

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

**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, Objectives and Accounting Period**

**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 Incorp) 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 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.

**SECTION IV:** Accounting Period. The fiscal year for the Booster Club is July 1 to June 30.

---

**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.
2. Membership may not be denied because of gender, race, color, religious preference, citizenship, or sexual orientation.
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 at the next meeting following the commencement of our fiscal year. 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 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.

**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 remaining four (4) members shall be named Directors and 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 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.

##### **SECTION II: Officers**

1. The officers shall consist of the President, Vice President/Secretary and Treasurer.
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 annually in July, as a reimbursement for travel incurred for duties. The stipend amount will be voted on and approved at the Annual Meeting each year.

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 three (3) year term coinciding with the accounting period. Officers term dates shall be staggered as to not commence in the same year, except in the case of a mid-term vacancy. If a vacancy occurs mid term, the members in good standing will elect a replacement at the next regularly scheduled meeting to fulfill duties and responsibilities of the vacant office for the duration of the elected term of the vacancy. 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.

**SECTION V: Check signing:** The Treasurer and/or President have check signing authority. Invoices/statements above \$2500 need to be verified by the President and Treasurer.

---

## **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.

---

**ARTICLE VIII : Committees:** The Board of Directors shall appoint a chairperson(s) as necessary, who shall:

- A. If applicable, follow appropriate policy/procedure as approved by the Board of Directors and Membership for the respective committee.
- B. Report to the Board of Directors and Membership as applicable, and provide a full report at the Annual Meeting
- C. Committees can be added or removed at the discretion of the Board of Directors and membership
- D. The standing committees of this club shall be:
  1. Auditor/Trustee Committee
  2. Membership
  3. By-Laws and Policy and Procedure
  4. Scholarship
  5. Concession Stand
  6. Special Events
  7. Clothing & Accessories
  8. Grad Blast
    - i. Grad Blast is the night of Graduation, as determined by the Pillager School Board of Directors. The Booster Club Chairperson(s) 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.

---

**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 and 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. All requests will be reviewed and approved in accordance with the Booster Club Request policy(s).

**Section II: Scholarships:** Specific Booster Club requirements for scholarships 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.
- The Applicant must volunteer at two (2) Booster Club Sponsored Activities during the requesting graduation year. Activities sponsored by the booster club during the summer before graduation, do count towards this requirement.

---

**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 at a minimum five (5) special awards to graduating seniors to recognize their talents and/or achievements. The monetary value for each award will be decided at the Booster Clubs annual meeting. The number of award(s) and/or monetary amount(s) are reviewable and amendable by special vote at the discretion of the membership at a regular meeting, as applicable outside of the annual meeting, prior to the awardee(s) selection. 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 season.
- 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.

These awards are:

**Outstanding Senior Female Athlete Award**

**Outstanding Senior Male Athlete Award**

**The 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 Students in extracurricular activities.

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 respective season.
- 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:** These bylaws may be amended when necessary by two-thirds majority of the full Board of Directors and membership. All proposed amendments shall be presented to the Board of Directors and membership at least two (2) times in a 60 day period prior to the inception of the amendment(s)

**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.