

BHS Girls Hockey Boosters BYLAWS

ARTICLE 1 - NAME

1.101 Name

The name of this non-profit corporation shall be the "BHS Girls Hockey Boosters" hereinafter referred to as "the Club".

1.102 Address

The official address of the Club will be P.O. Box 490506, Blaine, MN 55449.

ARTICLE 2 - PURPOSE & OBJECTIVES

2.101 Purpose

The purpose of the BHS Girls Hockey Boosters shall be educational. The goal, through the expression of cooperation among coaches, students, and parents, is to help female hockey players at Blaine High School become better community citizens by teaching them the amateur sport of hockey. The BHS Girls Hockey Boosters, as governed by the following articles, has organized to promote, and foster a spirit of excellence and pride in the girls' hockey program and promote community involvement and growth by helping others in need.

2.102 Objective

The objective of the Club is to support the long-term growth of the Blaine High School Girls Hockey program and to assist in the funding of extraordinary expenditures such as specialized equipment purchases, training, and tournament participation. Club activities and fundraising are to be conducted solely on an as-needed and on-going basis (not for profit).

ARTICLE 3 - MEMBERSHIP

3.101 Membership

The members of the BHS Girls Hockey Booster shall be defined as all current (or upcoming season) Blaine High School Girls Hockey team players' parents and/or their legal guardians. Membership in the Club is automatic but voluntary for parents or legal guardians of players placed on the high school teams. The coaching staff and the team Captains shall be non-voting members. The members of this organization shall have voting rights based on one vote per player. Any member wishing to discontinue his or her membership in the organization may terminate membership at any time.

3.102 Purpose

The purpose of the membership is organizational and empowers members to actively participate and vote on initiated motions affecting the team, its players, and coaches.

3.103 Acceptance of Authority

Members of the BHS Girls Hockey Boosters agree to abide by the Articles of Incorporation, Bylaws and rules of the BHS Girls Hockey Boosters, Blaine High School, Anoka Hennepin School District, and the Minnesota State High School League.

ARTICLE 4 - THE CLUB YEAR

4.101 Fiscal Year

The business year for the purposes of fiscal and tax reporting shall run from July 1st to June 30th.

4.102 Term of Offices

The business year for the purposes of the term of offices and elections shall run from the last Club membership meeting in March of the current season to the last Club membership meeting in March of the following season.

ARTICLE 5 - EXECUTIVE BOARD OF DIRECTORS

Section 1: Management by Board of Directors

5.101 Board to Manage

The business and affairs of the BHS Girls Hockey Boosters shall be managed by or under the direction of an Executive Board of Directors, subject to the rights of the Members as provided in these Bylaws or pursuant to Chapter 317A, Minnesota Statutes. As part of its duties and responsibilities, the Executive Board of Directors shall make publicly available the rules, policies, and procedures of the BHS Girls Hockey Boosters.

5.102 Officers & Board of Directors

The Executive Board of Directors for BHS Girls Hockey Boosters shall be comprised of the officers, including the President, Vice President, Secretary, and Treasurer and the Board of Directors. All members of the Executive Board, except for the President, are entitled to vote in all matters coming before the Executive Board of Directors. The President shall vote only in the event there is a tie after a quorum is present.

5.103 Number of Executive Board Members

The number of Board members on the Executive Board of Directors shall not be less than four. The Executive Board may, at any time, increase the number of directors or decrease the number of directors to no lower than the minimum, except that any such decrease shall not result in the removal of a sitting director. The Executive Board may create and/or abolish various director positions thereby increasing or decreasing the number of directors subject to the number limitations in this paragraph. The Executive Board's

decision to create or abolish directorship(s) shall be effective upon affirmative vote of the Members at the season ending Membership Meeting.

5.104 Manner of Acting

Except as otherwise provided in Minnesota Statutes, Chapter 317A, the Executive Board of Directors shall act by the affirmative vote of a majority of directors present at a duly held meeting.

5.105 Absent Directors

An Executive Board member may give advance written consent or opposition to a proposal to be acted on at a Board of Directors meeting. If the Executive Board Member is not present at the meeting, consent or opposition to a proposal shall not constitute presence 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 in the minutes or other record of action at the meeting, if the proposal acted on at the meeting is substantially the same or has substantially the same effect as the proposal to which the Executive Board member has consented or objected.

5.106 Nomination

Nominations to serve as an officer or director may be presented in written format or verbally and received at any membership meeting during the regular season. All nominations must be accepted and consented to by the nominees. A notice of the accepted nominations, general election and notice of the Season-ending membership meeting must be sent to the membership at least 10 business days prior to the Season-ending membership meeting.

If there are two or more approved nominees for the same position, an election by ballot will take place at the Season-ending membership meeting. A quorum having been established; election decisions shall be made by majority vote of the voting members present at that meeting.

If there is one nominee unopposed for a position, an approved motion by the membership shall serve as the election method. No ballot election is necessary for a nominee unopposed.

5.107 Election

Officers and Directors shall be elected by the Members present at the Season-ending Membership Meeting. The election or appointment of a person as an Executive Board Member shall not, of itself, create contract rights.

5.108 Term of Office

Each Officer and Director shall be elected from the membership and shall serve no more than two years and no person shall hold dual office. Officers and Directors may hold the same position for more than two consecutive years if re-elected at the Season-Ending membership meeting. An officer or director may not hold the same position for more than one term unless the officer or director is filling a vacancy for part of one term.

5.109 Resignation

An Executive Board member may resign at any time by giving written notice to the BHS Girls Hockey Boosters.

5.110 Removal of a Sitting Executive Board Member

Any elected officer or director may be removed by a two-thirds (2/3) vote of the Executive Board of Directors, a quorum being present, subject to any limitation imposed by law.

5.111 Vacancies

Any vacancy occurring on the Executive Board of Directors may be filled by the affirmative vote of a majority of the remaining officers and directors, even though less than a quorum. Vacancies on the Executive Board of Directors resulting from newly created directorships may be filled by the affirmative vote of a majority of the officers and directors serving at the time of the increase. A director appointed to fill a vacancy shall hold office until a qualified successor is elected by the Members at the next regular or special meetings of the Members.

Section 2: Officers and Directors**5.201 Duties of Officers**

In addition to the specific duties prescribed in these Bylaws, the officers and directors shall perform any other duties delegated to them by the Board of Directors.

The following officers and their duties are described below:

The President shall be the chief officer of the corporation and shall preside over all meetings of the members and Executive Board Meetings. The President shall be the designated spokesperson for the organization. The President shall carry out decisions of the general membership expressed by a majority vote of those present at a vote. The President shall carry out decisions expressed by the majority of the Executive Board. The President shall vote only in the event there is a tie after a quorum is present. The President is an ex-officio member of all committees.

The Vice President shall act as President in the absence of the President and when so acting have the power and authority of the President. The Vice President shall oversee all Booster Club committees ensuring that they are staffed and have chairpersons. The Vice President is responsible for reporting committee status during the Executive Board meetings or in the event the committee representative is not present at the membership meeting.

The Secretary shall prepare and maintain records and full minutes of all meetings and activities of the Executive Board and general membership meetings. The secretary shall issue notices of all meetings and attend to correspondence.

The Treasurer shall be the chief financial officer of the BHS Girls Hockey Boosters. The Treasurer shall keep accurate financial records, endorse and deposit all monies, drafts and checks in the name of and to the credit of the BHS Girls Hockey Boosters. The Treasurer shall keep record of all receipts and disburse funds and issue checks in the name of the BHS Girls Hockey Boosters. The Treasurer shall submit a financial statement at each Board of Directors meeting and submit a fiscal year-end statement.

5.202 Duties of Directors

The Advertising Director shall be responsible for the current season's Program Advertising Sales Campaign. The Advertising Director shall prepare Ad sales information, request forms and cover letters and shall make that information available to the Secretary to post to the membership and players. The Advertising Director is responsible for attending each Executive Board Meeting and reporting status of the program.

The Fundraising Director shall be responsible for generating ideas and collecting ideas from the membership to raise funds for the teams. The Fundraising Director shall research options raised, make recommendations to the Executive Board, and carry out decisions made by the Executive Board with regards to fundraising activities. The Fundraising Director is responsible for attending each Executive Board Meeting and reporting status of the programs researched.

ARTICLE 6 - COMMITTEES

6.101 Establishment and Appointment

The Executive Board of Directors may establish such committees as it deems necessary or advisable in the best interests of the BHS Girls Hockey Boosters. The committees shall have the duties delegated to them by the Board of Directors. If necessary, the President, subject to the approval of the Executive Board of Directors, shall appoint members to special committees.

Standing committees may include but are not limited to the following:

- A. Parent Night (The committee implements an event that appreciates the parents/legal guardians of the players.)
- B. Youth/Sponsor/Teddy Bear Toss (The committee implements an event that appreciates the business sponsors, local youth hockey association and collects new Teddy Bears for hospitals and local police as a community involvement program.)
- C. Teacher Appreciation (The committee implements an event that appreciates each players chosen teacher that has made an impact in their lives.)
- D. Senior Night (The committee implements an event that recognizes the participation for the current Senior players.)
- E. Banquet (The committee oversees the end of the season banquet.)

6.102 Removal of Committee Members

The Executive Board of Directors may remove a committee member if it finds that the member is not fulfilling his/her duties. A two-thirds (2/3) majority affirmative vote of the Executive Board of Directors shall be required to remove a committee member.

6.103 Vacancies on Committees

The President, subject to the approval of the Executive Board of Directors, may appoint a person to fill a vacancy on any committee.

ARTICLE 7 - CLUB MEETINGS

Section 1: Membership Meetings

7.101 General Membership Meetings

General voting membership meeting dates and times shall be determined by the Executive Board of Directors. Written, electronic, or telephone notice of the time, place and purpose of special meetings shall be given 10 business days prior to the scheduled meeting.

7.102 Season-ending Membership Meeting

A general membership meeting shall be held in March of the current season and shall be labeled as the Season-ending Meeting. This meeting will be conducted as all other general membership meetings with the inclusion that this meeting also be used for the purposes of the nomination and election of new officers.

Section 2: Committee Meetings

7.201 Executive Board of Directors

The Executive Board of Directors will meet on the 2nd Monday of each month. Special meetings may be called by any Executive Board member by giving seven (7) days advance notice of the meeting date to the other Board of Directors members.

7.202 Committees

The Committees established by the Executive Board of Directors shall meet as necessary to fulfill their responsibilities. It shall be the committee chairperson's responsibility to oversee scheduling, securing budget approval and organization of those meetings.

7.203 Emergency Meetings

In the event of an emergency, meetings of the Executive Board of Directors or any committee may be called upon by the President of the BHS Girls Hockey Boosters given 24 hours' notice by telephone, e-mail, fax or any other technological means available.

Section 3: General Rules

7.301 Notices

Except where otherwise required, notice of a meeting may be made by telephone, e-mail, fax or any other technological means available.

7.302 Quorum

In all meetings of the Executive Board of Directors or any committees of the BHS Girls Hockey Boosters, a quorum shall consist of a majority of the total number of Executive Board members. In all meetings of the Membership, a quorum shall consist of two-thirds of the total number of Members present at that meeting.

7.303 Minutes

Minutes shall be kept at every General Membership, Board of Directors, and committee meeting. Copies of the minutes shall be kept by the secretary or the committee chairperson and be made available upon request.

ARTICLE 8 - BUDGET and FINANCE**8.101 Fiscal Year**

The BHS Girls Hockey Boosters fiscal year shall be from July 1st to June 30th of each year.

8.102 Authorized Transactions

The President and the Treasurer shall be empowered to receive, hold, and expend funds on monies acquired by the Club to support the BHS Girls Hockey Boosters, provided such transferred property or funds are used for the purposes intended and the Club makes no financial claim or other interest in such property of funds (non-profit).

The Executive Board shall be authorized to direct the Treasurer to issue checks consistent with the annual approved budget.

8.103 Prohibited Transactions

Notwithstanding any other provision in these articles, the BHS Girls Hockey Boosters, its officers, directors, Members and any persons acting in or on its behalf, shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

8.104 Contracts

No person shall serve the Club with compensation.

8.105 Acceptance of Gifts

The Board of Directors may accept on behalf of the BHS Girls Hockey Boosters any contribution, gift, bequest, or devise for the general purpose, or any special purpose of the BHS Girls Hockey Boosters provided such transfer of property or funds are used for the

purposes intended and the Club makes no financial claim or other interest in such property or funds (non-profit).

8.106 Annual Budget

The Executive Board shall meet with the coaching staff prior to the upcoming season to draft and prioritize a preliminary budget based on available funds, no later than the Executive Board meeting in September. A final budget shall be presented for approval to the Executive Board during the fourth quarter no later than the Executive Board Meeting in October.

ARTICLE 9 - DUES

9.101

The Executive Board shall determine annually the option of collecting dues.

ARTICLE 10 - RULES OF GOVERNANCE

10.101

Rules contained in the current edition of Roberts Rules of Order, Newly Revised, shall govern the organization in parliamentary authority.

ARTICLE 11 - DISSOLUTION and LIABILITY

11.101 Dissolution

The BHS Girls Hockey Boosters shall be dissolved in the following manner:

- A. Voting member requests dissolution in writing to the Executive Board at least 30 days prior to the season ending Membership meeting.
- B. Executive Board must notify the membership of a vote on dissolution at least 10-15 business days prior to the season ending Membership meeting.
- C. If the majority votes in favor of dissolution at the season ending Membership meeting, the Treasurer must proceed with the disbursement of funds and file forms for dissolution with the State of Minnesota and the Internal Revenue Service.

11.102 Distribution of Funds upon Dissolution

In the event of the dissolution or final liquidation of the BHS Girls Hockey Boosters none of the funds held by the BHS Girls Hockey Boosters shall be distributed to any director or Member or individual. Assets shall be distributed for one or more exempt purposes within the meaning of Section 501 c (3) of the Internal Revenue Code, or the corresponding section of any future Federal tax code. Any such assets not disposed of shall be disposed of by a Court of Competent Jurisdiction of Anoka County, exclusively for such purposes or to such organization, as said Court shall determine, which are organized and operated for educational and/or charitable purposes.

11.103 Liability

The Membership shall be held harmless after dissolution is filed. No liability is assumed (financial or otherwise) by any former member, coaching staff, captain, or business sponsor.

ARTICLE 12 - ADOPTION AND REVISION**12.101 Annual Review**

The following are hereby adopted as the Bylaws of the BHS Girls Hockey Boosters. They shall be reviewed annually prior to the Season Ending Membership meeting; be subject to amendment, alteration, and revision under Minnesota Statute 317A.181 Subd. 2, and be dated to indicate when last revised.

12.102 Proposal to Amend

The membership may propose a resolution to adopt, amend, or repeal bylaws previously adopted, amended, or repealed by the Board. The resolution must contain provisions proposed for adoption, amendment, or repeal and must be delivered in writing to the Executive Board of Directors not less than 45 days prior to the season-ending Membership Meeting. The limitations and procedures for submitting, considering, and adopting the resolution are provided under Minnesota Statute 317A.133. The proposed resolution must be supported by at least two-thirds (2/3) of the voting membership.

12.103 Review of the Proposed Amendment

The Executive Board shall review the proposed amendment for form and for any conflict with the other existing Articles of Incorporation, Bylaws, and rules of the BHS Girls Hockey Boosters, and report its recommendation to the Membership.

12.104 Notification of Members

Members shall be given notice of the proposed amendment and the recommendation of the Executive Board of Directors in writing no less than thirty (30) days prior to the season-ending Membership Meeting. The author of the Bylaw amendment shall provide the BHS Girls Hockey Boosters with the information in a means that can be distributed to all Members no less than forty-five (45) days prior to such meeting.

12.105 Voting

Amendments to the Bylaws may be made by the affirmative vote of two-thirds of the votes present at the season-ending Membership Meeting, a quorum being present.

12.106 Adoption of Bylaws

Said Bylaws of the BHS Girls Hockey Boosters were approved by a two-thirds majority vote of the Executive Board at a special meeting of Executive Board members held on September 2nd, 2022 to be effective immediately. Adoption of Bylaws is recorded in the official minutes of the Executive Board members special meeting held September 2nd, 2022.