

**Amended By-Laws
Of
The Pillager Husky Booster Club**

Amended 09.2017
Amended 08.2018
Amended 08.2019
Amended 08.2020

Mission: The Pillager Booster Club is a non-profit organization dedicated to “Cultivating a Supportive Community of Pillager Area Activities” Once a Husky, Always a Husky!

Vision: The Pillager Booster Club strives to support and enrich all extracurricular activities represented at Pillager Public Schools including youth and community education funded programs.

Article I: Name, Purpose and Objectives

SECTION I: Name. The name of the organization shall be the Pillager Booster Club (how filed with IRS tied to EIN), aka Pillager Husky Booster Club (MN Sec. of State Cert. of Incorporation) commonly known as the Pillager Huskies Booster Club hereafter referred to as the “Booster Club”.

SECTION II: Purpose. The purpose of the Booster Club is to promote extra-curricular activities at Pillager Public Schools in an atmosphere that is consistent with the educational philosophy of the school community.

SECTION III: Objectives. The objectives of the Booster Club are to offer each year support to a variety of extracurricular activities, all encompassing of Pillager Public Schools Husky PRIDE and to offer each year scholarships for graduating seniors for the purpose of helping them in their higher education. We will accomplish these objectives through public relations, fundraising and special events.

Article II: Membership

1. *Eligibility for membership:* Members will be able to vote on motions after attending three meetings within a calendar year. Voting membership shall be open to any adult over the age of 18 whose children/grandchildren are or will be attending, or are alumni of Pillager Public Schools or an adult residing in the Pillager Public Schools School District. Membership shall be from September 1 to August 31.

2. Membership may not be denied because of gender, race, color, religious preference, citizenship, sexual orientation, or place of residence.

3. Membership is conditional on the bylaws of the organization. Members may be dropped with cause, by a vote of the general membership.

SECTION I: Member in Good Standing. A member can also be in good standing by serving on committees and/or helping with Booster Club events, this will be at the discretion of the Board of Directors. Recording all attendance will be the

responsibility of the Secretary/Vice-President. All active members of the Booster Club shall be qualified to vote, serve on committees, hold office, and assist with Booster Club events. People who are not members of the Booster Club may be asked to help with planning or coordinating Booster Club events at the direction of the Board of Directors.

SECTION II: Resignation. Any member may withdraw from the Booster Club at any time by notifying a board member.

Article III: Meetings

SECTION I: Annual Meeting of members: An annual meeting of members of the Pillager Booster Club will be held during our August meeting. This meeting will include the election of officers and board members.

SECTION II: Regular meetings: Regular meetings of the Booster Club shall be held once each month.

SECTION III: Electronic Meetings: Any Board meeting may be conducted solely by one or more means of remote communication through which all of the members may participate with each other during the meeting, if the number of board members participating in the meeting would be sufficient to constitute a quorum. Participation in a meeting by that means constitutes presence in person at the meeting.

SECTION IV: Participation: A member may participate in a board meeting by means of remote communication, through which the member, other members so participating, and all members physically present at the meeting may participate with each other during the meeting. Participation in a meeting by that means constitutes presence in person at the meeting. A member may vote or be present at a meeting either in person or by means of electronic transmission or as otherwise permitted by applicable law.

SECTION V: Notification of Meetings: The date, time and location of the initial meeting will be determined at the Annual Meeting. Notification of meetings shall be via email, and social media communication. Future regular meeting dates, times and locations will be determined and announced at the meeting held the month prior to the next meeting. It shall be the responsibility of the Vice President/Secretary to notify the membership and promote the meeting date(s), time(s) and location prior to the meeting.

SECTION VI: Quorum and Voting: A quorum shall constitute three (3) board members. Transaction of business includes, but is not limited to, the authorization of the expenditure of funds. There will be no proxy voting. A board member must be present to vote. All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place. The President votes only to

break ties on matters put to a vote.

SECTION VII: Executive Board: The executive board shall consist of the full board, its directors and two (2) members in good standing. The executive board has the power to act on behalf of the membership in lieu of a regular meeting on pressing issues that affect the organization substantially and can not wait until the next regularly scheduled board meeting. Any executive board decisions are reported to the membership at the next board meeting.

Article IV: Directors

SECTION I: Election & Term: The Pillager High School Activities Director shall be a permanent member of the Board. The Booster Club Officers shall also be members of the Board. The Activities Director shall appoint up to four (4) members to the board, with no more than two (2) members serving at any given time. These members will be off-season directors and/or coaching staff representing both female and male activities and will be appointed for the Fall Season and Winter Season respective to their directing/coaching duties. The remaining members shall be elected by a plurality of the votes cast by Members in Good Standing at the Annual Meeting of members. Each Director shall hold office for a two-year term commencing the First day of September following the Annual Meeting, except the Activities Director whose term lasts as long as he/she holds the position of Pillager Activities Director.

SECTION II: Qualifications of Directors: Any member in good standing is qualified to hold the position of the Director after attending at least three meetings within the last twelve months.

Article V: Officers

SECTION I: Election: The officers shall be elected by voting members in good standing at the Annual Meeting of members. No person shall hold more than one office at a time.

SECTION II: Officers

1. The officers shall consist of the President, Vice President, Treasurer, and Secretary
2. Duties of the Officers are as follows:

A. President: The President shall conduct membership and board meetings following Robert's Rules of Order. The President appoints, with membership approval, committees to study, recommend, and act in specific areas of the club's business.

B. Vice President: The Vice-President serves as President at times when the President is absent. The Vice-President becomes President at the time a President resigns.

C. Treasurer: The Treasurer shall receive record and disburse all funds. No funds may be expended nor committed without the approval of the Treasurer. The Treasurer shall keep such records as are required for tax and audit purposes. The Treasurer shall prepare a brief recap of the club's finances for each membership meeting. The Treasurer shall provide bank statements and financial data to the tax accountant to file all forms as required by state and federal agencies on behalf of the organization. The Treasurer shall prudently maintain such bank accounts as needed to operate, and to maximize the interest potential of excess funds. The Treasurer shall receive a monetary stipend of \$500 annually in July, as a reimbursement for travel incurred for banking needs.

D. Secretary: The Secretary shall record and permanently retain minutes of all regular membership meetings. The Secretary notifies membership of all meetings and maintains a list of the members of the organization.

SECTION III: Qualification of Officers: Any member in good standing is qualified to hold the position of officer. The president, however, cannot be a full-time employee of Pillager Schools due to possible conflicts of interest.

SECTION IV: Term of Office: All officers shall serve for a four (4) year term from September 1 to August 31. If a vacancy occurs during the year, the members in good standing will elect a replacement at the next regularly scheduled meeting. The Board of Directors, at its direction, may appoint a replacement in an acting capacity during the interim. An officer may be removed with cause only by a two-thirds vote of members of the Booster Club in good standing. The Board of Directors may suspend any officer's authority for cause. An officer will not serve more than two consecutive terms.

SECTION V: Check signing: Assure that all invoices/statements above \$1,000 are signed for approval by the President and Treasurer at the next board meeting.

Article VI: Elections

Section I: Nominations: Any member in good standing who desires may place his/her name in nomination or any member may submit the name of any other member in

nomination for any of the offices on the Board of Directors or Officers of the Booster Club.

Section II: Qualifications: Any member in good standing is qualified to hold office on either the Board of Directors or as an officer of the Booster Club.

Section III: Elections: Elections for all Officers of the Booster Club and of the Board of Directors will be held at the annual meeting in August.

ARTICLE VIII : Committees

1. The standing committees of this club shall be:

- A. Membership
- B. By-Laws and Sponsorship Materials
- C. Scholarship
- D. Concession Stand; The concession stand manager will receive a monetary stipend of \$1500. The stipend is paid annually in July.
- E. Special Events
- F. Homecoming
- G. Clothing & Accessories
- H. Grad Blast : Grad Blast is the night of Graduation, as determined by the Pillager School Board of Directors. The Booster Club works directly with the school to obtain these details, and follows any processes or changes that the school needs to implement regarding graduation date changes. Grad Blast is an ALL Night Lock-In Event for PHS Graduating Seniors. This is not a public event. Only registered seniors and committee members are able to attend.

ARTICLE IX: Funds

Funds will be raised by the Pillager Booster Club through permanent activities and/or special events.

Section I: Requests: Requests for funds may be submitted electronically by the coaches, group leaders, or their representatives must be approved by a majority vote of the active members present. Funding shall be limited to those items not provided for by the School District Budget. Donation Requests must be personally presented at the next scheduled Board Meeting by a representative of the requesting organization.

Section II: Scholarships: Applications for the Pillager Huskies Booster Club are managed and submitted through the Pillager Education Foundation Scholarship Application.

Specific Booster Club requirements for scholarships, in addition to the requirements set forth by the Pillager Education Foundation, are:

- The Applicant must be an active participant in a Pillager High School Student Activity during the requesting graduation year.
- The Applicant must not have a Minnesota State High School League Violation on file for the requesting graduation year.

SPECIAL SITUATION: Lifetime Achievement Award:

This award is given to recognize special achievements to Pillager Public Schools and its extra-curricular activities. This is not an annual award. Any person can nominate a person for this award and it will then go before the Board of Directors for review. Final approval will be made by the general membership.

SPECIAL SITUATION: Activities Awards:

Each year the Booster Club will subsidize five (5) special awards to graduating seniors to recognize their talents, at the monetary amount of \$100 each.

These awards are:

Outstanding Senior Female Athlete Award

Outstanding Senior Male Athlete Award

The Erika Dalquist Husky Spirit Award

Female Fine Arts Award

Male Fine Arts Award

SPECIAL SITUATION: Husky of the Month Award:

Each month the Pillager Booster Club shall take special notice of outstanding achievements of Pillager Athletes and Fine Arts Students. These individuals shall be selected by Teachers and Coaches based on the following criteria:

- The Applicant must be an active participant in a Pillager High School Student Activity during the requesting graduation year.
- The Applicant must not have a Minnesota State High School League Violation on file for the current graduation year.
- Model Husky PRIDE in all relations within the school and the community.

ARTICLE X: Articles of Organization

These By-Laws of the Pillager Booster Club shall be deemed to be part of the articles of organization.

ARTICLE XI: By-Laws

SECTION I: By-Laws Acceptance: Acceptance of these By-laws will be by a plurality of the voting members. These By-Laws will be considered effective immediately upon their acceptance and will supersede all previously accepted By-Laws and Amendments.

SECTION II: Amendments: Amendments to the Bylaws shall require a plurality vote of the members at the Annual Meeting. All proposed amendments shall be presented to the Board of Directors at least 30 days prior to the Annual meeting. The Board of Directors will notify the members of the proposed amendment at least seven (7) days prior to the Annual Meeting.

SECTION III: Acceptance: The By-Laws shall be submitted to Pillager School District's Board of Education upon original acceptance and at the time of an accepted amendment