

LOCKPORT BASEBALL BOOSTER CLUB

BY-LAWS

Article One

NAME

Section One: The name of this organization shall be the **LTHS (LOCKPORT TOWNSHIP HIGH SCHOOL) BASEBALL BOOSTER CLUB**, hereinafter referred to as the Booster Club.

Article Two

OBJECTIVES

Section One: Mission Statement

The Lockport Baseball Booster Club is composed of parents and friends who support the Lockport High School baseball program through membership and volunteer activities.

Section Two: The Booster Club is organized for the tax-exempt purposes determined by the Internal Revenue Service to be within the meaning of Section 501(c)(4) of the Internal Revenue Code. Under the Code, contributions or gifts to the organization are not deductible as charitable contributions for Federal income tax purposes.

Section Three: The Booster Club exists to provide moral support and encouragement to Lockport High School Baseball Players, staff and their families.

Section Four: The Booster Club functions to promote a closer relationship between the community and the Lockport High School baseball team by arousing and maintaining an enthusiastic interest in baseball.

Article Three

MEMBERSHIP

Section One: Any person who supports the objectives of the Booster Club and is willing to subscribe to its By-Laws may become a member upon payment of dues as hereafter provided.

Section Two: Members must be 18 years of age or older to vote, hold an office or chair a committee.

Section Three: Dues shall be in an amount per person as determined annually by the Board of Directors. At the close of baseball season, membership renewal applications will not be disbursed or accepted prior to the start of the new fiscal calendar year.

Article Four

BOARD OF DIRECTORS

Section One: Each Officer shall be a member in good standing of the Booster Club.

Section Two: Each Officer shall be elected annually, and shall serve a term of one (1) fiscal calendar year. There shall be no restriction on the number of terms to which an individual may be elected to:

- a. The President, Vice President, Treasurer and Secretary.
- b. The exact number of Board Members to be reviewed annually by the Board, but not to be reduced in number during the then current term.
- c. No persons from the same family shall be elected to an office at the same election. The President, Vice President and the Treasurer shall not be from the same family.

Section Three: In case a vacancy occurs in the office of President, the Vice President shall serve the remainder of the term. If the Vice President is unable to serve, the vacancy in the office of President shall be filled by a majority vote of the remaining Board members from among such Board membership. In case a vacancy occurs in any other position on the Board of Directors, it shall be filled by a majority vote of the remaining Board members.

Section Four: There shall be an Executive Committee of the Board, consisting of the Officers, which shall function between meetings of the Board, with all actions taken subject to ratification or rejection by the Board if it desires so to act.

Section Five: The Board shall have general supervision of the affairs of the Booster Club.

Section Six: All Officers shall attend all scheduled Board and General Membership Meetings.

- a. Any Officer who misses three (3) consecutive meetings without advance excuse shall be deemed to have resigned. The vacancy which occurs shall be filled in accordance with the provisions of Section Three of this Article.
- b. Should any Officer miss four (4) meetings during their annual term, the Board of Directors may declare the position vacant by a majority vote of a quorum present and voting. The vacancy shall be filled in accord with the provisions of Section Three of this Article.

Article Five

DUTIES OF THE OFFICERS

Section One: The President shall:

- a. Preside at all meetings of the Board and the Booster Club.
- b. Supervise the work of the other officers and the committees in order that the objectives of the Booster Club may be promoted.
- c. Perform such other duties as assigned by the Board.

Section Two: The Vice Presidents shall:

- a. Act as aides to the President.
- b. Perform the duties of the President in the absence or inability of that person to serve.
- c. Perform such other duties as assigned by the President or the Board.

Section Three: The Treasurer shall:

- a. Keep accurate record of receipts and expenditures.
- b. Pay funds as authorized by the Board or the membership.
- c. Present a financial statement at each Board meeting and at each Booster Club meeting and at any time at the request of the Board, and an annual report at the end of the fiscal year, which is the end of the calendar year.
- d. Have custody of all Booster Club funds.
- e. Maintain all funds in a depository account.
- f. Perform such other duties as assigned by the President of the Board.

Section Four: The Secretary shall:

- a. Record, prepare and distribute the minutes of all meetings.
- b. Be the official custodian of the Booster Club's records.
- c. Attend to all correspondence.
- d. Prepare all election documents.
- e. Perform such other duties as assigned by the President of the Board.

Article Six

MEETINGS AND VOTING

Section One: Meetings of the members:

- a. General Membership Meetings of the Booster Club shall be held periodically at such time, date and location as determined by the board and announced to the membership at least ten (10) days prior to the meeting.
- b. The annual Election Meeting of the membership shall be in the month of May for the purpose of electing Officers for the following fiscal calendar year. The Board shall set the time, date and location and announce it to the membership as per (a) above.
- c. All meetings of the membership shall be open to all members and the public.

Section Two: Meetings of the Board:

- a. The Board shall meet immediately after the Election Meeting. All other Board meetings shall be held as needed, and on any schedule the Board may adopt.
- b. All Board meetings shall be open to all members and the public, except when personnel or legal/litigation matters are being considered or as provided for in Section Three of Article Four.

Section Three: Special meetings of the membership or the Board may be called at any time by the President, and shall be called by the President or the Secretary upon the written request of a majority of the Board or the members in good standing.

Section Four: Closed meetings of the Board shall be held only by a two thirds (2/3) vote of the Board, except as provided for in Section Two of Article Six.

Section Five: Voting and Quorum at membership meetings:

- a. Ten percent (10%) of the membership present shall constitute a quorum to transact business at a membership meeting.
- b. Each member in good standing has one (1) vote.
- c. Voting shall be by a show of hands, except for election per (e) below, of Section Five.
- d. Issues shall be decided by a majority vote of those present and voting.

- e. Voting at the Election Meeting for electing Officers be done by written ballot.
- f. All nominees for a Board Officer must be a member in good standing for a minimum of ninety (90) days.

Section Six: Voting and Quorum at Board meetings:

- a. A simple majority of the Board present shall constitute a quorum to transact all business.
- b. Issues shall be decided by a majority of those present and voting, except as provided for in:
 - 1) Article Four, Section Six
 - 2) Article Six, Section Four
- c. The President shall not vote except to break any tie vote.

Article Seven

EXPENDITURE AUTHORITY AND FISCAL YEAR

Section One: All payments must be authorized by the Board and checks for such payments must be signed by one (1) Board member authorized by the Board.

Expenditures over \$500.00 require a majority vote of the Executive Officers, unless approved by the membership at the regularly scheduled meeting.

Section Two: The fiscal year of the Booster Club shall be the calendar school year which shall begin **August 1st and end July 31st.**

Article Eight

COMMITTEES

Section One: Committees shall be created by the Board as deemed necessary to promote the objectives and carry out the work of the Booster Club.

Article Nine

PARLIAMENTARY AUTHORITY

Section One: Robert's Rules of Order, latest revision, shall govern the Booster Club in all cases where applicable.

Article Ten

DISSOLUTION

Section One: The Booster Club may be dissolved by a two-thirds majority vote of members in attendance at a special meeting specifically called to consider and vote on dissolution, after all members have been given fair and reasonable advance notice of such a special meeting. The Varsity Head Baseball Coach and/or the Athletic Director of Lockport Township High School must be in attendance of such meeting. In the event of a vote in favor of dissolution, any funds remaining after all baseball booster obligations have been satisfied, shall be donated to the Lockport Township High School Athletic Department.

Article Eleven

AMENDMENTS

Section One: These By-Laws or provisions hereof may be altered, amended, replaced, repealed, or new provisions added hereto anytime by two thirds (2/3) vote of the Board, or by the affirmative vote of two thirds (2/3) of the voting membership present at the Election Meeting. However, any such proposed amendment shall be submitted to the By-Laws Committee at least sixty (60) days prior to the commencement of the Board or Election Meetings. The By-Laws Committee shall review the proposed amendment or amendments submitted and present each amendment along with a recommended action.

CERTIFICATION

We certify that these By-Laws of the LTHS Baseball Booster Club are the current By-Laws of the organization. Amendments as listed were adopted by the Board of Directors during their term of office on stated amendment date.

Adopted: March 7, 2006
Amended: March 17, 2006
Amended: September 13, 2011
Amended: February 15, 2012