

Constitution and By-Laws of The Florence Athletic Hall of Fame

INDEX

Page 1	Preamble Name
Page 2	Purpose Board of Directors
Page 3	Board Responsibilities Meetings Quorum
Page 4	Proxy Voting Executive Officers & Duties
Page 5	Duties Continued Sub-Committees Citations
Page 6	Depositories Amendment Nomination & Election Procedures
Page 7	List of Candidates Nominations for Board of Directors Hall of Fame Voting Induction

I. Preamble

In order to honor those who, by outstanding athletic achievement or service, have made lasting and significant contributions to athletics in Florence, the nation or the world;

To educate and inform the general public as to the importance of athletic achievement and the values derived from participation in team and individual sports;

To preserve the ideals and traditions of athletics as a positive influence on our youth and a potent factor in our way of life;

To maintain and improve the high esteem in which sports are held in the Florence community;

To emphasize, encourage and promote athletic participation on a high plane of sportsmanship, under competent leadership and in a healthful and wholesome environment;

This organization is created to service sports at all levels and thereby help individuals develop the strong character, personality, attitude and stamina to become good citizens.

II. Name

The name of this organization shall be the “Florence Athletic Hall of Fame, Inc.”.

III. Purpose

These rules set forth:

- A. The categories of individuals allowed for consideration as Inductees to the Florence Athletic Hall of Fame,
- B. The qualifications required of such individuals for nomination,
- C. The procedure by which individuals shall be recommended, nominated and elected to the Hall of Fame.

IV. Board of Directors

A. The Board shall:

- 1. Control the business of the organization, subject to any restrictions imposed by law or by these by-laws.
- 2. Exercise all the powers of the organization.
- 3. Govern all nominations and approvals to the Hall of Fame.

B. Number and Terms of Directors

- 1. The number of Board members shall not be less than nine members nor more than fifteen members.
- 2. Members are elected by the Board membership for a three year term and then are eligible to a second three year term, after which they must rotate off the Board for at least a one year term.
- 3. Membership shall consist of staggered, numbered seats so all Board of Directors members will not have their seats terminated at the same time.

C. Functions of the Board of Directors

Board members are to represent in good faith and full objectivity, the interests of all perspective members in selecting, recognizing and rewarding those individuals who have excelled in their particular sport.

D. Responsibilities

The responsibilities of the Board include:

1. To comply with these by-laws in exercising the powers of governance.
2. To establish the policies and exercise control over the programs of the Board.
3. To attend, as a minimum, one half of the regular scheduled meetings each year.
4. To aid in the fundraising responsibilities of the Board.

E. Board meetings

All meetings will be held within the Greater Florence area. Board meetings will be held on a regular basis as determined by the Board of Directors.

F. Quorum

A majority of the elected Board members shall constitute a quorum for the transaction of business, but a lesser number may meet and adjourn from time to time until a quorum is present.

G. Proxy voting

A Board member, unable to attend a meeting, may send a written proxy authorizing another Board member to vote in their stead, except in the case of elections for induction into the Hall of Fame. The use of proxies is allowed to establish a quorum for the conduct of other Board business.

V. Executive Officers

The Executive Officers of the Board of Directors shall be a President, Vice-President, Secretary and Treasurer, all of whom shall be elected from and by the full Board membership.

A. The President

1. Subject to the control of the Hall of Fame Board the President shall be the chief executive of the Board and shall supervise its business and affairs of the organization. He/she shall prescribe the duties of the other officers and employees in so far as they are not specifically provided for by these by-laws or by resolution of the Hall of Fame Board. The President shall preside at all meetings of the Board.
2. Induction of the new President shall occur in January each year. His/her office will consist of a one (1) year term. An individual shall be eligible to serve a maximum of two consecutive terms.

B. The Vice-President

The Vice-President shall have such duties as may be prescribed by the Board and the President and shall have all the powers and perform all the duties of the President in his/her absence or disability. Should the President, for any reason, be unable to serve his/her term, the Vice-President shall replace them.

C. The Secretary

The Secretary, subject to the direction of the Board and/or President, shall be responsible for the records of the organization including but not limited to, meeting minutes and attendance: Board correspondence, nominations and incorporation paperwork.

D. The Treasurer

The Treasurer, subject to the direction of the Board and/or President, shall be responsible for the maintenance of the financial records of the organization including but not limited to, budget: audit: sponsorships; accounts receivable and payable.

E. Removal

The Board of Directors may remove any officer, employee or agent of the Board may be removed at any time.

VI. Committees

The Hall of Fame Board may form committees, as needed, to help accomplish program goals.

VII. Citations

The Hall of Fame Board may give special citations to individuals, teams, clubs, associations, schools or commercial institutions at such time and place as is deemed most fitting by the Board.

These citations shall be made in recognition of outstanding achievement in sports or service to sports in Florence and may be based either on achievement or service during the current year or for an accumulative record of achievement or service over a longer period of time.

VIII. Depositories

All funds of the Board shall be deposited in its name as designated by the Hall of Fame Board and shall be drawn out on checks, drafts or other means as stated in the Standard Operating Procedures Manual, when signed by two (2) officers and authorized by the full Hall of Fame Board.

IX. Amendment

- A. These by-laws may be altered, amended or repealed at any meeting of the Florence Athletic Hall of Fame Board of Directors with the affirmative vote of a majority of those members present, providing that a quorum is present.
- B. Any proposed changes to the by-laws should be submitted to the Board of Directors at least fifteen (15) days prior to the next regular scheduled Board meeting.

X. Nomination and Election Procedures

- A. Recommendations of individuals of the Hall of Fame.
Any person may recommend an eligible individual for consideration as a nominee. Each recommendation submitted must be accompanied by verifiable information regarding the achievements of the individual being recommended. Upon recommendation to the Board, the individual shall be placed on the List of Candidates to be maintained by the Secretary to the Board of Directors.

B. List of Candidates- The List of Candidates shall contain the names of all individuals recommended for consideration as a nominee by the Board. The List of Candidates shall contain such other information as shall be relevant for consideration by the Board, including sport(s) and position(s) played, year of graduation, letters earned and notable achievements.

C. Nominations by the Board of Directors-

1. The Hall of Fame Board will meet and discuss all candidate recommendations.
2. The Board may nominate, for induction, as many as ten (10) recommended individuals in any one year. To be nominated as an Inductee, candidates must have all appropriate paperwork submitted prior to the established deadline for nomination.

D. Hall of Fame Voting-

To be elected to the Florence Athletic Hall of Fame, a nominee must receive the minimum number of points as decided and voted on by the Board of Directors.

XII. Induction

Individuals entering the Hall of Fame shall be inducted at an appropriate ceremony. A plaque recognizing Inductees will be permanently displayed in an area designated by the Florence Athletic Hall Of Fame Board of Directors.

Adopted- May 2004

Revised- September 2010

