



FARMINGTON HIGH SCHOOL BOYS SOCCER BOOSTER CLUB BYLAWS

Version 4.0 - January 14, 2026

ARTICLE 1 - NAME

The name of this association is the Farmington High School Boys Soccer Booster Club (the "Booster Club"). The organization operates as a non-profit, tax-exempt organization in accordance with Section 501(c) (3) of the Internal Revenue Code.

ARTICLE 2 - PURPOSE / MISSION

The Farmington High School Boys Soccer Booster Club is organized exclusively for the purpose of promoting and supporting the Farmington high school boys Soccer program, their student athletes and coaches.

ARTICLE 3 - MEMBERSHIP

Section 3.1 Members. Each person who is a parent or legal guardian of a person participating in the Farmington high school boys soccer program during the current season, or intending to participate in the upcoming season of the current season has concluded, shall be eligible to become a member of the Farmington high school boys soccer Booster Club. Parents and/or legal guardians of one player may hold a combined membership, provided that only one person may cast the membership vote of the combined members. The membership of the parents and/or legal guardians of senior players shall automatically terminate immediately prior to the Member Annual Meeting.

Section 3.2 Voting. Each Member shall be entitled to one vote in the affairs of the Booster Club. All questions shall be decided by a majority vote of Members voting, except as otherwise required by statute, the Articles of Incorporation, or these bylaws. Voting will occur at scheduled Booster Club meetings, whether in person, or via electronic means (e.g. Zoom, Microsoft Teams, etc.).

ARTICLE 4 - MEMBERSHIP MEETINGS

Section 4.1 Annual Meeting - Season Beginning. An annual meeting of the Members shall be held in late July or early August, (dependent upon annual scheduling) of each year for purposes of starting the beginning of the fall soccer season and such other business as may properly come before the meeting. The specific date, time and place of the meeting shall be determined by the Board of Directors in coordination with the team coaching staff.

Section 4.2 Annual Meeting - End of Season. An annual meeting of the Members shall be held within thirty (30) days following the end of the soccer season (approximately November 15) for the purposes of electing Directors and At-Large Directors for the subsequent year. The specific date, time and place of the meeting shall be determined by the Board of Directors.

Section 4.3 Special Meetings. Special meetings of the Members may be held at any time and for any purpose upon the call of the Board of Directors or the President. The business transacted at a special meeting shall be limited to the purposes stated in the notice of the meeting.

Section 4.4 Notice of Meetings. A notice setting forth the time and place of each annual meeting and each special meeting, except where the meeting is an adjourned meeting and the date, time and place of the meeting were announced at the time of adjournment, shall be posted on the

Booster Club website, if one exists, or shall be provided in such other manner as reasonably determined by the Board of Directors to provide timely notice to the Members.

Section 4.5 Quorum. Actions of the Board of Directors, including the election of Directors to fill vacancies shall be decided by a majority vote of the Directors present at a meeting at which a quorum has been established. Only Directors present at the meeting may vote. Proxy voting is not permitted.

ARTICLE 5 - BOARD OF DIRECTORS

Section 5.1 General Powers. The business and affairs of the Booster Club shall be managed by or under the direction of the Board of Directors. In addition to the powers conferred upon the Board of Directors by these bylaws, the Board of Directors may exercise all powers of the Booster Club and perform all acts that are not prohibited by law, by the Articles of Incorporation, or by these bylaws, all may be amended.

Section 5.2 Number; Classification. The Board of Directors shall consist of nine (6-9) Directors.

Section 5.3 Election of Directors, and Terms. The Directors shall be elected as follows:

a. Directors. Directors shall be elected by the Members at the Annual End of Season Meeting. Elections shall be held for each of the respective Director positions. The nominee receiving the highest number of votes shall be elected. Directors shall be elected for a term of one year, and until their successors are elected at the subsequent Annual Meeting, or until the earlier resignation, or removal of such Director.

Section 5.4 Vacancy. Vacancies on the Board of Directors shall be filled by the Board of Directors in accordance with the requirements set forth in this Article 3. A Director elected to fill a vacancy shall hold office for the remainder of the unexpired term of his or her predecessor and until his or her successor shall be elected and qualified.

Section 5.5 Removal of Directors. Any Director may be removed, at any time, with or without cause, upon the affirmative vote of a majority of all Directors then in office, excluding the Director proposed for removal.

Section 5.6 Resignation. Any Director may resign at any time by giving written notice of such resignation to the Secretary of the Booster Club. Such resignation shall be effective upon delivery, unless a later date is specified in the notice.

Section 5.7 Director. The Varsity head coach shall be a non-voting position.

ARTICLE 6 - MEETINGS OF THE BOARD OF DIRECTORS

Section 6.1 Board / Booster Meetings. Meetings of the Board of Directors are expected to be held monthly, except for the month of December. The August meeting will be part of or replaced by the annual "season – beginning" meeting (reference Sec. 4.1). Meetings of the Board of Directors shall be open to all Members.

Section 6.2 Calling Meetings; Notice. 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. Booster meetings will be open to the public unless otherwise noted.

Section 6.3 Waiver of Notice. Notice of any meeting of the Board of Directors may be waived by any Director either before, at, or after such meeting orally or in a writing signed by such Director. A Director, by attending any meeting of the Board of Directors, shall be deemed to have waived notice of such meeting, except where the Director objects at the beginning of the meeting to the

transaction of business because the meeting is not lawfully called or convened and does not participate thereafter in the meeting.

Section 6.4 Quorum. A majority of the Directors holding office immediately prior to a meeting of the Board of Directors shall constitute a quorum for the transaction of business at such meeting.

Section 6.5 Absent Directors. A Director may give advance written consent or opposition to a proposal to be acted on at a meeting of the Board of Directors. If such Director is not present at the meeting, consent or opposition to a proposal does not constitute “present” for purposes of determining the existence of a quorum, but consent or opposition shall be counted as a vote in favor of or against the proposal and shall be entered into the minutes or other record of action at the meeting.

Section 6.6 Committees. The Board of Directors may establish one or more committees of Members and other volunteers to assist in fundraising and the other activities of the Booster Club. Committees are subject to the direction and control of, and vacancies in the membership thereof shall be filled by, the Board of Directors.

Section 6.7 Written Action. Any action which might be taken at a meeting of the Board of Directors, or any duly constituted committee thereof, may be taken without a meeting if done in writing and signed by all of the Directors or committee members.

ARTICLE 7 - FINANCIAL OPERATION

Section 7.1 Annual Budget. The Board shall collaborate with the Varsity head coach to develop an annual budget for purposes of general support of the boys soccer program. The general budget shall be developed by the Board based upon the recommendations of the Varsity head coach, with the objective of supporting the overall boys soccer program. The annual general budget shall be approved by the Board, and revised as necessary following consultation with the Varsity head coach, based on a majority vote of all Directors present and voting.

Section 7.2 Fundraising. The Board shall develop an annual fundraising plan to provide revenue in support of the annual budget. Fundraising activities associated with the annual budget expenditures shall be communicated by and coordinated by the efforts of the Board Members in connection to the respective team that they represent and generally be the responsibility of all Members.

Section 7.3 Income and Expenditures. Any monies raised by the Farmington high school boys soccer Boosters shall be held in a separate account and shall be used to fund programs and activities in support of the Farmington high school boys soccer Booster. The Booster organization books will be available upon request for review by any member of the Booster. Monies raised by, for, or in the name of the Farmington high school boys soccer sponsorship, become the property of the organization.

ARTICLE 8 - DIRECTORS

Section 8.1 Number. The Directors of the Booster Club shall consist of a President, one or more Vice Presidents (if desired by the Board), a Treasurer, a Secretary (if one is elected by the Board) and such other Directors, from time to time, may be elected by the Board of Directors. The President, Vice President, and Treasurer shall be different persons.

Section 8.2 Election Term of Office and Qualifications. The Board of Directors shall elect or appoint, by resolution approved by the affirmative vote of a majority of the Directors present, the President, Treasurer and such Directors as may be deemed advisable, each of whom shall have the powers, rights, duties, responsibilities, and terms in office provided for in these bylaws or a resolution of the Board of Directors not consistent therewith. The Directors shall continue to hold

office until the earlier of their resignation, the election and qualification of their successors, or an earlier removal from office by vote of the Directors.

Section 8.3 Removal and Vacancies. Any Director may be removed from office by the Board of Directors at any time, with or without cause. If there is a vacancy in an office of the Booster Club by reason of resignation or otherwise, such vacancy shall be filled for the unexpired term by the Board of Directors.

Section 8.4 President.

- The President is a voting member and shall uphold the bylaws of the Booster Club.
- Will preside at all meetings of the Booster Club and of the Board of Directors.
- Will assist in recruiting, organizing, and supporting volunteers for Booster Club events and activities.
- 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 or 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.
- Will be liaison (or be responsible for delegating the Liaison duties) between the Booster Club and the high school coaches, Athletic Director, Community Education, City and other organizations.
- Will maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.
- In partnership with the Secretary, will help prepare meeting agendas in coordination with the Board.
- Has signature authority of all checks and disbursements, in all accounts.
- Has power to make purchases on behalf of the Booster Club up to \$250 without Board approval.
- Will schedule each board meeting and communicate the dates and times to the Communication Director for broader distribution.
- Will be responsible for the organization of digital records of minutes, bylaws, and official documentation in the designated shared Booster Club file location.

Section 8.5 Vice President.

- The Vice President is a voting member and shall uphold the bylaws of the Booster Club.
- Will perform all duties of the President in the absence of the President.
- Will assist in recruiting, organizing, and supporting volunteers for Booster Club events and activities.
- Will be a member of all committees.
- Will maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.
- Will perform all other duties as may be required by the Booster Club and its Directors.
- Has signature authority of all checks and disbursements, in all accounts.
- Will assist in the organization of digital records of minutes, bylaws, and official documentation in the designated shared Booster Club file location.
- Will perform all other duties as may be required by the Booster Club and its Directors.

Section 8.6 Secretary

- The Secretary is a voting member and shall uphold the bylaws of the Booster Club.
- Will keep the minutes of all meetings and will present such minutes at the next meeting for approval by the Board of Directors.

- Will work with the Communication Director to post and keep updated meeting minutes on Booster Club website.
- In partnership with the Communications Director, will notify the membership of the Booster Club about the Board of Directors meetings.
- In partnership with the President, will help prepare meeting agendas in coordination with the Board.
- Will maintain Booster Club bylaws, in partnership with the President.
- Will maintain detailed position description, written information and materials essential for use of successful transition of positions to the succeeding board member.
- Will assist in the organization of digital records of minutes, bylaws, and official documentation in the designated shared Booster Club file location.
- Will perform all other duties as may be required by the Booster Club and its Directors.

Section 8.7 Treasurer

- The Treasurer is a voting member and shall uphold the bylaws of the Booster Club.
- Will have charge of all receipts and monies of the Booster Club.
- Will deposit them in the name of the boys soccer Boosters, in the designated bank account.
- Has signature authority of all checks and disbursements, in all accounts.
- 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 under the President's direction for approval by the Board of Directors.
- Will ensure the accuracy of the Booster's financial statements.
- Will be the liaison with the designated bank regarding the Booster account and coordinate authorization for banking for officers with banking privileges.
- Will manage the Booster Clubs fundraisers' cash proceeds and prepare a financial summary for the Board of Directors for each event.
- Will maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.
- Will file taxes for the 501c3 organization at the end of the fiscal year.
- Will renew insurance and QuickBooks for the organization annually.
- Will assist in the organization of digital records of minutes, bylaws, and official documentation in the designated shared Booster Club file location.
- Will perform all other duties as may be required by the Booster Club and its Directors.

Section 8.8 Fundraising Director

- The Fundraising Director is a voting member and shall uphold the bylaws of the Booster Club.
- Will coordinate all fundraising activities including overseeing all fundraising coordinators.
- Will coordinate fundraising activities and avoid conflict or duplication of efforts.
- Will maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.
- Will share all Booster Club fundraising and advertising activities for the Booster Club to the Farmington High School administration for approval.
- Will assist in the organization of digital records of minutes, bylaws, and official documentation in the designated shared Booster Club file location.
- Will perform all other duties as may be required by the Booster Club and its Directors.

Section 8.9 Communications Director

- The Communications Director is a voting member and shall uphold the bylaws of the Booster Club.
- Will create, coordinate and maintain all approved communications on Booster Club website / social media / team communication channel(s).
- In partnership with the Secretary, will notify the membership of the Booster Club about the Board of Directors meetings.
- Will maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.
- Will work with the President and Fundraising Director to coordinate, communicate and promote all events, including fundraising events.
- Will assist in the organization of digital records of minutes, bylaws, and official documentation in the designated shared Booster Club file location.
- Will perform all other duties as may be required by the Booster Club and its Directors.

Section 8.10 At-Large Director(s)

- The At-Large Director(s) is a voting member and shall uphold the bylaws of the Booster Club.
- Will provide insight / perspective to Members on activities related to Booster Club goals and objectives.
- Intended to advance to one of the (6-9) identified Director positions (Sec. 8.4 – Sec. 8.9) as annual changes of the Board of Directors occur.
- Will maintain detailed position description, written information and materials essential for use in transition of this position to the succeeding board member.
- Will perform all other duties as may be required by the Booster Club and its Directors.

Section 8.11 Exclusions. School Board Members, Activities and Athletic Directors, and any ISD 192 boys soccer coaches are excluded from holding a voting seat. All Directors shall serve without compensation. More than one person from the same household (related by blood or marriage) **cannot** serve on the Board of Directors in the President, Vice President, and Treasurer roles. More than one parent per player **can** serve on the Board of Directors at an At-Large position (except for the President, Vice President, and Treasurer roles, as noted above). These limitations exist for the proper check and balance of financial approvals of Booster Club funds.

Section 8.12 Duty. All Board of Directors will attend all Booster meetings. Failure to attend three consecutive meetings without prior notification to the President may result in removal from office, pending an Executive Board decision. Voting members are also expected to maintain transparent communication, actively support Club events and fundraisers, and assist with volunteer coordination as needed. Each officer shall help recruit, guide, and participate in volunteer efforts to ensure successful execution of Club activities, and shall ensure an orderly transition of materials and information to their successor at the end of their term.

ARTICLE 9 - INDEMNIFICATION

Section 9.1 Scope of Indemnity. The Booster Club shall indemnify all Directors of the Booster Club, for such expenses and liabilities, in such manner, under such circumstances and to such extent as permitted by Minnesota Nonprofit Corporation Act. Unless otherwise approved by the Board of Directors, the Booster Club shall not indemnify any person who is not otherwise entitled to indemnification pursuant to the prior sentence of this section.

ARTICLE 10 - ACTIVITIES

Section 10.1 Approval of Activities. All fundraising and large event activities for the Booster Club must be approved by Farmington High School administration.

ARTICLE 11 - TERMINATION

Section 11.1 Termination. The Head Boys Soccer Coach shall have the authority to disband the Farmington High School Boys Soccer Booster Club at any time for any reason if they determine it to be detrimental to the program, with approval of the ISD 192 Athletic Director.

Section 11.2 Dissolution. It is our intent to remain an active organization. However, if the Farmington High School Boys Soccer Booster Club should disband, any monies in our treasury shall be the property of Independent School District 192 for the benefit of the Farmington High School Boys Soccer Program.

ARTICLE 12 - AMENDMENTS, REFERENCES

Section 12.1 Amendments. These bylaws may be amended or altered by a vote of the majority of the Board of Directors at any meeting; provided that notice of the meeting and the notice of the amendment are provided to the Members at least ten (10) days prior to the meeting at which the Board will consider the amendment. Members shall be given a reasonable opportunity to address the Board concerning the amendment. The authority of the Board of Directors to amend the bylaws is subject to the power of the Members, exercisable in the manner provided in the Minnesota Nonprofit Corporation Act, to adopt, amend, and repeal bylaws adopted, amended, or repealed by the Board of Directors.

Section 12.2 Statutory Reverences. All references to the Minnesota Nonprofit Corporation Act shall mean such Act as now enacted or hereafter amended.

APPROVALS. We the members of the voting board adopt the foregoing bylaws for the Farmington High School Boys Soccer Booster Club.

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| Version 3.0 Dated: | 1/14/26 |
| President – Officer/Director | _____ |
| Vice President – Officer/ Director | _____ |
| Secretary – Officer/Director | _____ |
| Treasurer – Officer/Director | _____ |
| Fundraising – Officer/Director | _____ |
| Communications – Officer/Director | _____ |
| At-Large Director | _____ |
| At-Large Director | _____ |
| At-Large Director | _____ |
| General Membership Approval Date: | 1/14/26 |