

# **Norman Regional Minor Hockey Association**



**Norman Region Minor Hockey Association Inc.**

**Constitution and Bylaws**

**2009/2010**

## **Article #1 Name**

- a) The Association shall be known as the Norman Regional Minor Hockey Association Incorporated.
- b) For brevity, the letters NRMHA shall designate the Association.
- c) The NRMHA shall be incorporated on an annual basis.

## **Article #2 Objectives**

- a) To encourage and foster Minor Hockey at all levels.
- b) To promote and encourage true sportsmanship, fair play, good citizenship, friendly competition, enjoyment, and full participation: not only for the team members but also for coaches, managers, parents and association officials.
- c) The Association will foster the belief that “It shall be the prerogative of every child to have an equal opportunity to play and participate.”
- d) The Association will abide by the rules and regulations of the C.H.A. and Hockey Manitoba except where stated otherwise herein.
- e) The NRMHA acknowledges that the Initiation Program is a designation for a division of hockey, ages eight (8) and under.
- f) The Regional Association and all Minor Hockey Associations herein shall incorporate the Initiation Program for its programs, players, coaches and teams in the Novice and below categories (ages 8 and under).

## **Article #3 Membership**

- a) The NRMHA shall be open to Minor Hockey Associations within the boundaries as prescribed by Hockey Manitoba
- b) The NRMHA Executive shall consist of the elected representatives.
- c) The President of each local Association shall be a member of the NRMHA.
- d) All Associations shall submit to the NRMHA Executive a list of their Associations Executive. To include: President, Directors of all categories, Tournament Chairperson(s), Hockey Development Co-ordinator, Referee in Chief and Secretary/Registrar.
- e) All Associations shall submit a copy of their constitution to the NRMHA at the annual meeting and provide an update of all changes.
- f) The Norman AAA Hockey Club shall:
  - i) be a member of the NRMHA.
  - ii) be a member of the Hockey Manitoba AAA Hockey League.
  - iii) submit a written report at all NRMHA meetings.

- g) All teams, players, coaches in Norman Region registered with Hockey Manitoba are subject to the bylaws, constitution and dues of the NRMHA.
- h) The AAA host community shall be determined at the NRMHA annual September meeting for the following season.
- i) All Associations shall forward a copy of all their registration papers (rosters, add/ delete forms) to the regional treasurer with the appropriate Regional registration fees.

**Article #4 NRMHA Executive**

- a) The NRMHA Executive shall consist of the:  
     Director, Vice Director- Female, Vice Director Minor, Treasurer, NRMHA Registrar  
     Vice Director At Large, Officials Co-ordinator, Hockey Development Co-ordinator
- b) In addition the NRMHA Executive shall consist of the President or alternate President of each Association and the Regions AAA Hockey Club in good standing. The alternate President will produce their proxy in writing or by phone call to the Director to determine voting status.
- c) Any elected NRMHA Executive member missing more than two (2) consecutive meetings without just cause shall be relieved of their duties. At this time, should it ever occur, the current Executive shall have and maintain the right to appoint a suitable replacement for the said position and shall hold the said position for the duration of the season, at which time Executive elections are held.
- d) The Zone Registrar, and the Officials Co-ordinator shall be appointed as per Hockey Manitoba handbook.
- e) Elections shall alternate from year to year –  
  
     Even Years - Director, Treasurer and Vice Director – Female, NRMHA Registrar  
     Odd Years - Vice Director Minor, Hockey Development Co-ordinator,  
                 Vice Director at Large  
  
     All positions are for two year terms.
- f) Any players, Coaches, Managers, or Association Executive may be suspended for action deemed detrimental to hockey until Regional Executive deals with the case.

**Article #5 Meetings**

- a) Location of NRMHA Fall Annual, Semi Annual and Annual General meetings shall be Thompson MB.
- b) Notice of meeting for the NRMHA shall be issued at least three (3) weeks prior to facilitate personnel scheduling by the host community.

- c) There shall be a minimum of three (3) meetings. All meetings to be held prior to the Hockey Manitoba Annual General, Semi-Annual (Conference Call), and Fallboard meetings. The meeting shall be deemed mandatory for all Association Presidents or alternate unless prior notification has been made and approved by the Board. Any Association not attending the entire meeting without prior approval shall be fined \$500.00 with all fines collected divided equally amongst the associations who are in attendance for the entire meeting.
- d) Attendance at the Annual (Fall) shall be mandatory for all local Registrars or registration forms will be withheld until proper arrangements have been made. Associations not attending shall be responsible to cover any and all costs associated with registration. The registration meeting shall be deemed mandatory for all Association Registrars or alternate unless prior notification has been made and approved by the Board. Any Association not attending the entire meeting without prior approval shall be fined \$500.00 with all fines collected divided equally amongst the associations who are in attendance for the entire meeting.
- e) That award nominations sent in to the Vice Director at Large before the deadline date be the only nominations for awards. There are no nominations from the floor.

#### **Article #6 Amendments to the Constitution**

- a) The NRMHA constitution may be amended by submitting of notice of motion to the Norman Director, a minimum of thirty (30) days prior to the annual meeting. The Director shall circulate said notices of motion to the NRMHA Executive a minimum of fourteen (14) days prior to the annual meeting.
- b) At the annual meeting, a Notice of Motion to the Constitution requires a 2/3-majority vote.

#### **Article #7 Constitutions, Bylaws and Regulations**

That where the provisions of this Constitution, Bylaws or Regulations are inconsistent with the Constitutions, Bylaws and Regulations of the CHA and Hockey Manitoba, the CHA and Hockey Manitoba Constitution, Bylaws and Regulations shall prevail.

#### **Article #8 Regional Awards**

The NRMHA shall have a annual Rookie of the year Officials award for a 1<sup>st</sup> or 2 year Official who is new to the program, the award is to Recognize a young 13 or 14 year old Official.

The NRMHA shall have the annual Norman Regional Minor Hockey Awards. These awards are presented annually at the Spring General Meeting to our regional volunteers in the categories of Coach, Administration and Officials. The Regional Hockey Awards are a great way to recognize volunteers in your community for their time and dedication.

## **NRMHA BYLAWS**

### **Bylaw #1 Banking and Finance**

- a) The NRMHA shall maintain its accounts in Chartered banks.
- b) All withdrawals or cheques shall require the signature of the Director and Treasurer.
- c) A financial statement will be provided at the Semi-Annual, Annual and Annual General meetings in writing by the Treasurer, Officials Co-ordinator and Hockey Development Co-ordinator.
- d) All expenses shall be directed to the Treasurer at meeting for approval prior to payment.
- e) The Treasurer shall provide an audited financial statement, if the majority of the NRMHA Executive requests it at the Annual General meeting. The auditor(s) shall be appointed by the NRMHA Executive.
- f) The Association shall open an account for Hockey development and it shall require the signature of the H/D Co-ordinator and one of either the Secretary or Treasurer on all transactions and they shall be duly recorded.
- g) All Associations shall be assessed a fee per registrant - player/ coach/ manager/ trainer by the NRMHA at the Annual Fall meeting.
- h) Excluding approved exceptions if a team forfeits or withdraws from the Hockey Manitoba Provincials Playoffs after the semi annual meeting they shall be fined \$500.00 and any associated costs by the NRMHA.
- i) All officials who travel over 75 Km one way shall be paid an extra 15.00 each for the trip.
- j) Past registration payments from NRMHA Associations are due in full by August 15 or members will not be in good standing  
NRMHA shall pre-invoice all Association for the new season at the Fall AGM, September. Invoices shall be based upon Registration numbers from the 2007/2008 season and payment in full is due by December 1 of the current season.

### **Bylaw #2 Expenses for NRMHA Executive**

- a) A fee per registrant shall be set up and utilized to cover the expenses for the elected NRMHA Executive.
- b) Expenses of the NRMHA elected Executive shall be paid by NRMHA upon proper receipt to cover (travel, meals, accommodations) to attend meetings, and (mail, bus, phone) to conduct Association business. Travel and meals will be 40 cents per kilometre, \$7.00 for Breakfast, \$10.00 for Lunch and \$13.00 for Dinner.
- c) A fee per registrant shall be set up and utilized to cover the regions Hockey Development Program. A proposed budget shall be submitted for approval at the Annual Fall meeting.

- d) A fee per registrant shall be set up and utilised to cover the regions Officials Development Program. A proposed budget shall be submitted for approval at the Annual Fall meeting.

### **Bylaw #3 Duties of the Board of Directors**

#### **a) It shall be the duties of the Director to:**

- i) Preside at all meetings of NRMHA and vote only as a tie breaker.
- ii) Perform such further and other duties as pertain to the office of the Director and generally carry on the business of the NRMHA.
- iii) Co-sign all cheques and vouchers with Treasurer.
- iv) Perform duties assigned by Hockey Manitoba handbook.
- v) Provide a written report at all meetings.
- vi) Report to Chair of Minor hockey
- vii) Be a voting member of the Hockey Manitoba Board of Directors.
- viii) Be responsible for the supervision and general conduct of all minor hockey in the region.
- ix) Be responsible for the discipline of players, coaches in accordance with the Hockey Manitoba suspension guidelines.
- x) Provide a written report to the Fall, Semi-Annual and Annual General meeting of Hockey Manitoba.
- xi) Ensure that the constitution for the Region is updated and submitted to Hockey Manitoba annually.
- xii) Ensure Regional playoffs are conducted within the Region in accordance with Hockey Manitoba regulations.
- xiii) Represent the Region at Hockey Manitoba Meetings.
- xiv) Represent Hockey Manitoba at local Minor Associations as required.
- xv) Chair the Regional Registration Committee.
- xvi) Ensure that the Regions membership is aware of Hockey Manitoba programs and provide information to the Region membership as to how they may access such programs.
- xvii) Be available to be called upon by the Chair of Minor Hockey to assist in community work or other hockey related activities.

- xviii) Assist in keeping an accurate record of all the proceedings of all the meetings. Assign a person to record minutes of meetings as required.
- ixx) Keep a full record of the names, addresses, and phone numbers of the NRMHA Executive and the Presidents of all the NRMHA Associations and circulate such lists to all NRMHA Executive and Associations.
- xxi) Conduct the correspondence; keep copies of all letters written and files of all letters received.
- xxii) After every meeting distribute a copy of all minutes to all NRMHA Executive members and Associations as soon as possible.

**b) It shall be the duties of the Vice Director Minor to:**

- i) Attend Hockey Manitoba Meetings.
- ii) Be responsible for interpretation of Hockey Manitoba and CHA regulations.
- iii) Co-ordinate activities in the Region.
- iv) Provide written report at all NRMHA meetings.
- v) Co-ordinate, schedule all games for the Norman Region Minor Hockey Leagues
- vi) Assist the Minor Director as required. In the absence of the Minor Director he/she shall have all authority and perform the duties of the Minor Director.
- vii) Attend the Hockey Manitoba Annual meeting and have a vote at the Minor Council and plenary sessions.
- viii) Act as substitute for the Minor Director at any Hockey Manitoba meeting and carry the rights afforded to the Minor Director, as needed.
- ix) Coordinate, schedule and approve all regional playoffs.

This position shall be considered as a lead in to the Minor Directors position.

**c) It shall be the duties of the Vice Director at Large to:**

- i) Coordinate activities in the region.
- ii) Provide written report to the NRMHA meetings.
- iii) Coordinate, schedule and approve all regional tournaments.
- iv) Assist the HDC in coordinating the Norman Elite programs.
- v) Assist Vice Director as required
- vi) Coordinate the NRMHA annual Awards program

This position shall be considered as a lead in to the Vice Directors position

**d) It shall be the duties of the Zone Registrar:**

- i) Report directly to the Provincial Registrar
- ii) Be responsible for the registration of players and teams within the Region as specified by Hockey Manitoba.
- iii) Verify the eligibility of all players and indicate approval by signing the player's card and / or team roster.
- iv) To return a copy of the roster to the team registering and the two top copies to the Hockey Manitoba Office. Fax a copy of all registration papers (rosters, add/ delete forms) to the NRMHA Regional Director upon receipt.
- v) To collect all Provincial registration fees and forward them to the Hockey Manitoba office in a timely manner or by the dates specified by the CEO of Hockey Manitoba.
- vi) Administer all Regional transfer applications.
- vii) Issue all Regional tournament sanctions.
- viii) Administer all Regional requests for the use of overage players and roster expansions.
- ix) Appointed as per the Hockey Manitoba handbook
- x) Attend all NRMHA Regional meetings as required.
- xi) Enter player, coach, manager, trainer and team information into Hockey Manitoba Registration Data Base.
- xii) Provide any information to tournament committees as pertaining to registration.
- xiii) Work with and communicate with the NRMHA Registrar and Minor Hockey Association Registrars, provide teams with required rosters and registration certificates.
- xiv) Maintain an accurate accounting of each communities/team registrations, monies received and monies submitted to Hockey Manitoba.
- xv) Collect provincial play-off entry forms and applicable fees, provide a listing of all minor hockey entries to the Regional Director, and assist the Regional Director in determining if teams are entered in the correct category and division.
- xvi) Meet with all Regional Registrars at the Annual Fall meeting before registration forms are handed out or until proper arrangements have been made.
- xvii) Forward a copy of all Regional sanctions with rosters / players lists to the Regional Director for all Sanctioned Regional tournaments

**e) It shall be the duties of the Treasurer to:**

- i) Receive all monies of the Association and deposit same to the credit of the NRMHA as and when received in such chartered bank as may be designated.
- ii) Pay all accounts as authorized by the NRMHA. (MTS, postage, bus, Stationary)
- iii) Maintain a record of all receipts and expenditures.
- iv) Co-sign all cheques with the Director, Officials Co-ordinator and H/D Co-ordinator.
- v) Have all books subject to inspection of the Director at all times, and shall produce them whenever required by the NRMHA Executive.
- vi) Collect all NRMHA registration fees.
- vii) Provide a written report for all NRMHA meetings.
- viii) Collect all regional fees as approved by the NRMHA board.
- ix ) Co-sign all cheques with H/D Co-ordinator.

**f) It shall be the duties of the Past Director to:**

- i) Assist in keeping an accurate record of all the proceedings of all the meetings.
- ii) Act as an advisor to the NRMHA Board and attend all NRMHA Regional Meetings for one year.
- iii) Perform assigned duties as designated by the NRMHA board or the Director.
- iv) Provide a written report at all NRMHA meetings.

**g) It shall be the duties of the Hockey Development Co-ordinator to:**

- i) Attend NRMHA meetings and report.
- ii) Organize and co-ordinate all Initiation, Coaches, Intermediate Level and Trainers clinics in the Region.
- iii) Help promote all Hockey Manitoba programs in the Region.
- iv) Co-sign H/D Account with the Treasurer.
- v) Submit proposed budget for approval at Annual Fall meeting.
- vi) Provide NRMHA a written report at all meetings.
- vii) Inform all host clinic registrars of their duties and responsibilities. Work with them if necessary so they know and understand what is expected of them.

- viii) Assist Hockey Manitoba Coach Development Committee with the promotion, development and implementation of Hockey Manitoba Programs.
- ix) Assist the Regional Director of Minor Hockey with all matters that relate to implementation and maintenance of Hockey Manitoba programs in the Region.
- x) Make all team officials aware of the coach model and its requirements. Also make them aware of the requirements for all future seasons as well.
- xi) Act as liaison between the Region and the H/D Committee. Bring ideas and concerns of the Region to the CDC's attention, as well as bring any information from the CDC to the Region.
- xii) Update Region on current resource materials available from the Hockey Manitoba office.
- xiii) Attend Hockey Manitoba Annual General, Semi-Annual and Coach Development Co-ordinators meetings as required.
- xiv) Administer to NRMHA Clinic Matrix.

The Hockey Development Co-ordinator shall be chosen as per the Hockey Manitoba handbook.

**h) It shall be the duties of the Officials Co-ordinator to:**

- i) Attend all provincial Referee meetings called by the Hockey Manitoba Referee in Chief.
- ii) Assign all Regional certification and recertification clinics in the spring of each year with the Regional Minor Hockey Associations.
- iii) Organize and attend all Regional supervisors' workshops for the supervision program.
- iv) Organize the assignment of all hockey games in the Region.
- v) Provide for ongoing development and evaluation of all referees in NRMHA.
- vi) Communicate all information that is received from the various workshops and meetings back to community assignors, league assignors, Regional and league Executives.
- vii) Develop a Regional Referee Development Committee.
- viii) Hold one or two meetings per year with all community and league assignors to discuss Regional and Provincial concerns in relationship to CHA and Hockey Manitoba rules and policies.
- ix) Work with Director of Hockey Development to certify referee course conductors and help co-ordinate clinic registrars and course conductors.

- x) Help all community Referee in Chiefs with the assessment program, co-ordinate and perform assessments on Regional Referees.
- xi) Set up the Regional Supervisors Workshop or recruit officials to attend the Provincial Workshop.
- xii) Develop and co-ordinate all referee activities within the Region such as clinics, supervisions and assignment of games.
- xiii) Attend Regional meetings and work with all partners within the Regional boundaries.
- xiv) Report to the Provincial (branch) Referee in Chief on a regular basis.
- xv) Attend meetings called by the Provincial Referee in Chief
- xvi) Create a working relationship with all league and community Referee in Chiefs within the Regional boundaries.
- xvii) Create an officials ladder that all officials would placed on. The ladder will be developed by consulting with all league and community Referee in Chiefs.
- xviii) Develop job descriptions for all league and community Referee in Chiefs.
- xviii) Provide the NRMHA a written report and a financial report at the Annual General, Annual fall and Semi-Annual meetings.
- xx) Co-ordinate the Regions Referee in Chiefs and be a contact person for all referees in the Region.
- xxi) Be the Regions Officials Supervisors Co-ordinator.
- xxii) Shall set up a Regional Officials Committee of Association officials.

The Officials Co-ordinator shall be chosen as per the Hockey Manitoba handbook.

**i) It shall be the duties of the Vice Director Female to:**

- i) Attend Hockey Manitoba Meetings.
- ii) Be responsible for interpretation of Hockey Manitoba and CHA regulations.
- iii) Co-ordinate activities of Female Hockey in the Region.
- iv) Provide written report at all NRMHA meetings.
- v) Be Regional Co-ordinator for Norman Female programs.
- vi) Assist the Minor Director as required. In the absence of the Minor Director he/she shall have all authority and perform the duties of the Minor Director.

- vii) Attend all Hockey Manitoba meetings and have a vote at the Minor Council and plenary sessions.
- viii) Act as substitute for the Minor Director at any Hockey Manitoba meeting and carry the rights afforded to the Minor Director, as needed.

This position shall be considered as a lead in to the Minor Directors position.

**j) It shall be the duties of the Regional Registrar:**

- i) Report directly to the Zone Registrar and be the regional contact for all registration matters
- ii) Be responsible for the registration of all minor players and teams within the Region
- iii) Verify the eligibility of all players and or team rosters.
- iv) To collect all Associations registration rosters and to return the two top copies of all rosters to the Zone Registrar.
- v) Administer all Regional transfer applications and overage requests.
- vi) Administer all Regional registration matters
- vii) Advise the Regional Treasurer to Invoice Associations for the regional registration fees
- viii) Attend all Regional meetings and provide a written report at all NRMHA meetings.
- ix) Work and communicate with NRMHA Registrars on all registrations matters
- x) Maintain an accurate accounting of each communities/team registrations
- xi) Provide a listing of all minor hockey entries to the Regional Director, and assist the Regional Director in determining if teams are entered in the correct category and division.
- xii) Provide any information to tournament committees as pertaining to registration.
- xiii) Meet with all Regional Registrars at the Annual Fall meeting before registration forms are handed out or until proper arrangements have been made.
- xv) Provide a written report at all NRMHA meetings.

**Bylaw #4 Referees**

- a) All referees used in the NRMHA shall be duly registered with Hockey Canada.

## **Bylaw #5 Tournaments**

### **a) Regional Tournaments**

- i) All proposed NRMHA tournament dates must be submitted before April 1 for approval at the annual meeting. The NRMHA will approve all proposed dates and ensure schedules do not conflict with other centers at the annual meeting.
- ii) No changes to tournament dates will be permitted without the approval of the NRMHA tournament committee after the Annual General meeting.
- iii) All tournament dates submitted after the annual meeting may be approved only if there is no conflict with any other regional tournament.
- iv) Any tournament not approved by the NRMHA will not be sanctioned.
- v) Any Association who wishes to host a previously unscheduled tournament must get approval of the NRMHA tournament committee.
- vi) The NRMHA tournament committee shall consist of the Director, Vice Director and H/D Co-ordinator.
- vii) All regional tournaments involving regional teams only must have regional sanction approval from the Zone Registrar. Tournaments involving teams from outside the region must have a Hockey Manitoba sanction approval and a regional sanction approval.
- viii) All regional tournaments shall follow regional tournament guidelines and rules.
- ix) The NRMHA shall monitor regional participation in all regional tournaments and report to the annual meeting.
- x) All Associations hosting tournaments shall submit all game sheets to the Regional Director immediately following a tournament. Associations not submitting game sheets will not receive sanction approval for any other tournaments until all game sheets have been received by the Regional Director.
- xi) The Zone Registrar will fax a copy of the sanction approval form and all participating teams' rosters / player's lists to the Regional Director.
- xii) That AA centers hosting an AA Tournament must send out notice they are hosting with a minimum of 4 AA teams attending, 4 weeks prior to Tournament date

## **b) Norman Tournament Rules**

- i) All regional tournaments must be sanctioned by Zone Registrar.
- ii) Tournaments involving only regional teams requires a regional sanction only from the Zone registrar. Tournaments involving teams from outside the region must obtain a Hockey Manitoba sanction (as per Hockey Manitoba Handbook) and the regional sanction.
- iii) Deadline for regional sanction application is 21 days prior to tournament.
- iv) Regional Tournament Sanction fees are per the Hockey Manitoba Handbook.
- v) Applications for a regional sanction shall be made on the Hockey Manitoba sanction form.
- vi) Zone Registrar will mail/ fax approval to host center and said form shall be posted in the arena.
- vii) Zone Registrar will fax a copy of the approval and all participating teams' rosters / player's lists to the Regional Director.
- viii) All rules for Norman Hockey tournaments will be as per the Hockey Manitoba Handbook with the following additions:
  - a) All stop time games will have a seven (7) goal mercy rule, 7 or more goal spread and the game will revert to running time.
  - b) The last two (2) minutes of any period of hockey will be stop time.  
(games running under the mercy rule will be excluded from this)
  - c) No hockey game other than those in round robin will end in a tie. Overtime will consist of ten (10) minute running time periods. After the first overtime period each team will be allowed a maximum of four (4) hockey players on the ice.
  - d) All tournament rulings are to be made by a member of the hosting minor hockey executive.
- xiv) An application for rule change can be made to the Norman Director no later than 14 days prior to the tournament start date. Any rule change will be given to the coaches prior to the start of the tournament and posted with your tournament sanction. Posted rule changes will have to be signed by the Norman Director and explain the reason for the rule change. Rule changes will not be accepted under any circumstances if not applied for within the proper time limits. (rule changes may not be appealed, Directors decision is final.)
- x) All Norman Regional Hockey Manitoba Playoffs be run as per the Hockey Manitoba Handbook.

## **Bylaw #6 Minimum Suspension Guidelines**

NRMHA Suspension Guidelines- as per the Hockey Manitoba Handbook

## **Bylaw #7 Suspension Regulations**

- i) Balance of season - will be carried over to the next season where there are less than the number of games or days left for a player, coach, manager to finish a suspension in the current season.
- ii) Games/ days indicate the number of regularly scheduled games in house league or tournaments before the suspension.
- iii) All suspensions in Regional tournament games must be reported to the Director.
- iv) All suspensions in local association exhibition games, house league games and regularly scheduled games shall be dealt with by the local association but the Director must be notified immediately.
- v) All suspensions by all centers must be reported to the Director immediately following the game. Any player, coach, manager receiving a match penalty under guidelines #1-7 is suspended immediately until the suspension has been dealt with by the Director of the region or Hockey Manitoba.
- vi) Centers can toughen the policies of the Hockey Manitoba/NRMHA but cannot weaken them.

## **TRASH TALK POLICY**

- Trash talk or use of "F"- word - initial use - a warning to both teams
- Flagrant or continued usage of the "F" - word where the whole arena hears it or it was directed at someone –
  - 1 st Offence Minor Penalty
  - 2 nd Offence Misconduct.
  - 3 rd Offence in the same game - a game misconduct.

Trash talk or "F"- word coming from the bench, either players or coaching staff – after the initial game warning, then an unsportsmanlike minor, and then a game misconduct. If a player on the bench is penalized for trash talk or using the "F"- word and has already received an unsportsmanlike minor, the penalty will be an automatic game misconduct.

## **Bylaw #8 NRMHA Committees**

- Tournament - Director, Vice Directors, Hockey Development Co-ordinator.
- Disciplinary - Director as per the Hockey Manitoba Handbook.
- Registration - Director, Vice Directors, Hockey Development Co-ordinator, NRMHA Registrar.
- Appeals/Protests - Vice Directors, Hockey Development Co-ordinator, Officials Co-ordinator, Past Director.
- Administration - Director, Vice Director Minor, Treasurer.
- Awards Committee - Vice Director Female, Vice Director at Large, Officials Co-ordinator.
- Officials Committee - Regional Officials Co-ordinator, Association Officials to be determined by Officials Co-ordinator.

## **Bylaw # 9 NRMHA Elite Program Policy**

Applications will be accepted for Head Coach, Assistant Coach, Manager & Trainer as well as POE Co-ordinators (male and female).

Selection to be made by a committee consisting of Director, Vice Director, Hockey Development Co-ordinator.

Parents of eligible players should not be chosen for bench personnel.

Parents of eligible players shall be considered for bench personnel if no suitable applicants are forthcoming.

Selection of parents for bench personnel will be the responsibility of the NRMHA selection Committee.

### **It shall be the duties of the Region to:**

- a) Appoint a Regional Co-ordinator and to chose a Head Coach.
- b) To assist the Head Coach in selecting an assistant coach, manager and trainer.
- c) Provide administrative and financial support as available.

### **It shall be the duties of the Head Coach to:**

- a) Assist in selection of Assistant Coaches from applicants.
- b) Assist in selection of a Manager from the applicants.
- c) Assist in the selection of a Trainer from the applicants.
- d) Co-ordinate scouting of players.
- e) Co-ordinate evaluation of players.

### **It shall be the duties of the team officials to:**

- a) Provide written reports on
  - Numbers at the tryout camp from each community.
  - Where chosen players are from in the Region.
  - Finances.

### **Expenses**

- The Region shall contribute \$500.00 to each of the programs. The funds are to be used as the coach sees fit. (Scouting, Phone calls, etc.)
- The rest of the expenses shall come from the players themselves or from sponsorship.
- Any monies left over will be held over for the next year.
- The Region will not be responsible for any financial loss.

## Bylaw #10 TRAVEL PERMITS

Regional Tournaments, playoffs or exhibition games shall not conflict with any scheduled travel to Tournaments, league games or playoffs. If such a conflict arises NRMHA may rescind the NRMHA travel permit.

Teams planning to attend a tournament within the Branch (Manitoba) shall complete the NRMHA Travel permit form and obtain approval from the local Association and the NRMHA. There is NO CHARGE for a NRMHA travel permit for a tournament in Manitoba.

Teams planning to travel outside of the Branch (outside Manitoba) to attend a tournament or to play an exhibition game(s) require a HOCKEY MANITOBA TRAVEL PERMIT. The team must first obtain the NRMHA Travel Permit before applying for the Hockey MB Travel Permit.

**THE HOCKEY MANITOBA TRAVEL PERMITS ARE ONLY AVAILABLE FROM THE HOCKEY MANITOBA OFFICE AT 200 MAIN STREET. YOU WILL BE REQUIRED TO PAY HOCKEY MANITOBA \$10.00 FOR THE PERMIT.**

In order to avoid potential disqualification, teams shall have in their possession a copy of their HOCKEY MANITOBA approved roster and their approved Travel permit signed by their local Association and the NRMHA.

Travel permit approval for all NRMHA teams is based upon Regional participation and commitment to the Centers Tournaments in the Norman region. All AA teams from ( The Pas , Flin Flon and Thompson) shall participate in each others tournaments unless prior approval from the local Association and the NRMHA has been received.

Participation of the AA centers teams in Regionals AA centers tournaments is based upon a host of a AA centers hosting an Tournament must send out notice they are hosting with a minimum of 4 AA teams attending, 4 weeks prior to Tournament date.