

**Plano East Senior High  
Soccer Booster Club By-Laws  
Amended January 10, 2007**

**Article I. Name**

The name of this organization shall be Plano East Senior High School Soccer Booster Club. It shall be referred to as the Soccer Booster Club throughout these bylaws.

**Article II. Purpose**

The purpose of this club is to support the players and the soccer program at Plano East Senior High School. This shall include promotion of school spirit, parent involvement, and participation in fund raising activities to provide services not available through the regular school program. The Soccer Booster Club is a not for profit organization.

**Article III. Membership**

*Section 1. Eligibility*

- A. Any person interested in the purpose of the Soccer Booster Club is eligible.
- B. Annual membership in Panthers, Inc is required to become a voting member of the Soccer Booster Club.

*Section 2. Dues*

- A. Dues are \$5.00 per family.

**Article IV. Meetings**

*Section 1.* General membership meetings shall be scheduled on a regular basis during the school year. The calendar shall be set by the president according to standard rules.

*Section 2.* Board Meetings will be held prior to the general membership meetings; however, special meetings of the board may be called at any time.

**Article V. Officers**

The elected officers of the Soccer Booster Club shall be a President, 1<sup>st</sup> Vice-President – Activities, 2<sup>nd</sup> Vice-President – Fundraising, Secretary and Treasurer. The President shall appoint a Parliamentarian. The Director of Men's Varsity, Director of Men's Junior Varsity, Director of Women's Varsity and Director of Women's Junior Varsity shall be appointed by the coaches. These officers shall perform the duties prescribed by these bylaws. All officers are eligible to vote in general elections. In other matters the presiding chair does not vote except in a tie.

*Section 1. Election of Officers*

- A. At the General Meeting in February a nominating committee shall be elected by the membership. It shall be the duty of this committee to present a slate of candidates for the officers to be presented at the general meeting in March. Before the election at the general meeting in April additional nominations

from the floor shall be permitted. Turnover of officers will take place at the May meeting.

- B. The officers shall be elected by ballot to serve for one year or until their successors are elected. Their term of service shall begin at the close of the annual meeting at which they are elected.
- C. Members may be eligible to serve no more than two consecutive terms in the same office. Completion of more than one half of a year shall count as one term of office.
- D. If an officer resigns, the vacancy shall be announced at the next general meeting. Nominations will be accepted and a vote to fill the office shall take place at the following general meeting. The president may appoint an interim replacement to fulfill the duties of the office.

## *Section 2. Duties of Officers*

- A. President – The president shall set the calendar and agenda for and preside over all general and board meetings; have overall management responsibility of the organization; supervise the officers and activities of the Club; make an annual report to the membership at the end of the school year; co-sign checks disbursed by the Club and represent the Soccer Booster Club at the monthly meeting of Panthers' Inc.
- B. 1<sup>st</sup> Vice-President – Membership: The 1st vice-president shall preside over the meetings in the absence of the president and be responsible for the planning of the Kick-Off Dinner and End of Year Banquet. The 1<sup>st</sup> vice-president will be responsible for new member recruitment and maintaining a current list of members and their contact information.
- C. 2<sup>nd</sup> Vice-President – Fundraising: The fundraising vice-president shall preside over meetings in the absence of the president and 1st vice-president and will supervise the committee responsible for all fundraising including spirit wear.
- D. Secretary: The secretary shall take and distribute minutes of meetings; prepare a calendar of events and distribute it to the board, principals, newsletter and Panthers, Inc; and will supervise the committee responsible for the newsletter.
- E. Treasurer: The treasurer shall prepare and distribute financial reports at the board meetings and general meetings; co-sign checks and disburse funds as directed by the board; keep Club accounting records; preside over finance committee; participate in the preparation on the Club budget; and prepare an annual report for the audit committee.
- F. Directors: The directors shall act in cooperation and with the approval of the coaches. The directors shall obtain an announcer for each home game; be at games; team dinners; prepare player profiles for Senior Nights; manage spirit/decorations and assist the Call Tree Chairperson by providing calling tree information for their respective teams.
- G. Parliamentarian: The parliamentarian is appointed by the president as a non-voting member of the board; shall advise the presiding officer of any other member when requested on matters of parliamentary procedure; supervise the

bylaws committee; and act as chairperson of the tellers at ballot elections of officers.

## **Article VI. Board of Directors**

*Section 1.* The elected officers and directors, the chairpersons of the standing committees, the parliamentarian and coaches shall constitute the voting members of the Board of Directors. In cases of co-chairmanships, each position is entitled to one vote.

*Section 2.* The Board of Directors shall have general supervision and authority over the conduct and affairs of the Soccer Booster Club between general meetings; set the time and place of meetings; make recommendations to the membership; and perform other duties in accordance with these bylaws. Two-thirds of the board shall constitute a quorum for voting. In interim periods (as in summer break) two-thirds of the filled board positions shall constitute a quorum.

## **Article VII. Committees**

*Section 1.* The Executive Committee shall include the 5 officers and directors of the Soccer Booster Club. The president shall appoint the parliamentarian; the Executive Committee shall appoint standing committee chairpersons.

*Section 2.* Standing Committees may be appointed by the Executive committee as deemed necessary to perform the purposes of the Soccer Booster Club. Standing Committees shall be governed by the standing rules.

*Section 3.* A Nominating Committee of 3-5 members shall be elected by the membership in February. They may select chairpersons of standing committees with the approval of the Board of Directors.

*Section 4.* The fiscal year of this club shall begin June 1 and end May 31. The board shall appoint an audit committee of 3 members who are not authorized signers, at the April meeting. The Audit Committee report shall be adopted by the club at the August booster club meeting.

*Section 5.* A Finance Committee shall be appointed by the Executive Committee to develop an annual budget to be presented to the membership at the first meeting of the year.

## **Article VIII. Parliamentary Authority**

The Soccer Booster Club shall be governed by Robert's Rules of Order Newly Revised in cases where they are applicable and where they are not inconsistent with these bylaws and UIL guidelines.

## **Article IX. Amendment of Bylaws**

These bylaws may be amended at any regular meeting of the soccer Booster Club by a 2/3 majority of the members present after giving notice of the change at the previous meeting. Standing rules may be amended at any regular or board meeting with a 2/3 majority of those present.

## **Article X. Dissolution**

In the event of the dissolution of the Soccer Booster Club, any funds current or owed shall revert to Plano East PTSA, now known as Panthers, Inc.