



**FARMINGTON HIGH SCHOOL  
BASEBALL BOOSTER CLUB  
BYLAWS**

Version 5.0 drafted February 2020

**ARTICLE I – NAME**

The name of this association is the Farmington High School Baseball Booster Club (“Booster Club”). The organization operates as a non-profit, tax-exempt organization in accordance with Section 501(c) (3) of the Internal Revenue Code under the umbrella of the Tiger Fan Club and as such will comply with all requirements under the TFC.

**ARTICLE II – PURPOSE/MISSION**

The Farmington High School Baseball Booster Club is organized exclusively for the purpose of promoting and supporting the Farmington High School Baseball program, their student athletes and coaches.

The mission of the baseball program at Farmington High School is to develop ambassadors of the game of baseball who exemplify the characteristics of TEAMWORK, INTEGRITY, PERSEVERANCE and SPORTSMANSHIP which will enable them to be successful in sports and in life.

**TEAM PILLARS:**

**Teamwork**

Everyone on the team is important  
Every job needs to be done to be successful  
We win and lose together

**Integrity**

Respect the training. Honor the commitment. Cherish the results.  
Make good decisions (in baseball, school and outside of these as well)  
It's about doing what's right when nobody is looking

**Perseverance**

Fail quickly.  
Have a next pitch mentality  
Control what you can control

**Sportsmanship**

Treat your teammates, coaches, the other teams/coaches and umps with respect  
Care for each other and celebrate their successes  
Bring energy, enthusiasm and a positive attitude – “It’s who we are” and “It’s what we do”

## ARTICLE III – MEMBERSHIP

- **Membership** -Membership in the Booster Club is voluntary and considered a ‘per household’ membership. “Per household” means if a parent, guardian or general head of the household has paid for a membership, including alumni membership or a lifetime membership, their partner or spouse within that household is also considered a voting member of the Booster Club under that same membership level.
- **Membership Fee** - A membership fee for families of players will be designated before each season, based on budget, expenses, field improvements, coaches salaries or other specified needs of the FHS baseball program. The membership fee will be established by the Board of Directors and as amended from time to time, shall accompany each application for membership and shall become the property of the Booster Club. The single year membership fee shall cover a calendar year. Exceptions to these parameters will be considered and voted upon by the Board of Directors. Membership fees are non-refundable.
- **Revocation** – Booster Club membership may be revoked for conduct deemed detrimental to the mission of the Booster Club. Revocation will require a majority vote of the Executive Board. Detrimental activities can include, but are not limited to, actions found by the Executive Board to be contrary to the purpose, mission, non-profit status or membership requirements as defined by these By-Laws.
- **Voting Rights** – All members in good standing with the Booster Club and not under any considerations for revocation of their membership (“General Membership”) shall be entitled to an annual vote at the annual meeting on any issues requiring a vote of the General Membership. Members must be present in order for their vote to be considered in the total tally.

## ARTICLE IV – OFFICERS AND THEIR DUTIES

The officers of the Farmington High School Baseball Booster Club shall consist of both voting and non-voting members as defined below (“Board of Directors”). The officers shall be elected annually by the General Membership and shall serve for a term of one (1) year except the President which is a two (2) year term. A term may be renewed indefinitely under the advisement and recommendation of at least two current members of the Board of Directors. The voting officers are herein referred to as the Board of Directors.

### Section 1: President

- The President is a voting member and shall uphold the by-laws of the Booster Club.
- Will preside at all meetings of the Tiger Fan Club, Baseball Booster Club, and of the Board of Directors.
- Will supervise and manage the business, using the powers and duties usually vested in the office of the President of a corporation.
- Will appoint such committees as he or she or the Board of Directors consider expedient of necessary.
- Will serve as ex-officio member of all standing committees.

- Will work with the Treasurer to present a yearly budget to the Board of Directors for approval as required.
- Will be the liaison (or be responsible for delegating the Liaison duties) between the booster club and the HS coaches, Athletic Director, Community Education, City, MYAS and other Baseball affiliates.
- Maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.
- Have signature authority of all checks and disbursements, in all accounts.
- Has the power to make purchases on behalf of the booster up to \$250 without Board approval.

#### Section 2: Vice President

- The Vice President is a voting member and shall uphold the by-laws of the booster club.
- Will uphold the by-laws of the Booster Club.
- Will perform all duties of the President in the absence of the President.
- Be a member of all committees.
- Will perform all other duties as may be required by the Booster Club and its officers.

#### Section 3: Secretary

- The Secretary is a voting member and shall uphold the by-laws of the Booster Club.
- Will keep the minutes of all meetings of the booster club and Board of Directors and will present such minutes at the next meeting for approval by the Board of Directors.
- Will notify the membership of the Booster Club about the Board of Directors meetings.
- Will maintain booster club Bylaws.
- Maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.

#### Section 4: Treasurer

- The Treasurer is a voting member and shall uphold the by-laws of the Booster Club.
- Will have charge of all receipts and moneys of the Booster Club.
- Shall deposit them in the name of the boys' baseball boosters, in a bank as required under the umbrella of the Tiger Fan Club.
- Will disburse funds as ordered or authorized by the Board of Directors.
- Will report the financial status of the booster club to the Board of Directors at each meeting.
- Will ensure the corporation's financial records are current at all times.
- Will prepare an annual budget as required under the President's direction for approval by the Board of Directors.
- Will ensure the accuracy of the Booster Club's financial statements.
- Will be the liaison with the designated bank regarding the Booster Club account.
- Will manage the Booster Clubs fundraisers' cash proceeds and prepare a financial summary for the Board of Directors for each event.
- Maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.

Section 5: Fundraising Director

- The Fundraising Director is a voting member and shall uphold the by-laws of the Booster Club
- Coordinate all fundraising activities for each year including overseeing all fundraising coordinators.
- Coordination of all fund raising activities of the Booster Club must be approved by the Executive Board in order to avoid conflict or duplication of efforts.
- Perform all other duties as may be required by the Booster Club and its officers.

Section 6: Volunteer Director

- The Volunteer Director is a voting member and shall uphold the by-laws of the Booster Club.
- Coordinate all volunteer opportunities by creating and maintaining a volunteer signup for each event.
- Work with the Fundraising Director to provide volunteers for all fundraising events as needed.
- Perform all other duties as may be required by the Booster Club and its officers.

Section 7: Website/Communications Director

- The Website/Communications Director is a voting member and shall uphold the by-laws of the Booster Club.
- Maintain the booster website.
- Will manage the Booster Clubs's primary communication tools, including the Booster Club's website and email.
- Maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.

Section 8: It is the duty of all voting members to attend all Booster Club meetings. Failure to attend 3 consecutive meetings without prior notification to the President may result in their removal from office, pending an Executive Board decision.

## ARTICLE V – MEETINGS

Section 1: Regular Booster Club meetings will occur once a month during the school year and as needed outside of the school year as called by the President and they will be open to the public unless otherwise noted.

Meetings will be held on the 2<sup>nd</sup> Tuesday of every month at FHS in room 1201.

Section 2: An annual general booster membership meeting of this organization shall be held once a year as scheduled by the President with the purpose of electing Board of Director members and receiving annual reports.

Section 3: It is the responsibility of the President to set the time, location and agenda of the Board and general booster meetings and to notify the membership of these items.

## ARTICLE VI – VOTING

### Section 1: PROCEDURES

- Each member of the Board of Directors member will have one vote.
- Motions made at any Booster Club meeting must be voted on or tabled for discussion.
- Voting may occur in person or via e-mail, teleconference or other communication means as deemed sufficient by the President.
- Roberts Rules is used as a guide in all voting matters.
- The Farmington High School Baseball Booster Club membership requires that appreciation and respect must be shown during all discussions and voting.

### Section 2: QUORUM & TIES

- A quorum constitutes 60% of all Board of Directors voting members of the booster.
- No official business may be acted on without a quorum.
- In the event of a tie, the motion fails and additional action can be considered as follows:
- Discussion of the issue during which the motion may be modified and introduced again or withdrawn.

### Section 3: EXCLUSIONS

- The Booster Club President reserves the right to table all votes because of attendance.
- School Board Members, Activities and Athletics Directors, and any ISD 192 baseball coaches are excluded from holding a voting seat.

## ARTICLE VII – ELECTIONS

### SECTION 1 - PROCEDURES

- The officers of the Board of Directors of the Farmington Boys Baseball Booster Club shall be elected at the annual meeting each year in March.

### SECTION 2 - TENURES

- The President and Treasurer shall serve a term the length of two years from July 1 to June 30.
- The Vice-President, Secretary, Fundraising Director, Website/Communication Director and Volunteer Director shall serve a term the length of one year from July 1 to June 30.
- All Coordinators shall serve a term the length of one year from July 1 to June 30.

### SECTION 3 - VACANCIES

- Vacancies within the board occurring during the year shall be filled by a majority vote of the remaining Board of Directors.

- The electee shall remain in office for the duration of the unexpired term and may run for election in future terms.

#### SECTION 4 - IMPEACHMENT

- Any officer or director may be removed from office by a majority vote for removal by all members of the Booster Board for failure to perform their duties as stated.
- Any officer or director may be removed from office for unlawful acts affecting the booster club or any act to consciously misrepresent the mission and operation of the Farmington High School Baseball Boosters.
- Removal may be by majority vote of all members of the Booster Board of Directors or by unanimous decision from a combination of two of the following positions: President, Vice-President, Secretary or Treasurer.

#### SECTION 5 - QUORUM

- The officers shall be elected by a majority vote of Booster Board of Directors and General Membership in attendance.

#### SECTION 6 - EXCLUSIONS

- School Board Members, Activities and Athletics Directors, ISD 192 baseball coaches are excluded from holding a voting seat.
- No one person can hold more than one officer position in the Booster Club.
- All officers shall serve without compensation.

#### ARTICLE VIII – INCOME AND EXPENDITURES

- Section 1: Any monies raised by the Farmington High School Baseball Boosters shall be held in a separate account as defined under the umbrella of the Tiger Fan Club and shall be used to fund programs and activities in support of the Farmington High School Baseball Booster Club.
- Section 2: The Booster Club's books will be available upon request for review by any member of the booster club.
- Section 3: Monies raised by, for, or in the name of the Farmington High School Baseball Booster Club including sponsorships, become the property of the organization.
- Section 4: The Board of Directors will recommend an annual fundraising target for the benefit of the Farmington High School Baseball program.
- Section 5: The Treasurer shall submit a detailed summary of expenditures to the Board of Directors on a monthly basis.
- Section 6: The Booster Club may authorize, by consensus, so that any Director may enter into a contract in collaboration and under the guidance and approval of the Farmington High School Athletic/Activities

Director on behalf of the Farmington High School Baseball Booster Club.

Section 7: The Executive Board may accept on behalf of the Booster Club any contribution, gift, or bequest for the general purpose or for any special purpose of the Farmington High School Baseball Booster Club.

Section 8: Expenses greater than \$250 must be pre-approved by the Executive Board.

Section 9: Two signatures are required on any check issued.

#### ARTICLE IX - FISCAL YEAR

Section 1: The fiscal year of the Farmington High School Baseball Boosters is officially July 1 and ends on the following June 30.

#### ARTICLE X – APPROVAL OF ACTIVITIES

Section 1: This organization shall not support any activity not previously approved by the Farmington High School Baseball Booster Board.

Section 2: All fundraising and advertising activities for the Booster Club must be approved by Farmington High School administration through coordination with the Tiger Fan Club.

#### ARTICLE XI – PROVISION CONTRARY TO LAW

Section 1: Any portion of the document which violates any provision of the laws of the State of Minnesota, of the United States, or any rules or regulations of the Minnesota State High School League, either now or hereafter, will be null and void and without force or effect. If any provision of the document or the application of any such provision under any circumstances is held invalid, it will not affect any other provision under other circumstances. The Farmington High School Baseball Booster Club reserves the right to amend any provision of these by-laws as necessary to comply with State or Federal laws, or rules and regulations of the Minnesota State High School League.

#### ARTICLE XII - CONFLICT OF INTEREST

The Board and General Membership of the Boosters Club will scrupulously avoid any real or apparent conflict of interest. In the event that a conflict of interest arises, the matter will be discussed in a Booster Board meeting, in which any related decisions will be decided by a majority vote.

#### ARTICLE XIII – TERMINATION

Section 1: The Athletics Director and Head Boys Baseball Coach shall have the authority to disband the Farmington High School Baseball Booster Club at any time for any reason if they determine it to be detrimental to the program.

ARTICLE XIV – FUTURE

Section 1: It is our intent to remain an active organization. However, if the Farmington High School Baseball Boosters should disband, any monies in our treasury shall be donated to ISD 192 for the benefit of the Farmington High School Baseball program.

ARTICLE XV – AMENDMENTS

The bylaws of the Farmington High School Baseball Boosters may be amended by a majority of the Executive Board at any Booster Club meeting. The amendments must be presented in writing and voted on.

***APPROVALS***

We the members of the voting board adopt the foregoing Bylaws for the Farmington High School Baseball Booster Club.

Version 3.0 Dated:	<u>2/12/2020</u>
President - NAME	<u>Jerry Blasing</u>
Vice President – NAME	<u>Mitch Snobeck</u>
Secretary – NAME	<u>Melissa Hendrickson</u>
Treasurer – NAME	<u>Michelle Weed</u>
Fundraising Director – NAME	<u>Bill McClure</u>
Volunteer Director – NAME	<u>Gretchen Schommer</u>
Website/Comm Director – NAME	<u>Heather Bean</u>
Head Baseball Coach – NAME	<u>Jon Graff</u>
General Membership Approval Date:	<u></u>