

SANTA MARIA HIGH SCHOOL ATHLETIC HALL OF FAME COMMITTEE BY-LAWS

A. ELIGIBILITY FOR MEMBERSHIP AND/OR NOMINATION TO THE HALL OF FAME:

1. An inductee may be an individual who competed, coached, or rendered extraordinary service to Santa Maria High School. A team of significant accomplishment in any sport is also eligible for induction in the Hall of Fame (HOF). Nominations may be made in any of the following categories:

- a. Athletes of Santa Maria High School who have distinguished themselves at SMHS, the collegiate, or the professional levels.
- b. Coaches, athletic administrators, or athletic department staff who have achieved outstanding success in their tenure at SMHS.
- c. Community members who have rendered extraordinary service to the SMHS athletic program.
- d. A Santa Maria High School team of significant accomplishment in any sport.

2. A minimum of (10) years must have elapsed since a nominated athlete has graduated. A coach, administrator, or athletic department staff member who has had great success/performed extraordinary service may be nominated to the HOF at any time.

3. Each nominee must have demonstrated good citizenship. Each student nominee must have graduated from Santa Maria High School.

4. Santa Maria High School athletes meeting one or more of the following qualifications shall automatically be placed on the general nomination list to the HOF:

- a. Selected to one's state, collegiate, national HOF or SB Roundtable HOF.
- b. Achieved a state, national, or world record.
- c. Participated in the Olympic, Pan American, or World Games, or comparable competition.
- d. Received recognition as All-State, All-CIF, or All-American status.

B. NUMBER TO BE ELECTED

1. The maximum number of inductees to be selected to the SMHS Athletic HOF each year shall be 10 or less.

2. Election shall be held at a meeting to be scheduled by the Chair of the HOF committee each year.

C. NOMINATION PROCEDURE:

1. In January of each year, the HOF Committee Chair will issue a press release in the local media that nominations are open for HOF consideration.
2. Any interested person may submit a nomination in writing to the HOF committee prior to March 1 of each year.

D. SELECTION PROCESS:

1. The HOF committee's annual meeting shall be held no later than May 1 to review nominations and select individuals for recommendation for induction to the HOF. Additional meetings may be called as deemed necessary.
2. The committee shall make any further requests for clarification of information from the Chair and research individuals to produce a final selection list of no more than five(5) inductees no later than June 1.

E. VOTING PROCEDURE:

1. Each committee member shall select from the general nomination list 10 names. These names shall be submitted in writing to the Nomination Chair. At the nomination meeting, each member will discuss briefly their nominations in front of the committee. The nominations will be presented to the Chair once all the nominees have been introduced. Each name will receive a point each time it is listed on a ballot. Names with three (3) points or more will be added to the final nomination list.
2. If more than ten (10) names qualify following a ballot, the names with the least number of points shall be dropped from the list. In the event of a tie in points, the tie shall be broken by a vote of the Committee on the tied names. The names with the least number of points will be dropped from the final nomination list.
3. All voting shall be by written ballots.
4. The final vote shall select not more than five (10) names by the following method: Each Committee member shall list the names in order of their preference and assign points to their first choice equal to the number of nominees, one less to their second choice, and so on until all the names are assigned a point value. The sum of all points received by each name shall be totaled and the five (10) highest point totals with a minimum of seventy-five (75) percent of the possible points shall be the selected inductees.

F. INDUCTION CEREMONY:

1. The induction ceremony shall be held during Before or at Halftime of a home football game as selected by the Athletic Director.

G. MEMBERSHIP TO THE HALL OF FAME NOMINATION COMMITTEE:

1. Members will be appointed by the Athletic Director of Santa Maria High School.
2. Members should be a resident of the Santa Maria Valley.
3. The committee will be structured as follows:
 - a. Two (2) members of Santa Maria High School staff, one of which will be the Athletic Director.
 - b. Five (5) members of the community. Graduates of SMHS are given priority.
 - c. Two (2) at-large members.

H. SELECTION OF THE HALL OF FAME COMMITTEE'S CHAIR:

1. Each year the HOF Committee will select a chair.
2. Nominations will be made by the committee and a vote will be taken. The person with the most votes will be the new chair.
3. There are no limits on the number of terms a person may be the chair.
4. This process will take place at a meeting held after the induction ceremony in the Fall of each year.

Timeline for Athletic Hall of Fame Committee:

January - press release by Committee Chair

April - chair calls meeting to: review bylaws, present each member's Hall of Fame nomination list of five (10).

May- chair calls meeting for final voting. Responsibilities are designated to committee members regarding the Hall of Fame ceremony (ordering plaques, plaque write-ups, contacting inductee(s), verifying information, reserving seating at football game, organizing post-game reception, sound system, etc.)

June through September- contact inductees, finalize information, obtain pictures for plaques, order plaques.

Week before induction- chair/committee should contact inductees for any final arrangements, parking, number of family/friends attending, escort, where to meet, etc. Must pick up plaques, write and send out press release, set up radio interview if possible.

Game night- check sound system, secure reserved seats, review committee assignments, set up reception area, cleanup.

Post induction ceremony- chair will call a meeting to review previous year's process, vote on new chair.