

Elkins High School Athletic Booster Club By-Laws
Adopted: November 9, 1992 Amended September 8, 2010
Amendments September 4, 2013

Article I – Name and Location

Section 1

This organization shall be known as the Elkins High School Athletic Booster Club, Inc., hereinafter referred to as "Booster Club."

Section 2

The mailing address shall be 6140 Hwy 6 #132 Missouri City, TX 77459

Article II-Objectives

Section 1

The objective of the Booster Club is to assist the student athlete at Elkins High School, hereinafter referred to as "Elkins," achieve his/her athletic and academic goals.

Section 2

The activities of the Booster Club shall not conflict with the policies of the school officials of Elkins: Fort Bend Independent School District, hereinafter referred to as FBISD; or the University Interscholastic League, hereinafter referred to as UIL.

Section 3

The Booster Club shall be a non-profit, non-partisan, non-share holding, non-commercial, and non-bargaining organization.

Article III-Membership & Dues

Section 1

Membership is open to any person or business whose interest and participation does not conflict with the objectives of the Booster Club

Section 2

The Executive Officers will set annual membership dues.

Section 3

Memberships may be received at any time during the year. Memberships will not be prorated.

Section 4

Any member may resign at any time, but dues or contributions are not refundable

Section 5

Membership is by family and business. When voting occurs, family members who are responsible for the custodial and financial support of the household (parent, step-parent, legal guardian, etc.) are eligible to cast a vote. A company representative of a business is also eligible to cast a vote on behalf of that company/business.

Section 6

The Athletic Director of Elkins High School or his/her designate shall be an ex-officio member of the Booster Club and the Executive Board. The ex-officio membership shall be non-dues paying and shall not have voting rights.

Section 7

Members are expected to follow the rules and regulations of FBISD, Elkins, UIL, and the Booster Club. Further, members are expected to exhibit behavior and decorum normally associated with good sportsmanship

Section 8

The Booster Club may revoke any member's membership, except the ex-officio membership, in the Booster Club by a two-thirds vote of the Booster Club membership present at the meeting when the vote is taken. The vote shall be held only after the member in question has received two weeks written notice of the intention and reason to revoke membership and after said member is allowed to address the Booster Club for a reasonable time. The President, or in his/her absence, the Vice President, of the Executive Board shall be the sole judge of reasonable time but such time shall not be less than 20 minutes. The vote must be at a regular Booster Club meeting which was announced at a regular Booster Club meeting.

Article IV
Elections and Terms

Section 1

Officers of the Booster Club shall be elected, by the members of the Booster Club, by a majority vote of those in attendance, to positions on the Executive Board at the annual meeting of the Booster Club.

Section 2

In order to be eligible for the Executive Board, an individual must be a member, in good standing, of the Booster Club or must join with in 45 days of election.

Section 3

Officers shall hold office until the end of the fiscal year of the Booster Club or until their successor is elected.

Section 4

Vacancies on the Executive Board shall be filled, by election, by a majority vote of the Booster Club membership in attendance at a regular or special Booster club meeting.

**Article V
Meetings/Voting**

Section 1

The annual meeting of the Booster Club shall be held at the regular meeting in May. The location and time shall be determined by the Executive Board. Notice of the meeting shall be published by normal channels of communication.

Section 2

The new Executive Board shall meet after the Annual Booster Club meeting and before the first Executive Board meeting to prepare the proposed budget for approval by the Executive Board.

Section 3

Regular meetings of the Booster Club shall be the first Wednesday of each month unless otherwise scheduled and notified.

Section 4

Special meetings of the Booster Club Executive Board may be called by the President or by any of the members of the Executive Board. A minimum of two days notice shall be given to all members of the Executive Board of any special meeting, unless waived by the majority of the board. Notice may be verbal or written and need not be published.

Section 5

All meetings of the Booster Club and the Executive Board are to be open meetings.

Section 6

At the annual meeting, or any Booster Club meeting, a majority of the members present shall constitute a quorum. At an Executive Board meeting a majority of the members holding office shall constitute a quorum.

Section 7

Robert's Rules of Order (revised) shall be the recognized rules of order at all Booster Club meetings. The President shall appoint a Parliamentarian for the meetings.

Section 8

Each member in good standing, present at a meeting shall have one vote. If an online vote is required the issue will need a minimum of seven votes to pass issue.

Section 9

Members of the Executive Board missing two (2) consecutive regular Booster Club meetings without notification prior to the meeting, to the President or Vice President, will be considered as submitting a formal resignation.

Section 10

A member of the Executive Board may resign at any time upon written notice of resignation to the Executive Board. The resignation will become effective immediately. Acceptance of the resignation shall not be necessary to make it effective.

**Article VI
Executive Board**

Section 1

The Executive Board shall consist of the following members: president, vice president, secretary, treasurer, athletic director, membership

Section 2

The Executive Board shall approve the annual budget. (This budget is intended as a guide only.) Shall conduct all day to day business of the Booster Club. Shall approve all expenditures except as described in Article VII, Section 3.

Section 3

The President shall preside at the annual meeting of the Booster Club, all meetings of the Booster Club, and all meetings of the Executive Board; shall have general supervision over the affairs of the Booster Club. The President and Treasurer shall countersign all checks. The President shall also prepare a report of the overview of operation of the Booster Club which will be delivered to the members at the last regular meeting. The President shall appoint any special committees to report to the Executive Board.

Section 4

A Vice President shall substitute in all things for the President in the President's absence or disability; shall be in charge of membership and merchandise sales.

Section 5

The Secretary shall give notice as required by these bylaws of the annual meeting, Booster Club meetings, and Executive Board meetings. The Secretary shall also keep minutes of all meetings and shall perform other duties as are incident of the position, as directed by the Executive Board.

Section 6

The Treasurer shall have custody of all money and securities of the Booster Club; shall sign all checks; shall keep regular books of the accounts and shall submit them, together with all vouchers, receipts, and records and other papers, to the Executive Board, as often as they may require. The Treasurer shall not accept any funds unless they are in the form of a check or cash that has been counted by the individual delivering the funds or his/her designate and the Treasurer.

**Article VII
Finance**

Section 1

The funds of the Booster Club shall be deposited in such bank as the Executive Board shall designate and shall be withdrawn only upon the check or order of the Treasurer, countersigned by the President

Section 2

In the case of prolonged absence or disability of the Treasurer, the Executive Board may appoint, by a majority election of the Executive Board, a Treasurer pro-tem.

**Article VIII
Colors**

Section 1

The official colors of the Elkins Athletic Booster club are Royal Blue (PMS#287) and Vegas /Metallic Gold (PMS#872c).

**Article IX
Amendments**

Section 1

These By-Laws may be amended or changed by the following procedures:

- A. A proposed amendment or change must be presented in writing and signed by four members of the Booster Club
- B. A vote of 2/3 majority of the Booster Club members present at a regular or a special Booster Club meeting is required to pass the amendment(s) or change(s).

**Article X
Enactment**

Section 1

These bylaws shall be effective immediately following their adoption by a majority vote of the members of the Booster Club present at a meeting duly called for the purpose.