

FRIENDS OF THE ALPENA FARMERS' MARKET BYLAWS
APRIL 15, 2021

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 these purposes. Dues are to be \$10 (ten dollars) annually on a fiscal year April 1-March 31.

ARTICLE V. MEETINGS

Section 1. Regular meetings of the Friends of the Alpena Farmers' Market shall be held monthly. Meetings will be normally be held just before the regular monthly meeting of the Alpena Farmers' Market.

Section 2. The April Board of Directors meeting shall be a special meeting with notice published locally. 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 this Organization shall be a President, Vice-President, Market CPA/Financial Liaison and Secretary. The President and the Vice-President may elect to serve as Co-Presidents and will share the duties of each. The Secretary and Market CPA/Financial Liaison are shared with the Alpena Farmers' Market.

Section 2. Officers will be elected for a one-year term by a majority of those present and voting at the Annual Meeting. Nominations from the floor will be invited at the Annual meeting. All nominees must consent to be nominated.

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 majority vote.

ARTICLE VII. DUTIES OF OFFICERS

Section 1. President: Preside over and conduct meetings, be an ex-officio member of the Board of Directors and serve as an advisor to the incoming President. Prepare meeting agenda for each monthly meeting.

Section 2. Vice-President: Perform the duties of the President in his/her absence.

Section 3. Market CPA/Financial Liaison: Keep financial records of the Organization which shall include, but not be limited to, preparing a financial report for each monthly Board Meeting.

Section 4. Secretary: Record attendance at all meetings, take minutes of all meetings and conduct the correspondence of the Organization.

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 9-11 members.

Section 3. Terms are staggered.

Section 4. A voting quorum shall consist of a majority of the current Board members.

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

ARTICLE IX. COMMITTEES

Section 1. There shall be such standing and special/ad hoc committees as established by the President with the approval of the Board of Directors.

ARTICLE X. REVISION OF BYLAWS

Section 1. The Bylaws Committee will meet at least every two years. Bylaws Committee recommended changes will be brought to the Board for approval at any regular Board meeting. Changes require a two-thirds vote of all members present.

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.

ALPENA FARMERS' MARKET BOARD COMMITTEE

1. We will continue to follow the same rules and bylaws of the Alpena Farmers' Market.
2. The Board Committee will be elected by the members of the Alpena Farmers' Market.
3. We will continue to have two large meetings with members of the Market to elect officers, get input from members, and inform members about decisions of the Market Board Committee and the Friends Board.
4. We will have a President, Secretary, and Market CPA/Financial Liaison. Subcommittees will be established as needed.
5. Minutes will be taken at these meetings and will be available to the Alpena Farmers' Market members and the Friends of the Alpena Farmers' Market.
6. Meetings will be called as Farmers Market issues arise.
7. Only issues regarding the Farmers Market will be voted on by the Board Committee.
8. The Board Committee will not vote on non-profit issues of the Friends of the Alpena Farmers' Market.
9. The Board Committee will oversee the Onsite and Offsite Market Coordinator positions.
10. The Market Coordinators positions will be paid from membership dues and tent fees collected from the members.
11. Money collected from membership fees and tent fees will be managed by the Board Committee.
12. Some of the members of this Board Committee may volunteer to be part of the Friends Board and will vote on issues of the Friends.

