

ROSEMOUNT AREA ATHLETIC ASSOCIATION

BY-LAWS

MISSION STATEMENT

Rosemount Area Athletic Association (RAAA) is a volunteer organization that serves the children of our community through athletic programs designed to develop both social and athletic skills.

Revised October 10, 2005

ARTICLE I PURPOSE

The purpose of the Rosemount Area Athletic Association shall be to promote and operate athletic programs for local community youth.

ARTICLE II MEMBERSHIP

Any individual(s) shall be considered organization members by payment(s) made of any yearly program registration fee(s), within the current calendar year. Board Members must reside within the boundaries of Independent School District 196 or have a child attending an ISD 196 school. The right of a sustaining member will be to vote at any general membership meeting called in accordance with the By-Laws.

ARTICLE III BOARD OF DIRECTORS

SECTION 1 - Board Membership. The Board of Directors shall consist of up to seventeen (17) members. These board members will include up to seventeen (17) elected members, of which four (4) will serve as elected officers. The elected officers and Board will appoint any additional board members. An elected or appointed member of the Board of Directors may not serve in the capacity of an individual Program Director or Program Coordinator of a respective program. The Board of Directors will be responsible for all decisions made on behalf of the organization in the interim between membership meetings.

SECTION 2 - Removal of a Board Member. A board member may be removed for failing to carry out expected duties or conduct detrimental to RAAA. In order to remove a Board Member, a written complaint must be presented to the Board of Directors. The complaint will be reviewed and investigated by the Officers. If sufficient justification, a hearing before the full voting Board will be held. The vote of simple majority of the Board of Directors is required for the dismissal of a Board Member. Three consecutive unexcused absences may result in a request for resignation of a Board Member.

The aforementioned Removal directive also applies to program directors, program board members, age group coordinators and coaches, as well as others as deemed necessary by the Board.

SECTION 3 - Risk Disclosure Statement. Board Members will be required to complete a Risk Disclosure Statement. It is the intent of RAAA to deny any person who has been convicted of a crime of violence, a crime against a person, or crimes involving the possession or sale of illegal substances from serving on the Board. The disclosure statement must be updated at least every two years. The aforementioned Risk Disclosure Statement directive also applies to program directors, program

board members, age group coordinators and coaches, as well as others as deemed necessary by the Board.

ARTICLE IV ELECTED OFFICERS

SECTION 1 - Number. The officers of this organization shall consist of individuals, including the President, Vice President, Secretary, and Treasurer.

SECTION 2 - Election and Term of Office. The officers of the Board of the organization shall be elected from the board membership by the board members. The term of office shall be a minimum of one (1) year for the Vice President, Secretary, and Treasurer. The President shall be elected for a period of two (2) years.

SECTION 3 - Removal. Any officer or agent elected or appointed may be removed from office by a majority of the Board whenever, in its judgment, the best interests of the organization will be served thereby. (The process to remove an Officer should follow Article III Section 2, Removal of a Board Member)

SECTION 4 - Vacancies. Any vacancy in any principal office because of death, resignation, removal, disqualification or otherwise shall be filled by the Board of Directors for the unexpired portion of the term.

SECTION 5 - President. The President shall be the principal executive officer of the organization and subject to the control of the Board of Directors and membership. The President shall be elected for a period of two (2) years. The President shall: a) supervise all business and affairs of the organization; b) preside at all meetings of the membership and the Board of Directors; c) sign all official documents of the organization; and d) appoint committees as needed; e) serve as ex-official member of all committees, both standing and special except the Nominating Committee.

SECTION 6 - Vice President. The Vice President shall perform the duties of the President in the event of the inability of the President to act and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall act as liaison between committees and the full Board. The Vice President shall also perform other duties as may be assigned by the President or the Board of Directors.

SECTION 7 - Secretary. The Secretary shall perform all duties incident to the office of Secretary, subject to the control of the Board of Directors. Minutes of the meetings will be recorded and copies maintained by the Secretary. Copies will be distributed to Board Members. Upon completion of term of office, the Secretary shall deliver all books, papers and reports as appropriate to the new incumbent.

SECTION 8 - Treasurer. The Treasurer shall have charge and custody of and be responsible for all funds of the organization; receive and give receipts for monies due and payable to the organization from any source whatsoever, and deposit all such monies in the name of the organization in the financial institution as designated by the Board of Directors. The Treasurer shall in general perform all duties incident to the office of Treasurer and such other duties as may be assigned to him by the President of the Board of Directors. The Treasurer shall co-sign all checks for the organization.

SECTION 9 - Qualifications. Candidates for the offices of President, Vice-President, Secretary, and Treasurer must have served a minimum of one (1) year on the Board of Directors. This serves to insure complete familiarity with the duties of each office along with the philosophy and guidelines as described in the By-Laws and Operation Manual. Exception to this requirement may be made at the discretion of the Board of Directors.

ARTICLE V MEETINGS

A general membership meeting shall be held annually, A special meeting of the membership for any purpose, may be called by the President or Board of Directors. At the request of at least 10% of the membership, the President or Board of Directors will call a special membership meeting. A quorum of the membership shall consist of those members present at a duly constituted meeting. The scheduled membership meeting shall be held in October. The Board of Directors shall meet monthly. A quorum shall consist of four (4), or more, directors. The meeting shall also be attended by the program director, or designated representative of the current and next program activity which is in season. Meetings shall be held at any location designated by the President. Notice of meetings shall be communicated to each member, or program director, as applicable. All meetings shall be open to the public.

ARTICLE VI STANDING COMMITTEES

The President may appoint committees. Each committee will appoint a chairperson to report activities of the committee to the full Board, as needed.

SECTION 1 - Finance/Donation Committee. The Finance Committee shall consist of four (4) members including the Treasurer. It shall be the duty of this committee to consider and recommend means for securing adequate income, to recommend fund raising activities and to advise concerning investment and other financial matters. The Chair of the Finance/Donation Committee shall be a member of the Board of Directors.

SECTION 2 - Communications/Public Relations Committee. The Public Relations Committee shall consist of at least three (3) members and shall be responsible for the publications and distribution of all organization announcements. The Chair of the Communications/Public Relations Committee shall be a member of the Board of Directors.

SECTION 3 - Nominating Committee. The Nominating Committee shall consist of three (3) members. The purpose of this committee shall be to solicit qualified members for elective office. The Chair of the Nominating Committee shall be a member of the Board of Directors.

SECTION 4 - Executive Committee. The Executive Committee will consist of the President, Vice President, Secretary, and Treasurer. The purpose of the Executive Committee shall be to establish the agenda for the meetings, review information that is brought to the attention of the Board, make recommendations as appropriate. The President will serve as the Chair of the Committee.

SECTION 5 - Vacancies. The President shall fill vacancies on Standing Committees for the completion of the term.

ARTICLE VII SPECIAL COMMITTEES

The President or Board of Directors may establish special committees as needed. Actions of special committees are subject to approval of the Board of Directors. Each special committee shall consist of at least (3) members and headed by one member designated as Chair. The special committee shall establish rules and regulations and operate the specific activity under its jurisdiction. A Director may head no more than two (2) special committees. The President shall have final jurisdiction in any dispute.

ARTICLE VIII BY-LAW CHANGES

Any Article may be changed upon approval of the Board of Directors and a majority of the membership present at a scheduled general membership meeting provided the incorporation status of the Association is not altered.