

WISCONSIN ICE ARENA MANAGEMENT

ASSOCIATION INCORPORATED BY LAWS

Adopted April 30, 1992 - Amended April 22, 1999 - Amended April 24, 2014

ARTICLE I:

Section 1. The name of this association shall be the Wisconsin Ice Arena Management Association, hereafter referred to as The Association.

Section 2. The purpose of this association shall be that the Wisconsin Ice Arena Management Association is an organization of arena and associated personnel, dedicated to the goal of professionalizing the industry by sharing ideas and innovative techniques through newsletters, electronic communication, membership meetings and seminars. It stresses a close working relationship between all sectors of industry personnel, from maintenance to management to suppliers.

ARTICLE II:

Section 1. The membership of this association shall consist of those declaring an interest in the purpose of this association and expressing a desire to become a member. Any facility, **company, or** person may become a member of The Association as above, provided upon the payment of dues affixed by these By-laws.

Section 2. Each individual facility or paying individual member of The Association shall have full voting privileges at any meeting of the Association. No member facility or individual shall vote, except, in person, unless an official ballot, as provided by The Association, for a specific purpose. There shall be no cumulative voting.

ARTICLE III:

Section 1. The membership year will run from March 1st, through February 28th of the following year.

Section 2. The Association shall have the right to charge dues. The annual amounts to be decided upon by a majority vote of the Board of Directors. The amount of dues charged must fairly reflect the projected costs of the organization.

Section 3. Membership fees received after November 1st of the current year will be credited to the following year's membership.

ARTICLE IV:

Section 1. The government of The Association shall be vested in a Board of Directors which shall consist of **Ten (10)** officers: President; First Vice-President; Second Vice-President; Past President; Secretary/Treasurer; and **Five (5)** Members at Large. **One (1) of the Members at Large shall be a representative of, and elected by, that portion of The Association made up of product suppliers and vendors. This Member at Large will hereafter be known as the Vendor Member at Large.** All Members at Large shall serve two year terms with two members being elected on odd

numbered years, two being elected in even years. The position of Past President shall be filled by the immediate past President of the Association. These shall be voting positions in all matters concerning the Association.

Section 2. The Board of Directors shall have the control and management of the property and finances of The Association.

Section 3. Funds of The Association shall be withdrawn from the bank or banks with which they are deposited, by the Secretary/Treasurer and the 1st Vice-President.

Section 4. The Board of Directors shall authorize all contracts and payments and, when authorized, such contracts shall be signed by two officers of The Association, with payment being signed by the Secretary/Treasurer. Such officers shall be authorized by the Board of Directors. One such officer shall be the President, 1st Vice-President or the Secretary/Treasurer.

Section 5. In the event of a vacancy of President or 1st Vice-President, the position shall be filled by office succession, beginning with the 1st Vice-President, and concluding with the 2nd Vice-President for the duration of such term. Vacancies during the term of the Secretary/Treasurer, and 2nd Vice-President, shall be filled by appointment of the President with the approval of the Board of Directors. The approved appointee to serve for the duration of the term of the individual whose position he was appointed to fill.

Section 6. All matters concerning the policy of the Wisconsin Ice Arena Management Association, shall be decided by a vote of the Board of Directors and no motion shall be carried without a favorable vote of the majority of the Board of Directors. The President shall cast deciding vote in matters or balloting resulting in tie.

ARTICLE V:

Section 1. At the annual business meeting, held at the Annual Conference, held in spring of each year, request for nominations from the general membership will be accepted from the floor for vacancies on the Board of Directors. All nominations must be members of good standing.

Section 2. Election of the officers will be held at the annual business meeting, held at the Annual Conference, held in the spring of each year, following said nominations.

Section 3. Voting shall be done by facility, or individual paid member only, no facility shall have more than one (1) vote.

Section 4. The normal succession of office shall take place and new officers shall take office at the conclusion of the business meeting at the Annual Conference. Exiting officers must fulfill their remaining responsibilities until the conclusion of the same Annual Conference.

ARTICLE VI:

Section 1. The Annual Business Meeting of The Association shall be held at the Annual Conference, held in the spring of each year.

Section 2. Meetings of the Board of Directors shall be held at the call of the President with the minimum number to be at least one (1) every ninety (90) days.

Section 3. Special meetings of the Board of Directors may be called by the President or the Secretary/Treasurer at the request of two (2) Board Members.

Section 4. At the meetings of the Board of Directors, one more than one half of the Board of Directors shall constitute a quorum.

Section 5. Notice of all meetings of the Board of Directors shall be made two days in advance of such meetings, unless waiver of such notice is received. Such notice shall be given by the Secretary/Treasurer, to all members of the Board.

Section 6. Robert's Rules of Order shall govern the proceedings of all meetings, except those where the same, conflict with the By-Laws of the Association.

Section 7. The normal succession of office shall be as follows: 2nd Vice President, 1st Vice President, President, Past President.

Section 8. The Secretary/Treasurer shall be appointed for one (1) year term, by the President and approved by the Board of Directors.

Section 9. A person serving two consecutive terms as a Member at Large, or completing normal succession of office cannot be elected or appointed to any Board of Directors position for one full year.

ARTICLE VII:

Section 1. The President shall direct and supervise the affairs of The Association. The President shall set the agenda and run the meetings of the Board of Directors. The President shall act as the liaison to the different organizations associated with The Association.

Section 2. The 1st Vice-President shall act in the absence of the President and shall be responsible for the Annual Conference and all committees for the Annual Conference. The 1st Vice-President can take a trip to whatever conference they wish to go to. Either NEISMA, ISI, NARCE, or other conference that would relate to the ice arena business. The Association will pay for the conference fee, lodging fees, gas mileage for travel, and other related conference expenditures. The expenses paid by The Association for the chosen conference are not to exceed \$1500. The 1st Vice-President must report to the Board of Directors about the conference.

Section 3. The 2nd Vice-President will be in charge of the annual Fall Fire Up agenda that takes place every fall. The 2nd Vice-President will assist the 1st Vice President in all matters concerning the Annual Conference. The 2nd Vice-President is responsible for writing and submitting the newsletters that go to other organizations including but not limited to ISI and NEISMA. The 2nd Vice-President is encouraged to attend the MIAMA Conference to stay connected with their happenings. The Association will pay the conference fee, lodging fees, and gas mileage for travel to attend the MIAMA Conference. The 2nd Vice-President must then report to the Board of Directors about the MIAMA Conference.

Section 4. The Secretary/Treasurer shall give notice of all meetings, record and keep the minutes of all meetings and act as custodian of all the official records of the Association. The Secretary/Treasurer shall be responsible for all correspondence deemed necessary by the Board of Directors. The Secretary/Treasurer shall produce and send out the newsletter of The Association, along with sending out all minutes from the Board of Directors meetings to the membership. The Secretary/Treasurer will

handle correspondence and incoming phone calls related to The Association, produce a directory of The Association every three years, and keep up to date addresses, phone numbers, email addresses and website addresses for all members of The Association. The Secretary/Treasurer shall report to the Board of Directors and The Association all sums expended and received and all outstanding obligations. The Secretary/Treasurer will keep all pertinent financial records, be responsible for billings and collections and all other financial matters as the Board of Directors and The Association deem proper. The Secretary/Treasurer will assist the Board of Directors with the Annual Spring Conference and Fall Fire Up. The Secretary/Treasurer will receive a stipend each year in an amount approved by the Board of Directors. The stipend is to be paid to the Secretary/Treasurer in two (2) equal parts. The first half of the stipend will be paid to the Secretary/Treasurer on December 1st. The second half of the stipend will be paid to the Secretary/Treasurer in June of the following year.

Section 5. The Past President will help give guidance to the Board of Directors in all aspects of operation.

Section 6. The two (2) first year At Large Members will be in charge of the election at the Annual Business Meeting of the Association and be responsible for finding candidate nominees. They will also assist the 1st Vice President with all aspects of the Annual Spring Conference.

Section 7. The two (2) second year At Large Members will be responsible for the trade show at the Annual Spring Conference. They will assist the 2nd Vice President in all aspects of the Annual Fall Fire Up.

Section 8. The one (1) Vendor Member at Large represents the vendor membership of The Association. They will be responsible for a vendor article for the newsletter. They will secure sponsorship and assist with the setup for the Annual Spring Conference and Annual Fall Fire Up.

Section 9. The President will appoint two members from the Board of Directors to conduct an annual audit of the office of Secretary/Treasurer. Upon completion of this audit the Secretary/Treasurer shall prepare a financial statement and distribute such to all members of the Association.

Section 10. It is the first and foremost job of all of the Board of Directors to read and understand the bylaws of the Association. All members of the Board of Directors are responsible for the setup and take down of the trade show at the Annual Spring Conference. All members shall help in publishing of the newsletter. It is the responsibility of all the Board of Directors to ensure that at all times the information on The Association website is of timely nature and accurate. The designation of Webmaster shall be conferred to one or more members of the Board of Directors by a majority vote.

ARTICLE VIII:

Section 1. Special Committees shall be established, at such times as they are deemed necessary and proposed to the President and approved by a majority of the Board of Directors.

Section 2. Special Committees will be relieved and disbanded upon completion of assigned tasks by a majority vote of the Board of Directors.

ARTICLE IX:

In the event that the decision is made to dissolve the Wisconsin Ice Arena Management Association, any funds remaining in the treasury of the Association will be donated to a charitable, non profit organization to be determined by the Board of Directors at the time of dissolution.

ARTICLE X:

These By-Laws may be amended by a majority vote of the Board of Directors; and simple majority of the general membership, voting at any duly constituted meeting. Written notice of such a proposed change over the signature of the Secretary/Treasurer or President shall be either mailed or emailed to each member of the Association at least 15 days prior to the meeting at which the proposed change shall be submitted to a vote.

President: _____
Robert Schreiber

Secretary/Treasurer: _____
Nancy Hacker

Date: _____