

Program 281 - Boys Basketball Camp with Coach Clatchey

Members - There are (4) types of program members: Officers, Board Members at Large, Treasurer, Patrons. There are (5) Board Members: Officers and Board Members at Large. These members have voting privileges on all questions.

Current Officers (3):

Duncan McTaggart, 2016 Program Chair
Rich Ryan, Vice Chair
Dennis Keihm, Vice Chair

Current Board Members at Large (2):

Rick Barton
Steve Taylor

Treasurer:

Not a voting board member unless: also serving as an officer or board member at large OR as a named substitute in ADVANCE of a board vote at the request of the absent Board Member OR in the Approval of Patrons.

Currently: Rick Barton

Patrons:

To be named - vote in general meetings including for program chair.

Contractors:

Contractors/ Vendors shall be designated by the Board.

Currently Coaching: Pat Clatchey

Mission:

Our operational mission is to provide boys and girls with a quality opportunity to learn to play better fundamental basketball. Our financial mission is to pay our contractors and vendors fairly and then apply excess proceeds to other interests of our designation that support basketball among the young men and women in our community.

Bylaws:

1. Officers

- A. In addition to the program chair (see below), there shall be 2 additional officers.
- B. The officers of the program are responsible for effective camp administration, including but not limited to:
 - Registration
 - Marketing
 - Informational Request Support
 - Communication to registrants

Securing of Permits
Communication with rec supervision
Hiring of Contractors
Acquisition of camp t-shirt and other supplies
Payment of contractors and vendors
Communication with contractors and vendors

C. The officers should not fail to provide the camp opportunities to the youth of the community. Officers unable to unwilling to perform administrative duties in support of our mission should step aside, perhaps exchanging roles with an at-large board member.

D. The officers should make every effort to ensure the profitability of the camp. Ultimately, they have responsibility for the decision to continue or to terminate the operations of the camp based on profitability. This is the only vote that the board members at large do not participate in. No vote to change the operational status (operating vs not operating) of the camp shall be valid without the votes of two officers.

E. Board Members at Large may be selected by a majority of officers. Only an even number of At-Large Members may exist and the preference is for there to be two.

2. Program Chair

A. The program chair is elected by simple majority vote. Any election of program chair shall be part of a general meeting.

B. If contested in any election beyond this limit, the program chair shall serve for a maximum term of 3 years.

C. The program chair shall appoint officers, board members at large and a treasurer after election and before the next board meeting.

D. The program chair shall not appoint more than two officers who are not already members.

3. Treasurer

A. The treasurer serves as a independent financial evaluation resource.

B. It is preferred that the treasurer be a CPA, a notary or have some other financial credentials.

C. While serving at the request of the program chair, by no means does it serve the interests of ANY party for this function to be anything other than an independent check for the purpose of program integrity.

D. It is incumbent upon the treasurer to suggest changes to board activities or these by-laws in order to maintain the integrity of this program as a charitable enterprise.

E. A stipend may be paid to a treasurer upon unanimous board consent. This stipend is limited to \$250 per year.

F. The Treasurer shall receive and deposit in appropriate accounts all monies of the Program (281) and shall disburse such funds as directed by the Program Board; shall sign all checks, keep proper books of account; and shall prepare an annual budget and a statement of income and expenditures (as determined by the Board) to be presented to the Rec and Parks Board and to the camp membership at its regular annual meeting.

4. Patrons

A. Patrons are community members who seek a voice in our program. They shall be chosen for their dedication to furthering the mission of the program.

B. Patrons are nominated by Board Members or the Treasurer.

C. Patrons are approved by Board Members and the Treasurer.

D. Former board members and treasurers become Patrons when their other roles are complete.

E. Patrons may only be removed by resignation or unanimous vote in a general meeting.

F. Patrons may speak to the board on any issue during the allotted time of general meetings.

G. Patrons may participate in the election of the Program Chair.

H. Patrons may participate in any vote put to a general meeting by the board.

I. Patrons may be named as a committee chair by the board.

J. Patrons may be named as a committee member by a committee chair.

5. Board Meetings

- A. There shall be at least one Board Meeting per year. These shall be called by the program chair with adequate notice and concern for mutual attendance of all 5 board meetings.
- B. An absolute quorum requirement is 3 board members, although it should be avoided to have meetings without full participation.
- C. There shall be no more than 2 required meetings per year.
- D. Committees may be created that report to a board meeting. Committee chairs are named by board vote and may hold meetings informally as needed to achieve their mission.
- E. Board meetings shall be orderly. If requested by the program chair, Roberts Rules of order shall be followed.
- F. Board meetings need to conclude the following business annually: Approval of Operating Budget, Establishment of Operating Schedule, Approval of Scholarship Budget, Approval of Contributions Budget, Approval of treasury report, Naming of Scholarship Recipients, Naming of Contribution Awards, Nomination of Patrons, Approval of Patrons, Amendments to Bylaws.
- G. Any board votes shall be settled by majority vote whenever possible. In the absence or abstention of one board member at large, the majority of officers shall break any ties. In the absence or abstention of an officer, the vote of the program chair shall break any ties. Abstention from votes should be avoided. Any board member may request a silent vote and the program chair may approve and administer this at his/her sole discretion.
- H. Board meeting expenses shall not exceed \$250 annually, including actual costs to host the meeting and clerical costs to prepare and present business (see item E above).

6. General meetings

- A. There shall be one General Meeting per year during the fall months of September, October or November. This shall be called by the program chair with at least 3 weeks notice and concern for obtaining a quorum.
- B. A quorum shall consist of all 4 board members (or 3 members and the treasurer) and any number of named program patrons such that the total number of people present is greater than 50% of the total number of members.
- C. Committees may report to the general meeting.
- D. All members may speak at the general meeting upon their request in advance to the program chair. The chair shall make all efforts to recognize the voice of all members, even without advance request, and also to take time allowed into account.
- E. No general meeting shall exceed 90 minutes, not including the election of the chair.
- F. The chair may ask that any protracted issue be taken to committee for a board report and name a chair for said committee to be approved by voice vote.
- G. Intentional disruption of delay of meeting business shall be avoided. The chair may choose not to recognize (or even temporarily remove) a member who seeks to disrupt or delay. However, no member may be excluded from voting in the election of the program chair.
- H. There shall be an election of a Program Chair at the close of each general meeting. This may be bypassed upon a unanimous voice vote. Any objection shall cause the election.
- I. If the Treasurer is present and willing, he/she shall administer the election. If not, a volunteer may do so upon unanimous consent. If unanimous consent cannot be reached, then the election shall be public.
- J. The election begins with nominations. Nominations are closed 5 minutes after opening or upon a unanimous voice vote. Any member may nominate his/herself or any other member. Each nominee is then allotted 5 minutes to speak to the meeting after which the final vote takes place. Subsequent to the vote, the program chair is named and the meeting is adjourned. The program chair's term then begins immediately but with no immediate action required.
- K. In the event of a tie, the treasurer's vote shall decide. In the absence of the treasurer, the incumbent program chair's vote shall decide. Any further tie breaking shall require a board meeting to decide.
- L. If more than 3 members are nominated, an immediate vote occurs after nominations close. Then the top 2 vote getters from this initial vote are allotted 5 minutes each to speak to the meeting after which the final vote takes place. See above for subsequent steps.