

CANTON SCHOOL ATHLETIC BOOSTER CLUB
BY-LAWS

ARTICLE I - NAME

Section 1. The name of this organization shall be the Canton Athletic Booster Club.

ARTICLE II - OBJECTIVES

Section 1. The purpose of this association shall be to promote school spirit and unity through the support of all athletic activities sponsored by the Canton School District.

This association shall promote projects that improve facilities and equipment necessary to provide an adequate athletic program for the Canton School District

This association shall not seek to influence or direct the technical activities or policies of the school administration or of the school officials who are charged with responsibility of conducting the athletic program of the school.

This association will actively promote athletic fund-raising endeavors.

This association will promote the Canton School athletic programs in the local community through the media and special projects throughout the year.

This association will provide an exemplary model of loyalty, respect, integrity, cooperation, sportsmanship and dedication through parental participation in activities of this association.

This association may also seek to assist non-athletic co-curricular activities

ARTICLE III - MEMBERSHIP

Section 1. The membership of this Booster Club shall include any and all interested adults, businesses and/or organizations.

ARTICLE IV - OFFICERS

Section 1. The elected officers of this Booster Club shall be: President, Vice-President, Secretary, and Treasurer.

ARTICLE V - DUTIES OF THE OFFICERS

Section 1. The President shall preside at all meetings and act as Chairperson of the Executive Board and shall be an ex-officio member of all committees.

Section 2. The Vice-President shall act as an aide to the President and shall perform the duties of the President in the absence or inability of that officer to serve.

Section 3. The Secretary shall record the minutes of all meetings of the Booster Club or Executive Board and shall provide copies of the minutes to Executive Board members. The Secretary shall also perform such other duties as delegated.

Section 4. The Treasurer shall receive all monies of the Booster Club, keep an accurate record of receipts and expenditures and payout funds as authorized by the Executive Board. The Treasurer shall present a financial statement at every meeting of the Booster Club and the Executive Board and also at other times when requested by the Executive Board. The financial records of the Booster Club shall be audited by two non-officers Booster Club members selected by the President. All transactions are to be signed by the treasurer and one Executive Board member

ARTICLE VI - EXECUTIVE BOARD

Section 1. The Executive Board shall be composed of representatives from each sport, one community member, and one non-voting representative of the Canton School District. The sports supported by the Canton Booster Club shall be recognized as follows:

- a. Volleyball – 2 reps
- b. Cross Country, Boys – 1 rep
- c. Cross Country, Girls – 1 rep
- d. Football – 2 reps
- e. Golf, Boys – 1 rep
- f. Basketball, Boys – 2 reps
- g. Basketball, Girls – 2 reps
- h. Wrestling – 2 reps
- i. Golf, Girls – 1 rep
- j. Track, Boys – 1 rep
- k. Track, Girls – 1 rep

Each sport listed is allowed one vote.

Section 2. Executive Board shall be the decision-making body of the Booster Club.

Section 3. The Executive Board shall meet prior to each general meeting of the Booster Club and at any other times deemed necessary or convenient to plan and determine the business to be transacted.

Section 4. A quorum of the Executive Board shall consist of one half of the executive board plus one vote.

Section 5. The financial prerogative of the Executive Board shall not exceed \$1,500.00 (fifteen hundred dollars) without a majority vote of the Booster Club.

ARTICLE VII - MEETINGS

Section 1. New officers shall be elected at the Annual meeting in June.

Section 2. Another meeting of the Association may be held in January.

Section 3. Special meetings may be called by the President.

ARTICLE VIII - COMMITTEES

Section 1. The Committee Chairpersons shall be appointed by the Executive Board and shall recruit Members for their committees as needed.

- Section 2. There shall be the following standing committees: Fundraising, C-Hawk Apparel, Concessions, membership, Projects, and such committees as the Executive Board shall determine.
- Section 3. Fund Raising Committee: These duties shall include to exploring fundraising opportunities.
- Section 4. C-Hawk Apparel Committee: These duties shall include the management of the ordering and sales of C-Hawk clothing.
- Section 5. Concessions Committee: These duties shall be to monitor the management of concessions for all home events. A manager may be hired to manage concessions.
- Section 6. Projects Committee: These duties shall be to present to the membership and executive board, suggested projects for the Booster Club to promote and support. Upon approval from the Executive Board, the committee will then plan and execute the projects as directed by the executive board.

ARTICLE IX - DUES

- Section 1. Membership dues shall be established at the June Annual Meeting.

ARTICLE X - ELECTIONS

- Section 1. Each sport representative will be appointed for a two year term at the June Annual meeting.
- Section 2. Officers are to be elected by members of the Executive Board at the June Annual Meeting. The term of office is for one year.
- Section 3. If a member of the Executive Board cannot complete his/her term, the remaining Executive Board members shall appoint a person to assume the duties of the vacated position.
- Section 4. Approval of the Canton School Athletic Booster Club and By-laws shall be authorized by the Canton Board of Education.

ARTICLE XI - PARLIAMENTARY AUTHORITY

- Section 1. Robert's Rules of Order, Revised, shall govern this Booster Club in all cases in which they are applicable.

ARTICLE XII - FINANCES

- Section 1. All major fund raising will be conducted by the Canton Booster Club. The funds raised shall be used to further the purpose expressed in Article II of this Constitution. Funds shall be disbursed only by the Treasurer upon the approval of the Executive Board.

ARTICLE XIII - AMENDMENTS

- Section 1. The By-laws may be amended by a two-thirds majority vote of the members present at the Annual meeting of the Booster Club.



Reviewed/revised: May 2012

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