



By laws

Version 2.0 drafted August 2022

### **Article I: Name**

- The name of this association is the East View High School baseball booster club. The organization operates as a non-profit and tax-exempt organization in accordance with Section 501(c)(3) of the Internal Revenue Code.

### **Article II: Objective/Mission**

- To encourage and Maintain interest in the Baseball program of East View High School.
- To promote and support the Program, their students' athletes and coaches
- To cooperate with the Baseball program personnel, the GISD Board of Trustees and Superintendent to ensure the Baseball program is maintained with the highest possible degree of efficiency and integrity.

### **Article III: Program Director**

- The GISD Athletic Director, under the directions of the Superintendent, or the Superintendent's designee, shall be the final decision maker regarding all matters pertaining to the Baseball Booster Club.
- The program Director may request the resignation of any member of the Executive Committee of the Baseball Booster Club subject to a concurrence vote. (Majority rules) of the non-affected Executive Committee members. The vote of the Program Director shall break any deadlock vote among the non-affected Executive Committee members.

### **Article IV: Membership**

- **Membership:** Booster club membership is voluntary and considered a per household membership. "Per Household" means if a parent, guardian, or head of household has paid for a membership, including the alumni membership or a lifetime membership, their partner or spouse within that household is also considered a voting member of the Booster club under the same membership level.
- **Membership fee:** The membership fee for families of players will be designated before each season, based on budget, expenses, field improvements, coaches' salaries

or other specified needs of the EVS baseball Program. The fee will be established by the Board of Directors and has the authority to amend when needed. The membership will cover one calendar year and are non-refundable. Exceptions to these parameters will be considered and voted upon by the Board of Directors.

- **Revocation:** Booster Club Membership may be revoked for conduct deemed detrimental to the mission of the Booster Club. Revocation will require a majority vote of the Executive Board. Detrimental activities can include but are not limited to, actions found by the Executive Board to be contrary to the purpose, mission, non-profit status or membership requirements as defined by these BY-LAWS.
- **Voting Rights:** All Members in good standing with the Booster Club and not any considerations for revocation of their membership shall be entitled to an annual vote during the annual meeting. Members must be present for their vote to be considered in the total count.

#### **Article V: Officers and their Duties**

- The officers of the East View High School Baseball Booster Club shall consist of voting members and will be defined below as (Board of Directors). The officers shall be elected annually by the general membership and shall serve a term of (1) year. A term may be renewed indefinitely under the advisement and recommendation of at least two current members of the Board of Directors.
- Any Board of Directors/officers that are elected must have an Athlete that is on the current roster to be able to hold a position on the board

#### **Section 1: President**

1. The President is a voting member and shall uphold the by-laws of the Booster Club.
2. He or she will preside at all Baseball Booster club meetings and The Board of Directors.
3. They will supervise and manage the business, using the powers and duties usually vested in the office of the President of a cooperation
4. They will appoint such committees as he or she or the Board of Directors consider expedient of necessary.
5. They will serve as ex-officio member of all standing committees.
6. They will work with the Treasurer and present a yearly budget to the Board of Directors for approval as required.
7. They will be the liaison between the booster club and the HS coaches, Athletic Director and other Baseball affiliates.
8. Maintain a detailed position description, written information and materials essential for the use in transition of this position to the succeeding board member.
9. They have the signature authority of all checks and disbursements, in all accounts.
10. They will have the power to make purchases on behalf of the booster club up to the amount of \$300 without the Board approval.

## **Section 2: Vice President**

1. The Vice President is a voting member and shall uphold the by-laws of the booster club.
2. They will perform the duties of The President, shall the President be absence, except for the following, Article V, Section 1: #'s 8,9,10.
3. Will perform all other duties as may required by the booster club and its officers
4. Will be required to attend all meetings

## **Section 3: Secretary**

1. The Secretary is a voting member and shall uphold the by-laws of the Booster club
2. Will keep the minutes of the booster club and Board of Directors and will present such minutes at the next meeting for approval by the Board of Directors
3. Will notify the membership of the Booster club about the Board of Directors meetings.
4. Will maintain Booster club By-laws
5. Maintain detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member
6. Will oversee social media and website design and have direct contact with web designer

## **Section 4: Treasurer**

1. The Treasurer is a voting member and shall uphold the by- laws of the Booster Club.
2. Will take charge of all receipts and monies of the Booster Club.
3. Shall deposit all monies in the account of the Booster club
4. Will disburse funds as ordered or authorized by the Board of Directors.
5. Will report financial status of the Booster Club to the Board of Directors at each meeting in a written format or bank statement.
6. Will ensure the Booster club financial records are always current
7. Will prepare an annual budget as required under the President's direction for approval by the Board of Directors.
8. Will ensure accuracy of the Booster club's financial statements.
9. Will be the liaison with the designated bank regarding booster club accounts
10. Will manage the Booster clubs' fundraisers, cash proceeds, and prepare a financial summary for the Board of Directors for each event
11. Will be managing the selected accounts/cash apps upon approval from the Board of Directors
12. Will maintain a detailed position description, written information, and materials essential for use in transition of this position to the succeeding board member

## **Section 5: Sponsorship/Fundraising Director**

1. The Sponsorship director is a voting member and shall uphold the by laws of the Booster club.
2. Coordinate all fundraising activities for each year with written approval from the Board of Directors.

3. Will monitor the current sponsorships and advise the current Board of Directors with any leads pertaining to sponsorships.
4. Maintain good communication with all sponsors weekly via email or any other way of communication that he or she feels fit.
5. They will submit a letter of record with all communication that has been sent to all sponsors at every Monthly meeting with any updates on responses from our sponsors
6. Perform all of duties as may be required by the Booster Club.

## **Article VI: Meetings**

- Regular Booster Club meetings will occur once a month during the school year and as needed outside of the school year as called by the President and will also be open to the public unless otherwise noted.
- Meeting will be held on the 1<sup>st</sup> Wednesday of every Month as East View High School, in the Lecture hall Room
- An annual general booster membership meeting of this organization shall be held once a year as scheduled by the President with the purpose of electing Board of Directors and to receive annual reports.
- It is the responsibility of the President to set the time, location, and agenda of the Board

## **Article VII: Voting**

### **Section 1**

- Each member of the Board of Directors will have one vote
- Motions made at any Booster Club meeting must be voted on or tabled for discussion
- Voting may occur in person only or other communication means as deemed sufficient by the President

### **Section 2: Quorum & Ties**

- A quorum constitutes 60% of all Board of Directors voting members of the Booster club
- No official business may be acted on without a quorum
- In the event of a tie, the motion fails, and additional action can be considered as follows: discussion of the issue during which the motion may be modified and induced again or withdrawn

### **Section 3: Exclusions**

- The Booster Club President reserves the right to table all votes because of attendance
- School Board Members, Activities, and Athletic Directors and any ISD personnel, including coaches are excluded from holding a vote.

## **Article VIII: Elections**

1. The Board of Directors of the East View Baseball Booster club shall be elected at the end of each season or at the last booster club meeting, whichever comes first.
2. The President and Treasurer shall serve a 1year term from July 1 to June 30<sup>th</sup>

3. The VP, Secretary and Sponsorship/Fundraising Director shall serve a 1 year term from July 1 to June 30<sup>th</sup>
4. Vacancies within the Board shall be filled by the Majority vote of all current Board members.
5. Any officer may be removed from office by a majority vote of the Board of Directors.
6. Any officer may be removed from office for unlawful acts affecting the booster club or any act to consciously misrepresent the mission and operation of the East View Baseball Booster club
7. Removal may be by majority vote of all Board of Directors or by unanimous decision from a combination of two of the following positions: President, Vice-President, or Treasurer

#### **Article IX: Income & Expenditures**

- Any monies raised by the East View Baseball Booster Club shall be held in a separate account and shall be used to fund programs and activities in support of the East View baseball Booster Club
- The Booster Club's books will be available upon request for review by any member of Boosters
- All Monies raised become property of the Organization
- The Board of Directors will recommend an annual fundraising target/goal at the first board meeting.
- The Treasurer shall submit a detailed summary of expenditures to the Board of Directors on a month basis
- The Executive Board may accept any contributions, gifts on behalf of the Booster Club or bequest for the general purpose of the Baseball Booster club
- Expenses greater than \$300 must be pre-approved by the Board of Directors.
- Two signatures are required on any check issued

#### **Article X: Approval of Activities**

1. This Organization shall not support any activity not previously approved by the East View Baseball Booster "Board of Directors "
2. All Fundraising and advertising activities for the Booster club must be approved by the East View High School administration, with no exceptions

#### **Article XI: Conflict of interest**

- The Board of Directors and General Admission of the Booster Club will Scrupulously avoid any real or apparent conflict of interest. If a conflict of interest arises, the matter will be discussed in a Booster Board Meeting, in which any related decisions will be decided by a majority vote.

**Article XII: Termination**

- The Athletic Director and the Head Baseball Coach shall have the authority to disband the East View High School Baseball Booster Club at any time for any reason, if they determine it to be detrimental to the program

**Article XIII: Dissolution**

- East View Baseball Booster Club is organized exclusively for charitable and educational purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations described under Section 501 (c) (3) of the internal revenue code.
- If Georgetown Independent School District is not exempt under the code, all assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) or corresponding section of any future federal tax code or shall be distributed to the federal government or to a state or local government for a public purpose. Any such assets not disposed of shall be disposed of by the court of competent jurisdiction in the county in which the principal office of the organization is located, exclusively for such purposes or to such organization or organizations as said Court shall determine, which are organized and operated exclusively for such purposes.

**Article XIV: Amendments**

- The By laws of the East View Baseball Booster club set forth in this document are herein adopted by two-thirds (2/3) majority vote of a quorum of members at a regular meeting for which notice has been issued for that purpose. Adoption of the by laws set forth in this document concurrently, terminates, extinguishes, and renders null and void any current or preexisting by laws should they exist.
- The adopted by laws of the organization may be amended by two-thirds (2/3) majority vote of a quorum of members at a regular meeting. Notice of intent to propose amendments to the adopted bylaws and an opportunity for consideration by the membership at a previous regular meeting shall be a condition precedent of presentation of amendments to adopted bylaws at a succeeding regular meeting of the organization.

Adopted on the 21<sup>st</sup> day of September 20 2022

President: [Signature] Vice President: [Signature]

Treasurer: [Signature] Secretary: [Signature]

Sponsorship/Fundraising Director: [Signature]