

NORTHERN BOYS SOCCER BOOSTERS BY-LAWS

Amended

March 1, 2012

ARTICLE I – NAME

This organization shall be known as the Northern Boys Soccer Boosters (hereinafter called organization.)

ARTICLE II – OBJECTIVE

Section 1. The objective of the organization is to promote the following fundamentals to the Northern soccer student athletes:

- a. Sportsmanship
- b. Mental and physical health
- c. Character
- d. Citizenship
- e. The overall pursuit of maintaining long-term quality soccer teams that represent our school.

Section 2. These fundamentals will be promoted by incorporating the following activities on a yearly basis:

- a. Conducting various fundraising activities as approved by the high school.
- b. Subsidizing school programs and soccer camp participation as deemed appropriate.
- c. Generating news articles to highlight student athletes and Northern soccer as deemed appropriate.
- d. Coordinating all activities with the high school coach as deemed appropriate.
- e. Providing such other support to the student athletes, coaches and programs as deemed appropriate.

ARTICLE III – MEMBERSHIP

Membership will be open to all parents and legal guardians of high school soccer participants, as well as any individuals interested in Northern soccer and residing within the Northern school district.

ARTICLE IV – GOVERNMENT

Section 1. The government of the organization shall be under the supervision of an executive board consisting of four elected officers; President, Vice-President, Secretary, and Treasurer, who shall serve from February 1 to January 31st.

Section 2. Officers shall be nominated at the last meet meeting of the calendar year and elected at a subsequent meeting to be held before January 31st. If an officer resigns or is otherwise unable to serve, a replacement shall be elected at the next meeting of the organization and the newly elected officer shall serve the remainder of the term, subject to the provisions of Article VI, Section 2.

Section 3. The organization exists exclusively to support the Northern Boys' Soccer Program.

Section 4. No part of the net earnings of the organization shall benefit or be distributed to its members, officers, or other private persons, except that of the organization shall be authorized and empowered to pay reasonable compensation for services rendered.

Section 5. Upon dissolution of the organization, assets shall be distributed to the Northern School District.

ARTICLE V – ATTENDANCE and OTHER REQUIREMENTS

Section 1. Officers shall make all reasonable attempts to attend every meeting of the organization. If unable to attend a meeting, the officer should notify the president prior to the meeting with a reason for absence.

Section 2. Legitimate reasons for not attending a meeting would include work responsibility, illness, family emergencies, and other sporting commitments.

Section 3. All members are expected to support fundraising activities by contributing either time or funds.

ARTICLE VI – DUTIES of the OFFICERS

Section 1. PRESIDENT- It shall be the duty of the president to preside over all meetings; to appoint the chairman and members of the various committees; and to perform all other duties usually pertaining to said office.

Section 2. VICE-PRESIDENT-The vice-president shall serve in the absence of the president. In the event the president resigns or is unable to continue as such, the vice-president shall assume the duties of the president.

Section 3. SECRETARY- It shall be the duty of the secretary to attend and keep records of the meetings; keep a register of the officers of the organization with their names, addresses, date of election, and length of the term on the board, notify all elected officers and voting members of special meetings upon request of five or more voting members; and perform all other duties which are usual to the office. The secretary shall convey all official records to the succeeding secretary upon the expiration of his/her term. The secretary shall be the parliamentarian according to Robert's Rules of Order.

Section 4. TREASURER- The treasurer shall have charges of all money, securities, and valuable papers; deposit the same in the name of the organization in a bank within the boundaries of the Northern School District; make disbursements of funds by check; keep suitable books of account, which books shall be closed annually as of **January 31st** and submitted to the board. The treasurer shall surrender all official records and books to the succeeding treasurer upon the expiration of his/her term. There is no bonding of the treasurer.

ARTICLE VII – COMMITTEES

Section 1. The president may appoint members of the organization for all necessary committees, including, but not limited to the following; concession stand, sportswear sale, game and/or season program development; publicity, photography; Dillsburg Shootout concessions; Dillsburg Shootout field management; other fundraising; year-end banquet; year-end awards and gifts; and year-end Powerpoint presentation.

Section 2. The president shall ask for volunteers before appointing any member to a committee.

ARTICLE VIII – MEETINGS

Section 1. Meetings will be held as deemed necessary by the president. The president shall schedule a meeting if requested by five members of the organization. Monthly meetings are normally held during the boys' soccer season. Meetings will be held monthly.

Section 2. The president or secretary shall make notice of meetings by e-mail to all members who have supplied an e-mail to the president or secretary.

Section 3. All coaches and the Northern athletic director are invited to attend all meetings of the organization.

Section 4. Robert's Rules of Order shall be used as the parliamentary authority for conducting all meetings and business of the organization.

Section 5. At or following each meeting, a statement of accounts and minutes should be provided by email to the Northern athletic director and all booster club members.

ARTICLE IX – QUORUM

Two officers shall constitute a quorum at any meeting. A simple majority of members present shall govern unless otherwise provided in these by-laws.

ARTICLE X – ORDER of BUSINESS

The order of business at any meeting will be directed by the president. It may be as follows:

- Call to order
- Roll call (or sign in) of members present
- Treasurer Report
- Report of head coach
- Report of Athletic Director
- Old Business
- New Business
- Adjournment

ARTICLE XI – FINANCIAL POLICY

Section 1. The board shall decide all matters pertaining to finances of the organization, directing the expenditures of funds only to fulfill the proper purposes of the organization.

Section 2. All monies raised or held under the auspices of the organization will be deposited by the treasurer for use by the organization only, subject to review by the board and all other members of the organization.

Section 3. All checks distributed from the booster checking account must be signed by two non-related officers.

Section 4. The board may sponsor educational programs for coaches at a cost approved by the board.

ARTICLE XII – DISCIPLINARY PROCEDURE

Section 1. All members of the organization shall conduct themselves in such a manner as not to bring disgrace, disrespect, or dishonor upon the organization.

Section 2. If any person believes a member is guilty of misconduct, a written signed report of the alleged misconduct must be submitted to the president within forty-eight (48) hours of the alleged incident. Within ten (10) days of the filing of the misconduct report, a special meeting shall be called with the date and time to be set by the president. The president shall notify the accused member by certified mail at least five (5) days prior to the special meeting. The notice shall include the date and time of the special meeting, the name of the accuser(s), and the details of the misconduct that is alleged.

At the special meeting, a board of review (consisting of the president and all other officers) will convene and a full and complete hearing will take place. The accused, witnesses, and interest persons will relate to the board of review only information concerning the incident. Upon gathering all relevant information, the board of review shall vote by secret ballot. If the majority decides that misconduct occurred, the voting membership will, be a majority vote on a secret ballot, set forth the recommended penalty.

ARTICLE XIII – AMENDMENTS

These by-laws or any section thereof, may be amended or repealed by a two-thirds vote of all members present at the meeting at which the proposed changes are submitted for a vote; provided that written notice of the proposed changes are provided to each member of the organization at least ten (10) days prior to the meeting at which the proposed changes are submitted for a vote. The notice shall be by e-mail to all those members who have supplied the president or secretary an e-mail address.