Bylaws Stony Point Softball Booster Club Bylaws

Article I: Name

The name of the association shall be the Tigers Softball Booster Club (or The Booster Club)

Article II: Purpose

The purpose of the Tigers Softball Booster Club is to provide encouragement and generate support for the softball program of Stony Point High School. Activities in which The Booster Club will engage include, but may not be limited to:

1. Positive interaction between The Booster Club, school officials, the coaching staff, the student body and the general public.

2. Pre-season and post-season awards ceremonies.

3. Fundraising activities.

Article III: Membership and Dues

Section 1.

Membership in The Booster Club shall be made up of faculty, parents, citizens and business interested in supporting and encouraging the athletic program at Stony Point High School. All members shall be required to abide by the by laws of The Booster Club.

Article IV: Officers and their Election

Section 1.

The officers of The Booster Club shall consist of a President, a Vice President (President-elect), a Secretary and a Treasurer.

Section 2.

Each officer of The Booster Club shall be a member of The Booster Club.

Section 3.

Officers and their elections:

a. Officers shall be elected at the regular Booster Club meeting in May.

b. The new officers shall assume their duties at the first regular Booster Club meeting in July.

c. There shall be a transition meeting of the outgoing Officers, the incoming Officers, and the regular Booster Club, in May.

Section 4.

Vacancies

a. In case a vacancy occurs in the office of President, the President-elect (Vice President) will assume the position of President. The remaining Officers shall serve as a nominating committee and fill the vacancy of President-Elect.

b. A vacancy occurring in any Officer position shall be filled by the remaining Officers. Section

5. Reason to Remove

Any Officer may be removed from office for failure to perform duties, criminal misconduct, and unethical in conducting Booster Club business.

ARTICLE V: Duties of Officers

Section 1.

The President shall:

a. Preside at all meetings of the organization;

b. Regularly meet with the designated campus representative regarding booster activities (regularly is defined as monthly at a minimum;

c. Resolve problems in the membership;

d. Regularly meet with the treasurer of the organization to review the organization’s financial position;

e. Select an officer as the designee to receive bank statements through the mail at their home address. This individual shall not be a signer on the account. Upon receipt, the designee should review the activity on the bank statement and canceled checks for reasonableness. This provides an independent review by an individual not associated with disbursement activity.

f. Schedule an annual audit of records or request an audit if the need should arise during the year;

g. Perform any other specific duties as outlined in the bylaws of the organization.

Section 2.

The President-elect (Vice President) shall:

a. Work closely with the President.

b. In the absence of the President, chair meetings and perform the duties of the President.

c. Perform the other duties as assigned by the President or the Booster Club.

Section 3.

The Secretary shall:

d. Record the minutes of all meetings of The Booster Club.

e. Make The Booster Club documents available to school administrators and district personnel as requested.

f. Have a current copy of the by-laws.

g. Maintain a membership list. h. Perform other duties as assigned by the President of The Booster Club.

Section 4.

The Treasurer shall:

i. Have custody of all the funds of The Booster Club.

j. Keep books and records including bank statements, receipts, budgets, invoices, paid receipts and canceled checks.

k. Make disbursements in accordance with the budget adopted by The Booster Club.

l. Sign on bank account.

m. Present a financial statement at meetings.

n. Submit books to an Audit Committee at the end of fiscal year.

o. Perform other duties as assigned by the President or The Booster Club.

Article VI: Meetings

Section 1.

Meetings of The Booster Club shall be at least once a month subject to Officer and Coach/administrators availability, unless otherwise notified through regular publicity channels.

Section 2.

Special meetings of The Booster Club may be called by the President. At least (3) officers must be in attendance and the membership must be notified as soon as possible.

Section 3.

Quorum

p. A majority of the Officers must be present (three Officers must be present for a quorum).

Section 4.

Notice of Meetings

q. Shall be posted on the Stony Point website.

r. Via the membership email list.

Article VII: Committees

Section 1.

Only members of The Booster Club shall be eligible to serve as a chairperson of a committee.

Section 2.

The Booster Club President shall create committees as is deemed necessary to carry out the work of The Booster Club.

Section 3.

The President shall appoint chairpersons of committees

Article VIII: Club Sponsored Banquets and Dinners

In accordance with the UIL Rules, The Booster Club may provide a pre-season kick-off dinner before the first game each season and a post-season awards banquet after the last game of the season.

Article IX: Disbursement of Funds

A budget shall be approved by the membership before disbursements of any funds shall be made. The disbursement of any funds of The Booster Club shall require the signature of the Treasurer and one other Officer if the amount exceeds $100.00.

Article X: Fiscal Year

The fiscal year of The Booster Club shall be July 1 –June 30.

Article XI: Amendments

These by laws may be amended at any regular meeting of The Booster Club provided a quorum is present and by a majority of the vote of the members present. The amendments must be read at a meeting, discussed and voted on at the same meeting.

Stony Point Softball Booster Club Standing Rules

1. The Booster Club shall not pay for meals or personal equipment for student athletes.

2. The Booster Club may fund scholarships/ the number and the amount shall be determined annually by The Booster Club Officers and dependent upon funds available.

3. The Scholarship Committee shall be chaired by the President

4. The following are Chairpersonships (Committees) of The Booster Club:

a. Banquets – reserve the places for the kick-off and post-season banquets, order the food and decorate.

b. Game Programs – Sell the advertisements, put together, and have printed.

c. Golf Tournament – Reserve the golf course, sell sponsorships for holes. Put teams together, order food, and other things deemed necessary

d. End of year DVD – Take pictures of the weekly games and put together the end of the season highlight DVD.

e. Membership – Promote and sell memberships in the Booster Club.

f. Merchandise – Order and make available at all games.

g. Website – Maintains and keeps current the Softball website.

h. Yard Signs – Take orders at the kick –off banquets, order and get to the athletes