

# **BYLAWS**

## **CORNING-PAINTED POST SPORTS HALL OF FAME**

Revised, November 2006

## ARTICLE I – PURPOSE & DEFINITONS

### 1. **Purpose**

The Corning-Painted Post Sports Hall of Fame is a not-for-profit service organization dedicated to the promotion of sports in the Corning-Painted Post area. As such the purpose of the organization is to recognize outstanding sports accomplishments of individuals and/or groups of individuals by inducting them into the Corning-Painted Post Sports Hall of Fame.

### 2. **Definitions**

The following terms as used in these Bylaws shall have the respective meanings set forth below:

“The Sports Hall of Fame”, “the Hall”, “the organization”, or “the association” –

The Corning-Painted Post Sports Hall of Fame.

“BOD” or “Board” – The Board of Directors of the organization.

“The area” – The Corning-Painted Post area.

### 3. **Nondiscrimination Policy**

This organization shall not discriminate against any individual or group of individuals on the basis of race, color, age, sex, religion, or national origin.

### 4. **Fiscal Year**

The fiscal year of the organization shall begin on the 1<sup>st</sup>. day of September and end on the 31<sup>st</sup>. day of August in each year.

## ARTICLE II – MEMBERSHIP

### 1. **Qualifications for Membership**

Membership in the Sports Hall of Fame can be achieved as either a PARTICIPANT or a CONTRIBUTOR.

#### 1.1 **Participant**

In order to qualify for induction into the Hall as a participant, a nominee must have participated in:

- a) A high school sport in the Corning-Painted Post area for at least three (3) years, OR
- b) A community sport in the area for at least five (5) years, OR
- c) A college sport or post high school sport for at least two (2) years *after first* having attended high school in the area for at least three (3) years.

1.2 **Contributor**

In order to qualify for induction into the Hall as a contributor, a nominee must have contributed to a sport:

- a) In the Corning-Painted Post area for at least five (5) years OR
- b) Outside the area for at least five (5) years after first having attended high school in the area for at least three (3) years.

1.3 **All** candidates must be out of high school for at least five (5) years before they can be nominated for induction into the Hall.

2. **Categories**

Participants and contributors will be elected as members of the Sports Hall of Fame based on their outstanding performance or contribution in one of the following categories: Baseball, Basketball, Bowling, Football, Golf, Lacrosse, Motor Sports, Softball, Soccer, Swimming, Tennis, Track & Field/Cross Country, Volleyball, Wrestling, and a Special Category – which is left to the discretion of the Hall’s BOD.

3. **Membership Selection Process**

3.1 Nominations for induction into the Sports Hall of Fame shall be in writing and shall include all personal data and information relevant to the candidate’s qualifications. The Board must receive all nominations no later than the day of its November meeting.

3.2 Members shall be elected by secret ballot of the BOD at its December meeting and must receive a majority vote from the entire Board. Each year the Board may induct a maximum of two contributors from *all* of the categories listed in Article II- 2 above and no more than two participants from *each* of the categories listed. Upon special approval by two-thirds (2/3) of the Board members present and voting during the December election meeting, the maximum number allowed in each contributor or participant category may be increased to at most four (4) members, but all four (4) cannot be of the same gender.

3.3 Any exceptions to the qualifications stated in Article II – 1 must be approved by the unanimous vote of the BOD present.

4. **Membership Meeting**

4.1 The annual Sports Hall of Fame induction dinner shall be held during the month of March each year at a time and place to be determined by the BOD. The Board shall fix this time and place by its October meeting at the latest.

4.2 A general meeting of all Directors and Members of the Hall may be held by the order of the BOD, provided that a written notice stating the time,

place and agenda for the meeting is sent to all members and directors at least thirty (30) days prior to this meeting.

**5. Proprietary Information Policy**

- 5.1 Except as authorized by the BOD, no member, person, or organization representing the Hall of Fame in any capacity shall use or make available for use any data resulting from the Hall's list of members, directors, and supporters for non-Hall of Fame activities and/or studies.
- 5.2 No member, person, or organization representing the Hall of Fame in any capacity shall use the name of the Hall, any of its tradenames, trademarks, or names of its activities or sponsored events, without the prior written approval of the Board having first been obtained.

**ARTICLE III – BOARD OF DIRECTORS**

**1. Management of the Organization**

- 1.1 The Hall of Fame's Board of Directors shall manage the organization. The BOD shall consist of at least nine (9) but no more than seventeen (17) Directors. The directors are the President, Vice-President, Treasurer and Secretary plus at least five (5) but no more than thirteen (13) At Large Directors.
- 1.2 Contracts. The BOD may authorize any officer or officers, agent or agents, to execute and deliver any instruments in the name of and on behalf of the organization in connection with any contractual obligation approved by the BOD, and such authority may be general or confined to specific instances.
- 1.3 Loans. No loans shall be constructed on behalf of the association and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the BOD. Such authority may be general or confined to specific instances.
- 1.4 Deposits. All funds of the association not otherwise employed shall be deposited from time to time to the credit of the organization in such banks, trust companies, or other depositories as the BOD may select.
- 1.5 Checks, Drafts, etc. All checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the organization shall be signed by such officer or officers, agent or agents of the association and in such manner as shall from time to time be determined by resolution of the BOD.

**2. Election of Directors**

- 2.1 The BOD shall elect Directors for two (2) year terms by secret ballot at the first Board meeting following the annual induction dinner.
- 2.2 Half or one more than half of the number of Directors shall be elected in odd-numbered years, and the rest shall be elected in even-numbered years.
- 2.3 New directors shall take office starting with the September meeting of the BOD.

**3. Responsibilities of Directors**

All Directors shall be responsible to:

- a) Regularly attend all BOD meetings, the annual induction dinner and other normally scheduled organization functions.
- b) Promote sports and the Hall of Fame within the Corning-Painted Post area.
- c) Assist in the distribution and collection of nomination forms for membership into the Sports Hall of Fame.

**4. Directors Emeritus**

The Board of Directors may elect Directors Emeritus in recognition of past contributions to the Hall. These Directors Emeritus shall not be required to attend any Board meetings, nor shall they have voting rights or any liability with respect to actions taken by the Board. They shall be notified of all Board meetings and receive copies of all Board meeting agendas and minutes

**5. Increase or Decrease in Number of Directors**

The minimum and/or maximum number of Directors may be increased or decreased only by amendment of the Bylaws.

**6. Removal of Directors**

A director may be removed for cause by the affirmative vote of not less than two-thirds of the entire BOD.

**7. Resignation**

A Director may resign at any time by giving written notice to the BOD, the President, or the Recording Secretary of the association. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof by the BOD or such officer, and the acceptance shall not be necessary to make it effective.

**8. Vacancy**

Vacancies on the BOD shall be filled by a vote of a majority of the Directors then in office. A Director elected to fill a vacancy shall hold office for the unexpired balance of the vacancy term.

**9 Quorum of Directors**

A simple majority of the BOD shall constitute a quorum for the transaction of business or of any specified items of business.

**10. Places and Times of the Board Meetings**

The BOD shall hold monthly meetings from September through April at such time and place as determined by the Board.

**11. Notice of Meetings of the Board**

Special meetings of the BOD may be called by the President or by the written request of a minimum of five (5) of its Directors. All regular and special meetings shall be held upon at least three (3) days' notice to each Director. Notice of all such meetings are to be delivered either personally or by phone or by electronic means (like e-mail or fax).

**12. Order of Business**

The order of business at all BOD meetings shall be as follows:

1. Roll call
2. Approval of the minutes of the previous meeting
3. Reading of all correspondence
4. Approval of the Treasurer's report
5. Reports of officers
6. Reports of committees
7. Unfinished business
8. New business
9. Good and welfare
10. Next meeting date, time, and place
11. Adjournment

**13 Chairperson**

At all meetings of the Board, the President, or in his/her absence the Vice-President, shall preside.

**14. Committees**

The members of all committees shall be nominated by the President and approved by the BOD. The standing committees of the association shall be the Nominating Committee and the Awards Committee.

- 14.1 **Nominating Committee.** The Nominating Committee shall consist of three (3) members and shall be responsible for presenting a slate of Officers and At Large Directors at the election meeting.
- 14.2 **Awards Committee.** The Awards Committee shall consist of three (3) members and shall be responsible for recommending nominees for any special awards to the BOD by its February meeting at the latest.
- 14.3 **Ad Hoc Committees.** The BOD may by resolution designate any group of persons to serve as an ad hoc committee to assist the Board in the performance of its functions in any manner not prohibited by law or these Bylaws. Each such committee shall serve at the pleasure of the BOD.

## **ARTICLE IV – OFFICERS**

### **1. Officers, Elections, Terms**

All officers shall be elected by the Board at the first BOD meeting following the annual induction dinner to hold two-year terms. The President and Treasurer shall be elected in odd-numbered years. The Vice- President and the Secretary shall be elected in even-numbered years.

### **2. President**

The President shall preside at all meetings of the Board of Directors and of the membership, oversee all activities of the association, and enforce the Bylaws of the organization. He/She shall nominate all members of committees and serve ex-officio on all committees.

### **3. Vice-President**

The Vice-President shall assist the President in his/her duties and shall exercise the powers of the President in the latter's absence. He or she shall also be the person responsible for coordinating all arrangements in conjunction with the annual awards banquet.

### **4. Secretary**

The Secretary shall record all business transactions of the association and keep all records of the organization, including the minutes of all meetings. He/She shall also keep the names and records of all nominees and electees. The Secretary shall be the correspondent of all business to be conducted by mail or by electronic means. He/She shall notify and communicate with all electees, and handle all reservations, ticket sales and seating arrangements for the annual induction dinner. The Secretary shall also coordinate the publishing of an annual newsletter.

**5. Treasurer**

The Treasurer shall have charge of the funds and securities of the organization and shall cause them to be deposited in depositories approved by the BOD. He/She shall see that an accurate record is kept of the funds and securities and shall submit a statement of the financial condition and operating activity at all regularly scheduled BOD meetings. All checks upon the bank account of the association shall be signed as directed by resolution of the BOD. The Treasurer shall have charge of all properties of the organization.

**ARTICLE V – PROCEDURES**

Robert’s Rules of Order, Newly Revised, shall procedurally govern all meetings of the membership, the BOD and its committees

**ARTICLE VI – AMENDMENTS**

A motion to amend the Bylaws may be placed on the table at any duly convened meeting of the Board, providing a written notice of the proposed amendment and the text thereof is furnished to the BOD. The vote on such motion shall not be taken at the meeting in which it is first placed on the table. At any subsequent meeting of the BOD, the Board may adopt the proposed amendment by the affirmative vote of not less than two-thirds of the entire voting strength of the BOD.

**ARTICLE VII - DISSOLUTION STATEMENT**

If the Hall of Fame dissolves or ceases to operate, its assets will be distributed for one or more of the following purposes:

- a) Supporting local, national or international sports programs as allowed by NY State, OR
- b) Aiding the efforts of some other local not-for-profit organization.