse or misconduct is subject to appropriate disciplinary action in accordance with USA Hockey policy including but not limited to suspension, permanent suspension, and/or referral to law enforcement authorities.

11.4 BULLYING, THREATS & HARASSMENT

Carolina Lightning Hockey supports an environment for participation in hockey conducive to the enjoyment of hockey that is free from threats, harassment, and/or any type of bullying behavior.

Bullying is the use of coercion to obtain control over another person or to be habitually cruel to another person. It involves an intentional, persistent and/or repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended to cause fear, humiliation, or physical harm in an attempt to socially exclude, diminish, or isolate another person.

A threat to harm others is defined as any written, verbal, physical or electronically transmitted expression of intent to physically injure or harm someone else. A threat may be communicated directly to the intended victim or communicated to a 3rd party.

Harassment includes any pattern of physical and/or non-physical behaviors that are intended to a) cause fear, humiliation or annoyance, b) offend and degrade, c) create a hostile environment, or d) reflect discriminatory bias in an attempt to establish dominance, superiority, or power over an individual participant or group based on gender, race, ethnicity, culture, religion, sexual orientation, gender expression, or mental or physical disability.

Any Carolina Lightning member who engages in any act of bullying, threats, and/or harassment is subject to appropriate disciplinary action in accordance with USA Hockey policy including but not



CAROLINA LIGHTNING HOCKEY BYLAWS

limited to suspension, permanent suspension, and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior and/or result shall be taken into consideration when disciplinary decisions are made.

11.5 HAZING

Hazing of any participant involved in any of CLH's programs, by any employee, volunteer, or another participant is unacceptable and will not be tolerated. Hazing includes any conduct which is intimidating, humiliating, offensive and/or physically harmful.

Any Carolina Lightning member who violates this Hazing Policy is subject to appropriate disciplinary action in accordance with USA Hockey policy including but not limited to suspension, permanent suspension, and/or referral to law enforcement authorities.

ARTICLE 12.0 CONFLICT OF INTEREST POLICY

It is in the best interest of CLH to be aware of, and properly manage all conflicts of interest.

This Conflict of Interest Policy is designed to help Board Members and members and volunteers of CLH to identify situations that present possible conflicts of interest and to provide CLH with a procedure whereby such potential conflicts may be reviewed by an appropriate party when necessary. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

The following shall be deemed to create a Conflict of Interest:

- 1) A CLH Director/Officer/Staff/Volunteer, including a Board Member (or family member of any of the foregoing) who is party to a contract or involved in, a transaction with CLH for goods or services other than that is public knowledge and communicated to the membership.
- 2) A CLH Director/Officer/Staff/Volunteer (or a family member of any of the foregoing) who has a material financial interest in a transaction between CLH and an entity in which the individual is involved with to financially benefit from.
- 3) A CLH Director/Officer/Staff/Volunteer (or a family member of the foregoing) who is engaged in some capacity or has a material financial interest in a business or enterprise that competes with CLH.

Other situations may create the appearance of a conflict, or present a duality of interests in connection with a person who has influence over the activities or finances of CLH. All such circumstances shall be disclosed to the Board, and a decision made as to what course of action the organization or individuals should take so that the best interests CLH are not compromised by the personal interests of stakeholders in the organization.

Prior to any Board action on a conflict of interest, all facts shall be disclosed, and such disclosure shall be reflected in the Board meeting minutes. Each Board Member shall exercise care and restraint not to disclose any confidential information acquired in connection with disclosures of conflicts of interest or potential conflicts, which might be adverse to the interests of CLH.



CAROLINA LIGHTNING HOCKEY BYLAWS

This policy shall be reviewed annually by the CLH Board of Directors. Any changes to the policy shall be communicated to organization members.

ARTICLE 13.0 EXONERATION FROM PERSONAL LIABILITY

CLH hereby consents and declares that each Board Member, Coach, Team Manager, and/or Volunteer in any capacity, shall be deemed to have assumed office or assignment on the express understanding, agreement and condition that each one of them and his/her heirs, executors and administrators, estate and effects respectively, shall be indemnified and saved harmless out of the funds of the CLH from and against all liabilities, judgments, costs, charges and expenses whatsoever which such member sustains or incurs in or about any action, or suit/ proceeding which is brought, commenced or prosecuted against him/her for and in respect of any act, deed, matter or thing whatsoever made, done or permitted by him/her in or about the execution of the duties of his/her office and also from and against all other costs, charges and expenses which he/she sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his/her own willful neglect, intentional wrongful act or fraudulent act.

CLH shall maintain Directors and Officers insurance in effect at all times.

ARTICLE 14.0 CONTRACTS, AR/AP, FINANCIAL & FISCAL YEAR

The Board of Directors may authorize any CLH Board member to enter into any contract or execute and deliver any instrument in the name of or on behalf of CLH and such authority may be general or confined to specific instances as may be necessary.

All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of CLH shall be approved and authorized by an Officer and/or duly authorized representative of CLH, as approved by the Board of Directors.

All funds of CLH shall be deposited as soon as possible to the credit of CLH in such banks, trust companies or other depositories as the Board of Directors selects and approves. The CLH Treasurer shall provide the Board of Directors with an itemized listing of all checks issued and deposits made on a quarterly basis.

The Board of Directors may accept on behalf of CLH any contribution, sponsorship, gift, bequest, etc. for the general purposes and benefit of CLH.

The fiscal year of CLH shall begin on 01SEP and end on 31AUG of the following year.

ARTICLE 15.0 AMENDMENTS

Unless the action would materially or adversely affect the rights of participant Members, Bylaws may be adopted, amended, or repealed from time to time by the Board of Directors by seventy (70) percent vote of the Board at any duly held meeting of the Board.



CAROLINA LIGHTNING HOCKEY BYLAWS

ARTICLE 16.0 SCREENING

CLH'S screening program shall be in strict accordance with USA Hockey policies. The CLH Screening Policy requires that all members of the CLH Board of Directors, coaches, team managers, and locker room monitors as applicable be screened. The screening process shall be completed prior to participating in any CAHA and USA Hockey sanctioned event, including but not limited to all team activities and any other "on ice" or "off ice" hockey activities.

A person may be disqualified and prohibited from serving as a volunteer/employee of USA Hockey, CAHA, and Carolina Lightning Hockey if an adverse report is returned based on;

- being convicted of a felony (crime punishable by confinement of greater than 1 (one) year,
- a crime involving force or threat of force against a person,
- a crime of sexual nature which sexual relations is an element/classified as a sex offense,
- being a sex offender registrant,
- a crime involving illegal controlled substances,
- a crime involving cruelty to animals,
- a crime involving harm to a minor,
- judged liable for civil penalties or damage involving sexual or physical abuse of children,
- subject to a court order involving any sexual or physical abuse of a minor,
- subject to a court order involving any domestic abuse,
- having had their parental rights terminated,
- having a history with another organization or complaints of sexual/physical abuse of minors,
- having resigned, terminated due to complaint(s) of sexual/physical abuse of minors, and/or
- having a history of behavior indicating there may be a danger to children.

Each screened individual within the jurisdiction of CAHA will be advised in writing of any adverse information as a result of the screening process (Pre-Adverse Action Notice) and will be notified of any adverse decision by CAHA (Adverse Action Notice). All notifications shall be in writing and shall be sent by certified mail.

Individuals may appeal adverse decisions to the CAHA Disciplinary Committee. Such appeals must be filed within ten (10) days of receipt of notification of decision. Appeal decisions of the CAHA Disciplinary Committee shall be final and not subject to further appeal.

Instructions and forms can be downloaded from the CAHA website, at www.carolinahockey.org.

Any individual required to be screened who does not consent to be screened and complete the screening process as required shall not be allowed to participate in any CLH, CAHA or USA Hockey sanctioned events, including but not limited to all team activities and any other "on ice" or "off ice" hockey activities.

Screening checks will be completed on a two (2) year cycle.



ARTICLE 17.0 WHISTLEBLOWER POLICY

CLH requires all Board members and volunteers to observe the highest standards of business and personal ethics in the conduct of their duties and responsibilities. Board members and volunteers must practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws and regulations.

CLH shall treat all communications under this policy in a confidential manner, except to the extent necessary (a) to conduct a complete and fair investigation, or (b) for review and CLH operations by the board, its independent public accountants and legal counsel.

CLH will not permit any negative or adverse actions to be taken against any individual for making a good faith report of a possible violation of its Bylaws, Rules and Regulations, Policies, Code of Ethics and Conduct or applicable law, even if the report is mistaken, or against any individual who assists in the investigation of a reported violation. Retaliation in any form will not be tolerated. Any act of alleged retaliation should be reported immediately and will be promptly investigated. Anyone who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including expulsion from the organization. This Whistleblower Policy is intended to encourage and enable individuals to raise serious concerns within CLH prior to seeking resolution outside the organization.

An individual who has a concern or complaint may communicate suspected violations of Bylaws, Rules and Regulations, Policies, Code of Ethics and Conduct, applicable law, or other wrongdoing or alleged retaliation by contacting any CLH Board member.

Individuals are requested to provide CLH with as much information as possible, sufficient to do a proper investigation, including where and when the incident occurred, names and titles of the individuals involved, and as much other detail as possible.

ARTICLE 18.0 BOARD OF DIRECTOR MEMBER DUTIES

18.1 PRESIDENT AND DIRECTOR OF BOY'S PROGRAM

The President shall be the principal standing Officer of CLH and shall, in general, supervise and control all of the business and affairs of CLH. The President shall have, but is not limited to, the following powers and duties:

- preside at all meetings of the Board of Directors,
- power to call special meetings of CLH,
- power to respond to emergencies not provided for in the bylaws/rules and regulations of CLH until such time as they may be acted upon by the CLH Board,
- attend and represent CLH at hockey meetings including CAHA, Southeastern District and USA Hockey Annual meetings,
- sign/executed as authorized by the Board of Directors, contracts/ instruments, except in



CAROLINA LIGHTNING HOCKEY BYLAWS

- cases where execution is expressly delegated by the Board of Directors,
- prepare and submit annual operating budget to the Board of Directors,
- ensure that CLH Directors and Officers insurance is maintained and in effect at all times,
- perform duties incident to the office of President and prescribed by the Board of Directors.

President shall be allowed reimbursement out-of-pocket expenses for all CLH business. These expenses shall include, but are not limited to, economy class air travel (if and when necessary), automobile rental and/or fuels, lodging and meals when traveling on CAHA business. The President shall be reimbursed for phone calls, postage and copying costs incurred in the performance of his/her duties.

18.2 GENERAL MANAGER

General Manager shall have the following powers and duties:

- in the absence of the President, or in the event of the President's inability or written abstention, the CLH General Manager shall perform all duties of the President, and when so acting shall have all the powers of and be subject to all of the restrictions upon the President,
- be the Disciplinary Committee Chairman/Chairwoman in the absence of a committed Chairman/Chairwoman, and
- perform such other duties as may be prescribed by the Board of Directors or the President.

The General Manager shall be allowed reimbursement of his/her reasonable and necessary expenses.

18.3 SECRETARY

The Secretary shall have, but is not limited to, the following powers and duties:

- shall be the custodian of the corporate records of CLH,
- shall keep a register of the post office address, email address and telephone numbers for each member of the Board of Directors and each Officer of CLH, and
- shall perform such other duties as may be prescribed by the Board of Directors or the President.

The Secretary shall be allowed reimbursement of his/her reasonable and necessary expenses.

18.4 DIRECTOR OF FINANCE

The Director of Finance shall have, but is not limited to, the following powers and duties:

- shall be responsible for filing all required financial statements, returns or other documents as may be required by government agencies to whom CLH has responsibility,
- ensure that any audit of CLH's financial records are completed as required by law or as requested by action of the Board of Directors and ensure that CLH's nonprofit status with



CAROLINA LIGHTNING HOCKEY BYLAWS

- Federal and State authorities is maintained,
- if required by the Board of Directors, shall give a bond for the faithful discharge of his/her duties in the sum and with such surety or sureties as the Board of Directors may determine,
 - shall have charge and custody of and be responsible for all funds and securities of CLH,
 - shall receive and give receipts from monies due and payable to CLH from any source whatsoever, and deposit all such monies in the name of CLH in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these bylaws,
 - shall sign all checks with the President or Vice President, except as may be noted otherwise,
 - shall distribute quarterly CLH financial reports to the Board of Directors, and
 - shall perform such other duties as may be prescribed by the Board of Directors or the President.

18.5 SCHEDULING & DIRECTOR OF GIRLS PROGRAM

The CLH Scheduler and Director of Girls Program shall have, but is not limited to, the following powers and duties:

- girls and boys practice, game and tournament scheduling
- day-to-day operations of CLH Girls Program

18.6 DIRECTOR OF BOYS PROGRAM

The Director of Boys Program shall have, but is not limited to, the following powers and duties:

- day-to-day operations of CLH Boys Program

18.7 DIRECTOR OF MARKETING, FUNDRAISING & SOCIAL MEDIA

The Director of Marketing, Fundraising & Social Media shall have, but is not limited to, the following powers and duties:

- setup, maintain and update Twitter and Facebook accounts.
- formulate, implement and execute marketing plan/business model.
- setup, and manage Fundraising Committee.

ARTICLE 19.0 INSURANCE

CLH shall be covered by the general liability insurance policy maintained by USA Hockey. The limits of that policy shall be made by USA Hockey at its sole prerogative. CLH may obtain additional insurance coverage as deemed necessary and at its own expense, but agrees to name CAHA as an additional insured of any such policy. By purchasing and maintaining the USA Hockey general liability insurance policy, USA Hockey and CAHA do not assume, and indeed disclaim, any liability for any actions or omissions of CLH.

CLH shall maintain Directors and Officers in full force and effect at all times, and to the extent such insurance is not obtained through USA Hockey, name USA Hockey and CAHA as an additional insured under any such policy.



CAROLINA LIGHTNING HOCKEY BYLAWS

ARTICLE 20. REGISTRATION

CLH shall designate one person (REGISTRAR – see Organizational Chart) to handle all registration and to receive and distribute all USA Hockey and CAHA notifications and publications.

- 1) All participants, coaches and players, shall complete individual registration and acknowledgement of the USA Hockey Waiver of Liability / Assumption of Risk online at www.usahockey.com in accordance with the procedures prescribed by USA Hockey,
- 2) A player shall not participate in any hockey related activity (including tryouts), until the USA Hockey Individual Membership Registration has been completed and the appropriate fee paid,
- 3) A team, excluding youth house and adult house, may not participate in any pre-season, exhibition, league or tournament games until a USA Hockey Team Roster has been properly completed and submitted to the Associate Registrar. Only coaches listed on the team roster will be allowed in the vicinity of the player's bench during games,
- 4) A Tier I, Tier II, or Rec Travel player shall not participate in a game with a team until a USA Hockey Team Roster or Supplemental Roster has been properly completed and submitted to the Associate Registrar,
- 5) Participation of a player in a sanctioned game not rostered to the team will be deemed an "improper roster" and the game will be automatically forfeited. Additionally, the Head Coach of a team using an "improper roster" will be referred to the appropriate committee for discipline,
- 6) A player may not be rostered to a team without the prior written consent of a parent or guardian. Participation in a tryout or selection process is not considered consent to participate on a team.

BY-LAWS / POLICIES WHICH MUST BE ADOPTED AS REQUIRED BY CAHA

CLH to prepare and distribute an overview of program, including philosophies, ice times, team selection, team and individual fees and costs, income and expenses, how team and individual fees and costs were determined. This overview is to be available and provided to participants prior to team selections, but no less than fifteen (15) days prior to tryouts/start of season/team selections.

Nonprofit to prepare an Annual Report of operations with a copy to CAHA and made available to its members within sixty (60) days of the end of its hockey season.