BY-LAWS
PHILADELPHIA POWERPLAY, INC.

Article I: Name

Section 1: Name

The name of this committee is the Philadelphia PowerPlay Advisory Committee (PPAC), hereinafter called the Committee or PPAC.

Section 2: Contact Information

The contact information for the PPAC will be posted on the team website, https://philadelphiapowerplay.com/contact/.

The Team Manager will ensure all contact information is updated as needed.

Article II: Purpose

The PPAC will govern the operations and activities of the Philadelphia Flyers PowerPlay team. The PPAC will promote, recruit and secure funding for the team to ensure a quality, well organized recreational and social program for youth and adults who use a power wheelchair in their daily lives.

Article III: Sub-Committee

Section 1: Sub-Committee

The members of the Philadelphia PowerPlay work in sub-committees that include Executive, Player & Coach, Recruitment, and Fundraising. All members of the Executive Committee are voting members. The PPAC will add or remove sub-committees as needed. Each sub-committee will have a chairperson and volunteers. The sub-committee shall include any interested member of the PPAC, the team or any individual recommended by the Committee. The PPAC is composed of non-paid volunteers.

Section 2: Sub-Committee Duties

The duties for the Chairperson and volunteers of each sub-committee include the following. Each sub-committee will have other duties specific to the work of the specific sub-committee.

Chairperson:

- Guide and direct the Committee and team in its mission and program functions.
- Guide and direct all members of Committee in their respective duties.
- Facilitate all meetings to ensure progress towards the mission and goals of the Committee and team.
- Provide a meeting report to the Secretary of the Executive Committee.
- Actively participate in Committee and team functions
- Provide team events and updates to the Executive Committee and appropriate sub-committees.
- Serve as the liaison for the team and coaches.
- Serve as a liaison with all sub-committees.
- Serve as a liaison with other organizations.

Section 3: Sub-Committee Meetings

There shall be a minimum of two meetings of the sub-committee each year. The meeting time and location are to be determined by the Chairperson. When a meeting is held, a report is to be sent to the Secretary of the Executive Committee.

Section 4: Quorum for a Sub-Committee Meeting

The presence of a majority of the Committee shall constitute a quorum at a regular meeting.

Section 5: Vacancy in Sub-Committees

The Executive Committee will review all sub-committees to maintain effective committee operations. Any committee vacancies will be reviewed by the Executive Committee. Following the review, the Executive Committee will vote to fill the vacancy, ensuring a structured and transparent selection process.

Article IV: Sub-Committee Members

A. Executive Committee

Section 1: Members Listed

The Executive Committee of PPAC is comprised of several key positions to ensure balanced leadership and representation. These positions include the President, Vice President, Secretary, Treasurer, a player's representative, as well as two Members-at-Large.

Section 2: Duties

President:

- Refer to Section 2: Sub-Committee Duties
- Guide and direct all sub-committees and the team in their mission and program functions.
- Participate in the decision-making process related to the Committee and team functions.

Vice President:

- Refer to Section 2: Sub-Committee Duties
- Guide and direct all sub-committees and the team in their mission and program functions.
- Participate in the decision-making process related to the Committee and team functions.

Secretary:

- Guide and direct all sub-committees and the team in their mission and program functions.
- Participate in the decision-making process related to the Committee and team functions.
- Maintain all official records of the Committee, sub-committees, and team.
- Record the minutes for Executive Committee meetings and distribute them to the Committee members.
- Maintain files submitted to the Executive Committees from sub-committee meetings and functions.
- Do general correspondence for the Committee or team, as needed.

Treasurer:

- Guide and direct all sub-committees and the team in their mission and program functions.
- Participate in the decision-making process related to the Committee and team functions.
- Maintain all official financial records of the Committee and team.
- Collect and process funds received from team activities, functions, and special events.
- Maintain bank account records.
- Maintain files submitted to the Executive Committees from sub-committee functions.
- Maintain and file all state and federal forms required for non-profits.

Player Representative:

- Guide and direct all sub-committees and the team in their mission and program functions.
- Participate in the decision-making process related to the Committee and team functions.
- Advocate on behalf of the players.

- Bring player questions, concerns, and ideas to the Executive Committee.
- Share information between the players and the Executive Committee.
- Develop ways to improve player experience.

Members-at-Large:

- Guide and direct all sub-committees and the team in their mission and program functions.
- Participate in the decision-making process related to the Committee and team functions.

B. Player & Coach Committee

Section 1: Members Listed

The Player & Coach Committee members of PPAC shall be the Chairperson and volunteers.

Section 2: Duties

Chairperson:

- Refer to Section 2: Sub-Committee Duties
- Coordinate the team schedule for the season.
- Coordinate referee schedule for the season.
- Ensure each venue has the necessary equipment for each game (trailer on site as needed, borders, nets, equipment bag, tool bag, scoreboard, etc.).
- Request for Funds Process - For each event or activity, it is required to complete and submit a Request for Funds form to the Treasurer of the Executive Committee.
- Serve as a liaison with the Recruitment Committee.

C. Recruitment Committee

Section 1: Members Listed

The Recruitment Committee members of PPAC shall be the Chairperson and volunteers.

Section 2: Duties

Chairperson:

- Refer to Section 2: Sub-Committee Duties
- Coordinate demos and workshops to promote the team and PowerHockey.
- Develop new initiatives to utilize social media platforms to promote the team and recruit new players.
- Assist with the design and maintenance of PowerPlay's website and social media platforms.

- Request for Funds Process - For each event or activity, it is required to complete and submit a Request for Funds form to the Treasurer of the Executive Committee.
- Work with the Treasurer of the Executive Committee in accounting for receipts and disbursements for all events.
- Provide player/family events and updates including needs of players to the Executive Committee (i.e., milestone celebrations, get-well cards, flowers, etc.).

D. Fundraising Committee

Section 1: Members Listed

The Fundraising Committee members of PPAC shall be the Chairperson and volunteers.

Section 2: Duties

Chairperson:

- Refer to Section 2: Sub-Committee Duties
- Work with other Committees to raise the funds needed to meet the proposed budget for the team and special events.
- Work with other Committees to plan specific fundraising events and activities.
- Request for Funds Process - For each event or activity, it is required to complete and submit a Request for Funds form to the Treasurer of the Executive Committee.
- Work with the Treasurer of the Executive Committee in accounting for receipts and disbursements for all fundraising activities and events.

Article V: Liaisons

Section 1: Liaisons

The Committee shall develop formal and informal liaisons with other organizations whose purposes are consistent with the purposes of the PPAC and when such collaborating relationships will promote the mission of the PPAC, the team or its sponsors.

Article VI: Amendment of the By-Laws

Section 1: Amendment of the By-Laws

Amendments to the PPAC By-Laws may be made by the Executive Committee.

Article VII: Dissolution of Organization and Distribution of Assets

Asset Distribution Upon Dissolution

Upon the dissolution of the organization, the Executive Committee of the PPAC or the governing staff are responsible for ensuring that all liabilities of the organization are paid or provisions are made for

their payment. Once this has been accomplished, the committee or staff will then distribute all remaining assets in a manner they deem appropriate. The assets may be given to one or more organizations that are organized and operated exclusively for charitable, educational, religious, or scientific purposes. These recipient organizations must qualify as exempt under section 501(c)(3) of the Internal Revenue Code of 1954, or under the corresponding provision of any future United States Internal Revenue Law, as determined by the Executive Committee or governing staff.

Designated Recipient Organizations

The charitable organizations eligible to receive the assets include, but are not limited to, the Children's Hospital of Philadelphia (CHOP) and Nemours Children Hospital.