

# **BY-LAWS**

of the

## **TROJAN SOCCER BOOSTER CLUB, INC.**

Adopted March 12, 2008

### Table of Contents

**Article I: Membership**

**Article II: Meetings**

**Article III: Executive Board**

**Article IV: Officers**

**Article V: Nominations and Elections**

**Article VI: Parliamentary Authority**

**Article VII: Committees**

**Article VIII: Amendments**

## **Article I: Membership**

Section 1. Membership shall be extended to any individual who would like to be in fellowship with this group upon payment of annual dues, subject only to compliance with the provisions of the Constitution and By-Laws.

Section 2. There shall be two types of membership. Regular membership shall be extended to all persons interested in supporting and promoting the soccer program at Lassiter High School, and specifically to the parents of Varsity and Junior Varsity players. Special memberships may be designated by the Executive Board.

Section 3. Dues shall be recommended by the Executive Board and approved by a majority vote of the members at the 1<sup>st</sup> General Booster Club meeting of the year.

Section 4. Only members in good standing of the organization shall be eligible to participate in its business meetings or to serve in any of its elective or appointive positions.

Section 5. The fiscal year shall be June 1st to May 31st.

## **Article II: Meetings**

Section 1. There shall be a minimum of four (4) General Meetings of the association during the fiscal year. These meetings shall be set by the Executive Board.

Section 2. The annual meeting of the association shall be held in May of each year.

Section 3. The members present at a meeting shall constitute a quorum.

Section 4. Special meetings may be called by the President, and only such business for which the meeting was called shall be transacted.

## **Article III: Executive Board**

Section 1. The elected officers shall form the Executive Board. The Board shall transact all business of the association between General Meetings, consider all questions of policy, present recommendations to the association for action, proposing annual budget to membership for approval and outline a general calendar for the year.

Section 2. Meetings of the Executive Board shall be conducted by the President and held at the discretion of the President or two or more Board Members.

Section 3. Fifty percent (50%) of the elected officers at any Board Meetings shall constitute a quorum.

Section 4. Each individual member of the Executive Board shall have one vote.

## **Article IV: Officers**

Section 1. Each Board Member, in addition to the duties set out below, shall maintain a record of his/her year to serve as a guide to the incoming officer. This shall be completed and turned over to the First Vice-President by May 15th.

Section 2. Duties:

A. President: The President shall be the Chief Executive Officer of the association, shall preside at all meetings, and have general supervision over the affairs of the association. He shall appoint all standing and special committee chairpersons and ex officio member of said committees. The President shall compile a budget with the aid of the head soccer coaches and submit it to the Executive Board by December 31.

B. First Vice President: The First Vice President shall assume all duties of the President in his absence, serve as an active assistant to the President, and perform such duties as requested by the President, and shall be responsible for all activities pertaining to the Varsity team.

C. Second Vice President: The Second Vice President shall be responsible for all activities pertaining to the Junior Varsity Teams.

D. Treasurer: The Treasurer shall keep an accurate record of all funds, collect all monies, pay all bills authorized by the President or the Executive Board. The Treasurer's books shall be subject to an audit at the close of the years' activities by a committee appointed by the President. The Treasurer shall be an ex officio member of all committees formed for the purpose of raising funds.

E. Secretary: The Secretary shall keep a record of the minutes of all meetings and handle all correspondence. The Secretary shall serve as the Parliamentarian for the club.

## **Article V: Nominations and Elections**

Section 1. The nominating committee shall be appointed by the President subject to the approval of the Executive Board. The Nominations shall be presented to the Executive Board at its April meeting.

Section 2. The nominating committee shall consist of at least three (3) individuals who are members in good standing.

Section 3. The nominating committee shall present a slate of officers to the general membership not later than ten (10) days prior to the May general meeting. No nomination may be made without prior consent of the nominee.

Section 4. The slate of officers shall consist of candidates for the offices of President, First Vice-President, Second Vice-President, Treasurer, and Secretary.

Section 5. The slate of officers shall be held at the May general meeting. Following the report of the nominating committee, nominations may be made from the floor provided the consent of the

nominee has been secured in advance. Voting shall be by ballot only when there is more than one (1) candidate for an office.

Section 6. A majority vote by members present shall constitute election.

Section 7. The term of office shall be for one (1) year, beginning on June 1. One person may be elected to the same office for no more than two consecutive terms unless approved by the General Booster Club.

Section 8. If a vacancy occurs in the Executive Board, the President will have the right of appointment with the approval of the Executive Board for the remainder of the unexpired term of the office. If the office of President becomes vacant, it shall remain vacant until the next annual election. The First Vice-President shall assume the duties of the President as President-Elect.

#### **Article VI: Parliamentary Authority**

Section 1. Robert's Rules of Order, Revised, shall be the authority in all proceedings not covered by these By-Laws.

#### **Article VII: Committees**

Section 1. It is recommended there shall be four (4) standing committees: Fundraising, Special Events, Concessions and Communications.

Section 2. The Executive Board shall establish other committees as needed.

#### **Article VIII: Amendments**

Section 1. These By-Laws may be amended by a majority vote of the members present at a General Meeting, provided the amendment has been presented to the membership at the previous meeting in writing.

Section 2. The Lassiter Booster Board will adhere to the guidelines of the Cobb County School District regarding payment of a head coach and or an assistant coach.

#### **Amendment :**

The Lassiter Booster Board will adhere to the guidelines of the Cobb County School District regarding payment of a head coach.