

# **BY-LAWS FOR THE PACHECO HIGH SCHOOL SPORTS BOOSTER CLUB**

## **ARTICLE- PURPOSE STATEMENT**

**NAME** - The name of this organization shall be Pacheco High School Sports Booster Club, and here in after to as the club or the Sports Booster Club.

### **SECTION 2.**

**PURPOSE-** The purpose of the club is to support and promote **ALL** athletic activity groups at Pacheco High School by uniting students, parents, coaches, faculty staff, and community in a way that enhances the sharing of school spirit, and provides moral as well as financial support and to assure the ongoing improvement to all Pacheco High School athletic programs.

### **SECTION 3.**

#### **ORGANIZATION-**

- A) The club shall be formed as a California Not-For-Profit Corporation.
- B) Each individual sports group that is deemed appropriate by the administration of Pacheco High School and the policies of School District 308 shall be governed and represented by the club.

## **ARTICLE II- MEMBERSHIP**

### **SECTION 1-**

**MEMBERSHIP CLASSES-** Membership in the club shall be in four classes:

- A) Individual Membership
- B) Business Membership
- C) Alumnus Membership
- D) Ex Officer Membership

### **SECTION 2.**

**DESCRIPTION OF MEMBERSHIP CLASSES-** The membership classes shall be described as follows:

A) A Booster Club Individual Membership shall be any person, or full Individual Membership dues.

B) A Booster Club Business Membership shall be any Business paying full Business dues or a donation over \$ 250.

C) A Booster Club Pacheco High School Alumnus membership shall be any person who has graduated from Pacheco High School and who pays full Pacheco High School Sports Booster membership fees.

D) A Booster Club Ex Office Membership shall be a dues free membership given to the following persons:

1. Athletic Director, Pacheco High School
2. Principal, Pacheco High School
3. Past Presidents of the club

4. Assistant Superintendent
5. Superintendent

### **SECTION 3.**

**ENTITLEMENTS-** Members in good standing are entitled to all benefits and privileges of the club.

### **SECTION 4.**

#### **TERMINATION OF BOARD OFFICERS, COMMISSIONERS, AND**

**MEMBERSHIPS-** Any member of the club may be removed by three-fifth "60%" vote. To terminate a board officer or commissioner member, from a position the president will call a special meeting for the vote on the charges of this matter. The president would have to have three-fifth "60%" Board Officer or commissioners to vote on terminating a Board Officer or commissioner.

For conduct deemed prejudicial to this club. At the time a membership is terminated, all entitlements and privileges of the club shall be immediately revoked, and the club treasurer shall reimburse the terminated member a prorated percentage of the current years dues. As paid by the terminated membership. Termination of membership in the general club shall terminate membership in all individual sports group.

### **SECTION 5.**

**MEMBERSHIP YEAR-** The membership year shall be defined as between July 1 and the following June 30.

### **SECTION 6.**

**DUES AND ASSESMENTS-** Dues are established and assessed on a fiscal year basis. The fiscal year shall be concurrent with the club's membership year. No assessments other than regular membership dues shall be levied, HOWEVER, various dues levels may be set with commensurate special recognition, such as membership premiums or replacement of names in listings or plaques. The amount of membership dues shall be determined by vote of the Club Director and Officer, for the ensuing club membership year no later than the regularly scheduled may meeting of the current club year.

### **ARTICLE III- CLUB OFFICERS**

**SECTION 1. -** No person shall hold more than one Officer position. The Officers of the Club shall consist of the following:

- A) Athletic Director
- B) President
- C) Vice- President
- D) Secretary
- E) Treasurer
- F) Parent/Worker Commissioner
- G) Concessions Commissioner
- H) Membership Commissioner
- I) Fundraising Commissioner

## SECTION 2.

**DUTIES OF THE OFFICERS-** The duties of the officers shall be described as follows:

- A) **President-** To call meetings of the general membership, Officers, Directors, and special membership meetings; Preside at such meetings; appoint special committees from the membership; Represent the club at meetings of any other group(s) where the purpose and actions of the Club have pertinence; Perform other duties as prescribed by the Officers and Directors of this club. The President shall not have a vote except for tie breakers.
- B) **Vice- President-** To serve as the first backup officer to the President, and perform the duties of the president at such times as the President is unable to serve at any club function; Perform other duties as prescribed by the Officers and Directors of this Club.
- C) **Secretary-** To maintain and keep records of the club, its officers, directors, and direct support groups as it pertains to the Club; Annually publish a list of all sports and direct support groups; Handle all correspondence for the Club; Perform other duties as prescribed by the officers and directors of this club.
- D) **Treasurer-** To collect, deposit and disburse the funds of the Club as directed by the Officers and the Directors; Keep all financial records of the Club; At the direction of the club will present for examination all records pertaining to the office. Make such further reports and perform other duties as prescribed by the officers and directors of the Club.
- E) **Parent/Worker commissioner-** Duties of the Parent/Worker Commissioner shall staff the concession stand at all times and work with athletic director and president. On all staffing issues with the sports and boosters concession stand.
- H) **Membership Commissioner-** To maintain and keep records of all current memberships at every monthly meeting. To collect yearly dues from every member and turning over money to treasure.
- I) **Concession stand Commissioner-** Duties are to stock and restock concession stands at every sport event and to take inventory of all items on the inventory list sheet.
- J) **Fundraiser Commissioner** – Duties are to investigate fundraising ideas and present them to the Board at the monthly meetings.
- K) **Athletic Director, Pacheco High School-** To serve as the main liaison of this club to the faculty and staff of Pacheco High School; Represent the Club, along with the President , at the meetings of any other group(s) where the purpose and actions of this needs and pertinence; Serve the Club as the principal authority and advisor as to the needs and priorities in the programs and faculties at Pacheco High School.
- L) **Past President-** To assist the President in assuring a smooth and orderly transition of office; Serve as advisor to the officers and directors on parliamentary procedures and on plan the agenda and the strategy of the General Club.
- M) These Officers shall have the right to meet as a group, on an as- needed basis, to plan the agenda and the strategy of the General Club.

## SECTION 3.

**ELECTION OF OFFICERS-** All board officers and commissioners shall give there nomination for office

to the Athletic Director in March Meeting and election will be made in April's meeting.

#### **ELECTION 4.**

**TERMS OF OFFICE-** The terms served shall be filled by appointment made by remaining officers, and commissioners shall be 2 year terms. No individual may be elected to more than four consecutive terms in any office.

#### **SECTION 5.**

**VACANCIES-** Vacancies of Officers ,Commissioners shall be filled by appointment made by the remaining officers, commissioners, the new appointee shall serve until the term expires. Appointees shall be made from the ranks of members in good standing of the Sports Booster Club

#### **SECTION 6.**

**TERMS OF OFFICE-** The terms of office shall be identical to those of Club Officers, Commissioners as described in Article, III Section 4.

**VACANCIES-** Vacancies of Director shall be replace in a timely manner consistent with the by- laws of the Sports Boosters.

### **ARTICLE IV- MEETINGS**

#### **SECTION 1.**

**REGULAR MEETINGS-** Regular meetings shall be held monthly at such places as designated by the officers . Notice of any change in time, date , or place shall be given to the membership by the Secretary at least ten days before the scheduled meeting.

#### **SECTION 2.**

**SPECIAL MEETINGS-** Special meetings may be called by the President or by a majority vote of the Officers or Commissioners. Notice of these meetings shall be given to the Secretary.

#### **SECTION 3.**

A) EQUAL REPRESENTATION. Shall be given to all existing sports group at Pacheco High School. The concept of ONE ACTIVITY- ONE VOTE shall prevail and is to be administered in the following manner.

### **ARTICLE V-FUNDS**

#### **SECTION 1.**

**DEPOSIT OF FUNDS-** All funds of the Club shall be deposited in a qualified depository or within the community of Pacheco under the of Pacheco High School Booster Club as the officers may designate by resolution

**SECTION 2.** Disbursements shall be made by checks and sighed by 2 of the Officers. All

signatories must be required to be bonded, and the cost thereof shall be borne by the club.

**SECTION 3.** All funds shall be controlled according to the rules established with the approval of the Officers and Commissioners.

## **ARTICLE VI - AMENDMENTS**

### **SECTION 1.**

**AMENDMENT PROPOSALS-** Amendments to these by-laws may be proposed in the following manner:

A) By majority of the Officers, and Commissioners.

### **SECTION 2.**

**PRIOR NOTICE OF VOTE-** Copies of all proposed amendments shall be made available to the Officers, Commissioners and Director at least 10 days prior to the time at which they will send copies of the proposed amendment to any member upon request.

### **SECTION 3.**

A) **EQUAL TIME.** It shall be the policy of this club to allow to equal to all persons wishing to be heard on a specific issue. In order to fairly administer this, policy the President shall be empowered to determine the amount of time allowed to each sports group to speak on that issue insofar as the amount of time is identical to limitations put on any other group wishing to be heard. The number of speakers from a specific sports group shall not be limited, but their total time to speak shall not exceed the amount of time predetermined by the president.

## **ARTICLE VII - VOTING ON EVENTS**

### **SECTION 1.**

All event supported by Sports Booster Club shall be voted on three-fifth "60%" vote by a Board Officer or Commissioner.

**AMENDMENT VOTE -** Amendments to the By-Laws shall be made by a two-thirds majority of the Director, Officers and Commissioners casting an affirmative vote at a scheduled meeting.