



Adopted February 17, 2011

The By-Laws Of the Boosters Football Advisory Board

These By-Laws are hereby established by St. Anthony Sports Boosters Football Advisory Board. Any and all prior agreements, resolutions, practices, policies, rules, and regulations relating to this organization, to the extent inconsistent with this document or the by-laws of the St. Anthony Village Sports Boosters, Inc, (hereinafter called "SASB") are hereby superseded.

Article I. Name and Standing

A. Name. This organization will be known as the St. Anthony Sports Boosters Football Program. The governing board will be known as the Boosters Football Advisory Board, hereinafter called the "BFAB."

B. Standing. The BFAB is and will at all times be a nonprofit, community service organization under the by-laws of the SASB until such time SASB becomes insolvent, terminates, or in any way ceases to function as SASB.

Article II. Purpose, Eligibility and Scope of Activities

A. Purpose. The purpose of the BFAB is to provide an opportunity for youth to play the game of football, with emphasis on sportsmanship, fundamentals and teamwork, and to provide a favorable atmosphere to fully develop each player who participates in SASB football activities.

B. Eligibility. It is the intent of the BFAB to confine its eligibility for participation to youth who meet the eligibility rules of the SASB. Second (2) through eight (8) grade are eligible to participate in BFAB activities.

C. Activities. The SASB annually sponsors a Tackle Football Program as well as other activities in accordance with its purpose but within the purpose established by the SASB By-Laws.



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Article III. Membership

A. Members. The membership of the St. Anthony Sports Boosters Football Program includes the following:

- All current board members of the BFAB.
- Each parent or legal guardian becomes a member upon payment of the child's registration fee for the SASB Football Program.
- All head and assistant coaches in the SASB Football Program.
- All persons who are elected to membership by an affirmative 2/3 vote of BFAB members eligible to vote.
- All current board members of SASB.

B. Term. Individuals will hold membership for a period from the date of payment of the registration fee until June 30th of the following year.

C. Voting Eligibility. Members must attend three (3) BFAB Board of Director meetings within the last 12 months before the meeting date to be eligible to vote for:

1. Election of the BFAB Board of Directors at the annual meeting of the membership.
2. Issues presented at BFAB board meetings.

D. Removal. Any member may be removed by the affirmative vote of two-thirds of all BFAB Directors entitled to vote.

E. Annual Meeting. The annual meeting of the BFAB membership will be held on the third Thursday in January of each year. The purpose of the annual meeting is to elect the BFAB Board of Directors. Notice of the time and place of the annual meeting will be posted on the Boosters football website at least ten (10) days, but not more than sixty (60) days prior to the meeting. The annual meeting of the BFAB shall not conflict with, in regards to the time and location, the Annual Meeting of the SASB.

F. Special Meetings. Special meetings will be held in accordance to the SASB By-Laws, and shall not conflict with, in regards to the time or location, the Annual Meeting or Special Meeting of the SASB. A special meeting cannot occur until a period of 24 hours after the meeting notice has been posted on the Boosters football website.

G. Quorum. At all meetings of the membership, including annual and special, a majority of all BFAB Board members will constitute a quorum. If a quorum is not present, the presiding officer may adjourn the meeting to a day and time fixed by the presiding officer, providing it does not conflict with, in regards to time and location, any meeting, annual, special, or otherwise, held by the SASB.

H. Order of Business. In the event of a dispute, Robert's Rule of Order shall govern the order of business.



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Article IV. Board of Directors

- A. Purpose.** The BFAB Board of Directors will provide general management of the affairs, funds, and property of the St. Anthony Sports Boosters Football Program.
- B. Number.** The number of Directors will not be more than nine (9) and not less than three (3).
- C. Election.** The BFAB Board of Directors will be elected at the annual meeting of the membership. Each member present that meets the voting eligibility as defined in Article III, Section C will be entitled to one vote, non-cumulative, for each director to be elected.
- D. Term.** Directors will hold membership for one (1) year or until new Directors are elected to fill that seat, or until death, resignation, or until a change in the number of directors eliminates that position.
- E. Removal.** Any Director may be removed from the BFAB Board by the affirmative vote of two-thirds of the BFAB Board of Directors.
- F. Resignation.** Any Director may resign by filing a written notice with the Secretary of the BFAB Board of Directors, one month prior to the last day of service as a board member.
- G. Vacancies.** If a vacancy occurs among the BFAB Board of Directors, the vacancy may be filled by an affirmative vote of two-thirds of the Board of Directors.
- H. Meetings.** Meetings of the BFAB Board of Directors will be held at least on a monthly basis and more frequently if, in the judgment of the President, or any 1/3 Directors of the BFAB Board of Directors, more meetings are necessary to conduct the business of the BFAB, provided that the meetings of the BFAB do not conflict with, in regards to time and location, any meeting, annual, special, or otherwise, held by the SASB.
- 1. Quorum.** At all meetings of the BFAB Board of Directors, a majority of Directors will constitute a quorum. If a quorum is not present, the presiding officer may adjourn the meeting to a day and time fixed by the presiding officer, providing the meeting does not conflict in regards to time and location with any meeting, annual, special, or otherwise, held by the SASB.
 - 2. Order of Business.** In the event of a dispute, Robert's Rule of Order shall govern the order of business conducted by the BFAB President of the Board of Directors or other presiding office.
 - 3. Voting.** Directors and eligible members, as defined in Article III, Section C, are entitled to one vote, non-cumulative, per issue presented to the BFAB Board of Directors.



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- 4. Notice.** Each Director will be notified, by any means appropriate, of the time and place for each meeting of the Board of Directors at least seven (7) days prior to such meetings. In addition, notice of Board of Directors meetings will be posted on the Boosters football website at least seven (7) days prior to such meetings.
- 5. Open Meetings.** Attendance at all meetings of the BFAB Board of Directors will be open to all BFAB members, general public, and others with notice to and approval by the President or 1/3 of BFAB Directors.

I. Decisions Made in Lieu of Board Meetings. If an issue requires resolution before the Board is able to hold a meeting, a Board member may send an email requesting to take a course of action. This email must be sent to all other Directors on the Board. A Director must signify approval of the course of action by sending an email. Provided a quorum is met, if the majority of the Directors approves the suggested course of action, then the course of action can be taken.

J. Appointment of Committees. The BFAB Board of Directors will appoint members to any standing or other committee.

Article V. Committees

A. Types. The BFAB Board of Directors may appoint any standing committees and such other committees it deems necessary.

B. Members. The appointment of members to standing or other committees will not be limited to the BFAB Board of Directors, but at least one Director will chair each committee.

C. Number. The minimum number to serve on a committee is two (2) and no more than nine (9).

D. Term. Each member of a committee shall continue as such until the next annual meeting of the members and until his or her successor is appointed, unless the committee or such member ceases to qualify as a member, or until the purpose of the committee is accomplished.

E. Resignation: Any committee member may resign by filing a written notice with the Secretary of the BFAB one month prior to the last day of service as a committee member.

F. Vacancy. If a vacancy occurs among the committees, the vacancy may be filled by a BFAB President, until such time the vacancy is filled by a permanent member of the board or other approved member.



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Article VI. Officers

A. Election. The BFAB Board of Directors will elect the following officers from their number: a President, a Vice President, an Equipment Director, a Fundraising Director, a Fields Director, a Secretary, and a Treasurer Representative. Officers will be elected at the Meeting of the BFAB Board of Directors that is held immediately following the annual meeting of the membership.

B. Term. Officers elected will hold offices for one (1) year or until new officers are elected.

C. Vacancies. If a vacancy occurs among the officers, the vacancy will be filled by an affirmative vote of a majority of the BFAB Board of Directors for the unexpired term.

D. Duties. The duties of the officers are as follows:

1. **President.** The President will preside at all meetings of the membership and the BFAB Board of Directors, and will appoint such committee members as he or she or the BFAB Board of Directors considers expedient or necessary.
2. **Vice President.** In the absence of the President, the Vice President will perform the President's duties.
3. **Equipment Director.** The Equipment Director will ensure that team and individual equipment owned by the SASB Football Program is issued and returned. In the absence of the President and Vice President, the Equipment Director will perform the President's duties.
4. **Fundraising Director.** The Fundraising Director will organize various fundraising activities as determined by the SASB Football Board of Directors.
5. **Fields Director.** The Fields Director will ensure that football fields are prepared and are ready for practices and games.
6. **Secretary.** The Secretary will keep the minutes of all meetings of the membership and of the BFAB Board of Directors, and will present such minutes at the next meeting for approval. The Secretary will deliver notices for meetings of the membership and the BFAB Board of Directors in accordance with these by-laws.
7. **Treasurer Representative.** The Treasurer Representative will work closely with the SASB Treasurer, and will have charge of preparing a budget for approval to the SASB Board of Directors for all monies and receipts to run the SASB Football Program.

E. Resignation. Any officer may resign by filing a written notice with the Secretary of the BFAB Board of Directors, one month prior to the last day of service as a board member.



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Article VII. Tackle Football Program

A. Purpose. The purpose of the Tackle Football Program is to provide an opportunity for youth to play the game of football with emphasis on sportsmanship, fundamentals and teamwork.

B. Teams. The Tackle Football Program may provide for teams according to school grades two (2) through eight (8). The BFAB Board of Directors will annually determine the number of teams to sponsor based on the following:

1. The number of registrants.
2. The availability of facilities and funds to operate such facilities.
3. Availability of acceptable coaches.
4. The ability to partner with another football association or organization (i.e. Twin Cities North Youth Football League)

C. Player Limitation. Youth not meeting the eligibility requirements as defined in Article II, Section B, may participate in the Tackle Football Program only if their participation does not prevent participation of a player who does qualify to participate under the SASB By-Laws. This will be waived after the registration deadline passes,

No player may be on the roster of two (2) or more SASB Football teams concurrently, regardless of residency, enrollment, or location.

D. Coaches. The BFAB will provide one head coach per team. The head coach must be approved by the BFAB and abide by the policies and procedures of the BFAB.

E. Limit on Football Season. The period in which a team may participate as a member of the SASB Football program in practice and league games will be limited to the first day of team practices and the end of the season tournament games.

Article VIII. Equipment

A. Team Equipment

1. Footballs (two game balls and several practice balls)
2. Tackling dummies
3. Blocking pads
4. Medical/First Aid Kit
5. Practice “pennies”
6. Kicking tee and kicking block (if necessary)
7. Ice packs, Ace bandages, and athletic tape
8. Cones
9. Various items for equipment repair/replacement
 - a. Helmet screws
 - b. Shoulder pad straps, clips and laces



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- c. Chin straps
 - d. Jaw pads in various sizes
10. Other equipment deemed necessary by the SASB and/or BFAB

B. Individual Equipment

The SASB Football program will provide the following items to each individual player:

1. Helmet
2. Shoulder Pads
3. Game pants and pads
4. Mouth guard
5. Jersey
6. Pair of game socks

C. Equipment Purchase. Each BFAB Board Member will have the authorization to purchase equipment deemed necessary for the Football program to function under the following conditions:

1. Without prior approval of up to one hundred dollars (\$100). Request for final approval and reimbursement (if applicable) for such purchase must be presented at the first BFAB monthly meeting following the date of purchase.
2. At a maximum of 25% above the pre-approved purchase amount. Request for final approval and reimbursement (if applicable) for such purchase must be presented at the first BFAB monthly meeting following the date of purchase.

Article IX. Compensation of Members, Directors, Officers, Coaches, and Players.

Neither the Members, Directors, Officers, Coaches, nor Players, will receive any salary or compensation for services rendered to the BFAB as a member, director, officer, coach, or player. However, nothing in the foregoing will limit a member, director, officer, coach, or player from serving in a position for which the BFAB would normally provide compensation (i.e. referees).

Article X. Other Rules

Any portion of this document which violates any provisions of the laws of the State of Minnesota, or of the United States, or any rules, regulations, or by-laws of the Minnesota State High School League or SASB, either now or hereafter will be null and void without force or effect.

If any provision of this document or the application of any such provision under any circumstances is held invalid, it will not affect any other provisions of this document or the application of such provision under other circumstances. The BFAB reserves the right to amend any provision of these By-Laws as necessary to comply with State or Federal



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laws, or the rules and regulations of the Minnesota State High School League or the SASB.

Article XI. Amendments

These By-Laws may be amended only by a two-thirds majority vote of the BFAB Board of Directors.