

LAMAR VOLLEYBALL BOOSTER CLUB BY-LAWS

Revision Information

Revision Information Date Modified	Version #	Revision	Changed by
1/1/07 (per 11/16/06 Board meeting)	1.01	Section 6: removed New Braunfels tournament Section 10: added Senior Night and Senior Signing Section 11: Removed Senior Night; added New Braunfels tournament Article 6: New – Scholarships Article 7 – formerly Article 6	Roxanne Barsamian

Revision Information Date Modified	Version #	Revision	Changed by
4/2/2012 (proposed for 4/19/2012 general meeting)	1.02	Article I: removed Lunch; Article II-Section 1: removed received Club bank statements; removed Lunch; added coordinate volunteers and assist with Colonial; Article II-Section 2: added season/post-season honors Article II-Section 3: added scheduling of volunteers; Article II-Section 4: removed Lunch; Article II-Section 5: removed Colonial; added Spike-Off; Article II-Section 6: added New Braunfels Tournament; Article II-Section 7: added receive Club bank statements; Article II-Section 8: added grievance or hospital stay flowers or get well cards;	Teri McCalip

Revision Information Date Modified	Version #	Revision	Changed by
4/13/2012 (proposed for 4/19/2012 general meeting)	1.02	Article III New – Duties of Non-Officers; Article III-Section1 formerly Article II- Section 9; Article III-Section 2 formerly Article II- Section 10; Article III-Section 2: removed Senior Night and Senior Signing; Article III-Section 3 formerly Article II- Section 11; Article III-Section 3 removed New Braunfels Tournament; Article III-Section 4 New- Special Events Representative; Article IV-Election of Officers formerly Article III; Article V-Membership Dues formerly Article IV; Article VI-Committees formerly Article V; Article VII- Scholarships formerly Article VI; Article VII: removed two (2) years; added March 31 st of the following year after graduation; removed two (2) years; added that date; Article VIII- Amendments formerly Article VII	Teri McCalip

BY-LAWS
OF
LAMAR VOLLEYBALL BOOSTER CLUB, v1.02

Lamar High School
Arlington, Texas

ARTICLE I – NAME

The name shall be Lamar Volleyball Booster Club.

ARTICLE II – PURPOSE

This organization is organized exclusively for charitable and educational purposes within the meaning of Section 501(c) (3) of the Internal Revenue Service Code. The purpose of this club is to stimulate interest, to provide support, and to cooperate with other parent support groups in benefiting Lamar athletes in the girls' volleyball program at Lamar High School.

ARTICLE III – MEMBERSHIP

All persons interested in the principles of this organization shall, upon payment of dues, become members. This shall include such honorary members as designated by the Officers.

ARTICLE IV – OFFICERS

The Officers shall be: President, Vice President Publicity, Vice President Concessions, Vice President Spike-Off Lunch/Banquet, Vice President Fundraising, Vice President Tournaments, Treasurer and Secretary.

ARTICLE V – MEETINGS

Meetings shall be held at such times and locations as may be determined by the Officers. Special meetings may be called by the President, Officers, or at the written request of ten members.

ARTICLE VI – AMENDMENTS

Any Article, except this Article, of these By-Laws may be amended at any meeting by two-thirds vote of the membership present after the amendment has been presented in writing, read and filed with the Secretary at a previous meeting; or, presented to the membership by either regular mail or email five days prior to a scheduled meeting.

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ARTICLE VII – OPERATIONAL LIMITS

Section 1. No part of the net earnings of the organization shall inure to the benefit of its members, Officers or other private persons.

Section 2. No part of the activities of the organization shall endeavor to influence legislation or involve participation in any political campaign on behalf of any candidate for public office.

Section 3. Notwithstanding any other provisions of these Articles, the organization shall not participate in any other activities not permitted to be carried out by a non-profit organization exempt from the Federal Income Tax under Section 501 (c)(3) of the Internal Revenue Service Code.

Section 4. Monies from fund-raising activities of the organization shall be limited in use to projects not normally funded by the Arlington Independent School District.

Section 5. All activities of the organization shall be compatible with the policies and the program objectives established by the appropriate officials and employees of the school district.

ARTICLE VIII – DISSOLUTION PROCEDURES

Section 1. Formal dissolution of the Club occurs after approval of the Officers and by a two-thirds (2/3) vote of the membership of the Club present at a general meeting.

Section 2. Upon the dissolution of the organization, the Officers shall make provision for the payment of all the liabilities of the organization and for the disposal of all the assets of the organization.

Section 3. Disposition of the assets of the organization shall be to an organization or organizations qualifying for Federal Income Tax exemption under Section 501 (c)(3) of the Internal Revenue Service Code.

Section 4. Should any assets not be disposed of by the Officers of the organization, the state court of appropriate jurisdiction shall provide for the disposition of such assets to a qualifying organization or organizations.

ARTICLE IX – CONDUCT OF BUSINESS

Section 1. The membership present at any given meeting shall constitute a quorum. Business can be transacted by majority vote.

Section 2. The rules contained in Robert's Rules of Order Newly Revised (or latest revision) shall apply in the conduct of the club's business in all instances where applicable and where not covered by this document.

Presented April 13, 2012 and approved April 19, 2012
By-Laws Committee: Teri McCalip, Nancy Buechele, Kate Wood
4/2/2012

STANDING RULES
OF
LAMAR VOLLEYBALL BOOSTER CLUB

Lamar High School
Arlington, Texas

ARTICLE I – OFFICERS

The Officers of the Lamar Volleyball Booster Club shall be: President, Vice President Publicity, Vice President Concessions, Vice President Spike-Off /Banquet, Vice President Fundraising, Vice President Tournaments, Treasurer and Secretary. These Officers shall perform the duties prescribed by these Standing Rules, and shall attend all business meetings.

ARTICLE II – DUTIES OF THE OFFICERS

Section 1. It shall be the duty of the President to maintain a line of communication between coaches, parents, students and administration, to preside over all business meetings and assist in the work of other Officers and committees, to prepare an agenda for each business meeting, to appoint special committee chairpersons, to prepare an after tryout flyer with information about Booster Club meetings and Spike-Off, and to be an eligible signer of checks with signature on file at the bank utilized by the Club. President shall also coordinate volunteers for and assist with the Colonial.

Section 2. It shall be the duty of the Vice President Publicity, or the President's designee, to perform the duties of the President in his/her absence, to work with the Lamar Publications Department to contribute/proofread yearbook information, to make known the Booster Club and volleyball schedule as well as season/post-season honors in the PTA newsletter, to oversee the volleyball program and to appoint a chairperson to take responsibility of videotaping for the video, and take pictures of all four volleyball levels.

Section 3. It shall be the duty of the Vice President Concessions to organize, schedule volunteers and oversee all concession opportunities to include but not limited to: Viking Fest, pre-season concessions, tournament concessions, and district concessions, and to seek opportunities to provide concessions for other organizations as a fundraiser. In addition, this Vice President shall ensure that the concession area is properly cleaned and stock is maintained on an as-needed basis.

Section 4. It shall be the duty of the Vice President Spike-Off /Banquet to organize the Spike-Off which includes, but is not limited to, obtaining donated or discounted food, set up the location, gather volunteers. Banquet duties include, but are not limited to, organizing the program/events, printing and sending of invitations, deciding the menu, and decorating.

Section 5. It shall be the duty of the Vice President Fundraising to solicit and oversee fundraising projects including, but not limited to, Spike-Off and Viking Fest (spirit wear, membership, preparing order sheets).

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Section 6. It shall be the duty of the Vice President Tournaments to organize and oversee the New Braunfels tournament and the Hospitality Room for any tournaments held at Lamar, as well as appoint Chairpersons for each of these events.

Section 7. It shall be the duty of the Treasurer to prepare a yearly draft budget to be voted on at the spring business meeting, to receive all monies of the organization, to keep accurate records of receipts and expenditures and to pay out funds only as authorized by the Officers, and to receive Club bank statements. Any check may be signed by any of the following Officers: Treasurer, President or Secretary. The Treasurer shall present a financial report at every business meeting, an annual review at the spring meeting and present a final budget to the Lamar Principal in September.

Section 8. It shall be the duty of the Secretary to keep and record the minutes of Club proceedings, to invite the Lamar Principal to all Club meetings, to file copies of committee reports, to handle all correspondence (thank you notes, invitations, grievance or hospital stay flowers or get well cards, etc.), request agenda items, maintain an email list of all parents, to be an eligible signer of checks with signature on file at the bank utilized by the Club, and to notify the Club members of business meetings.

ARTICLE III – DUTIES OF NON-OFFICERS

Section 1. It shall be the duty of the Freshman Representatives (A and B) to maintain communication with all freshman players and their parents, to involve freshman parents and assist in Booster Club activities (concessions, fundraisers, banquets, etc.).

Section 2. It shall be the duty of the Junior Varsity Representative to maintain communication with all JV players and their parents, to involve JV parents and assist in Booster Club activities (concessions, fundraisers, banquets, etc.).

Section 3. It shall be the duty of the Varsity Representative to maintain communication with all Varsity players and their parents, to involve Varsity parents, assist in Booster Club activities (concessions, fundraisers, banquets, etc.), and to act as Historian.

Section 4. It shall be the duty of the Special Events Representative to oversee and organize the Special Event Nights including, but not limited to, Elementary Night, Junior High Night, Teacher Appreciation Night, Senior Night and Senior Signings. If this position is held by a senior parent, the Special Events Representative can appoint an underclassman parent to oversee and organize Senior Night.

ARTICLE IV – ELECTION OF OFFICERS

Section 1. All Officers shall be elected by a simple majority of those members present and voting at a meeting prior to the end of school. Newly elected Officers will assume office June 1. It is not mandatory that the position of President be filled at this time.

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Section 2. A nominating committee shall be elected before March 1 by the general membership. The nominating committee shall consist of the President as chairperson and one representative from each current class of freshmen, sophomores, juniors and seniors. The nominating committee shall propose candidates for each office. Other candidates may be nominated from the floor. A candidate's consent must be obtained prior to placing his/her name in nomination.

Section 3. Should an office become vacant before new elections are held, the Officers shall appoint some member in good standing to assume the office for the unexpired term. A member in good standing is one whose annual dues are current.

ARTICLE V – MEMBERSHIP DUES

Section 1. The amount of annual membership dues shall be updated on a yearly basis upon the recommendation of the Vice President Fundraising, and upon the approval of the Officers and shall be for the current school year.

Section 2. Only members whose dues are paid will be qualified to vote or hold office.

ARTICLE VI – COMMITTEES

The Officers shall appoint such special committees as it considers necessary at any time.

ARTICLE VII – SCHOLARSHIPS

The Booster Club may award graduating seniors with a scholarship in the amount of up to \$125 per year played at Lamar, with \$500 being the maximum awarded. The Board will vote on any extenuating circumstances relating to the number of years awarded. The funds for an awarded scholarship will be held until March 31st of the following year after graduation. Any unclaimed scholarship money will be returned to the general fund after that date and will no longer be available for that scholarship.

ARTICLE VIII – AMENDMENTS

Any Article, except this Article, of the Standing Rules may be amended at any meeting by two-thirds vote of the membership present after the amendment has been presented in writing, read and filed with the Secretary at a previous meeting; or, presented to the membership by regular or email five days prior to a scheduled meeting.

Presented April 13, 2012 and approved April 19, 2012

By-Laws Committee: Teri McCalip, Nancy Buechele, Kate Wood

4/2/2012