

GREENWOOD TRACK AND FIELD BOOSTERS

-BYLAWS-

Mission Statement:

TO HELP, AID AND ASSIST THE TRACK & FIELD PROGRAM OF GREENWOOD HIGH SCHOOL, INCLUDING ITS ATHLETES, COACHES AND OTHER PERSONNEL WHO PARTICIPATE BY PROMOTING SUPPORT OF TRACK & FIELD MEETS AND PRACTICES THROUGH VOLUNTEERISM AND DONATIONS. ALSO TO PROVIDE FUNDRAISING FOR THE TRACK & FIELD PROGRAM FOR PROJECTS NOT NORMALLY FUNDED BY THE SCHOOL.

ARTICLE 1

Election of Officers

SECTION A:

Election of incoming officers will be held at the Fall Meeting.

SECTION B:

Votes will be cast by voice vote or show of hands. There must be a quorum present.

SECTION C:

Officers term will begin on January 1 and continue through December 31.

ARTICLE II

Officers and Duties

SECTION A:

President: The president shall be elected for a one year term. The president shall preside at all meetings and direct club activities. The president shall not be entitled to vote at anytime except in case of a tie, where by he/she shall cast the tie-breaking vote, or as otherwise specified in the bylaws. The president will organize or delegate concession stand operation and fund raisers.

SECTION B:

Vice President: The vice-president shall be elected for a one year term. The vice president shall perform all duties of the president in case of his absence or disability. The vice president shall assist the president on all matters of his/her office.

SECTION C:

Secretary: The secretary shall be elected for a one year term. The secretary will take accurate minutes of all proceeding during meetings and keep records of them. At each meeting, he/she shall email the minutes of the previous meeting before the next meeting date and have them approved by the membership. Copies of these minutes shall be available to the membership. The secretary shall hold all correspondence pertaining to the club activities on record.

SECTION D:

Treasurer: The treasurer shall be elected for a one year term. The treasurer shall receive and have charge of all monies belonging to the Track & Field Boosters. The treasurer will also give a financial report to include beginning and ending balances, deposits and disbursements. Copies of such reports shall be made available to the membership. All checks must be cosigned by two (2) officers.

ARTICLE III

Committees

The president shall be empowered to appoint any and all committees as needed by the club.

ARTICLE IV

Routine Business

SECTION A:

Management and routine business of the club shall be vested in the elected officers.

SECTION B:

The president has the right to authorize spending up to five hundred dollars (\$500) for normal club operating expenses.

SECTION C:

All other expenditures must be approved by the membership at a regular or called meeting with a majority rule vote.

SECTION D:

Parliamentary procedure will be in effect at all meetings.

ARTICLE V

Quorum: Ten (10) or more members in good standing shall be considered a quorum. A quorum is required when voting for officers, changes to the bylaws, approval of the budget, any non-budgeted expenditure that exceeds two thousand dollars (\$2,000) and any budgeted item that exceeds two thousand dollars (\$2,000) of the amount budgeted. For all other business of the club, a quorum is not required but a majority vote of the members in good standing and present at a called meeting is required.

ARTICLE VI

Meetings

The club shall meet a minimum of one time a year.

Article VII

Amendments

These By-laws may be amended or appealed by a majority vote of the membership in which a quorum is present at any regular or called meeting for that purpose.