

**BYLAWS OF PRINCETON  
FOOTBALL BOOSTER CLUB**  
(A Minnesota Nonprofit Corporation)

Adopted:05/12/2025



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BYLAWS OF PRINCETON  
FOOTBALL BOOSTER CLUB  
ARTICLE 1  
OFFICES

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Section 1.1. Registered Office The Officers shall have the authority to change the registered office of the Booster Club from time to time, and any such change shall be registered by the Secretary with Secretary of State of Minnesota if and as required by law.

Section 1.2. Office The Booster Club may have such other offices, including its principle business office within the State of Minnesota.

ARTICLE 2  
PURPOSE

Section 2.1 Purpose The purpose of this corporation is as set out in the Articles of Incorporation, Booster Club Bylaws and Purpose Statement (provided in Appendix A). The Princeton Football Booster Club plays an important role as an advisory group in the programs, activities, policies, and functions of the Princeton High School Football program and football as a whole in Princeton. The Princeton Football Booster Club will actively raise funds to help supplement the activities of the Princeton High School Football program. The purpose of the Princeton is summarized as follows:

ARTICLE 3  
MEMBERSHIP

Section 3.1. Class: Qualifications The Articles of Incorporation provide that the Booster Club has no members as defined by Minnesota Statutes Chapter 317A, as amended, supplemented or replaced.

Section 3.2. Affiliated Persons The Officers may, from time to time, establish classes of persons affiliated with the Booster Club. Such persons may be referred to as “members” but shall not be considered members of the Corporation within the meaning of Minnesota Statutes Chapter 317A and shall have no vote on any matter before the Booster Club of officer business. The Board may establish annual “membership” programs & persons associated or affiliated with the Booster Club and such other rules pertaining to such persons as the Officers may from time to time determine.

Section 3.3. Parliamentary Procedure Meetings of the Booster Club shall be conducted using Robert’s Rules of Order, as most recently revised.

Section 3.4. Preserving Order The Booster is authorized to preserve order at its meetings.

While meetings are open to the public, no one who is noisy or unruly has a right to remain in the meeting and will be asked to stop the disturbing action or leave the meeting.

Section 3.5. Regular Meetings Regular meetings shall be held as set monthly and scheduled set by the Board for the purpose of reporting on activities of the Booster Club, and for the transaction of such business as may come before the meeting.

Section 3.6. Annual Meetings An annual meeting shall be held each calendar year on a date, time, and place set by the Executive Committee 30 days out for the purpose of electing officers, reporting on financial condition and for the transaction of such business as may come before the meeting.

Section 3.7. Special Meetings Special meeting of the membership for any purpose or purposes, unless otherwise prescribed by statute, may be called by the President at the President's discretion.

Section 3.8. Place of Meeting The Officers shall designate the place of meeting for any annual, regular, or special meeting.

Section 3.9. Electronic Virtual Meeting The Officers may designate the place of meeting for any annual, regular, special or emergency meeting to be a virtual meeting via electronic device.

Section 3.10. Notice Electronic notice stating the place, day, and hour of the meeting shall be issued at least 7 days before a regular, annual, or 24 hours for a special meeting is to take place.

Section 3.11. Quorum Fifty percent (50%) of the total number of Officers of the Corporation, shall constitute a quorum at any regular, annual, or special meeting.

Section 3.12. Proxies At all meetings of the Officers, an Officer member may vote by proxy, executed in writing, which will be filed with a President, Vice President or Secretary of the Booster Club before or at the time of the meeting. No proxy shall be valid after the conclusion of the meeting for which the proxy was executed.

Section 3.13. Voting Each voting Officers member shall be entitled to cast one vote, in person or by proxy & votes are equal. All voting results are majority rule.

## ARTICLE 4

### BOARD OF DIRECTORS

Section 4.1. Management The business and charitable affairs of the corporation shall be managed by or under the direction of the Officers

Section 4.2. Composition of members includes members at large.

Head Coach, President, Vice President, Secretary, Communications Chair, Treasurer and regular members.

Section 4.3. Officers meetings may be called by a President and will be communicated to the Officers via electronic communication at least 7 days prior to said meeting.

Section 4.4. Officer Emergency Meetings: Emergency meetings may be called by a President and will be communicated to the Officers via electronic communication at least 24 hours prior to said meeting.

Section 4.5 Officers will hold working meetings when needed to conduct business.

## ARTICLE 5

### OFFICERS

Section 5.1. Officers The Officers of this Booster Club shall consist of a President, Vice President, Secretary, Treasurer and Communications Chair. (Communications Chair position can be absorbed by another officer position if any officer is also maintaining the duties.)

Section 5.2. Qualifications and Term of Office The President will be nominated by the Members at large and will be voted by the Officers at the annual meeting. Each officer will be elected at the annual meeting of the Board. Each officer will be elected for a term of two full calendar years. These elections will be held on odd years. Temporary modifications to any officers terms may be allowed by a vote of the Board. These modification and need for such shall be clearly noted in the minutes of election.

Section 5.3. Vacancies Any vacancies in the term of any Officer resulting from death, resignation, removal, or disqualification may be appointed by The Head Coach, or a Co-President in consultation with the Board of Directors to fill the unexpired term of office.

Section 5.4. Resignation An Officer may resign at any time by giving written notice to The Board of Directors . The resignation is effective without acceptance when the notice is given to, unless a later effective date is specified in the notice.

Section 5.5. Removal An Officer may be removed from office through a majority vote of the Board of Directors at a duly held meeting. There must be just cause, and notice of the meeting at which such removal is to be considered to state such purpose.

## ARTICLE 6

### OFFICERS ROLES AND RESPONSIBILITIES

Section 6.1. President has the responsibility of complete oversight of management, performance, and oversight of the Booster with an emphasis on certain business arms. The President has the discretion to assign and or remove roles and responsibilities to any Officer member.

Section 6.2. Vice President Responsible for supporting the President on the management, performance, and oversight of the Booster Club.

- Provide support for the President's responsibilities.
- Work with the President to help coordinate fundraising activities.
- Facilitate meetings in the President's absence. Attend and participate in annual, regular, special, and executive committee meetings.

Section 6.3. Secretary Responsible for administration as directed by the President.

- Produce meeting minutes from all annual, regular, and special meetings.
- Provide support for the all Officer's responsibilities.
- Attend and participate in annual, regular and special meetings.

Section 6.4. Treasurer Responsible for accounts payable, taxes, and provide electronic financial reports to the Board of Directors.

- Pay expenses, manage & coordinate tax preparation plus file taxes Produce financial
- reports to the President and Board of Directors and at the request of the
- Executive Committee
- Consult with the President on the Corporations yearly budget and taxes.

Receivables

Attend and participate in annual, regular and special meetings.

Section 6.5. Communications Chair Responsible for maintaining website, calendar and social media

## ARTICLE 7

### STANDARD OF CARE AND CONFLICTS OF INTEREST

Section 7.1. Standard of Care. It is the responsibility of each Member of this corporation to discharge his or her duties as a Member in good faith, in a manner the Member reasonably believes to be in the best interests of the Princeton School Football program, and with the care an ordinarily prudent person in a like position would exercise under similar circumstances.

Section 7.2. Conflicts of Interest. A contract or other transaction between this corporation and:

- (a) one or more of its Officers, or a member of the family of a Officer or member at large
- (b) a director of a related organization, or a member of the family of a director of a related organization; or

Section 7.3. Officers can not be related to and or be in a relationship with any other officer of the current booster club.

For the purpose of this Section:

- (a) an Officer does not have a material financial interest in a resolution fixing the compensation of the Officer or fixing the compensation of another Officer, employee or agent of the corporation, even though the first Officer is also receiving compensation from the corporation; and
- (b) a “member of the family” of the Officer includes the spouse, parents, children and spouses of children, brothers and sisters or spouses of brothers and sisters of the Officer, or any combination of them

## ARTICLE 8

### FINANCE

Section 8.1. Receipts. Any dues, contributions, grants, bequests or gifts made to the Booster Club shall be accepted or collected only as authorized by the Board of Directors.

Section 8.2. Deposits. All funds of the Booster Club shall be deposited to the credit of the

Booster Club under such conditions and in such banks as shall be designated by the Officers of the Booster Club.

Section 8.3. Contracts; Orders for Payment. All contracts, checks and orders for the payment, receipt or deposit of money, and access to securities of the Booster Club shall be as provided by the Booster Club Officers.

Section 8.4. Title to Property. Title to all property shall be held in the name of the Corporation.

Section 8.5. Annual Budget. The annual budget of estimated income, income expense and capital expense shall be approved by the Booster Club Officers.

Section 8.6. Summary Financial Reporting. A Summary report of the financial operation of the Booster Club shall be made by the Treasurer at least monthly to the Officers and Members at large.

Section 8.7. Annual Financial Posting. The Corporation IRS Form 990 will be available upon request after filing.

Section 9.9 Fiscal Year. The fiscal year of the corporation shall begin on May 1 and end on April 30th

## ARTICLE 9 INDEMNIFICATION

To the full extent permitted by the Minnesota Nonprofit Corporation Act, as amended from time to time, or by other applicable provisions of law, each person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, wherever and by whomsoever brought (including any such proceeding, by or in the right of the corporation), whether civil, criminal, administrative or investigative, by reason of the fact that he or she is or was a Member, Director or officer of the corporation, or he or she is or was serving at the specific request of the Officers of the Corporation as a Director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, shall be indemnified by the corporation by the affirmative vote of a majority of the Officers of the Corporation present at a duly held meeting for which notice stating such purpose has been given against expenses, including attorneys' fees, judgments, fines and amounts paid in settlement actually and reasonably incurred by such person in connection with such action, suit or proceeding; provided, however, that the indemnification with respect to a person who is or was serving as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise shall apply only to the extent such person is not indemnified by such other corporation, partnership, joint venture, trust or other enterprise. The indemnification provided by this Article shall insure to the benefit of the heirs, executors and administrators of such person and shall apply whether or not the claim against such person arises out of matters occurring before the adoption of this provision of the Bylaws.

## ARTICLE 10 REVIEW AND REVISION OF BYLAWS

The Executive Committee shall review these Bylaws annually and shall recommend to the full membership any revisions to the bylaws deemed necessary for adoption. Written notice of the proposed revision(s) shall be sent using electronic means to the full membership for review at least fourteen days prior to voting on said revision(s). Bylaw Appendices may be reviewed and revised without full Bylaw revision needed. Bylaw Appendix revision(s) will also have written notice of the proposed revision(s) shall be sent using electronic means to the full membership for review at least fourteen days prior to voting on said revision(s).

APPENDIX A



**PRINCETON FOOTBALL BOOSTER CLUB  
PURPOSE STATEMENT**

"Individual commitment to a group effort - that is what makes a team work, a company work, a society work, a civilization work." - Vince Lombardi

The Princeton Football Booster Club is a 501(c)(3) non-profit organization established to promote Princeton School Football, both financially and as fans. We also help protect the Princeton tradition of football excellence by implementing programs that we believe will further grow football in Princeton. The Princeton area has a quality football program & we intend on growing that tradition.

We give special thanks to those who have volunteered their time, energy and money to the Booster Club throughout the years. All of you have made a significant difference!! With the continued success of the Princeton football teams (9th grade, 10th grade, Junior Varsity (JV) and Varsity as well as 7<sup>th</sup> and 8th), we anticipate that more and more Princeton High School students will want to be a part of Tiger football to enrich their high school experience.

Maintaining the Princeton High School football program, providing the desired quality experience for our student-athletes as well remaining successful on the field, requires financial support. Unlike the Princeton Youth Football Association program, participation fees paid by Princeton High School football players does not cover expenses of the program. The minimum amounts budgeted to the Princeton High School football program by ISD 477 are insufficient to create the desired positive experience for our athletes or remain competitive. That is where the Booster and its supporters come in. The Booster Club officers, members, volunteers, and supporters contribute their time, energy, ideas and money to directly support Princeton High School football. Every dollar raised by the the Booster Club helps Princeton High School expand upon its football program by directly supporting the operational needs of Princeton High School football.

Through our fundraisers and business sponsorship's, the Booster Club generates incremental funds beyond the budgeted ISD477 minimums.

Over the past decade, funds raised by the Booster Club have been used to hire assistant coaches to increase our player-to-coach ratios, provide player uniforms, and provide player equipment, purchase video equipment and

computer software, among many other team related needs. In an era of shrinking state funding for education and cost cutting by local school districts, it is more important than ever to make a commitment to the Booster Club

so that we can help provide an enriched, high quality football experience for our student-athletes and bring Princeton High School football more District & Section Titles as well as Prep Bowl Championships.

Thank you for your support!