

## **2 MAN ADVANTAGE**

### **CONSTITUTION/BY-LAWS**

#### Article I-Name

This organization shall be known as the **2 Man Advantage**, the official booster club of the Mississippi Riverkings.

#### Article II-Purpose

The purpose of the Club shall be to boost the morale of the players, further the interest of hockey in the Mid-South, promote better sportsmanship among the fans, and support non-profit organizations.

#### Article III-General Membership

Membership in the Club shall be granted to those in mutual agreement with Article II-Purpose. All memberships will be voted on by the Executive Board.

Section1: The fiscal year of the 2 Man Advantage shall be June 1 through May 31.

#### Section 2: Membership Types

a) Annual membership shall be for one year beginning June 1 and ending May 31.

b) Partial year memberships for new fans may be offered at the discretion of the Executive Board. Partial year memberships shall begin January 1 and end May 31. No more than one partial year membership will be authorized per individual or family.

c) Dues will be determined by the Executive Board.

#### Section 3: Membership Categories

a) Individual Membership. An individual (18 years of age or older).

b) Family Membership. Parent(s) and two children under the age of 18. Additional child memberships may be included at additional cost.

c) Military Membership. An individual currently serving on active duty or in a National Guard or Reserve unit. Valid military identification required.

d) Student Membership. An individual (18 years of age or older) currently enrolled in high school, vocational-technical school or college. Current student identification is required.

e) Honorary Membership. The Executive Board may invite former Riverkings players who no longer play professional hockey to be honorary members.

f) Additional categories may be added by a unanimous vote of the Executive Board. Once added, the additional category(s) will be included as an Amendment to this document.

#### Section 4: Voting

a) Voting: Any member 18 years of age or older (at the time of the application) may cast one vote (two adult members of a family would cast two votes).

b) Non-voting: Honorary members and anyone under the age of 18.

#### Section 5: Membership Conduct

a) Members are expected to promote and support hockey at all levels. Members will hold themselves accountable for sportsmanlike conduct at all times. Members will abide by the rules and regulations of home and away arenas.

b) Harassing, stalking or unwarranted contact with Riverkings or visiting players, Riverkings or arena employees, Club members, Riverkings or visiting fans is strictly prohibited. Any conduct which reflects poorly on The 2 Man Advantage or Mississippi Riverkings can result in termination of membership.

c) Personal information about players, Riverkings employees and other Club members will not be discussed outside of meetings, posted on social media or disclosed in any manner unless specifically authorized by the individual(s), Mississippi Riverkings Director of Hockey Operations or The 2 Man Advantage Executive Board. Such unauthorized disclosure shall result in termination of membership.

d) The Executive Board will develop a procedure to address inappropriate conduct with individuals involved. Termination of Membership by the Executive Board will not result in a refund of dues.

#### Article IV-Executive Board

Section 1: The Executive Board shall consist of 5 Officers (President, Vice-President, Recording Secretary, Corresponding Secretary and Treasurer) and 5 Directors.

Section 2: The terms of office will be for two years, beginning June 1 of the current election year. No person shall hold two elected positions concurrently.

Section 3: Executive Board members will receive no monetary compensation.

Section 4: The Executive Board will meet at least twelve (12) times per year.

#### Article V-Election of the Executive Board

##### Section 1: Eligibility for Election

a) To be eligible for election to the Executive Board, a member must have been a current voting member for at least one year.

b) Current voting members must have been 18 years of age or older at the time of application and have paid their dues in full.

c) To be elected as President or Vice President, a member must first have served as an Officer or Director for at least one year.

#### Section 2: Elections

a) The President, Recording Secretary and three Directors will be elected on even years. The Vice President, Corresponding Secretary, Treasurer and two Directors will be elected on odd years.

b) Voting may be by paper and/or electronic means as determined by the Executive Board.

#### Section 3: Vacancies

a) In case of a vacancy in the office of the President, the Vice-President will serve for the remainder of the President's term.

b) The Executive Board will fill remaining Officer (Vice-President, Corresponding Secretary, Recording Secretary and Treasurer) vacancies from the members of the current Executive Board.

c) The Executive Board will fill any Director vacancy from the General Membership.

d) Appointed Officers and Directors will serve for the remainder of the appropriate term.

#### Article VI-Duties of the Officers and Directors

##### Section 1: President

a) The President shall preside at all Executive Board and General Membership Meetings.

b) The President shall enforce the Constitution/By-Laws, rule on questions of order, be empowered to sign official documents relating to the organization and perform all other customary duties pertaining to the Office of the President.

c) The President and Treasurer will be authorized to sign all financial instruments of payment (checks, credit/debit cards, etc.)

c) With the exception of filling Executive Board vacancies and awards, the President shall have no vote except in the case of a tie.

d) The President will not serve on the Nominating Committee.

##### Section 2: Vice-President

a) The Vice-President shall execute the duties of the President (including signing official documents) in the absence of the President and shall assist the President. If possible, the Vice-President will coordinate with the President before making any decisions.

- b) The Vice President will preside over the Membership Committee.
- c) The Vice President will recognize all invited guests at the General Membership meetings.

### Section 3: Recording Secretary

a) The Recording Secretary shall record the minutes of all Executive Board and General Membership meetings. Once minutes have been approved by the Executive Board, the Secretary is responsible for posting the minutes on the electronic media (website, social media) used by the 2 Man Advantage. Minutes will remain on the website for 12 months, at which time they can be stored by other means for an additional two years.

b) The Recording Secretary will maintain a copy of the Constitution/By Laws, Amendments, and a current list of Club properties. The Membership, Apartment and Table Sales Chairpersons will coordinate with the recording secretary to insure accurate records are maintained. Records may be stored electronically, but must be readily available to the Executive Board for all Executive and General Membership meetings.

### Section 4: Corresponding Secretary

a) The Corresponding Secretary will prepare all official Club correspondence to members, sponsors and media. Correspondence may include, but is not limited to welcome letters and membership cards, acknowledgements of donated products or services.

### Section 5: Treasurer

a) The Treasurer shall collect all monies and deposit in a bank selected by the Executive Board.

b) The Treasurer shall issue receipts and checks for all authorized purchases. The Treasurer is responsible for the expenditures requiring a credit/debit charge. The Treasurer will not issue any check or authorize any credit/debit expenditures over \$200 without the approval of the President or Vice President.

c) The Treasurer will keep an itemized account of all income and disbursements. A monthly financial report will be submitted to the Executive Board for approval. Once approved, the Treasurer will post the report on the electronic media (website, social media) used by the Club. The Treasurer will maintain records in a suitable format and for a sufficient time period to comply with state and federal audit requirements.

d) The Treasurer will prepare an annual report to present at the last General Membership meeting of the current year.

e) The Treasurer will coordinate with the Corresponding and Recording Secretaries to maintain a current voting membership list.

### Section 6: Directors

a) The Directors shall assist the Officers in rendering decisions on proposals and proposed amendments to the Constitution/By-Laws

b) Standing committees should be (but not required) chaired by a member of the Executive Board. Members may chair more than one committee as long as the Executive Board and other committee members agree that adequate attention is being devoted to the committees in question. All Committee Chairs are encouraged to participate in Executive Board Meetings.

#### Section 7: Impeachment of Officers and/or Directors

a) A petition signed by 25% of the voting membership may be presented to any officer. The detailed complaint must be presented at a regularly scheduled General Membership meeting.

b) The Officer or Director will be given adequate time to present his/her side of the complaint.

c) The Officer or Director may be removed by a two-thirds majority vote of the membership or unanimous vote of the Executive Board. The Executive Board will determine a voting procedure.

#### Article VII-Committees

Section 1: Standing Committees: Standing committees will be comprised from the Executive Board and/or General Membership. An Officer or Director should chair a standing committee, but is not required. Once appointed, the Committee Chair and Co-Chair will select additional committee members as needed.

a) Apartment Committee: The Apartment Committee will develop/maintain an inventory system to insure that the players have adequate furnishings, cooking and cleaning supplies and linens to provide as comfortable a living environment as possible. The Apartment Committee will coordinate with the President or Vice President prior to soliciting any donations from businesses or the membership. The Apartment Committee Chair will coordinate with the Riverkings Director of Hockey Operations concerning inventory/storage of items used in the apartments.

b) Community Outreach Committee: The Community Outreach Committee is responsible for working with schools and non-profit organizations to promote the interest of hockey in the Mid-South. Groups may include, but are not limited to college, high-school, junior and adult hockey programs. Other non-profit groups may be included. The Community Outreach Committee Chair will work with the Mississippi Riverkings staff on any programs which may require/benefit from a coordinated effort.

c) Corporate/Business Sponsorship Committee: The Corporate/Business Sponsorship Committee is responsible for contact with businesses and corporations to obtain donations or discounts/services for Club members, Riverkings players and staff. The Vice President should Chair this committee. All activity should be coordinated with the appropriate Riverkings marketing staff to enhance the efforts of both organizations.

d) Family Sponsorship Committee: The Family Sponsorship Committee will develop a formal program to enhance the morale of the players through personal and limited monetary support (as outlined

by the Southern Professional Hockey League Rules and Regulations). The Committee will develop a written application and guidelines for sponsors. Because of the sensitive nature of the program and to protect the privacy of the players and their families, family sponsors must be members of the 2 Man Advantage and be approved by the Executive Board. All applications will then be submitted to the Riverkings Director of Hockey Operations. Though families may request to sponsor specific players, the Director of Hockey Operations will assign families to players.

e) Fundraising Committee: The Fundraising Committee will develop special events to raise money for Club operations. Events may be live or on-line (auctions, photo purchases, etc.). The Fundraising and Table Sales Chairs will coordinate to maximize the advertising potential of any event and/or sale. Any event involving Riverkings players or staff will be approved by the Mississippi Riverkings Director of Hockey Operations.

f) Media Committee: The Media Committee will be responsible for electronic media used by the Club. This may include, but is not limited to the website and social media. Only members of the Media Committee will be authorized to make changes or posts.

g) Membership Committee: The Membership Committee will be responsible for increasing the Club membership through membership drives, advertising, etc. The Vice President will Chair the Membership Committee.

h) Nominating Committee: The Nominating Committee will be appointed by the President no later than the November Executive Board Meeting. The Nominating Committee will develop a slate of candidates and voting procedures to present to the Executive Board no later than the January Executive Board meeting. Once approved, the ballots and voting procedure will be presented to the General Membership no later than March 1. The voting may be paper and/or electronic, but must close at the end of the last regular season game. The current year Nominating Committee will dissolve as soon as the votes have been processed and announced. The Recording Secretary will keep all votes for a period of two years.

i) Table Sales Committee: The Table Sales Committee is responsible for acquiring/selling items at The Two Man Advantage booth. Items may include, but are not limited to, raffles, table sales, silent auctions, etc. All purchases must be approved in advance by the Treasurer and the President or Vice President. The Table Sales Chair will devise an inventory/sales record for each game. All monies collected will be given to the Treasurer at the end of each game or as soon as possible if the Treasurer is unavailable. The Treasurer and Table Sales Chair will develop a written procedure for funds transfer to and from the Table Sales volunteers (cash, credit card, etc.).

j) Stock the Bus: The Stock the Bus Committee will work with the Riverkings Director of Hockey Operations and Trainer to help provide healthy food, nutritional supplements and drinks on the bus for away games. The committee may accommodate special requests from the players. At least one member of the committee should be an athlete and well versed on the types of products the players might need.

Section 2: Special Committees: Special Committees may be appointed by the Executive Board to fill a specific need. They shall be comprised by the members of the Executive Board and/or General Membership. Examples might include a committee which would plan/execute a welcome, end of regular season, or holiday event. Certain fundraising events might require sub-committee support. Special Committees will be dissolved at the completion of the assigned task.

#### Article VIII-Meetings

##### Section 1: Executive Board Meetings

a) There will be at least 12 Executive Board Meetings per fiscal year. If a special event allows a venue for the discussion of routine business, the event can be utilized as an Executive Board meeting providing the Executive Board feels the nature of the meeting suffices to conduct necessary business. General Membership meetings may also be considered Executive Board meetings

b) Special Board Meetings may be called by the President to conduct specific, time-sensitive business. These meetings may be virtual or in person.

c) Whether scheduled or special, in-person or virtual, the Recording Secretary will record the proceedings. Once approved by the Executive Board, the minutes will be posted on the electronic media being used by the Club.

d) Executive Board meetings are open to the General Membership, but any discussion item from the General Membership must be approved IN ADVANCE by the President or Vice President. Only Executive Board Members will be allowed to vote at these meetings.

##### Section 2: General Membership Meetings

a) There will be at least three General Membership meetings per fiscal year. The meeting timeline should include 1) a pre-season meeting to form committees and schedule as many events as possible; 2) a mid-season meeting and 3) a post-season meeting.

b) Additional General Membership meetings may be scheduled as the need arises.

c) Members are encouraged to bring potential new members to General Membership Meetings as guests. The member must register the guest with the Vice President so that they can be introduced and recognized. Only the member will be allowed to vote.

#### Article X-Amendments

##### Section 1: Proposing an Amendment

a) Any member in good standing can present a petition to amend the Constitution/By-Laws. The petition must be signed by at least 25% of the current membership and submitted to the Executive Board.

b) The petition will contain the specific articles to be changed and the proposed Amendment. The Board will then present the Amendment to the General Membership for voting.

c) Grammatical, spelling or other minor corrections are not considered Amendments and may be approved by the Executive Board without a vote of the General Membership.

#### Section 2: Voting

a) Voting may be by paper and or electronic means as determined by the Executive Board. The board will also determine a method for absentee voting.

b) The Amendment must be approved by a two-thirds majority vote of the membership.

#### Article XI-Executive Power

Section 1: Any matter pertaining to the Constitution/By-Laws, not herein mentioned, shall be remanded to the Executive Board for interpretation, clarification and decision.

Section 2: If The 2 Man Advantage is dissolved for any reason, all monies will be distributed to the Community Foundation of Northwest Mississippi for benefit of the Junior Streetkings.