

JAMES BOWIE HIGH SCHOOL BOYS LACROSSE BOOSTER CLUB -- BYLAWS

MISSION STATEMENT

The Booster Club is responsible to provide financial support for the team, buy collecting dues, and planning fundraisers. The Booster Club will support the players and coaches in character development and foster team spirit among the team and Booster Club members.

ARTICLE 1 -- ORGANIZATION NAME

This organization shall be known as the Bowie Boys Lacrosse Booster Club, hereinafter referred to as the "Organization." The Bowie High School Lacrosse Team will hereinafter be referred to as the "team."

ARTICLE II -- PURPOSE

The Purpose of the Organization shall be to:

1. Organize, support and promote the Bowie High School Boy's Lacrosse Team and the sport of Lacrosse as it impacts the students and athletes of Bowie High School and the Bowie Feeder Schools. Attending and organizing games and tournaments, providing encouragement and monetary means through dues, fundraising events, and donations and by any other means as deemed necessary and appropriate (and in accordance with AISD policies)
2. Assist the Coaching staff as they Build team skills, develop leadership abilities, and promote good sportsmanship and citizenship in our students/athletes.
3. Provide finances for team expenses such as but not limited to team equipment, uniforms, officiating costs, field costs, coaching stipends, and expenses, league dues, and any other associated expenses.
4. Increase the visibility of Lacrosse as a sport and facilitate communications between the Organization, the Coach, the Sponsor and the Organization (and feeder or Youth Lacrosse Programs).

ARTICLE III MEMBERSHIP

1. Membership to the Organization shall be open to all parents or guardians of BHS students enrolled on the Team.
2. Membership dues to the Organization are included in the athlete's registration fee for the Team. When an athlete's registration fee is paid in accordance with the schedule provided, on stated due dates, and all registration paperwork is submitted and complete, his family becomes a member in good standing and is eligible to vote (1 vote per registered player) and to hold office. Membership will be from the date of registration to the day prior to the registration the following year.
3. Member/Individual/Team Behavior: All AISD rules apply, in addition to the Code of Conduct, and the rules of the Handbook. Abusive, profane or violent behavior or language by coaches, players, or fans at any Organization or League function, may result in member/player suspension or expulsion for the League, Team or School. No alcoholic beverages or any intoxicating substances or intoxicated individuals are allowed at any League function. Membership may be suspended, terminated, or reinstated by action of the Board of Directors for individual conduct on and off the field.

ARTICLE IV ELECTED OFFICERS

The Board of Directors consists of (8) elected (voting) officers. In addition, the Head Coach and School Sponsor shall represent the Organization at Organization meetings. The elected officers shall be President, Past President, Vice President, Secretary, Treasurer, Fundraising Director, Field Administrator, and Communications Coordinator.

A. OFFICER RESPONSIBILITIES:

President – The President shall preside over all business meetings of the Board of Directors. He/she shall be an ex-officio member of all committees and shall represent the Organization as necessary. The President shall have the authority to request checks in the absence of the Treasurer. The president shall work with the Coach and Sponsor to ensure coordination between the school calendar, events and game/practice schedules. Responsibilities include providing communication between parents the Coach, Sponsor, and the Organization. The president will coordinate with the Sponsor and Coach to ensure all academic requirements such as attendance and eligibility (According to UIL/AISD) are being met The President shall be responsible for making sure that all League requirements such as but not limited to dues, insurance, and officiating fees are all in order, and that the Organization and Teams needs are being met.

Vice President: The vice President will assist the President in helping to execute those duties mentioned above including other events such as Tournaments and any other duties assigned by the President of the Organization. In the absence of the President VP will preside over Organization meetings.

Secretary- the Secretary shall keep a record of all Board or Directors and Organization Meetings, and post minutes on the yahoo site. The Secretary shall coordinate with the Treasurer to register players, maintain a data base of player information and shall be responsible for the official roster, team correspondence and other duties as assigned by the President of the Organization.

Treasurer- the Treasurer shall keep records of all funds of the Team and Organization, including receipts, budgets, invoices, and paid receipts for (5) year, make disbursements as authorized by the President, Executive Board, or Organization in accordance with the budget adopted by the Organization. The treasurer will present a financial statement at the general meetings and Board meetings, maintain records of registration fee payments, and the moneybox for events as needed. Treasurer will coordinate with the AISD bookkeeper to ensure that all reports and balances are correct and also coordinate with the School Sponsor to ensure officials are paid in accordance with the League rules.

Fundraising Director -- The Director of Fundraising will oversee development and execution of fundraising activities to support the Organization/Team. The Director of Fundraising will coordinate with the Treasurer to ensure those all-necessary requests and approvals by AISD are met.

Past President- The past president will sit on the Board of Directors to advise and pass on any pertinent information that will help the present Board in executing tasks efficiently and effectively for the current Lacrosse season. While the Past President will sit on the Board of Directors, the Past President will not be a voting member on the Board.

Field Administrator- Team Manager will be responsible for properly maintaining and keeping inventory of all team equipment and supplies including First Aid Supplies. He will work closely with the coaching staff and the board to make sure all team needs are met, and will train volunteers for field lining, timing and scorekeeping. The field administrator is also responsible for team hydration needs.

Communications Coordinator – The Communications Coordinator will be responsible for web site maintenance, press relations, and provide promotional information to school officials and media for publication of meetings, special events, etc.

B. Election Terms

1. Officers shall be elected for a term of one year. The term of office shall be from June 1 to May 31. No member shall hold more than one office at a time. No member may hold the same position for more than two consecutive terms. Also, no more than two parents of seniors may serve on the board, and “Senior parents” must not serve in the role as President.

2. Vacancies occurring in an elected office shall be filled by appointment by the Board of Directors. In the event the office of President shall become vacant, the Vice President shall serve the remainder of the term.
3. By April 1st the Board of Directors will develop a slate of officers for the following term. At the April meeting of the Organization members will be presented with the Boards recommendations, ask for Volunteers and take nominations from the floor for each office.

ARTICLE V -- BOARD OF DIRECTORS

1. The Board of Directors shall consist of the Officers and Past President.
2. Filling vacancies and expansion of the Board of Directors shall be decided by the board in a board meeting called by the President or any member of the Board of Directors. In the event of a tie, the President will decide and fill the vacancy.
3. The term of each board member will be from June 1st through May 31st.
4. The Board of Directors may change committee functions and duties of Officers to meet changing needs of the Organization and Team.
5. The coaching staff is hired and managed by the School Principal and the Team Sponsor, and the Board of Directors has no involvement.

ARTICLE VI—BUDGET AND FINANCES

1. The fiscal year of the organization shall be from June 1st to May 31st.
2. The budget shall be developed by the Board of directors for the upcoming fiscal year, once approved by the Board the budget shall be presented to the membership of the Organization for ratification no later than the October booster meeting
3. The budget must be ratified by no less than two-thirds votes (of members present) at a general meeting of the Organization before funds can be distributed.
4. The Board of Directors may authorize expenditures of funds belonging to the Organization for non-budgeted expenses when the amount does not exceed Five Hundred (\$500.00) Dollars. Other expenditures must be approved by a majority of those members or the Organization who are present at the general (booster) meeting.
5. A Treasurer's report shall be present at every Board of Directors meeting and General Organization Meeting.
6. All Fundraising and disbursements shall comply with AISD policies and procedures. All Expenditures are to be documented with receipts and maintained on file by the Treasurer.
7. Annual dues will be set prior to the end of the fiscal year and will be determined by considering the Organizations cash reserves, number of potential players, and estimated expenses.
8. A cash reserve of no less than \$1,000.00 and no greater than \$5000.00 shall be maintained (at fiscal year end) to sustain the Organization/Team and allow it to meet annual expenses. If funds should exceed \$5,000.00 at fiscal year end they must be designated to a specific expense in the next year.
9. Bank accounts will require a minimum of 2 officer signatures and at least 4 current elected officers should remain on the bank signature card at all times. Two family members cannot have signature privileges on the bank account.

ARTICLE VII—MEETINGS-

1. Board meetings will be held no less than 3 times through out the term. Recommended during summer break to plan for upcoming year (to develop fundraising plan, budget plan) in October to plan for tournaments, game scheduling, banquet plans, and March for year end duties and to plan for transition of new officers.
2. Membership and Board members will be sent notices via yahoo of board meetings at least seven days prior to the meeting.
3. Emergency Board Meetings may be called by the President with less than seven days notice prior to the meeting.
4. Any member may attend and participate, but are non-voting at any Board meeting.
5. Organization general meetings will be held (booster meetings) the first Tuesday of each month

6. All members must be in good standing to vote and all votes must be cast in person.
7. A general meeting of the Organization is required for the ratification of the budget or amendments to these bylaws. The President may call other meetings of the Organization as needed to discuss other business.
8. Notices of general Organization meetings will be given announced via the Yahoo site.

ARTICLE VIII—AMENDMENTS

These By-Laws may be amended after approval of the Board of Directors and two-thirds (2/3) vote of the membership of the organization present at a scheduled general meeting.

ARTICLE IX- DISSOLUTION OF THE ORGANIZATION

Upon formal dissolution, the net assets of the Organization shall be distributed to the Texas High School Lacrosse League.

_____	_____
Lacrosse President	date
_____	_____
Lacrosse VP	date
_____	_____
Lacrosse Secretary	date
_____	_____
Lacrosse Treasurer	date
_____	_____
Lacrosse Fundraising Director	date
_____	_____
Lacrosse Team Manager	date