

APPENDIX A

BYLAWS
OF THE
FARGO - MOORHEAD FENCING CLUB

ARTICLE I
NAME AND AFFILIATION

The name of the club shall be the Fargo-Moorhead Fencing Club.
The Fargo-Moorhead Fencing Club is member of the Minnesota Division of the United States Fencing Association.

The Fargo-Moorhead Fencing Club shall hereinafter be referred to as “FMFC”; the United States Fencing Association, Inc. shall be referred to as the “USFA”, and the Minnesota division of the USFA as “the division”.

ARTICLE II
OBJECTIVES

The purposes and objectives of the FMFC are:

1. To provide the community with opportunities to learn about the art of fencing whether it be to compete in fencing as a sport, for recreation, or for fitness.
2. To develop and improve the coaching for both competitive and recreational fencing.
3. To provide local competitions and tournaments.
4. To conduct any lawful activity that promotes or supports the sport of fencing.

ARTICLE III MEMBERSHIP & DUES

SECTION 1. Any person meeting the age requirements of the coaching staff may join the FMFC.

SECTION 2. Monthly dues and/or class fees shall be determined by the Executive Committee and entitle members to participation in group classes. Additional fees may be charged for individual lessons and participation in competitions.

- A. A check returned for insufficient funds will result in a warning to the fencer. A failure to make the check good, or a second occurrence during the season, will result in that fencer being placed on a “cash only” status.
- B. With the exception of disciplinary penalties associated with competitions, all other matters pertaining to the discipline of a member of FMFC shall be referred to the Executive Committee for appropriate action.

ARTICLE IV OFFICERS, MEMBERS, AND DUTIES

The officers of the FMFC shall be a President, Director of Coaching, a Secretary, and a Treasurer. The latter two offices may be combined. OFFICERS will hold office until their successors are appointed by the Executive Committee.

The duties of officers shall be as follows:

SECTION 1: PRESIDENT – The President shall preside at all meetings of the FMFC and perform such duties as usually pertain to that office and are not inconsistent with these bylaws. The President has the responsibility for ensuring that all reports required by the STATE of NORTH DAKOTA and UNITED STATES INTERNAL REVENUE SERVICE are filed in a timely manner. The preparation of these reports may be delegated to the Secretary and Treasurer of the FMFC. The President may, from time to time, assign officers and other members of the FMFC to chair standing or ad hoc committees. The President shall be an ex-officio member of all committees.

The President is responsible for the custody and maintenance of all equipment owned by the FMFC.

SECTION 2: DIRECTOR OF COACHING – The Director of Coaching shall be responsible for coaching schedules and course curriculum for fitness recreational and competitive fencing activities. Encourage the development and advancement of coaching staff. Ensure a safe and friendly learning experience.

SECTION 3: SECRETARY – The Secretary shall conduct all official correspondence with FMFC members. Issue timely notice to all members of meetings of FMFC and keep the minutes of all meetings of the FMFC. Prepare and submit, when due, all reports concerning membership as required by the USFA or the division, and any other like duties that may be assigned by the President or Executive Committee.

SECTION 4. TREASURER – The Treasurer, in consultation with the executive committee, shall present a budget for the following fiscal year (**August 1st to July 31st**) at the Annual Meeting of the FMFC. Changes made upon the budget shall be presented at the next general meeting of the FMFC. The Treasurer shall keep the accounts of the FMFC; receive all monies, fees & dues; pay all bills approved by the executive committee, and preserve all vouchers for such disbursements. The Treasurer shall submit a report of the financial transactions of the preceding period at the Annual Meeting of the FMFC. All disbursements shall be made from the FMFC checking account. Such disbursements must be supported by receipts stating the nature of the transaction and the payee. All funds of the FMFC shall be maintained in a federally insured account, checking and savings, under the name of the FMFC. No amounts over \$50.00 will be dispersed without executive committee approval. The Treasurer shall perform such other duties as may be assigned by the President of the FMFC or other proper authority.

SECTION 5. The offices of Secretary and Treasurer may be combined by a consensus of the executive committee.

SECTION 6. Officers of the FMFC may be removed for cause through the following procedure:

- (a) A petition submitted to the Executive Committee, signed by at least 20% of the FMFC membership, requesting a Special Membership

Meeting to be held for the sole purpose of addressing removal. The entire Executive committee must be present.

- (b) The officer so charged has the right to appear at the meeting and present arguments against removal, but may not vote or be present during the Executive committee vote on this question.
- (c) A unanimous vote by the Executive committee is required for removal.

SECTION 7. The Executive Committee may replace an officer who has resigned or has been removed by the foregoing procedure.

- (a) At any Executive Committee meeting where a new officer is to be voted upon, all the voting members remaining must be present.
- (b) The proposed new member must be approved by a unanimous vote.

ARTICLE V MANAGEMENT BY THE EXECUTIVE COMMITTEE

SECTION 1. Composition: The management of the FMFC shall be vested in an Executive Committee consisting of the officers of the FMFC. No one may hold office and/or be a member of the Executive Committee unless he or she is a current voting member of the USFA. Members of the FMFC in good standing, with special expertise, may be appointed by the PRESIDENT as advisors to the Executive Committee, but these individuals will not have voting privileges.

SECTION 2. Quorum: A quorum shall consist of a majority of the voting membership of the executive Committee.

SECTION 3. Meetings: Meetings of the Executive Committee shall be held on a regular basis at a time and place designated by the President. Meetings may also be called upon the written request of two voting members of the Executive Committee. All members must receive at least 48 hours prior notice of all Executive Committee meetings. If all members of the Committee have access to the Internet, then certain specific questions or

proposals may be voted upon electronically. All balloting must be copied to every member of the Committee, and the Secretary must keep a printed copy of the vote for the FMFC records.

SECTION 4. Any member of the Executive Committee who fails to perform his duties may be removed from the Committee by the following procedures:

- (a) Written notification of the causes for removal must be provided to every member of Executive Committee.
- (b) At any meeting at which the removal of a member will be contemplated, the total voting membership of the Committee must be present.
- (c) A member so charged has the right to appear at the meeting and present arguments against removal, but may not vote or be present during the vote on this question.
- (d) A unanimous vote for removal is required for it to take effect.

SECTION 5. The Executive Committee may replace a member who has resigned or has been removed by the foregoing procedure.

- (c) At any Executive Committee meeting where a new member is to be voted upon, all the voting members remaining must be present.
- (d) The proposed new member must be approved by a unanimous vote.

ARTICLE VI ANNUAL MEETING

SECTION 1. The Annual Meeting of FMFC Executive Committee shall be held in June or July. The date, time and place of the meeting shall be designated by the President, but notification must be mailed to all members of the FMFC to be received at least 15 days prior to the meeting.

SECTION 2. Special Meetings may be called at any time and place by the President.

SECTION 3. A quorum shall consist of a majority of members in person or by proxy, and a majority of those present shall control.

ARTICLE VII AMENDMENTS

These bylaws of the FMFC may be amended at the Annual Meeting of the FMFC Executive Committee. Any proposed change to these bylaws must be included in the mailed notification of time and place of the Meeting. An amendment receiving a majority of the votes cast, either in person or by proxy, shall be deemed adopted.