

Cumberland Valley Boys' Basketball Booster Club Bylaws

Revised 9/12/17

ARTICLE I – ORGANIZATION

The organization shall be known as the Cumberland Valley Boys' Basketball Booster Club.

ARTICLE II -- OBJECTIVE

The Objective of the CV Boys' Basketball Booster Club is to provide financial and support services, and to give recognition to the CV High School Boys' Basketball Program. All activities sponsored by the CV Boys' Basketball Booster Club shall be undertaken in its name and as its sole responsibility.

ARTICLE III -- MEMBERSHIP

Any person wishing to promote, support and give recognition to the CV Boys' Soccer Program may be a member of the Club by submitting application for membership with the Secretary of the Club. Membership shall be granted upon approval of application by Officers. Membership will be for a period of one year- dues will be payable at the time of application. The Executive Board as outlined in Article IV will determine appropriate membership fees and dues, as part of the annual budget. At-Large members of the Club include the head coaches of the boys' teams. Meetings will be held in accordance with Article VIII.

ARTICLE IV -- EXECUTIVE BOARD/OFFICERS

The elected officers of the CV Boys' Basketball Booster Club shall be: President, Vice-President Secretary and Treasurer. These officers will comprise the Executive Board of the organization. Each Executive Board position will be elected to serve a term of one year and may not serve more than four consecutive years in the same office. The general business and affairs of the Club shall be managed by the elected officers, excepting the powers reserved by the general membership as set forth within these by laws. The President will preside at the meetings, appoint committee members and perform other customary duties of the office. The Vice-President will perform duties of the President in his/her absence and serve as Chair pro-tem of all committees. The Secretary will keep the minutes of all meetings and make them available at all future meetings. The Treasurer shall be custodian of all club funds and perform all financial requirements outlined in Article VII. A designated member of the Executive Board will perform all duties of the Treasurer in his/her absence. Committees established by the Executive Board, including but not limited to, concessions, publications, fundraising. Other ad hoc committees will be established as deemed necessary. Committee chairs will be appointed by

the President. The Executive Board may secure the fiduciary of any Officer or member of the Club by bond or otherwise.

ARTICLE V – ELECTIONS

Elections shall be at the general membership meeting held in March each year. The Executive Board shall publish a notice seeking nominations at least two (1) months prior to the March general membership meeting. Nominations should be received by the Executive Board one month prior to the March general membership meeting. Any club member not nominated but wishing to serve must submit his/her name in writing to the Executive Board one month prior to the election. All club members present shall be eligible to vote for the election of officers. The candidate receiving the highest number of votes shall be elected to the particular office in question. The new officers will take office effective April 1 of the same year and shall serve until their successors are duly elected. Between the time of the election and April 1 all records and materials will be turned over to the incoming officers.

ARTICLE VI -- BUDGET

Annually, and as soon after the election as practical, the board must prepare a budget for all club activities for the ensuing year. The Executive Board, with input from committee chairs and the head coach, will conduct this activity. The budget shall be approved by the majority vote for the general membership at the April meeting. Any expenses incurred that were not budgeted shall not exceed \$100.00 unless voted upon by the Executive Board. Formal contracts to which the Club is a party, and to which the Club is obligated to pay the sum of \$500.00 or more, shall be executed by the President and attested by the Secretary, but only after such execution has been approved by the Executive Board and general membership.

ARTICLE VII – FINANCES

It is the responsibility of the Treasurer of the CV Boys' Basketball Booster Club to maintain and make available financial records of all Booster Club activities. These records shall be property of the club and shall be retained for a period of three (3) years. All monies, funds, bills and other expenses shall be turned into the Treasurer as soon as possible. All bills and receipts will be paid through the Treasurer by check or Pay Pal. The Treasurer shall be responsible for ensuring that all records requested by the School District be provided on an annual basis or as required by the School District. Copies of such documents shall be provided to the Executive Board and available upon request by any member. Prior to the April meeting, the President will appoint an Audit committee and this committee will audit the club records and prepare an annual financial statement.

ARTICLE VIII – MEETINGS

There shall be at least four (4) general membership meetings per year. The general membership meetings will be held in March, July and November and January. Said meetings will coincide with the start and conclusion of the winter seasons. Special meetings will be scheduled as called by the President or by written notice of two (2) general members. Advanced notice of general and special meetings shall be provided to the membership at least one week in advance either through written or electronic communication.

The order of business to be generally followed at the general meetings is as follows:

- Reading of the minutes of the previous meeting and the approval thereof
- Reading letters and communications
- Treasurer's Report
- Reports of Standing Committees
- Unfinished Business
- New Business
- Adjournment

The order of business for special meetings shall be limited to the reason(s) for which the special meeting is called, as stated in the Special Meeting notice.

ARTICLE IX – VACATED OFFICES

When the office of President is vacated during mid-term, the Board will choose one of the remaining Executive Board members to assume that office. When the offices of Vice-President, Secretary or Treasurer are vacated, the President will solicit nominations. If no nominations are received, the President shall appoint a committee chair to serve the remainder of the term of Office. Notwithstanding any other provision herein, the Executive Board shall have the authority to remove any officer, with or without cause, upon the two thirds (2/3) majority vote of the general members present at any duly scheduled meeting or special meeting called for the consideration of such removal.

ARTICLE X – QUORUM/VOTING

A quorum shall be any number of booster club members that attend a scheduled meeting with which at least three of the four Executive Board members and at least half of the standing committee chairpersons in attendance. Executive Board members and committee chairpersons present are eligible to vote on matters presented by the Executive Board. All actions will be

made by nomination and voted on by the members present at the meetings. Except as provided by Article XII, actions may be passed by a majority of those present.

ARTICLE XI – INDEMNIFICATION

The officers of the CV Boys' Basketball Booster Club, as well as standing and ad hoc committee chairpersons shall not be liable for monetary damages as such for any action taken, or any failure to act, unless, the action or inaction constitutes self-dealing, willful misconduct or recklessness. Absent a breach of fiduciary duty to the Club, lack of good faith or self-dealing, actions taken as an officer or any failure to act shall be presumed to be in the best interest of the Club. The Club shall indemnify any person who is a party or is threatened to be a party to any action by reason of the fact that he or she is or was a representative of the Club if he or she acted in good faith and with a reasonably belief that such action or inaction is or was in the best interest of the Club. No indemnification shall be made if the action or inaction constitutes self-dealing, willful misconduct or recklessness.

ARTICLE XII- CV SELECT TEAMS

The CV Boys Basketball Booster Club Shall oversee the CV Select teams. There shall be two teams each year. One 8th Grade team and one 7th Grade team. Teams will be selected the first week of November. Only players who will play on the Cumberland Valley Middle School Teams or for a CVYBA team will be considered for this team. The Booster Club will supply uniforms and insurance for the teams. Coaches will be selected each season by the Booster Club.

ARTICLE XIII – BYLAWS & REVISIONS OF BYLAWS

The above articles may be amended by two-thirds (2/3) majority vote of the members present at any duly scheduled general meeting or special meeting as voted upon and recommended by the Executive Board. Written notice or by e-mail, of any proposed amendment to the bylaws shall be provided at least seven (7) days in advance of any general or special meeting wherein the action proposed to be taken is the amendment of the bylaws.

The use of any surplus funds for private inurnment to any person in the event of dissolution of the CV Boys' Basketball Booster Club is prohibited.