

Article I

**Name: HHS SOCCER BOOSTER BOARD
Constitution and Bylaws**

Article II

Purpose: The purpose of the Board is to provide financial assistance to the HHS Soccer Programs and to promote and support the players, teams and coaches.

Article III

Non-Profit status IRS code 501 (c) (3)

Article IV

A: Organization

1: The Board will be comprised of 14 members, 6 parents from the boy's, 6 parents from the girl's soccer programs and one coach representing each program.

2: Board members must have a child currently playing on one of the HHS soccer teams.

3: Board members will serve for one year, self renewing terms, from August 1st to July 31st. The elections are annual with no term limits. Any board member may continue to hold their seat as long as they have a player in the program.

4: Board members will be expected to attend 75% of all meetings.

5: The board will consist of a President, Vice President, Secretary and Treasurer. They will be elected by the board at the August meeting. There will be a 7 day nomination period prior to the August meeting. Everyone attending the meeting is eligible to vote.

6: If a board member can not complete their term, the board shall nominate and vote on their replacement.

7: Boys parents shall vote for boys and girls parents shall vote for girls.

B: Presiding Officer

1: Shall coordinate meetings on the 2nd Tuesday of each Month or other agreed upon date.

2: Preside over and develop the agenda's for all meetings

3: Appoint committee heads

4: Cast deciding vote in event of a tie.

5: Sign documents

6: Provide written approval to treasurer for checks over \$1,000.00

C: Vice President

1: Preside when president absent

2: President Elect

3: Help coordinate fundraising activities

D: Secretary

- 1: Shall keep a record of all meetings and prepare and distribute minutes to all members
- 2: Responsible for mailing or E-mailing to booster members

E: Treasure

- 1: Shall have custody of all money and keep an accurate record of all income and expenses of the organization.
- 2: Pay all expenses as designated by the board.
- 3: Minimum 2 yr. term
- 4: **Shall be elected at the December meeting.**

Article V

A: Operating Guidelines

- 1: There must be at least two-thirds of the Board members at a meeting to vote on an issue.
- 2: Issues to be voted on will require a simple majority to pass.
- 3: All requests for expenditures not included in the budget over \$100 will require approval by the Board.
- 4: The Treasure will make reimbursements for the payments or expenses after an expense receipt is submitted.

Article VI

A: Amendments

- 1: Constitution may be altered, amended or repealed at any monthly meeting of the Board by a vote of 2/3 majority of the board members (8), provided board members have been notified in writing 30 days in advance or in person at a previous meeting.