

**Red Land All-Sports Booster Association
Constitution and By-laws**

ARTICLE I

Name

Section 1.1 The name of this organization shall be the Red Land All-Sports Booster Association. Here after referred to as the Organization.

ARTICLE II

Purpose

- Section 2.1** The organization is organized exclusively for charitable and educational purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- Section 2.2** The purpose of the Organization shall be to promote greater interest in the Red Land High School athletic program and to support and honor the athletes, managers, and coaches of the Red Land High School athletic program.
- Section 2.3** The Organization is a non-profit, non-political and non-sectarian organization.
- Section 2.4** The Organization will pursue its goals without hopes of profit or pecuniary gain.

ARTICLE III

Powers

- Section 3.1** The Organization shall have the power to do all things necessary and convenient to carry out the purposes of the Organization. This shall be in conformance with the Constitution and By-laws of the Organization, the policies of the West Shore School District, and all local, state and federal ordinances, statutes and regulations.
- Section 3.2** The Organization shall incur no indebtedness, other than for purchases of goods and services for which funds are budgeted and currently available, and for which payment shall be made upon receipt of an invoice.
- Section 3.3** The Organization shall make expenditures only, such as are in conformance with the Constitution and By-laws, and with Policy No. 915 of the West Shore School District.

ARTICLE IV

Headquarters

Section 4.1 The headquarters of the Organization shall be at such place as the Executive Board shall designate, from time to time.

ARTICLE V

Membership

Section 5.1 Membership in the Organization is open to all persons residing in the Red Land High School attendance district regardless of race, creed or national origin, so long as they uphold the Constitution and By-laws of the Organization.

ARTICLE VI Meetings

- Section 6.1** The annual meeting for the membership shall be held at the year-end business meeting. Notice of the annual meeting shall be given at least ten days prior to the meeting.
- Section 6.2** The monthly business meeting will be held the first Monday of each month at a time and place specified by the Executive Board.
- Section 6.3** Notice of the monthly meeting shall state the time and place of such meeting, and shall be given in writing.
- Section 6.4** Each interscholastic sport shall be represented by one voting member.
- Section 6.5** Forty percent of the voting membership present at any meeting shall constitute a quorum.
- Section 6.6** Special meetings can be called by the President, the Executive Board, or upon written request of ten voting members of the Organization. The purpose of the meeting shall be stated in the call. Notice of a special meeting shall be given in writing prior to the meeting.

ARTICLE VII Organization

- Section 7.1** The Officers shall be a President, First Vice President, Second Vice President, Secretary and Treasurer, all of whom shall be elected by ballot at the annual meeting. Terms of office shall begin on July 1 and last for one year.
- Section 7.1A** Nominations shall take place at the business meeting prior to the annual meeting. A nominating committee consisting of two All-Sports Booster Representatives, selected by the Executive Board, shall be responsible for the duties of validating the slate of candidates, preparing the voting ballot, and administering the election at the annual meeting.
- Section 7.1B** Write in candidate nominations may be accepted at the annual meeting.
- Section 7.2** The Executive Board shall be comprised of all the Officers of the Organization.
- Section 7.3** The Executive Board shall have general supervision of the affairs of the Organization between its business meetings, fix the hour and place of such meetings, make recommendations to the membership, and shall perform such other duties as are specified in the Constitution and By-laws. The Board shall be subject to all resolutions adopted by the Organization, and none of its acts shall conflict with action taken by the Organization.
- Section 7.4** Vacancies shall be filled by the Executive Board until the next annual meeting.
- Section 7.5** Three board members shall constitute a quorum at any regular or special meeting of the Executive Board.
- Section 7.6** Meetings of the Executive Board shall be at the discretion of the President. Notice shall be given at least ten days prior to the meeting and may be waived by unanimous consent of all board members.
- Section 7.7** An officer may resign in writing. The resignation letter must be addressed to the Secretary.
- Section 7.8** An officer who fails to properly perform the duties of the office shall be subject to removal from office by a majority vote of those voting at a duly convened meeting.
- Section 7.9** The fiscal year shall end June 30.

ARTICLE VIII Officers and Representatives

- Section 8.1** The President shall be the chief executive officer of the Organization. He/she shall preside at all meetings; enforce the Constitution and By-laws and such rules and regulations which have been

enacted by the Organization; call meetings as needed and cast the deciding vote on all issues at which the Organization's members find themselves deadlocked – supervise the affairs of the Organization; co-sign all checks with the Treasurer when same have been duly authorized; sign all contracts and documents with the Secretary when same have been duly authorized; and is an ex-officio member of all committees and subcommittees of the Organization.

- Section 8.2** The President, or the President's designee, shall participate in, and shall attend all scheduled meetings of an on-going Committee chaired by the Superintendent of the West Shore School District or his/her designee and comprised of representatives of each booster organization within the West Shore School District, and designed to serve as a communications network between booster organizations and school administration.
- Section 8.3** The First Vice President shall perform all duties and exercise all the powers of the President during his/her absence or incapability.
- Section 8.4** The Second Vice President shall be responsible for all duties associated with the operation of the football and indoor concession stands.
- Section 8.5** The Secretary shall keep a record of all meetings of the Executive Board and business meetings; sign, with the President, contracts and other documents of the Organization, and shall submit a listing of all of the officers of the Organization annually to the Superintendent of the West Shore School District or his/her designee within thirty days following the annual meeting. Within thirty days after the adoption of each amendment to the Constitution and By-laws, the Secretary shall forward a copy of the amendment to the Superintendent of the West Shore School District or his/her designee.
- Section 8.6** The Treasurer shall deposit all monies in the name of the Organization at such a place designated by the Board; liquidate all bills against the Organization after approval by the membership; report the state of finances at every business meeting or whenever required by the President; submit a written statement of accounts to the Superintendent of the West Shore School District or his/her designee and the Organization at the end of the fiscal year.
- Section 8.7** The Representative shall be the liaison between the Organization and the Representative's sport. The Representative shall provide the Organization with a monthly report and names of coaches, auxiliary board members, and athletes of their sport, to assist with fundraisers by keeping track of items sold and collecting any funds for sold items; and to secure volunteers to work in the concession stands.

ARTICLE IX **Auxiliary Organizations**

- Section 9.1** Any sport may petition to form an auxiliary organization. Such organization must use the following on all documents (i.e. advertisements, checking accounts, and contracts):
Red Land All Sports Booster Association / (sport) Auxiliary
- Section 9.2** All auxiliary activities must receive prior approval from the President or First Vice President of the Organization.
- Section 9.3** All auxiliaries must submit a financial report to the Treasurer of the Organization by the end of the fiscal year (June 30).

ARTICLE X **Committees**

- Section 10.1** Such committees, standing or special, shall be appointed by the Executive Board as the Executive Board shall from time to time deem necessary to carry on the work of the Organization. The President shall be an ex-officio member of all committees.

Section 10.2 The Auditing committee, consisting of three persons, shall be appointed by the Executive Board within sixty days following the fiscal year. Those appointed shall not be members of the Executive Board.

ARTICLE XI
Constitution and By-laws

Section 11.1 A current copy of the Constitution and By-laws of the Organization and all amendments thereto, shall be forwarded to the Assistant Superintendent of the West Shore School District. A copy of each such amendment shall be forwarded within thirty days of adoption.

Section 11.2 The Constitution and By-laws may be amended to a two-thirds (2/3) vote of the Organization's membership present at any regular or special meeting, provided that notice of the proposed change shall be made available to the Membership not later than ten days prior to such meeting.

ARTICLE XII
Parliamentary Authority

Section 12.1 The rules contained in the current edition of "Robert's Rules of Order Newly Revised" shall govern the Organization in all cases to which they are applicable and in which they are not inconsistent with these By-laws and any special rules of order the Organization may adopt.

ARTICLE XIII
Fund Raising

Section 13.1 No fund raising activities shall be conducted unless a proposal for such fund raising activities in first submitted to the principal at each building where such activities shall be conducted, and approval for the fund raising activities is granted by the Business Manager of the West Shore School District.

Section 13.2 All fund raising activities shall conform to Policy No. 915 of the West Shore School District.

ARTICLE XIV
Spending Priorities

Section 14.1 The funds raised by the Organization shall be spent only to support and honor the athletes, managers, and coaches of the Red Land High School athletic program.

Section 14.2 The Organization is empowered to spend funds only for the Annual Banquet; Championship Jackets; Championship Banners, Plaques or Signs; Flowers for Senior Parent Recognition; Hardship Cases; Weight Room Equipment; Items beyond the high school athletic budget; Hall of Fame awards and reception; and the Scholar-Athlete Program.

ARTICLE XV
Dissolution

Section 15.1 Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, 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.

As amended on September 7, 2011.