

**Lyndon Institute  
Athletic Hall of Fame By-Laws  
Adopted July 9, 2019**

**Purpose:**

The Lyndon Institute Athletic Hall of Fame (hereafter referred to as the “Hall of Fame”) is a chartered organization of the Lyndon Institute Alumni Association and therefore sits as a committee within the Lyndon Institute Director of Athletics and Activities office. It is the purpose of the Hall of Fame to provide a means by which to recognize the efforts and achievements of various athletes, coaches, teams and contributors to Lyndon Institute athletics while reinforcing a sense of history, tradition and distinction.

The Athletic Hall of Fame looks to select inductees that will serve as representatives of the school and its athletics programs, to serve as models for students to emulate, and to set a standard for commitment to the school and to team sports.

**Article I – Board of Directors and Officers:**

1. The Hall of Fame shall be governed by a minimum of a seven-member board of directors (hereafter referred to as the “Board”) but no more than fourteen members. The board should always include at least one male and one female member.
2. The Board shall be comprised of the following members:
  - a. The Director of Athletics shall serve as an ex-officio member.
  - b. At least two (2) alumni members elected by the members of the Board.
  - c. A member of the Alumni Council shall be appointed by the Director of Athletics and shall serve until their duties on the alumni council expire.
  - d. A faculty member of the school shall be appointed by the Director of Athletics.
  - e. An active Lyndon Institute Coach.
  - f. The Director of Alumni Affairs.
3. The Board shall elect from its members a Chairperson who will serve for a period of one year. The Director of Alumni Affairs will serve as the Secretary.
4. If any member of the Board is unable or unwilling to continue on the board, the Chairperson of the Board shall appoint another member.
  - a. If the Chairperson is unable or unwilling to fulfill their term of office, the Board will elect a new Chairperson to assume the remaining term of office.

**Article II – Duties and Responsibilities of the Officers:**

1. The Chairperson shall be the chief presiding officer of the Board and the Hall of Fame. He/she will be responsible for calling all Board meetings and the Annual meeting; appointing all standing committees and will serve as an ex-officio member of all committees.
2. The Secretary, in the absence of the Chairperson, will assume Chairperson’s responsibilities and authority.
3. The Secretary will act as the Recording Secretary at all Board meetings, as well as the Annual meeting, and will record all official actions taken at those meetings. Further, the Secretary will be responsible for all official correspondence to the members of the Hall of Fame.

**Article III – Advisors to the Board of Directors:**

1. The Chairperson may appoint any person he/she desires to serve on the Board of Directors in order to provide administrative and research support to the Board.

**Article IV – Hall of Fame Meetings:**

1. The Chairperson is responsible for convening all meetings of the Board of Directors and the Hall of Fame Banquet. They will ensure that written notice is provided to all Board members of a scheduled meeting at least two (2) weeks prior to the date of the meeting.
2. A minimum of four (4) members of the Board, to include either the Chairperson or the Secretary, must be present at all meetings in order to constitute a quorum, without which no official Hall of Fame business may be conducted.
3. On matters not otherwise provided for in these By-Laws, all Board meetings shall be conducted in accordance with the *Roberts Rules of Order, Revised*.

#### **Article V – Eligibility for Election to the Hall of Fame:**

1. Any former Lyndon Institute varsity athlete, male or female, who participated for at least two seasons in one particular sport at the varsity level while enrolled as a student at LI and whose original class graduated a minimum of five (5) years prior to the date of induction, is eligible to be elected to the Lyndon Institute Hall of Fame. All persons considered for possible election must have made an outstanding contribution to the Athletic Program at Lyndon Institute and have represented LI in a positive fashion and as an alumnus. Consideration is also given to the individual's professional/career achievements, community service and citizenship.
2. Honorary selection:
  - a. Coaches, alumni, administrators and special supporters of Lyndon Institute who have contributed greatly to Lyndon Institute Athletics.
  - b. Alumni who did not participate in varsity athletics while attending LI, but who have contributed greatly to the field of Athletics after graduation from Lyndon Institute.

Exceptions may be made by the Athletic Hall of Fame Selection Committee based on extenuating circumstances.

#### **Article VI – Screening Election Procedures:**

1. Nominations can be made by anyone as long as the nominee meets the criteria set forth in Article V of these By-Laws.
2. The Board will then research each of the nominees and prepare a biographical summary of each individual's athletic accomplishments, as well as any other information relating to the individuals that might be appropriate.
3. The Board of Directors will vote on the nominees for induction into the Hall of Fame. A majority vote is necessary to be inducted. No more than three (3) inductees may be selected per year.
  - a. Persons nominated, but not selected, will remain in the nomination pool for consideration for a time period of five (5) years. If that person is not selected for induction within that five-year span, they will be eliminated from the pool. At any time, the alumnus/a can be re-nominated and put back into the pool for another five years. The process can continue as long as that person continues to be re-nominated after the five-year limit.
  - b. If the committee is undecided about nominations, the *Candidate Assessment Sheet* will be used.

#### **Article VII – Amendments:**

1. These By-Laws, may be amended by a two-thirds vote of the Board.

#### **Article VIII – Recognition:**

1. Each inductee elected to the Hall of Fame shall receive a plaque of recognition.
2. Each inductee elected to the Hall of Fame shall be recognized with their picture, along with a plate inscribed with their name, class and date of induction hung in the Lyndon Institute Viking's Hall of Fame Wall of Honor.
3. A picture and biographical summary of each inductee will be published in an official Hall of Fame program.