

*amended
march 2, 2003*

**Bronson
Athletic Boosters Club
Constitution**

ARTICLE I NAME

The official name of the organization shall be the Bronson Athletic Boosters Club, and will hereafter in this constitution be referred to as the Club.

ARTICLE II PURPOSE

SECTION 1

To initiate and support worthwhile fund raising projects for the sole purpose of enhancing the Athletic Department.

SECTION 2

This organization will supplement the existing programs through the contribution of time, financing, and morale boosting.

ARTICLE III POLICIES

SECTION 1

This organization will not under any condition or circumstances conflict with the policy of the Athletic Department or the coaching staff.

SECTION 2

All projects undertaken by the club shall be reviewed and approved by the current officers and Executive Board at the same time and day of a meeting unless tabled. The Executive Board shall work with the Athletic Director and inform him or her of decisions.

SECTION 3

Upon dissolving the Club, all assets and monies will revert to Bronson Jr/Sr High School Athletic Department according to and under the jurisdiction of the Bronson School Board of Education.

ARTICLE IV MEMBERSHIP

SECTION 1

Membership shall be open to all interested in supporting the purpose, policies and programs of this club.

SECTION 2

All coaches of the Bronson School system and the Athletic Director are honorary members of the Bronson Athletic Booster Club and are entitled to a voice in all meetings.

The Athlete Director has the only vote of the coaching staff.

SECTION 3

Year of record extends from September 1 to August 31st.

ARTICLE V EXECUTIVE BOARD

SECTION 1

The Executive Board shall consist of a least 1 but not more than 2 representative from each sport, the Athletic Director, and the 4 elective officers, maximum of 29 Board Members.

SECTION 2

The officers and Executive Board shall be nominated and elected by the general membership at the May meeting each year.

SECTION 3

The Executive Board shall be charged with carrying out the business and functions of the organization. A majority of those Executive Board members present shall decide issues.

ARTICLE VI ELECTION PROCEDURES

SECTION 1

Beginning March 1 each year the Executive Board will accept nominations from the general membership in writing. Nominations may be given to any officer from March 1 to the date of elections. Nominations will be accepted from the floor on the day of the election.

SECTION 2

Elected Officers will assume their duties immediately following the close of the May meeting.

ARTICLE VII OFFICERS & REPRESENTATIVES

SECTION 1

Any member shall be eligible to hold office. Offices shall be:

PRESIDENT

VICE-PRESIDENT

SECRETARY

TREASURER

ARTICLE VIII DUTIES OF OFFICERS

PRESIDENT: It shall be the duty of the President to preside at all meetings of the club, to preserve decorum, to decide all questions of order, subject, however, to appeal to the members present, and to enforce the Constitution. In the event the Treasurer is not available, the President, with the approval of the Executive Board, shall be authorized to perform all duties of the Treasurer.

VICE-PRESIDENT: It shall be the duty of the Vice-President to in the absence of the President preform all duties of the office of President and to perform Public Relations duties for the Club.

SECRETARY: It shall be the duty of the Secretary to have charge of all books and papers pertaining to his/her office and they shall be kept in a convenient place where he/she can access them at all times. He/She shall keep a true record at all meetings of the Club which shall be placed in the Record Book and shall at all regular meetings be read from the Record Book a report of the previous meeting. He/She shall issue notice of all special meetings and shall notify candidates of the election within one week after such elections shall have taken place. In the absence of the secretary, the President will appoint some member of the Club to preform the duties of the office.

TREASURER: It shall be the duty of the Treasurer to review all requests for payments and make all deposits for the Club. After approval has been made she/he will turn the request for payment to Bronson Schools. The monies will be held in a separate activity fund account with Bronson Jr/Sr High. Bronson Schools will not authority to expend any monies without approval of the Club. Bronson Schools will provide a financial statement to the Club for each meeting. Audit of the Club's funds will be made in conjunction with the Bronson Schools audit.

REPRESENTATIVES: It shall be the duty of each representative to coordinate volunteers from the sport they represent when needed for activities sponsored by the Bronson Athletic Boosters.

ARTICLE IX EXPENDITURES

SECTION 1

Any request for monies to purchase for the athletic department should be discussed at the meeting and acted upon at the meeting unless tabled.

SECTION 2

Emergency expenditures of up to \$300.00 may be authorized by any two (2) of the four (4) officers.

ARTICLE X MEETINGS

Regular business meetings shall be held in every other month in the odd months (January, March, May, July, September and November). They will be held the first Sunday of the month at 6:30 p.m. Additional meetings will be scheduled as needed.

ARTICLE XI AMENDMENTS

The Constitution of the Bronson Athletic Booster Club may be amended at any regular meeting by two-thirds vote of the members present.