



FARMINGTON HIGH SCHOOL BOYS BASKETBALL BOOSTER CLUB

ARTICLE I – NAME

The name of this association is the Farmington High School Boys Basketball 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 Boys Basketball Booster Club is organized exclusively for the purpose of promoting and supporting the Farmington High School Boys Basketball program, their student athletes, and coaches.

The Farmington High School Boys Basketball Booster Club's mission is to contribute to creating championship caliber basketball for our student athletes that also serves as a source of pride for the community.

CORE VALUES:

- To provide the opportunity for all participants to become a better player, teammate, student, and person.
- To encourage team sportsmanship, pride, and unity within the Farmington Boys Basketball Program.
- To cultivate physical fitness, school spirit, and individual character for the members of the Farmington Boys Basketball Program.
- To enthusiastically promote and support the boys' basketball coaching staff, parents, and Farmington High School administration in their participation and administration of the boys basketball program.
- To develop, lead, and manage programs that will financially benefit the Farmington Boys Basketball Program.

ARTICLE III – MEMBERSHIP

- **Membership** -Membership in the Farmington High School Boys Basketball Booster Club is strictly 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.
- **Membership Fee** - A membership fee for a designated level and type of membership, established by the Executive Board, shall accompany each application for membership and shall become the property of the Farmington High School Boys Basketball Booster Club. The single year membership fee of \$150 for households shall cover the year indicated by the payer. Exceptions to these parameters will be considered and voted upon by the Executive Board. Membership fees are non-refundable.
- **Revocation** – Farmington High School Boys Basketball Booster Club membership may be revoked for conduct deemed detrimental to the mission of the Farmington High School Boys Basketball 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 Farmington High School Boys Basketball Booster Club (not under any considerations for revocation of their membership) shall be entitled to one 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 Boys Basketball Booster Club shall consist of both voting and non-voting members as defined below. The officers shall be elected annually by the general membership and shall serve for a term of 1-year except the President which is a 2-year term. A term may be renewed indefinitely under the advisement and recommendation of at least two current members of the board.

Section 1: President

- The President is a voting member and shall uphold the by-laws of the Farmington High School Boys Basketball Booster Club and will preside at all meetings of Farmington High School Boys Basketball 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 or necessary.
- Will serve as ex-officio member of all standing committees (E.g., Tiger Fan Club).
- Will work with the Treasurer to present a yearly budget to the Board of Directors for approval.

- Will be the liaison (or be responsible for delegating the Liaison duties) between the Farmington High School Boys Basketball Booster Club and the HS coaches, Athletic Director, Community Education, City (E.g., FYAA), MYAS and other Basketball 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 Farmington High School Boys Basketball Booster Club up to \$250 without Board approval. Any amount higher than \$250 will need Board approval.
- Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member.

Section 2: Vice President

- The Vice President is a voting member and shall uphold the by-laws of the Farmington High School Boys Basketball Booster Club and
- Will uphold the by-laws of the Farmington High School Boys Basketball Booster Club
- Will perform all duties of the President in the absence of the President
- Be a member of all committees (E.g., Tiger Fan Club rep in place of President)
- Will perform all other duties as may be required by the Farmington High School Boys Basketball Booster Club and its officers
- Vice President will audit the Farmington High School Boys Basketball Booster Club QuickBooks on a quarterly basis.
- Will fill in for the Website/Communications Director as necessary.
- Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member.

Section 3: Secretary

- The Secretary is a voting member and shall uphold the by-laws of the Farmington High School Boys Basketball Booster Club.
- Will keep the minutes of all meetings of the Farmington High School Boys Basketball 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 Farmington High School Boys Basketball Booster Club about the Board of Directors meetings via the Communication Director.
- Will maintain Farmington High School Boys Basketball Booster Club Bylaws.
- Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member.
- Will schedule each board meeting and communicate the dates and times to the Communication Director.
- 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 monies of the Farmington High School Boys Basketball Booster Club.
- Shall deposit them in the name of the Farmington High School Boys Basketball Booster Club, in the 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 detailed financial reports of the Farmington High School Boys Basketball 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 Farmington High School Boys Basketball Booster Club financial statements.
- Will be the liaison with the bank regarding the Farmington High School Boys Basketball Booster Club account.
- Will manage the Farmington High School Boys Basketball Booster Clubs fundraisers' cash proceeds and prepare a financial summary for the Board of Directors for each event.
- Present recap of financials from season at Annual Farmington High School Boys Basketball Booster Club Meeting in April.
- Vice President will audit the Farmington High School Boys Basketball Booster Club QuickBooks on a quarterly basis.
- 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 Farmington High School Boys Basketball Booster Club.
- Coordinate all fundraising activities for each year including overseeing all fundraising coordinators.
- Coordination of all fundraising activities of the Farmington High School Boys Basketball Booster Club must be approved by the voting board in order to avoid conflict or duplication of efforts.
- Perform all other duties as may be required by the Farmington High School Boys Basketball Booster Club and its officers.
- Will work with the Volunteer Director.
- Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member.

Section 6: Volunteer Director

- The Volunteer Director is a voting member and shall uphold the by-laws of the Farmington High School Boys Basketball Booster Club.

- Coordinate all volunteer opportunities by creating and maintaining a volunteer SignUp Genius or Dibs for each event.
- All communication to parents for events is to be done through the Communications Director and approved by the President.
- Work with the Fundraising Director to provide volunteers for all fundraising events as needed.
- Perform all other duties as may be required by the Farmington High School Boys Basketball Booster Club and its officers.
- Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member.

Section 7: Website/Communications Director

- The Website/Communications Director is a voting member and shall uphold the bylaws of the Farmington High School Boys Basketball Booster Club.
- Maintain the Farmington High School Boys Basketball Booster Club website and Tiger Fan Club website.
- Will manage the Farmington High School Boys Basketball Booster Club's primary communication tool, the booster's website and email for game day emails, practice changes and volunteer requests.
- Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member.

Section 8: Apparel Director

- The Apparel Director is a voting member and shall uphold the bylaws of the Farmington High School Boys Basketball Booster Club.
- Manage all apparel ordering for the players and families.
- All communication to parents is to be done through the Communications Director and approved by the President.
- Perform all other duties as may be required by the Farmington High School Boys Basketball Booster Club and its officers.
- Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member.

Section 9: It is the duty of all voting members to attend all Farmington High School Boys Basketball Booster Club meetings. Failure to attend three 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 Farmington High School Boys Basketball 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.
- Section 2: An annual general Farmington High School Boys Basketball Booster Club membership meeting of this organization shall be held once a year as in April scheduled by the Farmington High School Boys Basketball Booster Club with the purpose of electing board 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 Farmington High School Boys Basketball Booster Club meetings and to notify the membership of these items in coordination with the Secretary.

ARTICLE VI – VOTING AT THE MONTHLY BOARD MEETING. (NON-ELECTION)

Section 1: PROCEDURES

- Each voting Farmington High School Boys Basketball Booster Club Board Member will have one vote.
- Motions made at any Farmington High School Boys Basketball Booster Club meeting must be voted on or tabled for discussion.
- Voting may occur in person or via email, 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 Boys 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 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 basketball coaches including FYBA Board and Travel Basketball Director are excluded from holding a voting seat.

ARTICLE VII – ELECTIONS

Section 1: PROCEDURES

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

Section 2: TENURES

- The President shall serve a term the length of two years from May to May.
- The Vice-President, Secretary, Treasurer, Fundraising Director, Website/Communication Director, Volunteer Director, and Apparel Director shall serve a term length of one year from 5/1 – 4/30.
- All Coordinators shall serve a term the length of one year from May to May.

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 Farmington High School Boys Basketball Booster Club board for failure to perform their duties as stated.
- Any officer or director may be removed from office for unlawful acts affecting the Farmington High School Boys Basketball Booster Club or any act to consciously misrepresent the mission and operation of the Farmington High School Boys Basketball Booster Club.
- Removal may be by majority vote of all members of the Farmington High School Boys Basketball Booster Club voting board 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 Farmington High School Boys Basketball Booster Club officers and members in attendance.

Section 6: EXCLUSIONS

- School Board Members, Activities and Athletics Directors, and any ISD 192 basketball coaches including In-House Basketball Director and Travel Basketball Director 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 Boys Basketball Booster Club 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 Boys Basketball Booster.
- Section 2: The Farmington High School Boys Basketball Booster Club organization financial reports will be available upon request for review by any dues paying member of the Farmington High School Boys Basketball Booster Club.
- Section 3: Monies raised by, for, or in the name of the Farmington High School Boys Basketball Booster Club sponsorship, become the property of the organization.
- Section 4: The voting board will recommend an annual fundraising target for the benefit of the Farmington High School Boys Basketball program.
- Section 5: The Treasurer shall submit a detailed summary of expenditures to the Executive Board on a monthly basis.
- Section 6: The Farmington High School Boys Basketball Booster Club may authorize, by consensus, so that any Board member or designee 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 Boys Basketball Booster.
- Section 7: The voting board may accept on behalf of the Farmington High School Boys Basketball Booster Club any contribution, gift, or bequest for the general purpose or for any special purpose of the Farmington High School Boys Basketball Booster Club.
- Section 8: Expenses greater than \$250 must be pre-approved by the voting board.
- Section 9: A quarterly audit will be performed by the Vice President.

ARTICLE IX - FISCAL YEAR

- Section 1: The fiscal year of the Farmington High School Boys Basketball Booster runs May 1 and ends on the following April 30.

ARTICLE X – APPROVAL OF ACTIVITIES

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

Section 2: All fundraising and advertising activities for the Farmington High School Boys Basketball 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 Boys Basketball 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 XIII - CONFLICT OF INTEREST

Section 1: The Board and membership of the Farmington High School Boys Basketball Booster 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 Farmington High School Boys Basketball Booster Club meeting, in which any related decisions will be decided by a majority vote.

ARTICLE XIV – TERMINATION

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

ARTICLE XV – FUTURE

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

ARTICLE XVI – AMENDMENTS

Section 1: The bylaws of the Farmington High School Boys Basketball Booster Club may be amended by a majority of the voting members at any Farmington High School Boys Basketball 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 Boys Basketball Booster Club

Version 1.1 Dated:

President – Ann Wilcek

Vice President – Tara Blandin

Secretary – Kristine Wyandt

Treasurer – Adam Beckwith

Fundraising Director – Tim Roche

Volunteer Director – Celeste Ask

Website/Comm Director – Kallie Schabert

Apparel Director - Tracy Kenow

Varsity Boys Basketball Coach – Tharen Johnson

General Membership Approval Date:
