

BOMBER BOOSTER CLUB BY LAWS

Article I – Name and Purpose

Section 1

Name:

The name of the organization shall be the Bomber Booster Club.

Section 2

Purpose:

The purpose of the club is to support the athletic programs of the Mountain Home Public Schools.

Article II – Membership

Section 1

Requirements:

Individual and/or family memberships, as well as business and corporate memberships, will be available. Membership year shall be from July 1 to June 30. Dues will be reviewed annually and set in the spring meeting by the members.

Section 2

Voting:

Each membership shall have one vote with no proxy voting.

Section 3

Membership Cards:

Cards will be issued upon payment of dues by the club secretary.

Article III – Organizational Structure

Section 1

Officers:

- a. The officers of the Club shall be a President, Vice-President, Secretary and Treasurer.
- b. Officers shall be elected at the spring meeting by a simple majority vote of the members present.

Section 2

Powers and Duties:

1. The President shall:

- a. Regularly meet with the designated district representative regarding booster activities.
- b. Preside at all meetings of the organization.
- c. Resolve problems in the membership.
- d. Regularly meet with the treasurer of the organization to review the organization's financial position.
- e. Schedule annual audit of records or request an audit if the need should arise during the year.
- f. Perform any other specific duties as outlined in the bylaws of the organization.

2. The Vice-President shall:

- a. Preside at meetings in the absence or inability of the president to serve.
- b. Perform administrative functions delegated by the president.
- c. Perform other specific duties as outlined in the bylaws of the organization.

3. The Secretary shall:

- a. Report on any recommendations made by the executive board of the booster organization if such a governing board is defined by the bylaws.
- b. Maintain the records of the minutes, approved bylaws and any standing committee rules, current membership and committee listing.
- c. Record all business transacted at each meeting of the association as well as meetings of any executive board meetings in a prescribed format.
- d. Maintain records of attendance of each member.

- e. Conduct and report on all correspondence on behalf of the organization.
- f. Other specific duties as outlined in the bylaws of the organization.

4. The Treasurer shall:

- a. Have charge and custody of and be responsible for all funds and securities of the club.
- b. Receive and give receipts for money that is due and payable to the club from any source whatsoever, and deposit all such money in the name of the club in such banks, trust companies or other depositories as shall be approved by the executive committee.
- c. Pay all proper expenses, obligations and disbursements of the club.
- d. Shall assist in preparation of the annual budget and present the same to the general membership.
- e. Shall render a statement of financial condition of the club at every meeting of the executive committee and/or the general membership.
- f. Shall be authorized and responsible to set up and/or carryout procedures for a proper accounting of all fundraising with approval of the executive committee.
- g. In general, perform all of the duties indicated to the office of treasurer and such other duties, as from time to time, may be assigned to him/her by the president or by the executive committee.

Article IV – Standing Committees

Section 1

Executive Committee:

The executive committee shall consist of all elected officers of the club.

The athletic director (AD) will serve as a liaison between school administration and the executive committee and will provide information as needed for discussions.

Article V – Submitted Funds

Section 1

Individual Sport Fundraising:

Any sport that raises money through fundraising and submits it to the Booster Club should have first priority in spending those funds. The secretary will keep a running total on funds available to each sport. Expenditures still must be approved by the athletic director and/or the booster club executive committee.

Article VI – Purchasing

Section 1

Purchasing:

The club will consider prioritized needs supplied by the athletic director. The president shall have the okay to authorize \$1000.00 or less. Purchases can also be approved by a majority vote of the members at any scheduled meeting. The executive committee can also approve purchases at any time.

Article VII – Amendments to the Bylaws

The bylaws may be amended by two-thirds (2/3) vote of the members present and voting at any meeting of the club. Specific amendment request(s) must be given to the executive committee at least thirty (30) days prior to such an action. The executive committee is responsible for ensuring the adequacy, applicability and viability of the bylaws on a continuing basis and is empowered to initiate action for amendment at any time.

Revised March 5, 2012