

## HIBBING FARMERS MARKET BY-LAWS

### ARTICLE I. NAME

1. The name of the association shall be Hibbing Farmers Market, operating as a 501(c)3 through the Iron Range Partnership for Sustainability (IRPS).

### ARTICLE II. ELECTION PROCEDURES

1. One vote and one voter per membership (family, partners, etc.)
2. No absentee votes will be allowed.
3. Officers will be elected at the annual meeting. Candidates must be present to be elected and accept a position into office.
4. If a vacancy occurs, the remaining officers shall appoint a replacement to fill the position until the next annual meeting elections.

### ARTICLE III. OFFICERS

1. Officers are President, Vice President, Secretary, Treasurer and Market Manager. There shall be no more than one officer from one membership serving concurrently.

### ARTICLE IV. ROLES AND DUTIES OF OFFICERS

1. President - shall preside at all meetings, oversee the management, organization and execution of the business of the market.
2. Vice-President – shall perform the duties of the President in the absence of the President.
3. Secretary – shall record the minutes of all proceedings/meetings of the market.
4. Treasurer – shall account for all financial transactions of the market, presenting a complete statement of the financial affairs of the market at the annual meeting, in addition to filing annual taxes for the market.
5. Market Manager – shall verify that the market vendors are members in good standing, and monitor market for standards compliance, appearance and safety. Will appoint a designee when absent from the market.

### ARTICLE V. MEETINGS

1. The annual meeting shall be held the last Tuesday in January.
2. Notice of the annual meeting shall be provided to membership at least fifteen days prior to date of the meeting and posted in the Hibbing Tribune.
3. The market membership shall meet at least once annually.

### ARTICLE VI. AMENDMENT PROCEDURES

1. These by-laws may be amended by 2/3 majority of votes cast.

By-laws approved at annual meeting \_\_\_\_\_ date.