

Ian's Legacy Foundation EIN 85-4134394
The Ian's Legacy Foundation is a 501(c)3 organization.

CONSTITUTION and BY-LAWS IAN'S LEGACY FOUNDATION, INC.

ARTICLE I – NAME

The name of this organization shall be Ian's Legacy Foundation. Referred to below as ILF.

ARTICLE II – PURPOSE

The ILF shall exist to:

1. Provide scholarships for individuals who will be furthering their education in music and the creative arts based on the annual criteria as determined by the scholarship committee
2. Provide monies directly to individual charities in which ILF members participate in the charity and/or activity
3. Provide monies directly to individual charities and nonprofit organizations dedicated to the education and support of families and individuals with substance use disorders.
6. To promote awareness and education to help reduce the stigma of addiction, improve treatment quality and save lives.

ARTICLE III – FISCAL YEAR

The ILF fiscal year shall run from January 1st of one year to December 31st of the following year.

ARTICLE IV – TRUSTEE of the FOUNDATION

William Minnick shall be the Trustee of ILF and shall receive no financial pay, fees or recompense for his service.

ARTICLE V – POLITICAL AFFILIATION

The ILF will not endorse or provide money for political candidates, causes, issues, rallies or political parties of any kind.

ARTICLE VI - DUTIES OF APPOINTED CHAIRS and COMMITTEES

Section 1 - Director

The Director shall:

- a. Provide recommendations of the annual scholarship criteria to the Scholarship Committee
- b. Facilitate and update scholarship applications
- c. Call and preside over committee meetings

- d. See that all reports and certificates required by law are properly applied for and kept:
 - i. State of Ohio, Non-Profit Status
 - ii. Certificate of Continued Existence
 - iii. Domestic Statutory Agent Update
 - iv. File a continuance or update the domestic statutory agent every 5 years

Section 2 - Treasurer

The Treasurer shall:

- a. Maintain care and custody of all monies belonging to the ILF
- b. Collect all monies from all sources,
- c. Issue receipts for all monies collected; and
- d. Pay and keep an itemized account of all bills
- e. Keep an itemized account of all receipts and disbursements
- f. Is an ex-officio member of all committees considered with financial obligations of the ILF.
- g. Ensure preparation and payments to the IRS and State of Ohio as necessary.
- h. Ensure sales tax certificates of exemption are properly updated and used for all.
- i. Work with the Director as necessary to ensure proper letter of thanks are distributed to donors within a 30-45 day period, according to IRS regulations.

Section 3 – Scholarship Committee

The members of the Scholarship Committee shall:

- a. Provide an independent recommendation of recipients upon reviewing submitted applications.

Section 4 – Marketing and Social Media

- a. Webmaster shall maintain and update the ILF website
- b. Social Media Editor shall maintain and update the ILF social media platforms

Section 5 - Fund Raising Committee

- a. The Director will chair the Fund Raising Committee.
- b. The Director will appoint and recruit individuals to chair the various duties within the Fundraising Committee.
- c. The fundraising committee shall create events or projects aimed at raising operating and charitable expenses for the organization.