

WEST HIGH BOOSTER CLUB BY-LAWS

Article 1

Name

The name of the organization shall be West High Booster Club, a group organized within West High School for the purpose of promoting organized sports related activities.

Article II

Purpose

1. To lend support, both moral and financial, to organized sports related activities at West High School.
2. To cooperate with those in charge of organized sports and related activities.
3. To provide scholarship(s) for graduating senior(s).

Article III

Members

Membership shall be open to anyone interested in promoting the purpose of the organization.

Article IV

Officers

Section 1.

1. The elected officers shall be President, Vice President(s), Secretary and Treasurer. They shall serve for one year terms and shall be eligible for re-election for the following year.
2. The officers shall be elected in May and take office after the regular June meeting.

Section 2.

1. The Executive Committee shall consist of the officers of the Club.
Change to: The Executive Committee shall consist of the officers of the *Booster* Club.
2. The Executive Committee shall have the authority to transact necessary business between the regular meetings of the Club.
Change to: The Executive Committee shall have the authority to transact necessary business between the regular meetings of the *Booster* Club.

3. The Executive Committee shall have the sole power to expend funds of the Club other than the authority given to the President. Three members of the Executive Committee will constitute a quorum.

Change to: The Executive Committee shall have the sole power to expend funds of the *Booster* Club other than the authority given to the President. Three members of the Executive Committee will constitute a quorum.

4. The formation of special committees shall be left to the discretion of the Executive Committee.

Section 3.

1. There shall be a Nominating Committee consisting of three, maximum five, elected at the March regular meeting. The Nominating Committee shall report at the April regular meeting the names of candidates for each office to be filled. Additional nominations may be made from the floor, provided the consent of the nominees have been obtained.

Change to: There shall be a Nominating Committee consisting of three, *and a* maximum *of* five, elected at the March regular meeting. The Nominating Committee shall report at the April regular meeting the names of candidates for each office to be filled. Additional nominations may be made from the floor, provided the consent of the nominees *has* been obtained.

2. In the event of a vacancy occurring in an office, the Executive Committee shall appoint someone to fill the vacancy for the unexpired term.

Article V

Duties of the Officers

1. The President shall preside at all meetings of the Club and of the Executive Committee; shall appoint special committees; shall have the authority to disburse funds up to \$200.00 and shall be ex-officio members of all other committees, except the Nominating Committee.

Change to: The President shall preside *over* all meetings of the *Booster* Club and of the Executive Committee; shall appoint special committees; shall have the authority to disburse funds up to \$200.00; and shall be *an* ex-officio *member* of all other committees, except the Nominating Committee. (semi colon after \$200.00)

2. The Vice President(s) shall preside in the absence of the President and shall act as an aide to the President.
3. The Secretary shall keep a record of the minutes of the meetings, shall present these minutes at the following meeting and shall conduct all correspondence of the Club.

Change to: The Secretary shall keep a record of the minutes of the meetings; shall present these minutes at the following meeting; and shall conduct all correspondence of the *Booster* Club. (semicolons)

4. The Treasurer shall receive all money of the Club, shall pay out funds as authorized and present a statement of account at each regular meeting.
Change to: The Treasurer shall receive all money of the *Booster* Club; shall pay out funds as authorized; and present a statement of account at each regular meeting.

Article VI

Meetings

Section 1.

The meetings shall take place one a month on a night set by the Executive Committee.

Change to: The *Booster Club* meetings shall take place one *per* month, *September through June*, on a night set by the Executive Committee. *A meeting may be cancelled at the discretion of the Executive Committee.*

Section 2.

The presence of six members shall constitute a quorum.

Article VII

Requests for Funds

Section 1.

Requests for funds shall be presented at a regular meeting of the general membership and shall be voted upon by the Executive Committee at or before the next regular meeting.

Section 2.

All requests shall be presented in written form and will be presented at the regular meetings by the Athletic Director, or his appointed representative. It is strongly recommended that a team requesting funds also have a representative present at the meeting.

Change to: All requests shall be presented in written form and will be presented at the regular meetings by the Athletic Director, or *an* appointed representative.

Section 3.

All requests shall have a suggested value and the Executive Committee reserves the right to seek additional prices before making a decision.

Section 4.

Requests for uniforms, equipment and related practice and game requirements, as well as transportation needs, will be considered by the Club. The Club will not consider requests for funds to be used for team banquets.

Change to: Requests for uniforms, equipment and related practice and game requirements, as well as transportation needs, will be considered by the *Booster* Club. The *Booster* Club will not consider requests for funds to be used for team banquets. *The team making the request will participate in at least one fundraiser to raise offset those costs.*

Section 5.

If a Varsity team should win a NHIAA State Championship, the Club will pay, not more than \$35.00 per team member and Coach toward a Team jacket. If a Varsity team wins consecutive State Championship the Club will only pay for Team Jackets for new members of the team. The Club will pay up to \$10.00 per team member and Coach for additional lettering on existing team jackets to signify an additional Championship year.

Change to: If a varsity team should win a NHIAA state championship, *or an individual athlete should win a state championship for an event or sport*, the *Booster* Club will *purchase a jacket for each team member and coach of a winning team or for the individual athlete, at an amount to be determined by the Executive Committee*. If a varsity team *or individual* wins consecutive state championships, the *Booster* Club will only pay for *team* jackets for new members of the team. The *Booster* Club will pay for additional lettering on existing team jackets to signify an additional championship year, *at an amount determined by the Executive Committee. The funds will come from the team account and/or the general fund, as determined by the Executive Committee.*

Article VIII

Fund Raising Activities

Section 1.

All funds by the Club will go into the general fund and be dispersed as directed by the Executive Committee.

Change to: All funds *donated to or raised* by the *Booster* Club *as an organization* will go into the general fund and be dispersed as directed by the Executive Committee.

Section 2.

All funds raised by teams at each sports level through fundraisers (i.e. carwashes, bake sales, raffles, Luisa or Panera dollars, program books, X-mas tree sales, etc.), must be approved in advance by the Athletic Director and would require a 10% contribution to the Booster Club general fund. The Booster Club treasurer would hold the remaining 90% of the funds raised in a separate team fund. The team parent would collect the money and deliver it to the treasurer, receipt of which would be evidenced by the monthly publication of the Booster Club Treasurers report.

Change to: All funds raised by teams at each sports level through fundraisers (i.e. carwashes, bake sales, raffles, Luisa or Panera dollars, program books, *Christmas* tree sales, etc.) (*comma not needed*) must be approved in advance by the Athletic Director and would require a 10% contribution to the Booster Club general fund. The Booster Club *Treasurer* would hold the remaining 90% of the funds raised in a separate team fund. The team parent would collect the money and deliver it to the *Treasurer*, receipt of which would be evidenced by the monthly publication of the Booster Club Treasurer's report.

These funds can be used at the coach's discretion, with Booster Club and Athletic Director approval, for team related expenses, (i.e. special equipment, training tools, shirts,

hats, team functions, etc.) Unless agreed upon by the team, each athlete on the team should benefit equally. Cash cannot be awarded as an incentive for performance as this might jeopardize amateur status or positive team moral.

Change to: These funds can be used at the coach's discretion, with *prior approval of the Booster Club and Athletic Director*, for team related expenses, (*i.e. special* equipment, training tools, shirts, hats, team functions, etc.) Unless agreed upon by the team, each *athlete* on the team should benefit equally.

Example: If the girls freshman soccer team has a carwash and raises \$250., then \$25. (10%) would go to the Booster Club general fund and remaining \$225.00 would be Held in the Booster Club checking account for team use.

Change to: Example: If the girls freshman soccer team has a carwash and raises **\$250**, then **10%** or \$25 would go to the Booster Club general fund and **the** remaining **\$225** would be **held** in the Booster Club checking account for team use.

At the end of the school year, all remaining unused funds will stay in a "sports specific" account until needed, Example: The girl's freshman soccer team raised \$250. After contributing the 10%, they only spend \$125.00, the remaining \$100.00 will not revert into the general fund but will be allocated to the "girls soccer" account to be used in the Future as needed by all levels of that sport.

Change to: At the end of the school year, all remaining unused funds will stay in **the team** account until needed. (**changed to a period**) At the last Booster Club meeting of the school year funds from freshman and junior varsity teams will be transferred to the varsity account. Example: The girl's freshman soccer team raised \$250. After contributing the 10%, they only spend **\$125**. **The** remaining **\$100** will not revert into the general fund but will be allocated to the **Girls Varsity Soccer** account to be used in the future as needed by all levels of that sport.

Section 3.

Every sports team is expected to run a fund raiser every year, **but must run one at least every other year.**

Change to: Every sports team is expected to run a fund raiser every year, but must run one at least every other year. (Eliminate the highlighting.)

Article IX

Scholarships

Section 1.

The Scholarship Committee will select the recipient(s) of the club scholarship(s) with the help of an independent outside source. All scholarship applicants will be reviewed on a "blind" basis.

Change to: The Scholarship Committee, **comprised of Booster Club members from all communities which have students attending West High School**, will select the recipient(s) of the club scholarship(s) with the help of an independent outside source. All scholarship applicants will be reviewed on a "blind" basis.

Section 2.

The number of scholarship(s) and the dollar amount will be decided by the Executive Committee on a yearly basis and will depend upon available funds.

Change to: The number of scholarship(s) and the dollar amount will be decided by the Executive Committee, *in conjunction with the Scholarship Committee*, on a yearly basis and will depend upon available funds.

Section 3.

The scholarship(s) will be announced in June at the Knight Court of Honor and given to the student after completion of their first semester of post secondary school.

Change to: The scholarship(s) will be announced in June at the Knight Court of Honor and given to the student after completion of *his or her* first semester of post secondary school.

Article X

Amendments

Section 1.

Proposed amendments to these By - Laws may be made at a regular business meeting and be voted on at the next regular meeting of the Club or a special meeting by a two-thirds (2/3) vote of the members present.

Change to: Proposed amendments to these *By-Laws* may be made at a regular business meeting and be voted on at the next regular meeting of the *Booster* Club or a special meeting by a two-thirds (2/3) vote of the members present.

Section 2.

A review of the By – Laws by the Executive Committee shall be made annually.

Change to: A review of the *By-Laws* by the Executive Committee shall be made annually.

Article XI

Disbanding

If the Club disbands, all moneys shall be submitted to the Principal of West High School, to be used for organized sport or sports related activities within the West High School, anytime after ninety (90) days, provided school is in session.

Change to: If the *Booster* Club disbands, all moneys shall be submitted to the Principal of West High School, to be used for organized *sports* or *sports-related* activities within the West High School, anytime after ninety (90) days, provided school is in session.

Amended: September, 2001

Proposed: May, 2008