ARTICLE 1 - NAME, PURPOSE

Recorded July 11, 2009
Modified November 4, 2009 – Minor Grammatical Edits
Modified September 5th, 2012 – Permitting 2 Boys or Girls Team

Section 1:

The name of this organization shall be the Northwest Illinois Sports Hall of Fame. (NISHF) The Northwest Illinois Sports Hall of Fame (Formerly Shoot the Bull Hall of Fame) was originated in 1987, with the Inaugural Hall of Fame Class in 1987.

Original Committee Members:
Ronald (Bud Bull)
Randy Smith
John "Beaver" Miller
Jon Whitney
Alvin Woodside
Keith Kniss
Eugene "Joe" Finn
Robert Hill
Tony Komlanc, Sr.
Bob Watson
Lyle Extrom

Section 2:

The purpose of this organization is to perpetuate the names of those (living or deceased) that have made lasting contributions, through meritorious service, to the general athletics in Northwest Illinois. The communities represented include: Chadwick, Shannon, Elizabeth, Milledgeville, Stockton, Forreston, Morrison, Thomson, Fulton, Mt. Carroll, Warren, Galena, Pearl City, Lanark, Scales Mound, Savanna, Hanover, Lena and Winslow *(Lena and Winslow representing 1 community)*

Communities can be added or deleted, with the approval by majority vote of the committee.

ARTICLE II - MEMBERSHIP

Section 1:

The NISHF board shall have full control over the Hall of Fame. It shall supervise the Hall of Fame in such a manner to assure a living, active organization serving the purpose for which it is organized.

Section 2:

The board membership shall be permanent, and shall consist of at least one member from each community. Two board members shall be allowed to represent its community, however when dually represented only 1 member shall hold voting rights.

Section 3:

Terms of board members are considered life time. If a member shall need to be replaced because of irresponsible conduct or lack the adequate community representation, it shall be the board's responsibility to recruit new member/ members from that community. New members shall be presented to the committee, and elected by a majority vote of the existing members.

Section 4:

It is expected that a board member would be responsible member, and would consistently attend Board meetings, and participate in meetings and committees as requested. Board members are representatives of their communities, which makes it incumbent on them to regularly attend to provide adequate representation.

As a general guideline, members would be expected to have no more than 1 un-excused absence to regular meeting per year. An excused absense would be defined as proper notification of such absence to a member of the Executive Board. If it is apparent that a board member is consistently violating this meeting attendance guideline, the Executive Board shall be responsible to place such member on notice. After 1 year from date of notice, shall satisfactory improvement not be made, the Executive Board would recommend to the Board removal of such member from the board. Upon removal approval, the member shall be notified and search would commence for new member replacement.

Section 4:

The Executive Board shall have the right to deny, terminate, and remove any membership of this organization.

ARTICLE III - MEETINGS OF MEMBERS

Section 1:

The NISHF shall meet at minimum of four times / year; Meeting months to be November, April, July and September. Exceptions can be made, however would require majority vote of the board.

Section 2:

An annual meeting calendar, (including date time and location) shall be established at the last regular meeting of the year for the subsequent. Attempts shall be made within reason, to vary meeting locations, to accommodate travel of all Board members.

Section 3:

Special meetings can be called at the discretion of the Board President or a simple majority vote of the Board.

Section 4:

Notice of each meeting (including agenda) shall be given to each voting member, by mail or email, not less than ten days before the meeting. Meeting notification shall be the responsibility of the Executive Vice President.

Section 5:

Each Meeting shall commence with the Pledge of Allegiance (with desk flag present), short

invocation, and introduction of any new members or visitors. Name tags / badges shall be provided and worn by all members.

ARTICLE IV – EXECUTIVE BOARD OF DIRECTORS

Section 1:

The Board to the NISHF consists of delegates which consist of each community's representative. The Board is responsible for administration of policy and direction. The Board is voluntary, and shall receive no compensation.

Section 2:

A quorum is necessary to do business on motions made or passed. A quorum shall consist of at least 9 board members.

Section 3: Officers and Duties.

The Executive Board of the NISHF shall consist of President, Vice-President, Secretary, and Treasurer. The officers shall be elected by the Board at the September Board Meeting. Their duties are as follows:

The **President** shall convene regularly scheduled Board meetings. The President shall preside over meetings, or in the event of absence arrange for another member of the executive committee in the following order: Vice President, Secretary and Treasurer.

The **Vice President** shall chair committees on special subjects as designated by the board. Vice President shall be responsible for the notification of meetings. Vice President to provide Financial Reports in absentia of the Treasurer. Vice President or designee, shall lead the Pledge of Allegiance, and coordinate the invocation at regular meetings. Vice President shall be responsible for all meeting supplies, including nametags, flags, agendas, etc.

The **Secretary** shall be responsible for recording and maintaining records of Board actions. This includes the overseeing and taking of minutes at all board meetings, distributing copies of minutes, and providing an agenda to each Board member. It is the Secretary's responsibility to ensure that records are maintained.

The **Treasurer** shall perform all financial transactions for the Board, and be responsible for financial records for the Board. Treasurer shall report financial status at each Board meeting. Treasurer shall keep track of finances to budget, assist in the preparation of the budget, help develop fundraising plans, and shall make financial information available to Board members.

Section 4:

Special Board meetings (unscheduled) requires that each Board member have written notice two weeks in advance. Exception - Emergency Board meetings can be held in emergency situations however requires approval of the Executive Board President. Shall emergency board meetings be required, a reasonable attempt shall be made to contact all board members

Section 5: Vacancies.

When a vacancy on the Board exists, nominations for new members may be received from present Board members and member organizations by the Secretary two weeks in advance of a Board meeting. These nominations shall be sent out to Board members with the regular Board meeting announcement, to be voted upon at the next Board meeting. All vacancies shall be filled at the end of the particular Board member's term.

Section 6: Resignation, Termination and Absences

Resignation from the Executive Board must be in writing and received by the Secretary. An Executive Board member may be removed for other reasons (normally disciplinary) by a three-fourths vote of the Board**.**

Section 7: Special Meetings

Special meetings of the Board shall be called upon the request of the President. Notices of special meetings shall be sent out by the Secretary to each Board member postmarked two weeks in advance.

ARTICLE V - COMMITTEES

Section 1: The NISHF shall consist of the following standing committees:

BANQUET COMMITTEE

Lead Banquet Chair

The Lead Banquet Chair shall be appointed by the Board. The Lead Banquet Chair shall oversee the coordination, planning, and execution of the Banquet. The Lead shall work with the Leads of all Banquet Sub-Committees to make sure activities are coordinated and making progress. The Banquet Lead Chair member shall be on a rotating basis, with frequency as deemed appropriate by the Board.

BANQUET SUB COMMITTEES

The following Banquet Sub-committees shall be established to coordinate, plan, and execute specific areas of the Banquet. The Banquet Sub Committees shall be appointed by the Board. They shall consist of at least 3 members each, one of which must be a Board Member. "Ad-hoc, committee members can be assigned from community at large, by the Board member/s leading the sub-committee.

- Banquet Facility Location Committee
  Responsible for all aspects of selecting, negotiating, and arranging the facility for the banquet including food and beverages.

- Decorating Committee
  Responsible for establishing an appropriate décor of the banquet area to maintain the celebratory spirit of the Hall of Fame.

- Sponsor / Ticket Committee
  Responsible for coordinating the solicitation of Community sponsors (through the Board Members) and for coordinating with the community advanced and at the door tickets.

- Inductee Committee
  Responsible for the correspondence and communication to all past and present inductees, as well as communication to the Team inductees. Must work

- Program Committee
  Responsible for all aspects of the Banquet Program. Includes assignment of MC's, hosts, speakers, as well as establishment of the order of events and the Banquet Program. Also includes the coordination of inductee plaques, medallions, and the upkeep of the Master Hall of Fame plaque.

- Advertising / Promotion/Public Relations Committee
  Responsible for all promotional communication to the community at large of the event, including any advertising, flyers, announcements or PR concerning the Banquet.

ALL STAR GAME COMMITTEE (See All Star Game Guidelines)

Lead All-Star Game Chair

The Lead All-Star Game Chair shall be the primary board representative from the School that is hosting the All Star Game, as appointed by the Board. The Lead Game Chair shall oversee the coordination, planning, and execution of the Game, including the selection of the game participants. The Lead shall work with the Leads of the Game Sub-Committees, to make sure activities are coordinated and making progress.

GAME SUB COMMITTEES

The following All Star Game Sub-committees shall be established to coordinate, plan, and execute specific areas of the Game. The Game Sub Committees shall be appointed by the Board. They shall consist of at least 3 members each, one of which must be a Board Member. "Ad-hoc, committee members can be assigned from community at large, by the Board member/s leading the sub-committee.

- Game Organization Committee
- Raffle / Fundraising

FINANCE COMMITTEE

Lead Finance Committee Chair is the Treasurer. Two other members shall be appointed by the President, to perform and annual audit of the records with the Treasurer's involvement.

Section 2:

The Board shall create committees as needed.

Section 3:

NISHF is a non for profit organization, with goal to give back to the community through the honoring of its Hall of Fame members. Operating balances shall be maintained at a level to ensure adequate program funding for its program, but not be of excess as it might bring to question the integrity, goals, or intent of the organization. The source of primary income shall be the annual banquet and community sponsorship. Other fund raising programs to be established as

required to insure adequate funding for the organizations programs.

Article 4:

The Treasurer shall be the primary representative of Finance Committee. The treasurer, under direction of the Finance Committee shall be responsible for preparing and presenting an annual budget. Budget to be presented at the first board meeting of the fiscal year. The Board must approve the budget. Expenditures shall be expected to be within the guidelines of the budget. Any major change in expenses or the budget must be approved by the Board or the Executive Committee. Emergency or major non-budgeted expenditures require approval of the Executive Board. The fiscal year shall be the calendar year.

Article 5

The funds of the NISHF shall be deposited in a local checking account, and shall balances require an interest drawing Savings account. For the sake of convenience, the location of the bank, for which funds are held, shall be at the discretion of the Treasurer. It is the responsibility of the Treasurer to provide financial reports. Quarterly reports are required to be submitted to the Board showing income, expenditures and pending income. The financial records of the Board are public information and shall be made available to the membership, Board members, and the public upon request. Treasure to prepare records for an annual audit, which shall be jointly conducted with two other members of the Board. In absentia of the Treasurer, the Vice President shall be responsible to provide reports on behalf of the Treasurer.

ARTICLE VII - AMENDMENTS BYLAWS

Section 1:

When necessary, the by-laws shall be amended by a two-thirds majority of the Board provided there is an adequate meeting quorum. Amendments can be proposed and discussed at any Board meeting; however amendment can not be ratified until approved vote at the subsequent Board meeting to enable adequate time for Board consideration. Proposed amendments must be recorded and submitted by the Secretary, and sent out with regular Board announcements prior to the meeting in which vote shall occur.

ARTICLE VIII HALL OF FAME MEMBERSHIP

Section 1: Eligibility

To be eligible for selection to the Northwest Illinois Hall of Fame, a candidate must be nominated by a member of the Board.

Section 2: Procedure for election into the Hall of Fame – Individuals

Each represented community shall have no more than one individual (male or female) entry selected into the Hall of Fame per year. Communities having an honor team would not be permitted to have a candidate selected for that year. Posthumous members can be inducted into the NISHF, however no more than two (2) posthumous members shall be inducted per year.

It is each individual community's responsibility to solicit and identify viable candidates on behalf or their communities represented. Shall it be deemed that there are not viable candidates that

meet the criteria of a qualifying candidate, it is acceptable to bypass the submittal of a candidate at the discretion of the Board representative for the respective community.

Applications shall be submitted to the Board by the individuals at the April Board meeting. Each community's representative shall have a nominee identified and present at the April meeting. Board members shall be responsible for ensuring applications that are submitted are complete and accurate. Application forms are available from any Board member.

A completed profile shall be made available by the board member sponsoring the candidate, no later than the July meeting to enable adequate time for completion of the hard copy materials and press information for the banquet.

Section 3: Application and Nomination Procedure for - Teams

One Men's and one Women's team shall be inducted to the Hall of Fame annually. (If there is not at least one nominee for a Men's or Women's team, two Men's or Women's Teams can be nominated) Representatives wishing to nominate their communities team, must complete the Application Form and present to Board at the November meeting pre-ceding the banquet. Team Application to include, but not be limited to:

- Name and Year of Team
- Preliminary List of Team Members
- Major Accomplishments of Team
- Specific Attributes of Team (What makes this team Special?)
- Estimated Number of Community Attendees Team shall Draw
- Name of Team Sponsor / Coordinator

The communities Board representative, would be responsible for the communication and coordination with the community's representative from that team.

Section 4: Election Procedure

Individuals

Inductees of individuals into the Hall of Fame shall confirm individually using the consensus "aye or nay" method of majority determination.

Teams

Honor team nominees shall be selected by majority vote from written ballot.

Special Exception - 1 Men's Team or 1 Women's Team, can only be elected from a representative community every 3 Years.

Team applications shall be provided to Board members for review prior to the April Meeting. Applications shall be sent to Board members as part of the meeting notification for the April Meeting. Teams for induction shall be selected by majority vote from ballet as prepared by the Executive Secretary.

Section 5: Awards

Individual Awards, consisting of a medallion of honor, certificate, and plaque shall be presented to Hall of Fame members at time of induction. Posthumous awards, to their nearest of kin.

The permanent award, which consists of a plaque listing the Hall of Fame Members, shall be displayed at Buck's Barn. Change of display location requires and official vote with 3/4ths

approval of the committee. It is the responsibility of Secretary, to ensure plaque is updated and in visual order.

Section 6: Hall of Fame Membership Criteria

Team or individual to be out of high school for 5 Years

Individual Characteristics

- Has upheld or demonstrated the positive promotion of athletics or sporting events in the area
- Of good reputation and character in the community
- Outstanding athletic or coaching credentials
- Has supported with action and involvement, local sport programs

Section 7: Banquet Guidelines

Location, dates, and terms and conditions of the banquet shall be per recommendation of the Banquet Committee, with majority approval of the Board. Desired that location be established per 3 year contract, to enable consistently and stability of the event.

Every Board Member is responsible to secure a financial Banquet Sponsorship on behalf of the community for which they represent. Financial levels shall be at the discretion of the Sponsor Sub-committee. Sponsorships to be submitted at the September meeting prior to the banquet.

Banquet Order shall be determined by the Banquet Program Committee, however the following criteria, shall be long standing elements of the Annual Banquet:

- Candidate procession / Introduction
- Open banquet with the singing of National Anthem
- Invocation (Performed by previous or current year inductee)
- Introduction of Executive Board and recognition of Board, present inductees
- Declaration and recognition of deceased inductees
- Benediction (Performed by previous or current year inductee)

Other Criteria

- Board members and past inductees attending banquet shall wear awards.
- Banquet fees for inductees shall be paid from NISHF funds
- Team inductees, and past inductees shall be responsible for banquet fees

Section 8: All-Star Game Guidelines

All-Star game to be hosted by Eastland High school to provide continuity and consistency of the event. To change game location requires a nomination by Board member and 75% majority vote by Board.

Members of the All Star Team, shall be selected at the discretion of the All Star Committee.

Each all-star game shall have a Most Valuable Player. Election to be at the discretion of the All Star Committee. Most Valuable Player award to be awarded on given on behalf of Eric Ottens.