

FRIENDS OF THE ALPENA FARMERS' MARKET BYLAWS
May 29, 2024

ARTICLE I. NAME

Section 1. The name of the organization shall be: Friends of the Alpena Farmers' Market.

ARTICLE II. PURPOSE

Section 1. This organization consists of people who care about the Alpena Farmers' Market and acts as an organized support group. The purpose of the Organization is to:

- A. Encourage greater use of the Market.
- B. Aid in raising funds to meet special Market needs.
- C. Promote the Market through publications, programs, exhibits, advocacy and other means.
- D. Support the Market and the producers by assisting with activities and by attending its programs and events.

ARTICLE III. MISSION STATEMENT

The Mission Statement is as follows:

Friends growing together to support the health and nutrition of our local community.

ARTICLE IV. MEMBERSHIP

Section 1. Membership shall be open to all individuals who support the goals of the Friends of the Alpena Farmers' Market. Annual Dues are \$10 (ten dollars) for the fiscal year, January 1 – December 31.

ARTICLE V. MEETINGS

Section 1. Regular meetings of the Friends of the Alpena Farmers' Market shall be held monthly.

Section 2. The April Board of Directors meeting shall be a special meeting. The meeting will include all members of this Organization. The purpose of this Annual Meeting shall be to elect officers, Board Members, and to conduct the usual business of a regular Board Meeting.

ARTICLE VI. OFFICERS

- Section 1. The officers of the Friends of the Alpena Farmers' Market shall be a President, Financial Advisor (shared role with Alpena Farmers' Market), and Treasurer.
- Section 2. The Board will select the President of the Friends of the Alpena Farmers' Market from current Board Members for a one-year term. The President must be a community member. Nominations for President may be taken from the floor. Nominees must approve of their nomination. Vote will be taken by roll call vote if there is one nominee or by paper ballot if there are multiple nominees. Board members will be elected for three-year terms.
- Section 3. The Board will select the Events and Offsite Market Coordinator, Treasurer, Friends Booth Coordinator, Financial Advisor (shared role with the Alpena Farmers' Market) and Secretary for one-year terms. The Secretary can be a shared role with the Alpena Farmers' Market. The secretary does not need to be a member of the Friends Board.
- Section 3. Any officer may be removed from office whenever, in the judgment of the Board, the best interests of the Organization would be served. Such removal shall require a two-thirds vote of the quorum.

ARTICLE VII. DUTIES OF OFFICERS

- Section 1. President: Preside over and conduct meetings. Prepare meeting agenda for each monthly meeting.
- Section 2. Financial Advisor: See position description.
- Section 3. Secretary: Record attendance at all meetings, take minutes of all meetings and conduct the correspondence of the Organization.
- Section 4. Treasurer: See position description.

ARTICLE VIII. BOARD OF DIRECTORS.

- Section 1. The Board of Directors shall consist of the officers of the Organization, the chairpersons of all standing committees and the elected members at large. Board of Director members must be members in good standing of the Organization, including paid membership.
- Section 2. The Board of Directors shall consist of 7-11 members.

Section 3. Terms are staggered.

Section 4. A quorum consists of two-thirds (2/3) of voting Board members present at the meeting in person, by phone or by zoom. Fifty-one percent (51%) of the quorum is needed for a vote for adoption of a motion.

Section 5. Board members are encouraged to serve on two committees and participate in at least two projects or events per year.

Section 6. Some of the members of the Alpena Farmers' Market may be elected to be part of the Friends Board and will be able to vote on issues of the Friends.

ARTICLE IX. COMMITTEES

Section 1. There shall be standing and special/ad hoc committees as established by the President with the approval of the Board of Directors. See Addendum for List of Committees. Committees may be added or deleted as needed.

ARTICLE X. REVISION OF BYLAWS

Section 1. The Bylaws Committee will meet yearly. The Bylaws Committee will bring recommended changes to the Board for approval at any regular Board meeting. Adoption of changes requires a 51% vote of the quorum.

ARTICLE XI. PARLIAMENTARY AUTHORITY

Section 1. *Roberts Rules of Order Revised*, when not in conflict with these Bylaws, shall govern the proceedings of this organization.

ADDENDUM
TO
FRIENDS OF THE ALPENA FARMERS' MARKET BYLAWS

COMMITTEES

Bylaws and Membership Committee

Budget/Financial Committee

Program Management Committee

Grant Committee

Friends Booth/Food Assistance Program/Fundraising Committee

Market Sprouts Program Committee

Advertising Committee

Event Committees

- Local Alpena Street Market Dinner
- Kids Day
- Alpena Ice Fest
- Optimist Spring Break Fun Day
- MSU Spring Garden Show
- Mother's Day Geranium Plant Sale
- Save-A-Life Saturday
- Adopt an Animal Day at the Market
- Fall Mum Fundraiser
- Learn About Food Preservation
- Local Business Saturday Sale at the Market
- Gingerbread House Decorating Contest
- Christmas Decoration Day at the Market
- Local Gift Sale at the Market
- Cupcake Decorating at the Market

Live Music Committee

Guest Chef Committee

Scholarship Committee

