BYLAWS OF THE DISCOVERERS ATHLETIC HALL OF FAME

I

Name, Description, and Purpose

The name of the organization shall be Discoverers Athletic Hall of Fame Committee (“Committee”). The Committee is located at Columbus High School, 2200 26th Street, Columbus, NE 68601.

As a member of the School District of Columbus Foundation, Inc. (“Foundation”), the Committee is a nonprofit organization that exists for charitable and educational purposes, including the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code.

The purpose of the Discoverers Athletic Hall of Fame is to recognize members of the Columbus and Kramer High Schools who have distinguished themselves as outstanding contributors to athletics at Columbus or Kramer High, and possibly beyond, by instilling a continuing commitment to, and the promotion of, the values and philosophy of sportsmanship including fairness, dedication, perseverance, winning without boasting and losing without excuse. All funds collected shall be used in the administration of the Committee and the promotion of Columbus Public Schools athletic program.

II

Committee Membership and Organization

The Committee shall consist of no less than 9 and no more than 15 members. The committee shall include at least one representative of each of the following categories.

1. High School Athletic Director
2. Current Varsity Head Coach
3. Current non-coaching employee of Columbus Public Schools
4. Retired Varsity Head Coach
5. Alumnus from the Class of 1969 or earlier
6. Alumnus from the Class of 1970 to 1979
7. Alumnus from the Class of 1980 to 1989
8. Alumnus from the Class of 1990 to present
9. One at-large member

New committee members will be elected by a majority of the Committee at any regular meeting. Nominations for new committee members shall be made at least one month prior to the election of the new members.

III

Officers and Their Election

The officers of the Committee shall be President, Vice-president, Secretary, and Treasurer. The Athletic Director will be an ex-officio member of the Committee, but will be a non-voting member of the Committee. Officers will be approved by the Columbus Public Schools Foundation Board.

No officer may hold the same office for more than two consecutive terms. Term of office shall be one year. Election of officers shall be done annually. Any vacancy of officers, during their term, shall be filled by a vote of the Committee. All members of the Committee will have one vote on all matters.

An officer can be removed from office for failure to fulfill his or her duties at any meeting, after reasonable notice, by a majority vote of the members present.

IV

Duties of Officers

President: Shall preside at all meetings of the Committee and conduct them by a formal order of business and shall perform all other duties usually pertaining to the office.

Vice-president: Shall perform the duties of the president in his or her absence and shall hold himself or herself ready to assist the president at all times.

Secretary: Shall keep a record of the Committee, including minutes of all regular meetings and attend to all correspondence.

Treasurer: Shall receive all monies of the group; deliver any income, receipts, invoices, and other financial documents promptly to the Foundation; monitor specific designated funds within the overall assets of the Committee; and ensure that such funds are used in the intended and appropriate manner.

V

Meetings

Monthly meetings will be held at a regular day and time to transact the business of the Committee. An annual meeting shall be held each year, in August, to elect officers and approve the budget for the next fiscal year of the Committee. Members will vote annually as to whether the Committee will remain a member of the School District of Columbus Foundation. (This may need to be changed to adjust to timing. The committee takes a 6 months break after the banquet celebration. They may meet every other month during this time, etc. I think a debriefing meeting after the banquet is required.)

All meetings shall be open to all members of the Committee. Each member in attendance at a Committee meeting is eligible to vote, one vote per member. Absentee or proxy votes are not allowed. A simple majority of the total voting members of the Committee shall constitute a quorum for the transaction of business at any meeting called for such purpose by the President. A majority vote of the members present is needed for passage of any item on the agenda. To be eligible to vote on the nominees for induction into the Hall of Fame, each committee member voting shall have attended at least the two meetings prior to the meeting where inductees are chosen.

A special meeting of the Committee may also be held via electronic means. Only a single issue may be addressed and voted upon by the Committee via email communication. Should an email vote be requested, the President shall determine whether to submit the motion to the Committee for a vote. No second for said motion shall be required. Any motion to be submitted to the Committee for consideration and a vote shall clearly state the name of the person making the motion, the body of the motion, and the call for the votes of the members to be transmitted to the Secretary within 48 hours. For those members not possessing email capability, the Secretary shall call said members and register their votes. A super majority of two-thirds of the Committee is required to pass any motion made via email. The results of the motion shall be communicated via email to the members as soon as the results are known. The date of this transmission shall become the confirmation date. The date of confirmation and the results of the vote shall be entered into the minutes of the next in-person meeting of the Committee.

Notice of any meeting of the Committee shall be given at least seven (7) days prior to the date of the meeting by written notice delivered personally or sent by mail or email to each Director at his or her address. The notice will state the place, day and time of the meeting, and the purpose or purposes for which it is called.

VI

Induction Process

The number of inductees for the initial class (2009) will be twenty-seven (27): fifteen (15) individuals, seven (7) meritorious, and five (5) teams. The number of inductees for the second class (2011) will be twenty-two (22): thirteen (13) individuals, five (5) meritorious, and four (4) teams. Classes beginning in 2013 and thereafter shall be comprised of no more than twenty (20) inductees: ten (10) individuals, five (5) meritorious, and five (5) teams.

In the fall of all odd-numbered years, an advertisement will be prepared for the local newspaper, district publications, and alumni association newsletter seeking nominations for the next class of inductees to the Discoverers Athletic Hall of Fame. Official nomination forms will be made available at the Columbus High School office and Columbus Public Schools Administration Building, and on the Columbus Public Schools website. All candidates must be nominated on an official nominating form. The contribution of the individual or team must be outstanding, leaving no question as to the nominee’s inclusion in the Hall of Fame.

At a regular meeting of the Committee, each eligible member will vote for twenty-five (25) of the total number of individuals and/or teams nominated. All nominees receiving at least one vote will be listed for second round voting unless there are fewer than the number to be inducted, in which case, no second round ballot is required. From the list of nominees listed on the second round vote, each eligible member will vote for ten (10) nominees. Votes will be tallied, and those nominees in each category with the highest number of votes will constitute the class to be inducted for that year per the discretion of the Committee, subject to approval by the Board of Education. In case of a tie, there will be third ballot with the members voting for only one (1) of the nominees who are tied.

Any nominee not gaining induction will be put in an active file for the following year. If a nominee is not selected after five (5) consecutive years, the nominee will go before a committee vote to decide whether to keep the nominee active for another five (5) years. The nominee will either stay on the active list or be placed in an inactive file, which will be reviewed periodically by the committee for reinstatement to the active list.

Nominations will be accepted through May 1 of every even-numbered year, after which time, the Committee will review and discuss the nominees at a regular meeting. A final nomination list will be submitted to the Committee at a regular meeting in May. Committee members will submit their first round of voting to the Athletic Director by May 31. A regular meeting of the Committee will be held in June to announce and discuss the results of the first round of voting. Committee members will submit their second round of voting to the Athletic Director by June 30. At the August meeting of the Committee, the results of the second round of voting will be announced and the Committee will vote to accept the induction class, unless a third round is required.

Following acceptance of the induction class by the Board of Education for Columbus Public Schools, a dinner honoring the inductees will be held every odd-numbered year at a suitable venue on the Thursday evening prior to the first home football game in August. Each inductee will be given a commemorative souvenir and will be recognized with a plaque on the Discoverers Athletic Hall of Fame in the Columbus High School. Inductees will also be announced to the crowd at half-time during the varsity football game that same week.

VII

Criteria

Criteria and qualifications will be based primarily upon the candidate’s participation while attending Columbus and/or Kramer High. In addition, accomplishments after graduating from Columbus/Kramer High may be another important point of consideration.

**Student Athlete Award**

* Waiting period of ten (10) years after high school graduation must have elapsed
* Must have graduated from Columbus High or Kramer High
* Must have lettered a minimum of 2 years at Columbus High or Kramer High
* Must have attained recognition in the sport in which he/she is being honored.
* Must have made a positive impact to the team(s) for which he/she played, including demonstrated athletic achievement, exemplary leadership qualities and character, and or significant contribution to the community
* Must have been in good standing while competing on a high school team
* Must have demonstrated high moral character, outstanding citizenship and ideals
* Must have demonstrated outstanding abilities and contributions in the sport for which he/she is nominated

**Suggested Guidelines for Induction**

* State Champion
* All State
* State Runner up
* All Conference
* Holds a school record
* National Championship
* World Championship
* State or National Athlete (Gatorade player)
* Omaha World Herald Athlete of the Year or Grand Champion

**Coach Award**

* Must have been on the Columbus High or Kramer High staff for at least 10 years
* Must have had outstanding achievements during his/her career at CHS or KHS
* Five years must elapse after active coaching at Columbus High
* Demonstrated an ability to enhance the athletic experience of the student-athlete, while serving as a positive role model through exemplary leadership and character

**Suggested Guidelines for Induction**

* State Championships
* State Runner up
* District Championships (consecutive)
* Season records
* Conference Titles (consecutive)
* Significant professional recognition
* State or National Coach of the Year

**Team Award**

A team shall be eligible for induction as one inductee. The induction of a team shall not prohibit the separate induction of one or more of its members.

**Suggested Guidelines for Induction**

* State Championships
* State Runner up
* Consecutive District Championships
* Season records
* Conference Titles

Meritorious Award

Individuals other than athletes and coaches may be considered for induction. Examples would include managers, athletic trainers, medical doctors, administrators, etc. Consideration for selection should be based on the unique contributions the candidate has made to Columbus High or Kramer High.

Brock Family Award

VII

Fundraising & Financial Policies

The Discoverers Athletic Hall of Fame shall be self-supporting. Finances will be generated through the sale of banquet tickets, program advertisements, patrons, sponsors, and, should the Committee deem it necessary, a fundraiser. The Committee shall have the sole right to solicit funds from the community on behalf of itself or its sponsored activities, programs, and teams and by representing itself as such. The fiscal year for the Committee shall be September 1 to August 30.

All funds shall be kept through the School District of Columbus Foundation (“Foundation”) in the name of the Committee, requiring two signatures by the appropriate Foundation representatives and held at a local financial institution. The Foundation shall serve as custodian of the Committee’s finances, collect revenue, pay authorized expenses, report financial activity every month, facilitate an annual audit, and hold all financial records.

All financial activity shall be recorded in a manual or computer-based accounting system. The Treasurer shall reconcile the account(s) monthly with the Foundation’s report. The Foundation shall arrange an independent review of its financial records each year, including the Committee’s records.

As a member of the School District of Columbus Foundation, Inc., all one-time expenditures by the Committee, which are greater than $10,000, must be approved by the Foundation’s Board of Directors.

A representative of the Committee shall receive advanced approval from the Board of Education before any expenditures are made for all items which are displayed on district property or are used by the school district or its students.

VIII

Amendments

These bylaws may be amended at any scheduled meeting of the Committee by a vote of two-thirds of the members present, providing the amendments has been submitted in writing at the previous scheduled meeting of the Committee.

IX

Dissolution

Should the Committee see fit to dissolve, the remainder of its funds shall be designated for use in the athletic programs of Columbus Public Schools.

**Certificate of Secretary**

I certify that I am the duly elected and acting Secretary of the Discoverers Athletic Hall of Fame Committee and that these bylaws constitute the organization’s bylaws. These bylaws were duly adopted by a vote of the members at a meeting on the day of , 2012.

 Date

 Steve Anderson, Secretary