

MARION LOCAL AG-ED BOOSTERS BY-LAWS  
05/18/2010 LAST AMENDED: 05/18/2010

## **ARTICLE I - NAME**

The name of this organization shall be the MARION LOCAL AG-ED BOOSTERS (hereinafter known as the Boosters).

## **ARTICLE II – PURPOSE/MISSION**

This organization shall operate as a group organized exclusively for the support of the Marion Local School's agricultural education (Ag-Ed) students, the administration, and the Marion Local Board. The Boosters promote the advancement of the Marion Local Ag-Ed programs. The mission statement for the Boosters is "TO PROMOTE, SUPPORT AND GUIDE THE AGRICULTURAL EDUCATION OF THE MARION COMMUNITY".

Section 1. This group is organized exclusively for the promotion of state-of-the-art agricultural education in the Marion Local community. The group will operate as a completely self directed subsidiary of the Marion Community Development Organization (MCDO). The MCDO is an organization under the laws of the State of Ohio, not-for-profit. The mission of the MCDO is to act as a coordinating body to assist local organizations meet the changing needs of the Marion Community through planned development while maintaining its agricultural profile. The activities will be directed toward but not limited to development of infrastructure, housing, family care, education, small business, recreation and agriculture.

Section 2. If for any reason, the Boosters would need to be dissolved, the officers shall, after paying or making provision for the payment of all of the liabilities of the organization, dispose of all of the assets of the organization. If any monies remain after the payment of liabilities and disposition of assets, such monies will be contributed to the FFA chapter of Marion Local.

## **ARTICLE III - MEMBERSHIP**

The membership of the Boosters shall be open to the parents and/or guardians of all Ag-Ed students and other persons interested in the progress and development of the Marion Local Ag-Ed programs. Only active members shall be eligible to vote for officers and on any matters of business brought before the Boosters. An active member shall be defined as "a member who has paid current yearly required dues."

Section 1. Membership dues shall be determined annually by the officers at a regularly scheduled meeting.

Section 2. There shall be no proxy voting, attendance is required.

## **ARTICLE IV - OFFICERS AND THEIR ELECTION**

Section 1. Elected officers of the organization shall consist of the following: President, Vice President, Secretary, and Treasurer.

Section 2. Elected officers shall serve for a term of two years. After serving one year as Vice President, the Vice President will automatically assume the office of President. A new Vice President will be elected each year. The Secretary will be elected on odd

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numbered years and the Treasurer will be elected on even numbered years. No person shall serve in the same office more that two consecutive years unless it is decided and voted upon to determine that it is in the best interest of the Boosters. Term of the office herein is defined as the period of May of current year until May of the 2nd year at installation of Booster officers.

Section 3. Nominations of officers shall be presented to the membership by a nomination committee at least one month prior to the election of the officers. The nomination committee shall consist of at least three, but not more than five, active members selected by the Boosters at the February meeting.

A. The Nominating Committee shall, at the March meeting, offer for consideration a slate of officers who have agreed to serve for the following term.

B. The floor will be opened during the general meeting for further nominations.

Section 4. Officers shall be elected by secret ballot at the April meeting. Results shall be duly recorded by the Secretary. The Nominating Committee shall tally the votes.

Section 5. The officers elected that year shall assume their duties at the Annual Meeting that takes place in May.

Section 6. When a vacancy in office, except for the president, occurs, the remaining officers shall appoint a successor or hold a special election to fill the office for the remainder of the term. Should the office of President become vacant during the year, the Vice President shall automatically assume the position of President.

A. An officer's written resignation notice shall be delivered to the Secretary and such notice shall be duly noted in meeting minutes.

Section 7. All officers are volunteers, and none are paid any compensation for services performed. As such, no officer shall incur any personal liability as a result of their service.

## **ARTICLE V - DUTIES OF OFFICERS**

Section 1. The President shall preside at all meetings of the Boosters.

Section 2. The Vice-President shall act as an aid to the President and shall perform the duties of the President in the absence of that officer.

Section 3. The Secretary shall keep an accurate record, including the financial statement, of all meetings of the Boosters and the officers and shall attend to the correspondence of the Boosters. The Secretary shall see that all minutes of the general meetings and officers' meetings are submitted to the school administration in a consistent and timely manner. The Secretary shall keep on file at all times a complete and up-to-date list of the names, addresses, telephone numbers, and e-mail addresses of the members of the Boosters. The Secretary shall submit the change of officers of the organization, to the MCDO Board and to the Webmaster for web updates.

Section 4. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the organization. The Treasurer shall receive and receipt all monies due and payable to the organization from any source whatsoever, and shall transfer all such monies in a timely manner to the MCDO Treasurer for deposit. All requests for bill payments will be made by the Booster Treasurer to the MCDO Treasurer. All checks shall be written by the MCDO Treasurer. Booster financial statements including receipts and payments will be included on the Booster minutes. Financial assets of the organization will be included on the MCDO financial statements. The Treasurer will prepare and present an annual financial report at the May meeting.

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Section 5. The Ag-Ed Advisor will be an ex-officio member of all committees and shall perform all duties pertaining to the position.

Section 6. The FFA chapter President shall be a voting member of the Boosters' organization. The chapter President will bring concerns of the Marion Local Ag-Ed students to the Booster membership.

Section 7. The organization is directed by the officers' group which includes the Ag-Ed Advisor. The group's duties shall be to transact necessary business between Boosters meetings and such other business as may be referred to it by the Boosters; to approve the plans of work of the standing committee chairpersons; and to present reports at the regular meetings. Special meetings of the officers may be called by the President or by a majority of the officer group.

## **ARTICLE VI - MEETINGS**

Section 1. A regular meeting of the Boosters shall be held on the third Monday night of each month unless otherwise provided by the officers.

Section 2. A quorum shall be declared if seven (7) of the voting membership of the Boosters is present for any meeting. Two (2) of the seven (7) are required to be officers for a quorum.

## **ARTICLE VII - STANDING COMMITTEES**

There shall be such standing committees created by the officers as may be required to promote the purposes of the Boosters. The chairpersons of the standing committees shall be appointed by the President with the assistance and approval of the other officers. Each committee will consist of a chairperson along with committee members as needed. The standing committees' term of office shall be for one year. The Ag-Ed Advisor of Marion Local shall be a nonvoting ex-officio member of all committees.

Section 1. Public Events Committee. The committee shall plan and oversee the operation of all public events. The committee shall plan and provide refreshments or other hospitality as needed for special functions, such as field trips, contest judging, etc., subject to the approval of the active membership. The committee shall plan and oversee any concessions at Marion Local Ag-Ed events if needed. The committee shall be in charge of all fund raising and shall submit their plans for raising funds to the officers prior to the presentation to the Boosters for approval. The Treasurer shall be a standing member of this committee.

Section 2. Financial Review Committee. The Treasurer's books and all monies shall be turned over to the Committee one week after the Annual Meeting held in May. The Committee shall review the books and turn the books and all monies over to the Treasurer/Treasurer Elect by the end of the June meeting. The Committee report shall be read at the June meeting.

Section 3. Chaperone/Road Crew Coordinator. The coordinator shall be responsible for arranging sufficient adult chaperones for any Ag-Ed function for which such adult guidance is deemed by the Ag-Ed Advisor to be necessary. The coordinator shall be responsible for recruiting volunteers to pull the Ag-Ed trailers and load and unload all Ag-Ed livestock, equipment, and supplies at competitions throughout the year.

Section 4. Competition Committee. The competition committee is responsible for Assisting the Ag-Ed advisor in the planning and organizing of any competition hosted by the Marion Local Ag-Ed program.

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Section 5. Webmaster. The webmaster is responsible for keeping the Boosters web page current with all Boosters information. The site they are responsible for is [www.mlagedboosters.com](http://www.mlagedboosters.com).

Section 6. Nominating Committee. Nominations of officers shall be presented to the membership by a nomination committee at least one month prior to the election of the officers. The Nominating Committee shall consist of at least three, but not more than five, active members selected by the Boosters at the February meeting.

A. The Nominating Committee shall, at the March meeting, offer for consideration a slate of officers who have agreed to serve for the following term.

B. The floor will be opened during the general meeting for further nominations.

Section 7. Scholarship Committee. The committee shall seek a minimum of three non Ag-Ed affiliated judges to select scholarship recipient(s) for any scholarships funded by the Boosters.

Section 8. Special Committees. These committees shall be created and dissolved as determined by the officers.

## **ARTICLE VIII - PARLIAMENTARY AUTHORITY**

All meetings shall be governed by Robert's Rules of Order. The Boosters have no authority to influence the Ag-Ed Advisor, an employee of Marion Local, in any of his or her duties. The schedule of contests, rules of participation, method of earning degrees, awards, offices, and all other criteria dealing with interschool programs are under the jurisdiction of the Ag-Ed Advisor, and the School Administration. All such endeavors additionally shall follow all national and state FFA guidelines.

## **ARTICLE IX - AMENDMENTS**

These by-laws may be amended at any regular meeting of the organization by two-thirds vote of the designated quorum, provided notice of proposed amendment shall be given at the previous regular meeting. These by-laws will be reviewed annually during the January meeting and any amendments resulting from this review will be approved by parliamentary authority and incorporated in the by-laws by March of the same year.

## **ARTICLE X - FUNDRAISING**

Section 1. All funds raised shall be for the purpose of supporting Ag-Ed activities by providing funds to cover supplies, contest fees, contest travel expenses, scholarships, or other necessary items required for participation in the Ag-Ed program and not being provided for Ag-Ed students by the school or school district. Social events will be incidental to the purpose of fund raising activities and Ag-Ed students are required to pay for participation in connection with same.

## **ARTICLE XI- APPROVAL OF SPENDING**

Section 1. The President, Vice President and Treasurer have the authority to approve spending up to \$250.00 without the voting membership's approval for non-budgeted items that may arise between normally scheduled Booster meetings. For emergency

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expenditures exceeding \$250.00 any of the officers may email members explaining and justifying the requirement. Email responses, which in quantity and substance qualify as a quorum, (See Article VI, Sec. 2) may be used in lieu of expenditure approvals at a regularly scheduled meeting. These email responses shall be printed and documented at the next meeting.

**ARTICLE XII – CERTIFICATION OF BY-LAWS**

These by-laws are written in accordance with all Federal and State guidelines required of non-profit booster organizations. We certify that the above and foregoing is a true copy of the By-Laws of the Marion Local Agricultural Education Boosters as amended to and including this date, May 18, 2010.

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Mark Hardesty, President

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James Keller, Secretary