

## Wayland Athletic Boosters Club BY-LAWS

Amended February, 2016

### Articles I – Name & Objectives

Name: This organization shall be known as the “Wayland Athletic Boosters Club.” The club is organized as a Michigan nonprofit corporation, Wayland Athletic Boosters Club Inc.

#### Objectives:

- A. Support the advancement of athletics and team play in the high school as a proven means of developing physical health, good sportsmanship, good citizenship and sound moral character.
- B. Build civic and parental support for high school athletic programs.
- C. Assist in the adequate maintenance and improvement of athletic facilities and equipment.

### Article II – Membership and Board of Directors

- A. Membership (“members”) shall consist of any parent or legal guardian of a Wayland Union High School athlete.
- B. The governing body of the club shall be known as the Board of Directors (“Board Members”) who will carry out the monthly business of the club.

### Article III – Meetings; General & Special

- A. The General Meetings shall be held monthly on the 2<sup>nd</sup> Monday of the month.
- B. Special Meetings of the club may be called at any time by the President or Vice President in the absence of the President.

### Article IV – Board Members/Officers ; Election, Terms of Service, Removal/Resignation

- A. The Board of Directors shall be nominated and elected at the June meeting by all club members in attendance. President shall conduct election. Secretary will tabulate votes. The Board shall be composed of, at least five but not more than seven, members in good standing. Board members shall serve a one year term beginning on July 1 and ending June 30.
- B. Prior to July 1<sup>st</sup>, the Board will elect its officers consisting of a President, Vice President, Secretary, and Treasurer. Committee chairpersons will also serve the club for one year, ending June 30<sup>th</sup>.
- C. The resignation or removal of a Board Member or Officer may be handled at any time with public notice to the membership. A Board Member or Officer

may be removed with or without cause by a majority vote of the Board of Directors at a general or special meeting, except as provided by law.

#### Article V – Duties of Board of Directors/Officers

- A. President: Shall preside over the meetings of the club. The President organizes the agenda. The President may, during the course of the year, appoint acting board members or officers to fill any vacant positions as recognized in the By-Laws. The President is the main contact/spokesperson with the District/Athletic Director. The President will oversee all operations of the club and from time to time may create committees and appoint chairpersons to better carry out said operations.
- B. Vice President: Shall preside over the club in the absence, removal or resignation of the President. From time to time, President may delegate tasks to the Vice President that could improve the operation of the club and prepare the Vice President to become President at a future date.
- C. Secretary: Shall record minutes at meeting and keep records of the meetings for the club. He/She shall perform other duties pertaining to their office as may from time to time be assigned by the President.
- D. Treasurer: Shall maintain the cash boxes for concessions, maintain the club bank accounts, prepare monthly statements, produce reports illustrating the financial condition of the club. Any member designated by the Treasurer may pick up supplies or make purchases approved by membership and be reimbursed by the club. No purchases other than supplies may be purchased without a vote of the Board. In emergency situations and with written consent by a majority of the Board, the treasurer has authority to spend up to \$1000 on items other than supplies, without having prior Board approval from a general or special meeting.
- E. Board Members: Shall attend meeting and carry out the monthly business of the club as well as any duties assigned by the President.

#### Article VI – Athletic Contributions

- A. All contribution requests must be first submitted to the Athletic Director, denied by the Athletic Director, then presented to the club for consideration.
- B. All contributions to the District or purchases by the club will be voted upon at the general or special meetings of the club.
- C. Under special circumstances and if a general or special meeting being called is not practical, requests can be approved by written approval of the Board of Directors. Said requests will be formally approved at the next general club meeting.

#### Article VII – Dissolution

This organization may be dissolved at any time by a vote of two-thirds majority of board members present at a meeting. This meeting to dissolve the club must be placed on the agenda for two consecutive months and called for that purpose. All assets, including accumulated income, shall be distributed and paid over to the Wayland Union High School athletic department. After such assets have been distributed, the organization shall be dissolved.

#### Article VIII – Amending the By-Laws

The By-Laws shall be reviewed from time to time. If the By-Laws need to be amended, any proposed changes to the By-Laws will be made available to all members at least 15 days prior to any vote on the proposed changes. Votes amending the By-Laws should be carried out at general club meetings and must be approved by a majority vote of all members in attendance at the meeting.



## Summary of changes compared to By-laws effective October 2015

### Article I –

Added sentence that club is a Michigan non-profit with legal name. Under “Objectives” started item (A.) with the words “Support the...”

### Article II –

Changed title of Article to include “...and Board of Directors.”

Deleted reference to “Associate and Voting” members. Changed item (B.) to reference creation of the Board of Directors as opposed to voting members.

### Article III –

Changed title of Article to reference General and Special meetings

Eliminated limitation that meetings must take place from August to June.

### Article IV –

Clarified title of the Article

Item (A.) clarifies that membership nominates & elects the Board of Directors, but not officers.

Board shall be comprised of at least five but not more than seven club members.

Item (B.) shows that the officers of the club shall be elected by the newly elected Board members, terms to be concurrent to their Board position.

Item (C.) clarifies the resignation or removal of a Board member or Officer. Changes the vote to remove or accept resignation as the duty of the Board of Directors not the entire membership and any such votes could occur at a general or special meeting.

### Article V –

President shall appoint vacant seats of Board members, officers, or committee chairpersons.

Vice President shall succeed President upon President’s removal, resignation or absence.

Secretary & Treasurer duties cleaned up.

Item (E.) eliminated officer position, Sargeant at Arms and replaced with duties for all Board members.

### Article VI –

Items (A.) and (B.) has some general clean up as well as changing reference to “regular” meetings and replaced with “general” meetings.

Item (C.) changes the written approvals must come from the Board of Directors and not Officers.

Changed reference to “regular” in favor of “general” meetings.

Deleted item (D.) regarding not purchasing uniforms.

### Article VII –

Clarified that any vote on dissolving the club shall be a vote of the Board of Directors, not the Officers.

### Article VIII –

Detailed explanation as process to amend By-laws. Previous By-laws simply stated that By-laws would be “reviewed annually in March.” Article outlines 15 day notice requirement to membership and that vote on proposed changes shall be made a majority vote of all members in attendance at a general meeting and not just the current Board of Directors.