

ATHLETIC HALL OF FAME BY LAWS
(Revised MARCH 2008)

The purpose of the Bellevue High School Sports Hall of Fame is to recognize the outstanding contributions in athletics among Bellevue athletes, coaches, and/or school officials.

1. Committee Membership and Organization
 - a. Superintendent
 - b. Board of Education President
 - c. High School Principal
 - d. High School Assistant Principal
 - e. High School Athletic Director
 - f. All Varsity Head Coaches
 - g. Community Members
 - One member graduate prior to and including 1969 (3 year term)
 - One member graduate 1970 to 1979 (3 year term)
 - One member graduate 1980 to 1989 (3 year term)
 - One member graduate 1990 to present (3 year term)
 - One at-large member (3 year term)

2. The Principal shall be the chairperson of the committee and shall have the authority to appoint a design on an as needed basis to serve or assist in this capacity. The co-chairman shall be the high school athletic director and the assistant principal shall serve as the secretary.
 - a. This group shall serve as the executive committee for the Hall of Fame.
 - b. The executive committee shall reserve the authority to appoint other committees for the Hall of Fame as needed.

3. Selection of Community Members
 - a. For the initial year of the program, community members shall be appointed to the assigned terms by the executive committee.
 - b. Thereafter, at end of the term, nominations of community members will be accepted and appointed by the executive committee for a three year term.

4. Vacancy
 - a. If a vacancy of a member occurs, a new member shall be appointed by the executive committee.

5. Advisory Committee
 - a. All members of the Hall of Fame who have been enshrined will become members of the Advisory Committee. Those in the immediate area shall be notified/invited to all meetings and take part in discussions, but will not have voting privileges. All enshrined member of the Hall of Fame will be invited back each year to be part of the Athletic Hall of Fame Induction Ceremony.

6. Quorum
 - a. A simple majority of members in attendance are necessary to conduct business and/or vote.
7. Attendance
 - a. The executive committee has the responsibility to insure the attendance of the members of the committee. Meetings will normally be held in February, March, April, May, and the summer and fall month as needed to prepare for the yearly fall induction ceremony.
8. Voting Requirements
 - a. In order for a committee member to vote on the specific year's nominees, he/she must attend two of the three required meetings before election.
9. Number of Inductees
 - a. The initial class (2004) shall include up to ten (10) inductees.
 - b. The second class (2005) shall include up to seven (7) inductees.
 - c. Classes beginning in 2006 and thereafter shall be comprised of up to six (6) inductees with one being posthumous.
 - d. No more than one coach or school official may be inducted per year.
10. Balloting
 - a. First Round Voting:
 - Each committee member will vote for ten (10) of the total number of people nominated.
 - All nominees receiving at least one (1) vote will be listed for second round voting unless there are fewer than the number to be inducted, in which case, no second round ballot is required.
 - b. Second Round Voting:
 - From the list of nominees, each committee member will then vote for five (5) nominees. Those nominees receiving the necessary votes will be the class to be inducted for that year per the discretion of the committee.
 - c. Tie in Voting:
 - In case of a tie, there will be a third ballot with the committee membership voting for only one (1) of those nominees who are tied.
11. Nominations
 - a. An advertisement will be prepared for the newspaper and inserted in the fall sports program. Forms will also be available in the high school office.
 - b. All candidates must be nominated on an official hall nominating form.
 - c. The contribution of the individual must be outstanding, leaving no question as to the individual's inclusion in the Hall of Fame.
 - d. Any nominee not gaining induction will be put in an active file for the following year. **If a nominee is not selected after five consecutive years, the nominee will go before a committee vote to decide whether to keep the nominee active for another five years. The nominee will either stay on the active list or be placed**

in an inactive file which will be reviewed periodically by the committee for reinstatement to the active list.

12. Criteria
 - a. Athlete
 - Must be a Bellevue, High School graduate.
 - Waiting period of (ten) 10 years from the time his/her class graduated.
 - Must have earned at least two varsity letters.
 - b. Coach
 - Waiting period of at least (ten) 10 years since leaving Bellevue High School.
 - Outstanding contribution during his/her tenure.
 - c. School Official
 - Waiting period of at least (ten) 10 years since leaving Bellevue High School.
 - Outstanding contribution during his/her tenure.

13. Approximate Timelines for Yearly Selections
 - a. First week in March
 - Paper screening of nominees, discussion of nominees, and general meeting
 - b. Mid March
 - Nominations are due in the High School Office
 - c. First Week in April
 - Paper screening and discussion of final nomination list
 - d. Mid April
 - First round of voting due in the High School Office
 - e. Late April
 - Announce results of first round of voting. Discussions. General Meeting..
 - f. Early May
 - Second round of voting due in the High School Office
 - g. Mid/Late May
 - Announce second round of voting results, which will be the next induction class unless a third round is required
 - h. June/July/August/September
 - Meetings deemed necessary to prepare for induction ceremony
 - i. First Home Football Game Weekend
 - Announce induction class to the crowd before the Friday night home football game
 - Induction Ceremony to be held the following Saturday evening

14. Awards
 - a. Each inductee will be awarded a ring bearing the Bellevue Sports Hall of Fame logo.
 - b. An Awards Committee will propose suitable recognition to be displayed at the Bellevue High School with the inception of this program.

15. Records
 - a. The chairman/co-chairman will keep accurate records of all nominees, inductee, all committee membership, and other pertinent information. All generated income and expenditures shall be held in a separate activity account administered by the Bellevue Schools and subject to audit.

16. Amendment Procedure
 - a. Amendments to this Constitution must be approved by a 2/3 majority vote of the committee membership.

17. Miscellaneous
 - a. The committee should select a suitable facility for the Hall of Fame Banquet.
 - b. The ceremony should include an appropriate facility, master of ceremonies, and a commemorative souvenir.
 - c. Finances will be generated through the sale of banquet tickets, program advertisements, patrons, sponsors, and a fund-raiser such as a golf tournament.
 - d. The Hall of Fame shall be self-supporting. The fiscal year for the Hall of Fame shall be July 1 to June 30.