

**BY-LAWS**  
**LADY GUARDIANS BASKETBALL CLUB**  
**(Womens Basketball Boosters)**

**ARTICLE I - NAME AND OFFICES**

Section 1.1 Name

The name of this organization shall be "Lady Guardians Basketball Club"

Section 1.2 Principal Office

The principal office of the Lady Guardians Basketball Club shall be the address of the current president or the address of the Head Varsity Basketball Coach. A post office box may be purchased at the discretion of the current board members if deemed necessary for banking purposes.

**ARTICLE II - PURPOSES, POWERS, AND LIMITATIONS**

Section 2.1 Purposes

The purpose of this club shall be to work together with the Justin Garza School Women's' basketball staff and student athletes to provide fundraising opportunities and financial support to the JGHS Womens' Basketball teams including, spring and summer teams programs for younger athletes. This club shall operate as a not-for-profit organization.

Section 2.2 Powers

The Lady Guardians Basketball Club reserves to itself the following specific powers:

- A. To purchase property, real or personal.
  
- B. To receive property by gift or testamentary bequest, and hold all property, real or personal, from any source.
  
- C. To convey, exchange, lease, mortgage, encumber, sell or otherwise dispose of all property, real or personal.
  
- D. To make contracts.
  
- E. To borrow money, incur contractual indebtedness, and secure the payment of performance of its obligations.
  
- F. To sue and be sued.
  
- G. To do all other acts necessary or expedient for the administration of the Lady Guardians Basketball Club affairs and in order to accomplish the purposes, objectives, and specific goals of the club.

Section 2.3 Limitations

A. Property. The property, assets, profits, and net income are dedicated irrevocably to the purposes set forth in Section 2.1 above. No part of the profits or net earnings of the Lady Guardians Basketball Club shall ever be insured to the benefit of any private individual, personally. No member shall participate in any decision in which that member may receive any financial benefit.

B. Expenditures. No individual expenditure in excess of \$100.00 shall be made without the approval of a simple majority vote of members present, except for the expenses of fundraising events where the event and activities have been approved by the Lady Guardians Basketball Club. All checks written for expenditures must be signed by the treasurer. If the treasurer is unable to sign, the secretary will be the backup signer per bank signature cards and board approval.

C. In the event of dissolution of the Lady Guardians Basketball Club (as is required by law or by majority vote at a regular or special meeting pursuant to Article IV), the remaining net assets of the club will, after paying or adequately providing for the payment of debts, obligations, and liabilities of the club, be distributed to one or more non-profit funds, foundations, corporations or other organizations which are organized and operated exclusively for charitable purposes and which has established its tax-exempt status within the laws and regulations of the Internal Revenue Code. Priority for receiving net assets of the Lady Guardians Basketball Club shall go to Justin Garza School.

### **ARTICLE III – MEMBERSHIP**

#### Section 3.1 Class of membership and rights

The Lady Guardians Basketball Club shall have five (5) classes of members as follows:

- A. Board voting Members
- B. Community board voting Members
- C. Coaches Voting Members
- D. Honorary Members
- E. Alumni Members

Board, Community, and Coaches voting members have the voting rights specified in Section 4.4. Honorary and Alumni members have no voting rights, but may attend all meetings and participate in discussions. In all other respects, the rights and privileges of each member, regardless of classification, are equal. No voting member shall hold more than one membership.

#### Section 3.2 Qualifications

A. Board voting members are limited to a parent, guardian, sibling (18 or older), or grandparent of a Justin Garza School player. Community board voting members are limited to a max of two (2) members who want to positively represent the Justin Garza High School Womens Basketball program by “Standing for More” within the JGHS community. Coaches Voting Members are limited to a max of two (2) head coaches or assistant coaches within the JGHS Women's Basketball program. Coaches are not allowed to hold the position of president or Treasurer, notwithstanding all positions on the board are vacant or do not have an elected voting member established.

B. Alumni members and Honorary members may be conferred upon deserving persons with the approval of a simple majority vote of the Lady Guardians Basketball Club board.

## ARTICLE IV – MEETINGS

### Section 4.1 Regular Meetings

Regular meetings of the Lady Guardians Basketball Club shall be held one time per month unless otherwise voted upon. The Meeting day and time shall be at the discretion of the current board members. The change of a meeting date/time shall be announced at least 48 hours before the regularly scheduled meeting. Regular meeting locations are to be determined at the discretion of the current board members.

### Section 4.2 Special Meetings

Special meetings of the Lady Guardians Basketball Club may be called by any current board members. Such meetings shall be held at the time set by the person or persons calling the meetings. Special meetings may be held only upon 48 hours notice by announcement at any regular meeting or through special notice by mail, phone, email, or any other form of communication. Such an announcement shall include the agenda item(s) of the meeting.

### Section 4.3 Quorum

A quorum consists of five voting members. All voting members are required to complete a vote on the board. **Notwithstanding that the officer positions are not occupied, the majority of the officers may constitute a quorum.**

### Section 4.4 Voting

Each voting member is entitled to one vote on each matter submitted to a vote of the membership.

### Section 4.5 Conduct of Meetings

Meetings may be governed by Robert's Rules of Order, as may be revised from time to time, insofar as the rules are not inconsistent with or in conflict with these By-laws or with the law.

## ARTICLE V – OFFICERS AND DUTIES

### Section 5.1 Titles

The officers of the Lady Guardians Basketball Club shall be President, Vice President, Secretary, Treasurer, Parent representative, and coaches representative. Officers shall consist of parent/guardian voting members, community voting members, and Coaches voting members only.

### Section 5.2 Election

To be elected an officer of the Lady Guardians Basketball Club, one must be nominated by at least one (1) voting member. Nominations will be taken for each office from the voting members at the August regular meeting. Additional nominations may be taken from the floor at the September regular meeting. The officers shall be elected by an open election at the September regular meeting.

### Section 5.3 Terms of Office

Each officer shall be elected for a term of one (1) fiscal year. No person shall serve more than 3 consecutive one (1) year terms in the same office.

#### Section 5.4 Duties of Officers

A. **President** – The President shall preside over all meetings of the Lady Guardians Basketball club, shall sign all contracts and other instruments on behalf of the club which has first been approved by the voting membership, and shall direct the affairs of the club.

B. **Vice President** – The Vice President shall perform all the powers granted to the President by these By-laws in the event of the President’s absence or inability or unwillingness to act. The Vice president shall also perform other duties as directed by the Lady Guardians Basketball Club.

C. **Secretary** – The secretary shall keep a record of all proceedings of the Lady Guardians Basketball Club and shall serve all required notices. The secretary shall also maintain a membership ledger as recorded at each regular or special meeting of the Lady Guardians Basketball Club.

D. **Treasurer** – The treasurer shall maintain all appropriate financial records on behalf of the Lady Guardians Basketball Club and shall keep an account of all monies received, deposited, and distributed in the name of the Lady Guardians Basketball Club. The treasurer shall be responsible for checks and other negotiable

E. **Parent Representative** - Obtain a list of club players with addresses, phone numbers, and email addresses (if available). If club parents have questions, please bring them to the board meeting. Items of concern can be addressed at any board meeting. Call for volunteers when requested. This may be the most important aspect of being a parent rep. The parent representative is in charge of scheduling teams or parents to volunteer at club functions. The parent rep will work with the board to provide the information needed (i.e. names, dates, times, and the number of people needed), Help coaches communicate with parents. and any other duties that the board think will be vital to the success of the club

F. **Coaches Representative** - Coaches representative is responsible for providing the board the vision of the program from the perspective of the Director of Sports for Women’s Basketball for the Central Unified School District. The Coaches representative represents the coaches of the JGHS Women’s Basketball Program. Coaches representatives will work with the board to provide the information and actions needed In order for the JGHS Women’s Basketball Program to succeed.

instruments on behalf of the club and shall generally be responsible for all fiscal, tax, and insurance transaction accounting for the club. The treasurer shall report the financial condition of the Lady Guardians Basketball Club at each regular meeting and shall submit at each inaugural meeting of the new school year (August) a detailed financial condition of the club for the preceding fiscal year.

#### Section 5.5 Other Officers.

The Lady Guardians Basketball Club may appoint any other officer that the club may require, each of whom shall have the title, hold the office for the period, have the authority, and perform the duties specified in the By-laws or determined from time to time by the Lady Guardians Basketball Club. Such an appointment is to be confirmed by a simple majority vote of the Lady Guardians Basketball Club members.

#### Section 5.6 Removal of Officers

Any officer may be removed by the Lady Guardians Basketball club in the event that said officer is absent from any combination of three (3) successive regular and/or special meetings or five (5) non-successive regular and/or special meetings per fiscal year (see Article VII Fiscal Year) unless excused by reason of illness or out of area circumstances.

#### Section 5.7 Resignation of Officers

Any officer may resign upon written notice to the Lady Guardians Basketball Club.

#### Section 5.8 Vacancies in Office

A vacancy occurring in any office because of death, resignation, removal, or other cause, shall be filled in the manner prescribed in the by-laws for regular appointments to the office; provided that such vacancies shall be filled as they occur and not on an annual basis. In the event the presidency is vacated, the Vice-President shall assume the office of president.

### **ARTICLE VI – CLUB RECORDS**

#### Section 6.1 Maintenance of Club Records

The following records shall be maintained at the club office:

- A. Minutes of all regular and special meetings of the Lady Guardians Basketball Club
- B. Complete and accurate books and records of accounts, including accounts of the club's assets, liabilities, receipts, and disbursements.
- C. A record of all officers setting forth their names and addresses
- D. One copy of each of the Lady Guardians Basketball Club bylaws, Charter, and Rules as amended to date.
- E. The I.R.S. The employer ID number for the Lady Guardians Basketball Club organization is **86-2240750**.

#### Section 6.2 Inspection of Records

Every member shall have the absolute right at any reasonable time to inspect all records, books of account, and documents of every kind, and to inspect the physical properties of the Lady Guardians Basketball Club.

### **ARTICLE VII – FISCAL YEAR**

#### Section 7.1 Fiscal Year of the Lady Guardians Basketball Club

The fiscal year of the club shall begin on the first day of November and end on the last day of October each year.

### **ARTICLE VIII – AMENDMENTS**

#### Section 9.1 Amendments of By-laws

These bylaws may be amended by a majority vote of the voting members of the Lady Guardians Basketball Club, provided that a written notice of the proposed amendment has been presented at a regular meeting not less than thirty (30) days prior to the regular meeting at which such amendment shall be considered.