

PEASTER ATHLETIC BOOSTER CLUB

BY-LAWS

2008-2009

ARTICLE I. ORGANIZATION

SECTION 1. NAME

The organization, an athletic booster organization, shall be named the PEASTER ATHLETIC BOOSTER CLUB.

SECTION 2. OBJECTIVE & PURPOSE

The object of the organization is to provide incremental funds for the athletic programs of Peaster ISD. These incremental funds are intended to allow the District to support athletic programs at a level higher than would otherwise be possible without outside financial support. Peaster ISD will not participate financially in the recruitment of any potential athlete or aid financially any current athlete of Peaster ISD.

SECTION 3. METHOD OF OPERATION

PEASTER ATHLETIC BOOSTER CLUB will be managed by an Executive Board of Officers and will report to the administrator of Peaster ISD.

ARTICLE II. MEMBERSHIP

SECTION 1. QUALIFICATIONS

Any person may become a member of the Peaster Athletic Booster Club by paying a \$10 membership fee and regularly attending meetings and assisting in activities provided by the Booster Club.

SECTION 2. MONTHLY MEETING

Monthly meetings will be conducted on the fourth Wednesday of each month. Changes in monthly meetings will be discussed at prior meeting.

SECTION 3. PRIVILEGES

Privileges of membership shall include the right to vote at the monthly meeting, the right to hold office if qualified and other privileges as established by the Bylaws. Privileges will be extended to any paid member upon attending their third meeting, beginning September 1, 2008.

ARTICLE III. OFFICERS

SECTION 1: OFFICERS

The officers shall be a President, President Elect, First Vice President, Second Vice President, a Secretary, and a Treasurer. The officers will be elected from the PEASTER ATHLETIC BOOSTER CLUB by a majority of the PEASTER ATHLETIC BOOSTER CLUB and shall serve for a term of one year with the exception of President Elect who serves a two year term and/or until their qualified successor has been duly nominated and elected.

1) *President*

- a) Will preside at all meetings and carry out the duties generally ascribed to this office.
- b) Confirm that a quorum is present at each meeting of the organization.
- c) Shall vote on matters before the Board only if that vote is needed to break a tie.
- d) Will be the official liaison between the PEASTER ATHLETIC BOOSTER CLUB and Peaster ISD.
- e) Be authorized to sign on bank accounts.
- f) See that all By-Laws are adhered to
- g) Subject to approval of the PEASTER ATHLETIC BOOSTER CLUB, the President will appoint all Standing and Special committees.
- h) The president will be an ex-officio member of all committees except the Committee on Nominations.
- i) May serve on all committees but will only chair the Executive Board.

2) *President Elect*

- a) When the President is absent, the President Elect will perform the duties of the President, with all powers of but subject to all the restrictions upon the President. The Vice President must perform the other duties as assigned by the President or The Board
- b) Will assist the President in his duties and preside at meetings in the absence of the president.
- c) Will succeed the President in the case of a vacancy in the office until the next regularly scheduled election.

3) *First Vice President*

- a) Will assist the President in his duties and preside at meetings in the absence of the President and President Elect.
- b) Act as aide to the President.
- c) Will coordinate, identify and cultivate projects to raise funds for the PEASTER ATHLETIC BOOSTER CLUB.

4) *Second Vice President*

- a) Will assist the President in his duties.
- b) Act as aide to the President.

5) *Secretary*

- a) Record the minutes of all meetings of the association.
- b) Present minutes from previous meetings at every general and board meeting.
- c) Keep a current copy of the by- laws and a complete set of all records and minutes.
- d) Perform necessary club correspondence.
- e) Assist in maintaining the membership rolls.

6) *Treasurer*

- a) Have custody of all funds of the association.
- b) Keep books of account and records, including bank statements, receipts, budgets, invoices, paid receipts, and cancelled checks, for five years.
- c) Make disbursements as authorized by the President, Executive Board, or association in accordance with the budget.
- d) Sign on bank accounts.
- e) Present a financial statement at general meetings, Executive Board meetings, and at other times when requested by the association.
- f) Construct a full report of the year's activities at the end of the fiscal year.
- g) Be responsible for the maintenance of such books of account and records.
- h) Submit books to the Auditing Committee as requested.
- i) Work with the Executive Board in establishing an annual budget, to be presented at the last general membership meeting of the year.
- j) Ensure all appropriate Texas and all federal forms are filed.

SECTION 2: TERM AND REPLACEMENT OF OFFICERS

- a) The PEASTER ATHLETIC BOOSTER CLUB in regular session may elect, from the PEASTER ATHLETIC BOOSTER CLUB membership, a replacement for an officer who has resigned from the board.
- b) The present PEASTER ATHLETIC BOOSTER CLUB and its duly elected officers and other officials herein provided for shall complete the terms for which they were duly elected, and the rules of election now in effect will continue until changed by the board.
- c) To qualify to serve on the PEASTER ATHLETIC BOOSTER CLUB the candidate must be a member of the PEASTER ATHLETIC BOOSTER CLUB in good standing.
- d) The PEASTER ATHLETIC BOOSTER CLUB shall hold regular monthly meetings. All members will be notified in advance of any special meetings.
- e) When a vacancy on the Executive Board occurs with exception of President, the PEASTER ATHLETIC BOOSTER CLUB will elect a replacement to serve the un-expired term.

SECTION 3. QUALIFICATIONS

- a) A candidate for office shall be a member in good standing at the time of nomination.
- b) No member shall hold more than one office at a time.

SECTION 4. NOMINATIONS AND ELECTIONS

- a) Nominations may be made from the floor prior to the election, and such nominees shall be eligible for election provided they have consented to serve. Nominations from the floor must receive a second.
- b) The Officers will be elected by written ballot at the May meeting, except that if there is but one candidate for each office, the officers will be elected by voice vote.

SECTION 5. TERMS OF OFFICE

- a)The term of office for Officers will be for 1 year and for no more than 2 consecutive terms in the same office. The President Elect will serve one year as President Elect and the following year as President.

ARTICLES IV. FINANCES

SECTION 1. GENERAL

The fiscal year of the PEASTER ATHLETIC BOOSTER CLUB shall begin July 1 and end June 30 of the following year.

SECTION 2. INCOME

All funds received by the PEASTER ATHLETIC BOOSTER CLUB will be deposited and recorded in a designated account by the PEASTER ATHLETIC BOOSTER CLUB.

- a) The use of all PEASTER ATHLETIC BOOSTER CLUB funds, except those needed to operate the PEASTER ATHLETIC BOOSTER CLUB shall be limited to direct and indirect support of Peaster ISD athletic programs.
- b) Membership dues and other donations may be directed to a specific sport selected by member or donor.
- c) All funds raised in a given fiscal year will be available for use by any sport in the subsequent fiscal year.

SECTION 3. EXPENSES

- a) The Athletic Director and/or delegate will meet with the PEASTER ATHLETIC BOOSTER CLUB and generate proposals for allocations/distribution of funds.
- b) The PEASTER ATHLETIC BOOSTER CLUB will validate the proposed distribution of funds.
- c) The distribution of funds will be forwarded to the Athletic Director.
- d) The distribution of funds will be published.

ARTICLE V. COMMITTEES

SECTION 1. STANDING COMMITTEES

Standing Committees will be composed of a Chair and usually one or more members appointed by the President. Appointments will become effective for a one-year term.

- a) COMMUNICATIONS.

The committee will prepare, publish, and distribute the PEASTER ATHLETIC BOOSTER CLUB documents which inform members of meeting times, agenda, events and schedules for events.

- b) MEMBERSHIP.

The membership committee will direct all activities of the PEASTER ATHLETIC BOOSTER CLUB concerning retention and recruitment of members. This committee will be responsible for ensuring the membership list is computerized on the PEASTER ATHLETIC BOOSTER CLUB roll.

- c) WAYS AND MEANS.

The Ways and Means committee will plan and implement projects to raise funds for the object and purpose of the PEASTER ATHLETIC BOOSTER CLUB. The Vice President shall be the committee Chair.

ARTICLE VI. MEETINGS

SECTION 1. DATES AND TIMES

The regular meetings of this PEASTER ATHLETIC BOOSTER CLUB will be held on the Fourth Wednesday of each month. The meeting will be held in the Peaster High cafeteria beginning at 7:00 p.m.

SECTION 2. CHANGE IN MEETING

Changes in meeting date and/or time will be announced at prior meeting.

SECTION 3. QUORUM

A quorum shall consist of 3 elected members of the board present at any meeting.

ARTICLE VII. AMENDMENTS

These bylaws may be amended, wholly or in part, by a favorable vote of the majority of members in attendance at any regular meeting.