

Frankenmuth Athletic Association By-Laws

Article I – Name

The name of this organization shall be the Frankenmuth Athletic Association, which is an incorporated, non-profit association formed in May 1979 with its business address being P.O. Box 86, Frankenmuth MI 48734. All correspondence should be addressed to the same.

Article II – Objectives

The objectives of this organization are:

1. To promote interest in any or all of the Frankenmuth High School athletic programs.
2. To aid in the development of facilities needed to support these programs.
3. To aid in the purchase of athletic materials and equipment, as requested, for High School sports programs.
4. To honor and recognize participants in these programs.

Article III – Membership

1. Any person interested in supporting the Frankenmuth High School's Athletic Programs shall be considered a voting member.

Article IV – Officers

1. The officers of the association shall be a president, vice president, secretary, treasurer and eight (8) elected directors.
2. Each school year at the annual meeting, four (4) directors will be elected by the membership
3. Vacancies occurring during the year shall be filled through an appointment by the president with approval of the Board of Directors
4. No officer or director shall receive any compensation for services rendered.
5. Having been duly elected by the membership for their term of office, each board member is asked to attend all meetings. In the absence of five or more meetings, per membership year, that board member shall be relieved of his/her position.
6. The Term of the officers shall start Super Monday of the Fall Sports through the Monday after AutoFest, two years later.

Article V – Athletic Director

1. The Frankenmuth High School Athletic Director or designated person shall serve as liaison between the Frankenmuth School District and Frankenmuth Athletic Association as a non-voting member of the board.
2. The Athletic Director shall act as the representative for all coaches in making requests for purchases and support.
3. The Athletic Director shall approve all fundraising activities in accordance with school district policies, procedures and agreements.

Article VI – Elections

1. The nominating committee shall consist of the immediate past president of the Frankenmuth Athletic Association and two (2) additional member of the Association appointed by the president. The immediate past president shall chair this committee.
2. This slate of candidates should consist of six (6) people for the four (4) director positions.
3. The four (4) director candidates receiving the most votes cast shall be declared elected.
4. All newly elected board members shall be installed by the President and take office following the election at the annual meeting.
5. The newly elected board will then elect the officers at their first meeting as soon as possible after the annual membership meeting. The president shall call this meeting.

Article VII – Duties of the Officers

1. President
 - a. The term of the President shall be one year.
 - b. The president shall be the chief executive officer of the Association and Chairperson of the Board of Directors
 - c. The president shall preside at all meetings and shall issue the call for the regular monthly meeting and any special meetings as necessary.
 - d. The president shall appoint all committees and shall act as an ex-officio member of all committees assuring that each committee functions properly. All committees will submit a brief written report to the president after each meeting.
 - e. The president shall exercise his/her voting privilege only in case of a tie.
2. Vice President
 - a. The term of the vice president shall be a one year.
 - b. In the absence of the president, the vice president shall occupy the office of the president and perform the president's duties, having the same authority of the president.
 - c. In the event of the office of the president shall become vacant, the vice president shall succeed the president in office and a vice president shall be appointed by the Board of Directors.
 - d. The Vice President shall succeed the President.
3. Secretary
 - a. The secretary shall hold office for a one year term.
 - b. The secretary shall keep minutes of all board meetings.
 - c. The secretary shall be responsible for all correspondence received and issued.
 - d. The secretary has a vote in all matters to be decided by the Board of Directors.
 - e. The secretary shall be responsible for keeping all paid membership records.
4. Treasurer
 - a. The treasurer shall hold office for a one year term.
 - b. The treasurer shall keep a detailed record of all association receipts and disbursements.
 - c. The treasurer shall receive all monies due to the Association and deposit them in the name of the Association.
 - d. The treasurer shall pay all bills as authorized by the Board of Directors.

- e. The treasurer shall purchase a fidelity bond of not less than two thousand (2000) dollars, which shall be paid for by the association (on the president, vice president, treasurer and secretary).
 - f. The treasurer has a vote in all matters decided by the Board of Directors.
 - g. The treasurer shall be responsible for ensuring that all tax documents are filed in a timely manner with the IRS
5. Directors
- a. The directors shall hold office for two (2) year term not to exceed three (3) consecutive terms.
 - b. The directors shall be responsible for the execution of the policies of the Association in accordance with these by-laws.
 - c. The directors shall determine that sufficient funds are available before approving any projects.
 - d. The directors shall allow ownership of all projects to be transferred to the name of the Frankenmuth School District. Any debts incurred for these projects will be the responsibility of the Association.

Article VIII – Meetings

1. The Board of Directors will meet once per month on a date and place agreed upon by the Board of Directors.
2. A quorum of 50% of the current Board of Directors shall be present to vote on any matters determined by the Board. Voting via telephone, email, text messaging or any other electronic methods shall be permitted as long as all Board Members have been attempted to be reached and a quorum agrees.
3. Special Meetings shall be called whenever deemed necessary by the president.
4. In all matters voted on by the Board of Directors, a vote of Majority of those present shall be required to pass the questions voted upon.

Article IX – Amendments

1. A proposed amendment to the by-laws must be presented to the Board of Directors for discussion and tabled for one (1) month before any action on it may be taken by the membership.
2. These by-laws may be amended at a regular meeting or special meeting of the Association with a two-thirds (2/3) vote of the members present required.
3. An amendment to these by-laws, when passed, will become effective immediately after the date of the amendment receives the required vote approving or pass the same.

Article X – Non-Liability of Members

1. The members, officers, directors and committee persons and their private property shall not be liable in any manner for Association debts.
2. This article shall not be altered or changed.

Article XI – Miscellaneous

1. The secretary shall provide a copy of the current by-laws, current membership listing and a list of the Board of Directors to the School District Office each school year.

2. The secretary shall make available a copy of the current by-laws to all members at the annual meeting.

Article XII – Financial Requirements

1. This association shall have a minimum balance of \$20,000 to start a new school year.
2. Special Requests under \$1,500 can be approved without a special meeting, using electronic voting methods with a quorum of votes
3. A maximum of 10% of available funds can be approved with a minimum 50% quorum.

Article XIII – Disbandment of this Association

In the event that the Frankenmuth Athletic Association is dissolved and discontinued, the funds in any and all FAA Accounts will be dispersed through the following process:

1. All debts and liabilities related to the FAA will be eliminated with existing funds.
2. A meeting of all Frankenmuth High School Coaches and the Athletic Director shall be called for the purpose of dispersing funds. All coaches will submit a list of requested items complete with current cost and purchase information to the FAA Board. FAA Board members will determine which items will be purchased until all funds are expended. All Expenditures are at the sole discretion of the FAA Board.
3. If there are funds remaining due to a lack of requests from the coaches, the funds will be directed to student scholarships at the discretion of the FAA Board of Directors.