

BYLAWS AND Policies and Procedures
of the Baltimore Field Hockey Association

BYLAWS of the Baltimore Field Hockey Association

Assigned to the Southeast Field Hockey Association (SEFHA) a Section of the United States Field Hockey Association, Inc. hereinafter referred to as the USFHA.

Adopted: 1925

Revised: May 2002

(An asterisk * before a section indicates required wording by the USFHA and is also expressed in quotes.)

Article I-NAME

The name of this organization shall be the Baltimore Field Hockey Association, hereinafter referred to as BFHA.

Article II-PURPOSE

The purpose of BFHA shall be to promote field hockey in this locality through coaching, competition, and the training of qualified officials.

Article III-MEMBERSHIP

*Section 1 "Only individuals, organizations and groups having amateur standing in field hockey as defined by USOC and FIH statutes, shall be eligible for membership."

Section 2. Classification of membership shall be: Individual and Group.

a. Individual membership shall be granted in one of the following categories:

1. Club membership may be granted to individuals who play field hockey only at the club level. Club members shall be entitled to participate in local club programs, and shall be eligible to vote and hold office in the BFHA.
2. Association membership may be granted to individuals who wish to represent BFHA by playing field hockey at sectional-level events and tournaments. Association members shall be eligible to vote and hold office in the BFHA.
3. Honorary membership refers to individuals selected by the Executive Board of the BFHA to be honored for contributing meritorious service toward the objectives of this Association. Honorary members shall be entitled to participate in all BFHA programs, and shall be eligible to vote and hold office in the BFHA.

a. BFHA dues shall be waived for Honorary Members. SEFHA and USFHA dues will be paid by BFHA upon request of the Honorary Member.

4. Associate membership may be granted to individuals interested in the activities of the Association but not actively playing or umpiring in BFHA programs. Associate members shall be entitled to vote and hold office in BFHA.

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- b. Group membership shall be granted in one of the following categories:
1. Allied membership may be granted to organized groups such as secondary schools and youth programs. Allied members shall be entitled to participate in BFHA programs designated as "Allied Events". These groups shall be notified of all General Meetings, but shall have no voting power in this BFHA.
 2. College groups may participate in the BFHA with no more than five players enrolled as an undergraduate at the same institution playing on the same BFHA team. Each group may send a representative to General Meetings, but shall have no voting power in the BFHA.

Article IV- FINANCE

Section 1. The dues for each membership category shall be set by the BFHA Executive Board with the approval of the BFHA executive Committee as deemed necessary to conduct the affairs of the BFHA.

Section 2. The fiscal year for BFHA shall begin January 1 and end December 31.

Article V- STRUCTURE

*Section 1. "The BFHA shall be formed of a minimum of three Clubs (organized groups which play a minimum of four matches per season and are within playing distance of each other), consisting of members identified in ARTICLE III, Section 2."

*Section 2. "The BFHA shall be bound by the USFHA Articles of Incorporation, the USFHA Bylaws, policies and operating codes adopted by the USFHA, the charters and Bylaws of the Baltimore Field Hockey Association."

Article VI- OFFICERS AND THEIR ELECTION

Section 1. Any voting member in good standing of the BFHA is eligible to run for and hold office.

Section 2. "The Executive Board officers of the BFHA are: President, President-Elect, Vice-President, Secretary and Treasurer.

Section 3. The officers shall be elected at the Annual General Meeting of the BFHA and shall serve for two years. The President-Elect is a three-year commitment; one year as President-Elect, two years as President of BFHA. The President and Treasurer shall be elected in the same year, and the Vice-President, President-Elect, and the Secretary shall be elected in the alternate years.

Section 4. A member of the BFHA may hold only one Executive Board office at one time within the BFHA except for the President-Elect.

Section 5. The Executive Board shall have the power to fill any vacancy that may occur in it's body during the year.

Section 6. The BFHA elections shall take place during the Annual General Meeting. Candidates receiving the most votes cast by the voting members present (providing there is a quorum) shall take office January 1.

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Article VII- DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings and have general charge of the business of the Executive Board and Committee. The President shall have the right to discuss all questions and to vote in case of a tie. The President shall appoint all subcommittees and serve as an ex-office member of the same. The President shall be the BFHA representative at meetings of the SEFHA. The President shall assume the responsibilities outlined in the BFHA President's Job Description.

Section 2. The President-Elect is responsible for assisting the President during the President's second year. The purpose will be for the President-Elect to learn the responsibilities, duties, and requirements of the President of the BFHA at the Annual General Meeting following the President-Elect's term, the President-Elect shall assume responsibilities of President as outlined in the BFHA Job Descriptions.

Section 3. The Vice-President is responsible for overseeing the organization of the Club program(s). In the absence of the President, the Vice-President shall assume the President's duties. The Vice-President of the BFHA shall assume all responsibilities of a committee chairperson should a committee chairperson not complete their full term of office.

Section 4. The secretary shall give proper notice of and keep a written record of all meetings. The Secretary shall send copies of the minutes to each Executive Committee member. The Secretary shall keep a roster of all members and notify the Southeast Secretary immediately of all changes in officers that may occur. The Secretary shall conduct and preserve copies of all correspondence. The Secretary shall distribute a copy of the Bylaws to voting members and to each allied member representative and they shall be bound thereby.

Section 5. The Treasurer shall collect all BFHA dues and make disbursements as approved by the Executive Board. The Treasurer shall keep an account of all receipts and expenditures, present a written report at all General and Executive Board meetings, prepare an annual financial report and present this report and his/her financial records for annual audit. The Treasurer shall notify members of their unpaid BFHA dues.

Article VIII- EXECUTIVE BOARD

Section 1. The Executive Board shall be composed of the BFHA President, Vice-President, Treasurer and Secretary.

Section 2. The business of BFHA shall be conducted by the Executive Board. The Executive Board is responsible for supervising the affairs of the BFHA between General and Executive Committee meetings, to make recommendations to the Association, and to operate with the best interests of the BFHA. The Executive Board is subject to the membership and none of its acts shall conflict with action taken by the membership.

Article IX- EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall be composed of the following: President, Vice-President, Treasurer, Secretary, one representative from each fall league club (generally the captain), and standing committee chairpersons.

Section 2. The Executive Committee is responsible for organizing and conducting the business of the BFHA, making recommendations to the membership and shall perform such duties as specified in the BFHA bylaws, policies and procedures. The committee shall be subject to the orders of the membership, and none of its acts shall conflict with action taken by the membership.

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Section 3. Meetings

- a. A minimum of three Executive Committee Meetings shall be held during the year. A majority of the members of the Executive Committee shall constitute a quorum. Members shall receive written notice of the meetings two weeks prior to their occurrence
 1. Any member of the BFHA who holds a position in the SEFHA or USFHA shall be invited to attend the BFHA Executive Committee Meetings.
- b. Any member of BFHA is allowed to attend any of the Executive Committee Meetings and to address the Committee.
- c. Each committee member present shall be entitled to one vote unless otherwise noted is BFHA's Policies and Procedures document (committees). The President shall vote only in the event of a tie.

Article X- GENERAL MEETINGS

Section 1. There shall be an Annual General Meeting of the BFHA near the close of the fall field hockey season. Other General Meetings may be called by the Executive Board or by a majority vote of the Executive Committee. At least fourteen days before each meeting a written notice shall be sent to all members. Attendance at the General Meetings is open to all members of the Association. One fourth of the voting members of the BFHA present in person or by proxy shall constitute a quorum.

Section 2. Voting

- a. Each individual member: club, association, honorary, and associate (member) in good standing is entitled to one vote at General Meetings of the BFHA.
- b. The president shall vote only in the event of a tie.
- c. Any member may vote in the form of written proxy. This proxy must be submitted to the BFHA Nominating Committee Chairperson prior to the meeting.

Article XI- COMMITTEES

Section 1. Committees, other than Executive (Article IX, Section 1), shall be designated as Standing and Ad Hoc.

- a. Standing committees (those designated to carry out the BFHA program) shall be appointed, with the approval of the Executive Board, by the President or as otherwise stated in the BFHA's Policies and Procedures document.
- b. Ad Hoc committees (those designated to investigate specific problems or organize special activities) shall be appointed by the President, subject to approval of the Executive Board. They shall continue in office until their final report is filed.

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Article XII- ELIGIBILITY

Section I. League club membership shall be required for participation on Club and Association Teams. Club team participation is required by association team members.

*Section 2. "Amateur athletes, coaches, umpires, trainers, managers, administrators, and officials are guaranteed equal opportunity to participate in amateur field hockey competition without discrimination on the basis of race, color, religion, age, sex or national origin."

*Section 3. "USFHA membership shall be required for participation in USFHA or BFHA events or events sanctioned by the USFHA."

*Section 4. "No player shall represent more than one Directly Affiliated Club or Local Association within the same league (women's, men's, or mixed) as a player at an Association sponsored event during any one season without a change of residence from the area of one such group to another."

*Section 5. "Amateur standing as defined by Rule 26 of the IOC and the International Hockey Federation Statutes shall be required of all players representing the United States in international competition in amateur field hockey."

*Section 6. "All amateur athletes, coaches, umpires, trainers, managers, administrators, and officials are guaranteed fair notice and the opportunity for a hearing before any such individual is declared ineligible to participate in amateur competition in field hockey."

Article XIII- COLORS AND INSIGNIA

Section 1. The colors of the BFHA shall be delft blue, navy and white.

Section 2. The insignia of the BFHA shall be an emblem taken from the "Arms of the State of Maryland", the first and fourth quadrants represent the Arms of the Calvert family, and the second and third quadrants show the Arms of the Grassland family.

Section 3. Club and Association Team uniforms shall be subject to the approval of the BFHA Executive Committee and the SEFHA.

Article XIV- GRIEVANCE PROCEDURES

*Section 1. In the event of alleged misconduct by a member, official, or individual, the BFHA shall have the power to deal with the matter. Any such alleged offender shall have the right to appeal within four weeks to the Board of Directors of the USFHA, whose decision shall be final.

"Any person or group which belongs to or is eligible to belong to the USFHA may initiate a grievance by filing a written complaint with the USFHA Executive Board. Such group or individual may take such action only after having exhausted all remedies available for corrected deficiencies unless it can be shown by clear and convincing evidence that those remedies would have resulted in unnecessary delay. A copy of the complaint shall also be served on the applicable local, sectional, or national group."

*Section 2. "Within 30 days after filing of the complaint, the USFHA Executive Board shall determine whether the complaint had exhausted all remedies in seeking a resolution to the grievance within the applicable local, sectional, or national group. If the USFHA Executive Committee determines that such remedies have not been exhausted, it may direct that such remedies be pursued before further consideration of the complaint."

*Section 3. "Within 90 days after the filing of a complaint if the USFHA Executive Committee determines that all such remedies have been exhausted, it shall hold a hearing to receive testimony for the purpose of determining a resolution to the grievance. If the USFHA Executive Committee determines, as a result of

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the hearing conducted that the local, section, or national group concerned is in compliance with Article XVIII (USFHA Bylaws - Eligibility), it shall so notify the complainant and the concerned group. If the USFHA Executive Committee determines, as a result of the hearing conducted that the local, section, or national group concerned is not within compliance with Article XVIII (USFHA Bylaws - Eligibility), it shall place such a group on the probation for a period of time, not to exceed ISO days, which it considers necessary to enable such a group to comply with the requirements.”

*Section 4. "If the USFHA Executive Committee places a local, sectional, or national group on probation, it may extend the probationary period if the concerned group on probation has proven by clear and convincing evidence that, through no fault of its own, it needs additional time to comply with such requirements. If, at the end of the period allowed by the USFHA Executive Committee the concerned group does not comply with such requirements, the USFHA Executive Committee shall revoke recognition of such local, sectional, or national group.”

*Section 5. "Within 30 days of the USFHA Executive committee determination the complainant can appeal to the USOC for a review of such determination.”

* Section 6. "The USFHA agrees to submit to Binding Arbitration conducted in accordance with the commercial rules of the American Arbitration Association in any controversy involving its recognition as an NGB or involving the opportunity of any amateur athlete, coach, trainer, manager, administrator or official to participate in amateur competition.”

Article XV- PARLIAMENTARY AUTHORITY

Section 1. Robert's Rules of order, Newly Revised shall be the authority governing all matters of procedure not otherwise in these bylaws.

Article XVI- AMENDMENTS

Section 1. Amendments to the Bylaws may be made at any General Meeting by a two thirds majority of all votes cast, providing that a notice of the proposed amendment be sent in writing to the Executive Committee and made available by it to each voting member of the BFHA at least fourteen days before any such meeting.

Section 2. All amendments shall be subject to the approval of the Southeast Board of Directors.

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Policies and Procedures of BFHA

I. General Administration

A. Election of Officers

1. All elections of officers shall be conducted by a majority vote during the Annual General Meeting (AGM). Nominations for Elections will be accepted before and during the AGM. Individuals receiving the greatest number of votes for each office shall be elected.
2. BFHA members not participating in the fall league (those who might participate in the summer and/or indoor leagues, but not fall) will be notified of the AGM's date/time and that they may request an absentee ballot.
 - a. Fall league members shall be notified through their club captains.

B. Bylaws Availability

1. Current copies shall be distributed to: all association players, all executive committee members and each league chair. League chairs shall have a copy available for league participants.

C. Executive Committee Members

1. Nominating Committee Chair

Chair. The Nominating Committee Chair shall be a voting member of the Executive Committee. The Vice-President shall appoint a chairperson who shall be responsible for organizing the committee. The chairperson shall have full power to discuss, present nominations, and vote at the AGM.

Committee. The Nominating Committee is a standing committee. The Nominating Committee shall present a slate of candidates for the offices to be filled at the Annual General Meeting. The Nominating Committee shall be appointed by the Executive Committee at least one month prior to the Annual General Meeting.

2. Bylaws Committee Chair

Chair. The Bylaws Chair shall not be a voting member of the Executive Committee but may attend all meetings. The Bylaws Chair shall be appointed by the President of the BFHA; the chairperson shall appoint at least four members to the committee and organize the activities of the committee.

Committee. The Bylaws Committee is an ad hoc committee, which shall be composed of a group selected by the Bylaws Chairperson. The Bylaws Committee shall be responsible to the needs of the BFHA while reviewing and updating the Bylaws, Policies and Procedures documents.

3. Selection Committee Chair

Chair. The Selection Chair shall be a voting member of the Executive Committee. The Selection Chair shall be elected by the general membership for a one-year term.

Committee. The Selection Committee is a standing committee. The Selection committee shall be composed of a two to five selectors appointed by the Selection Chair and

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approved by the Executive Board. The Selection Committee shall select teams to represent BFHA during the fall season, see III.C.2 on page 13

4. Player's Representative

Chair. The Players' Representative Chair(s) shall be a voting member of the Executive Committee. It is the responsibility of the Players' Representative Chair to represent both club and association players at BFHA Executive committees and SEFHA Board of Directors meetings.

Committee. The Player's Representative Committee is a standing committee. It may consist of one to three player representatives who shall be elected by the association players at the Annual General meeting. Player representatives must be current BFHA association players and have attended the previous year's SE Tournament. Player Representatives shall serve one-year terms. The Player Representative Committee is responsible for representing player concerns to the Players' Representative Chair and at BFHA Executive Committee meetings.

5. Equipment Chairperson.

The Equipment Chairperson shall be appointed by the Executive committee and shall be a non-voting member of the Executive Committee. The Equipment Chair shall maintain the equipment and uniforms of the BFHA, and an inventory of said items. The Equipment chairperson shall submit a complete roster of equipment and uniforms at the Annual General Meeting.

6. Fund Raising Chairperson

Chair. The Fund Raising chairperson shall be elected by the general membership.

Committee. The Fund Raising Committee is a standing committee. The committee shall be responsible for coordinating fund raising activities for the BFHA.

7. Allied Schools Chairperson

Chair. The Allied Schools Chairperson shall be elected by the general membership.

Committee. The Allied Schools committee is a standing committee. The committee shall be responsible for promoting and coordinating Allied Events of the BFHA.

8. High School Summer Clinic and League Chairperson.

Chair. The High School Chairperson shall be elected by the general membership. The chairperson is required to submit a written report to the President at the close of the season, a minimum of two weeks prior to the next board meeting.

Committee. The high school summer committee is a standing committee. The committee shall be responsible for promoting and coordinating the BFHA's summer program to students at local middle and high schools.

9. Adult Summer League Chairperson.

Chair. The Adult Summer chairperson shall be elected by the general membership. The chairperson shall promote and coordinate the Adult Summer Program of BFHA; the chairperson is required to submit a written report to the President at the close of the season, a minimum of two weeks prior to the next board meeting.

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10. Fall Club Chairperson.

Chair. The Fall club chairperson shall be elected by the general membership. The chairperson shall promote and coordinate the Fall Club program of BFHA. The chairperson is required to submit a written report to the President at the close of the season, a minimum of two weeks prior to the next board meeting.

11. Adult Indoor League Chairperson.

Chair. The Adult Indoor chairperson shall be elected by the general membership. The chairperson shall promote and coordinate the Adult Indoor program of BFHA; the chairperson is required to submit a written report to the President at the close of the season, a minimum of two weeks prior to the next board meeting.

12. High School Indoor League Chairperson.

Chair. The High School Indoor chairperson shall be elected by the general membership. The chairperson shall promote and coordinate the High School Indoor program of BFHA; the chairperson is required to submit a written report to the President at the close of the season, a minimum of two weeks prior to the next board meeting.

13. Historical Chairperson.

Chair. The chairperson of the Historical Committee shall be appointed by the Executive committee to serve as historian of the BFHA.

Committee. The Historical Committee is a standing committee. The committee shall preserve and maintain the history of the Association. The Past Presidents of BFHA shall serve on this committee. Committee member may serve indefinitely.

D. Meetings of the BFHA

1. Executive Meetings

- a. In general. Executive Committee meetings address all areas of BFHA business, however, different meetings have different emphasis generally having to do with planning efforts (see below).
- b. BFHA will conduct at least three Executive Committee meetings per year. These are generally scheduled as follows:
 1. January-February. Emphasis: to address any issues regarding the indoor league and to assess the coming year, including the schedule.
 2. June-July. Emphasis: to assess progress and coordinate efforts for the summer leagues, the budget, the coming fall league, and the Allied Playday.
 3. September. Emphasis: to address any issues regarding the fall activities.

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- c. Additional Executive Committee meeting may be necessary for special activities such as planning for hosting the SE Tournament.

2. General Meetings

- a. BFHA will conduct at least one general meeting annually, it shall be scheduled at or near the conclusion of the fall club season; this meeting is referred to as the Annual General Meeting or AGM.
- b. Elections will be held at AGM.

III. Financial

A. Dues

1. BFHA (participation) dues shall be assessed and collected per applicable league.
2. SEFHA (participation) dues shall be assessed, collected and forwarded to SEFHA during the fall season.
3. USFHA dues shall be assessed and collected for all new players, and forwarded to USFHA to obtain USFHA membership for all new BFHA individual members. Current BFHA individual members renewing USFHA memberships shall submit their own Renewal Application to USFHA to remain in good and current standing. Renewal Applications shall be supplied to all current BFHA and USFHA members by the BFHA Executive Board.
4. BFHA dues shall be waived for Honorary Members, SEFHA and USFHA dues will be paid by BFHA upon request of the Honorary Member (in Bylaws).

B. Budget

1. The budget committee is comprised of the committee chairpersons. Each committee chairperson is responsible for submitting a budget and summary of income and expenses at the Summer Budget Committee meeting.
2. A fiscal year budget for the coming year will be presented at the Summer Budget Committee meeting. It will be reviewed, and updated if necessary, at subsequent Executive Committee meetings.
3. Approval of a budget constituted approval of expenditures and revenues represented therein. Expenditures not represented in the current approved budget, must receive preliminary approval by the President subject to approval by the Executive Board.

C. Reimbursable Expenses

Note: Receipts and descriptions of expenditure(s) (including budget item to be debited) must be submitted to the BFHA Treasurer in a timely manner.

1. President's reimbursable expenses: SEFHA meeting travel.

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A. For SEFHA meeting weekends, if the President/ representative is otherwise in the locale of the meeting to participate in a hockey event (to play hockey), the President's reimbursable expenses are:

1. The President/representative's share of accommodations expenses (hotel) for the night of the meeting.
2. The President/representative's share of actual fuel expenses to and from the meeting locale relative to home.

B. For SEFHA meetings President/representative's is present primarily to represent BFHA (i.e., not to play hockey), the President's reimbursable expenses are set at the following rates:

1. Mileage: \$0.30/mile or share of actual fuel expenses
2. Hotel: \$40/night or actual, if less
3. Food: \$25/day

2. Player Representative's reimbursable expenses: SEFHA meeting travel at the following rates:

- a. Mileage: \$0.30/mile or share of actual fuel expenses
- b. Hotel: \$40/night or actual, if less
- c. Food: \$25/day

3. Coaches' reimbursable expenses for non-local travel:

- a. Mileage: \$0.30/mile or share of actual fuel expense
- b. Hotel: \$40/night or actual, if less
- c. Food: \$25/day

4. Baltimore Selector for SEFHA reimbursable expenses for non-local travel:

- a. Mileage: \$0.30/mile or share of actual fuel expenses
- b. Hotel: \$40/night or actual, if less
- c. Food: \$25/day

5. All BFHA officers and committee members reimbursable expenses:

- a. Communications (telephone, postage, fax, etc.): actual expense.
- b. Supplies (paper products, labels, etc.): actual expenses.

D. Compensation for Services

1. High School Summer Clinic Coaches, if requested, shall be compensated with dues paid for one season of their choice and they will receive a thank you note.

III. Fall League

A. Dues

1. Membership dues and paperwork shall be collected by club captain(s) and submitted to the BFHA treasurer on or before October 8. Dues and paperwork for new members joining after the stated deadline must be submitted as soon as possible.

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2. Dues are \$45 for club members and \$70 for association members. Student discounts will apply making dues \$30 and \$50, respectively.
3. USFHA dues are \$30 for any adult member.

B. Clubs

1. Chairperson: The Chair shall promote and coordinate the Fall Club program of BFHA (see job descriptions for more information).
2. Play/Organization
 - a. 11/8/87 - Club games will start at noon; each game will last forty minutes with a three minute half-time.
 - b. 1 1/8/87 - Each club team shall provide one official for each game.
 - c. Goalies will be in pads & headgear at every game for liability reasons. In the event there is no goalie on a given team and there are paid officials, that team must have one player on the field equipped with headgear representing a kicking back.
 - d. 3/15/97 - All players on the field shall wear mouthguards if they are playing.
 - e. On a rotating basis, each club team will provide drinks, snacks, cups and ice for a short social after each club meeting. This social is called 'the tea'. The club chair will provide the tea schedule with the club play schedule.
 - i. 11/15/89 - The club team providing the tea will also provide injury ice.
 - f. During club play no more than four men per team shall play at any one time. This is constituted by up to three men on the open playing field AND one man in the goal cage.
 - g. When BFHA hosts a club playday or association event, BFHA will provide paid officials.
3. Club Captains
 - a. At the beginning of the fall season one or two club captain(s)/representative(s) shall be elected by each club team. Subsequently, should a club representative not be able to fulfill their term or attend a meeting, the other club representative would assume full responsibilities.
 - b. 11/8/87 - At least one club captain should be a club [non-association] player.
 - c. 11/10/91 - Captains shall keep attendance and participation records of association players. This will be reviewed with club captains at the beginning of each fall club season.
4. Roster
 - a. Each club shall forward to the BFHA secretary by the Sunday before October 08, the names, addresses, phone numbers, USFHA member numbers, email addresses, season of renewal, and date of birth of it members.
5. Tournament

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- a. There shall be an annual Club Tournament in which all clubs shall participate. The purpose of this tournament shall be to determine the club champion.
- b. This tournament shall be organized by the Club Chairperson of the BFHA and shall take place on the date and at the site recommended by the Executive Committee. The President of the BFHA has the authority to cancel this tournament.
- c. 11/8/87 -It will be held the final two weeks of club play.
- d. 11/8/87 - Paid [outside] officials will be provided for the club tournament (if available).
- e. 08/25/96 - Championship and Consolation games will be played simultaneously to ensure complete attendance for both games and the AGM. The games will FOLLOW the AGM which starts at noon and attendance is mandatory if a player wants to participate in the games. If a player is late to the AGM, the player must provide a written excuse to the Eligibility Committee.
- f. 9/07/97 - To participate in the club tournament, a BFHA field hockey player must attend the AGM both before AND after the game is finished if the meeting extends beyond game play.

C. Association Teams

1. The colors of the Baltimore Association Teams shall be delft blue, navy and white.
2. Selection
 - a. Association teams which will represent the BFHA in sectional and tournament play will be selected by the Selection Committee from those eligible players who have made themselves available for selection.
 - b. Teams that represent the BFHA at the SEFHA sectional tournament shall be selected by the Selection Committee.
 - c. Teams that represent the BFHA during the season may be selected by the Selection Committee, some subset of the Selection Committee and/or the Coaching Staff, as deemed appropriate by the Selection Chair.
 - d. 11/8/87 - There will be one or two selections during the fell season with goalie trials at each, if applicable.
3. Eligibility- Association members in good standing may stand selection for an association team, A player in good standing is one who has no outstanding debts to the association and has met the attendance policy requirements or has been granted an exception by the Eligibility Committee: comprised of the President, Vice-President, the Selection Chair, the Players' Representative Chair and a member of the coaching staff.
 - a. An exception may be applied for in writing prior to the event that is in question. A prior written request may not be possible in all circumstances; it is the committee's discretion to allow verbal preliminary request pending a written request.

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- b. It is the player's responsibility to know their eligibility status, (A player may consult the Selection Chair for clarification).
4. Attendance Policy for the Fall Association Season, This policy is the set of minimum attendance requirements for an association player to maintain good standing.
 - a. Excused Absences
 1. In the event that a player wishes to be excused from a particular event (a club game or association game), she/he must apply directly to a member of the Eligibility Committee prior to the event. This includes cases of previous injury.
 2. If there is any question of whether a player is excused from an event, it is the responsibility of the player to verify the situation prior to the event in question.
 - b. Tardiness
 1. The Eligibility Committee shall have discretion in judging tardiness as an excused absence, unexcused absence or insignificant.
 - c. Requirements
 1. A player must attend (and participate in) all but two club events, unless otherwise excused. Absence due to participation in other BFHA or SEFHA events is excused.
 2. At a minimum, a player must attend half of the association events indicated on the schedule - half home and half away. A player may be excused from two scheduled events, other than mandatory events.
 3. New members: Any new player who joins BFHA after the start of the fall season is eligible for Association Team 1 Selection provided that he/she meets the remaining attendance requirements.
 4. Mandatory attendance: final selection, season-end Washington games and the Southeast Tournament.
 - d. Failure to meet requirements
 1. Failure to meet the above requirements will remove an association player from good standing in the event that she/he wishes to stand selection for a BFHA Association Team.
 2. Repercussions
 - a. A player not in good standing may not stand selection for a BFHA team. However, the player may apply to play for a BFHA team and be placed on a team at the discretion of the Eligibility and Selection Committees. Once having applied, a player must honor the commitment to play for team onto which she/he is placed.
 - b. Failure to honor a commitment (unless excused) to a BFHA team, shall

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result in suspension of a player's good standing for three weeks at the discretion of the Eligibility Committee. Any missed events due to suspension are not excused absences.

- c. Failure to honor a commitment (unless excused) to a BFHA team following final selection, shall result in suspension of a player's good standing for the following year for any BFHA association team at the discretion of the Eligibility Committee.

5. Club-Association Team

- a. BFHA will pay the entrance fee per player when we send a Club-Association team(s) to the SE Tournament.

6. Male Participation

- a. No more than two men per team shall play at any one time. This is constituted by one man on the open playing field AND one man in the goal cage.
- b. A male player cannot take strokes in regulation time or in overtime stroke- offs unless there is a male goalkeeper.
- c. A male player can be in the goal cage for strokes.

IV. Indoor League

A. Indoor league chairperson shall be an elected position on the Executive Committee. In the event of a vacancy, a chairperson shall be appointed by the Executive Committee. The chairperson shall promote and coordinate the Indoor program of BFHA.

B. Dues

1. Membership dues shall be submitted to BFHA treasurer on or before the third meeting or practice of the league.
2. Dues are \$25 for club and association members.

C. Association Teams

1. Eligibility- Current members hi good standing may play with BFHA association teams to participate in tournaments.
2. Team Formation- Unaffiliated members (to an indoor association team) may be asked to join an existing association team. Or, a group of unaffiliated members may choose to form a new team.
3. Teams are self-organized. Team captains are responsible for enforcing attendance policies and coordinating the team's activities. Teams shall pay their own tournament entry fees.

D. During club play, no more than three men per team can play at any one time. This shall be constituted by up to two men on the open playing court AND one man in the goal cage.

BYLAWS AND Policies and Procedures
of the Baltimore Field Hockey Association

V. Summer League (Adult and High School)

A. Summer league chairpersons shall be an elected position on the Executive Committee. In the event of a vacancy, a chairperson shall be appointed by the Executive Committee. The chairperson shall promote and coordinate the Summer program of BFHA.

B. Adult Summer League Dues

1. Membership dues shall be submitted to BFHA treasurer on or before the third meeting of the league.
2. Dues are \$35.

C. High School Summer Clinic Fees

1. Membership dues shall be submitted to BFHA treasurer on or before the third meeting of the league.
2. Player Fees:
 - a. 8 nights Clinic, 8 nights Games is \$75.
 - b. \$12.00 per session.
 - c. 8 nights Games only is \$25.
 - d. USFHA annual dues are \$25.

D. High School Summer League

1. Dues are \$25.00 per high school player.
2. 8 nights of game play; two 20-minute halves with a minute half time.

E. During club play, no more than four men per team can play at any onetime. This shall be constituted by three men on the open playing field AND one man in the goal.