

Waterville Adult Sports Booster Club
By Laws
Adopted May 2006, revised October 2024

ARTICLE I - ORGANIZATION

- a. Name: Waterville Adult Sports Booster Club, Inc. This shall be a non-profit organization organized under section 501 (c) (3) of the Internal Revenue Code.
- b. Mission: The purpose of the Waterville Adult Sports Boosters is to promote and foster the development of physical education and sports programs at Waterville Central School. We will strive to encourage the sports program at Waterville Central Middle School and High School to provide a positive experience for both the individual and the team while cultivating personal growth and development.

ARTICLE II - POLICIES

The following are basic policies of the Waterville Adult Sports Booster Club:

- a. Affiliation: The organization shall be non-commercial, nonsectarian and non-partisan.
- b. Personal Benefit: The name of the organization or of any members in their official capacities shall not be used in any connection with a commercial concern or with any partisan interest or for any purpose not appropriately related to promoting the purpose of the organization.

ARTICLE III - MEMBERSHIP

- a. Any interested resident of the Waterville School District 18 years of age or older. At the discretion of the Board of Education, the Athletic Director for Waterville Central School will serve as a liaison between the organization and the district administration.
- b. Voting member- To be recognized as a voting member, having authority to vote on actions and motions to come before the Boosters, a member must have been in attendance no less than 3 meetings in a six-month period.
- c. Voting privileges are retained to members in good standings by previous years' attendance records.

ARTICLE IV - OFFICERS

- a. The following officers will be elected to a one-year term by a majority of the voting members at a meeting of the Boosters in June at which the following is present: President, Vice President, Secretary and Treasurer(s). The Treasurer(s) will have the option of retaining said office upon quorum vote of confidence of voting members.
- b. Additional officers may be elected from time to time by majority of the voting members of the Booster Club, as needed.
- c. Vacancies: A vacancy in any office because of any reason may be filled by a person appointed by the remaining officers or elected by majority vote at any regular or special meeting. The new officer shall serve for the remaining unexpired portion of the term.

- d. President shall:
 - 1. Preside over all meeting of all Waterville Adult Sports Boosters
 - 2. Convene and adjourn all meetings
 - 3. Appoint subcommittees to develop recommendations to the membership of specific issues
 - 4. Official spokesperson for the organization
 - 5. Establish meeting agenda
 - 6. Assign to the other officers any duties deemed necessary to carry out the duties of the Boosters
- e. Vice President: Supports the President and assumes the duties and responsibilities of the President in the absence of the President or when so designated by the President
- f. Secretary: Records files and reports on all meetings and events of the booster's organization. Keep a list of all current members of the organization. Conduct all correspondence and notify members regarding all announcements, meeting times and locations, etc.
- g. Treasurer (s):
 - 1. Maintenance of the financial records of the Waterville Adult Sports Booster Club including any checking or savings and any cash funds accumulated.
 - 2. Provide reports of the status of those accounts at every regular meeting for the Boosters.
 - 3. Up to two people (not of any relationship) will have the authority to transact receipts and disbursements on behalf of the Boosters and will be responsible for maintaining accurate records of all such transactions
 - 4. Responsible for all financial transactions involving organizational funds in a timely manner.
 - 5. Make a full annual report to the organization.
 - 6. Treasure (s) can not be treasure(s) of more than one organization. As that can cause a conflict of interest.

ARTICLE V - MEETINGS

- a. Special meetings may be convened from time to time to address issues of the council, at the discretion of the President.
- b. Regular meetings will be held quarterly or as needed during the academic year. Notice will be published within school notifications.
- c. There will be an annual reorganization meeting of the Booster convened each June for the purpose:
 - 1. Electing officers for the coming year
- d. Amending Bylaws which can be approved only by voting members.
- e. Other business as identified by the President or members.
- f. Quorum: A majority of the voting members present at any regular or special meeting shall constitute a quorum for the purpose of conducting business.

ARTICLE VI - SCOPE OF RESPONSIBILITIES

- a. Establish the Waterville Sports Boosters as an active Community Group that will provide support to all the Varsity, Junior Varsity and Modified athletic teams.
- b. Support projects that will improve the overall participation of both the athletes and spectators.
- c. Secure funding to support the sports boosters' initiatives
- d. Beat a worth at hop one the en ministrol Bord
and Waterville administration to foster student developments through a competitive sports program.
- e. A policy for awards (senior flowers and trophies) at banquets will be approved and/or amended at the Annual meeting to describe the amounts and types of awards and banquet, limits of expenditures, and other precision and limitations that will apply to High School Varsity, Junior Varsity and Modified athletic teams, but to the extent that this support does not detract from the primary responsibility of support to the athletic teams.
- f. Waterville Center School team sports camp reimbursement for development for grant request up to \$150.00 per team a year. This grant request is for team camps not a sports team league.
- g. Boosters will provide a senior gift per sport as well as a small gift for opposing seniors.
- h. www.watervillecsd.org Download the request for funding application form from the Athletic portion of the school website. Requestor must obtain (3) quotes for the items) and/or service(s) for which you are applying. Each quote must include the cost per item the number of items and the vendor. When applicable, please include a picture of the exact item requested. This form, along with (3) quotes, must be submitted to the Athletic Director for first request. If the request is denied by the Athletic Director, this form and (3) quotes may then be presented to the Sports Boosters by the requestor at a regularly scheduled meeting.
- i. Any purchase of equipment/warmups by the Waterville Adult Sports Booster Club must stay with the Waterville Central School District and will not become property of any individual.

ARTICLE VII - CONTRACTS, CHECKS, LOANS AND GIFTS

- a. Contracts: Any contract or instrument in the name of, or on behalf of, the organization but be executed or delivered by an officer of the organization. The authority contained in such instrumente may be general or may be confined to specific instances.
- b. Checks, Drafts or Orders: All checks, drafts, or orders for the payment of money, notes or evidence of indebtedness issued in the name of the organization shall be signed by two treasurers. Loans:
No Loans shall be made to officers, individuals or any others using organizational funds.
- c. Gifts: The officers may accept on behalf of the organization any contribution, gift, bequest, or device for any purpose.
- d. Not-permitted Activities: Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501 (c) (3) of the Internal

Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE VIII - AMENDMENT OF BY-LAWS

The by-laws set forth herein may be amended by vote of the general membership. The procedure for instituting such amendments shall be as follows:

A recommendation or motion to amend, adopt or repeal any sections) of the by-laws may be made by any general member in good standing.

Such recommendation or motion may be made at any regular or special meeting and will constitute a first reading of the suggested change.

If such recommendation or motion is approved on the first reading, it shall be carried forward for a second reading and final vote at the next regular or special meeting. The announcement that a second reading for approval of bylaw changes) will appear prior to meeting within school notifications. Approval of two-thirds (2/3) of the eligible members present at the second reading shall be required to adopt the recommendation or motion.

ARTICLE VIII - PROPERTY RIGHTS

Membership in this organization shall not vest any of the members with any property rights, or rights having monetary value of any kind whatsoever, including but not specifically limited to, property rights or monetary rights in the school or the organization.