

# Humphrey Public Booster Club

## Bylaws

~~Last revised 9/5/16 - Adopted 9/5/16~~

Last revised 3/6/17 - Adopted 3/6/17

Last revision 8/6/18 - Adopted 8/6/18

### **I. Purposes**

To provide support, cooperation and inspiration to the curricular and extracurricular programs at Humphrey Public School.

To promote interest in the entire school community and encourage school loyalty and spirit.

To provide financial support toward the purchase of supplies/equipment above and beyond the available school budget.

To recognize and encourage achievements in curricular and extracurricular programs.

To promote high standards of morality, citizenship, leadership, sportsmanship and ethics among school staff and participants.

To publicize and promote the positive aspects of the Humphrey Public Schools.

### **II. Mission Statement**

To provide support, cooperation and inspiration to help build the curricular and extracurricular programs at Humphrey Public Schools.

### **III. Principles and Objectives**

The objectives of the Booster Club are as follows:

Aid the staff in organizing and staging special events and projects.

Through wholehearted support, cooperation and inspirational conduct to help build the curricular and extracurricular programs at Humphrey Public School.

Continually keep the students and the parents mindful in the worthiness of being actively involved in the curricular and extracurricular activities of Humphrey Public School.

To maintain confidence in our staff and students, their programs and their purpose.

#### **IV. Membership**

Although meetings are open to all persons who concern themselves with the interests of Humphrey Public Schools, voting privileges are limited as described in Section IX of these Bylaws.

#### **V. Fiscal Year**

A year is from August to July.

#### **VI. Executive Committee (Officers)**

The Executive Committee consists of the President, Vice President, Secretary, Treasurer and immediate Past-President.

Vice President, Secretary and Treasurer are elected at the May meeting and begin serving in August. Nominations of persons present may be made by any active member. The nominees must accept the nomination and be willing to serve. The nominees must be active members of the Booster Club, **with a student in grades 7-12**. The officers will be elected by a majority vote of active members present at the May meeting. Officers will serve a one year term. Officers may be re-elected to serve consecutive terms.

The Vice President will become the President the following year. If the Vice President is unable to fulfill the office of President, an election will take place at the May meeting to fill this office.

Vacancies occurring during a term shall be filled by an existing Booster Club member, who is appointed by the Executive Committee.

#### **VII. Duties of Officers**

President: Shall preside at all meetings of the Booster Club and serve as an ex-officio member of all committees, have authority to call special meetings of the Booster Club and shall perform all other duties pertaining to the office.

Vice President: The Vice President will serve as President the following year. The Vice President shall perform the duties of the President in his or her absence and shall be ready to assist the President at all times.

Secretary: Shall keep an accurate record of proceedings of the Humphrey High Booster Club, record attendance at Booster Club meetings, and submit minutes to the school newsletter on a monthly basis.

Treasurer: Shall keep an accurate record of receipts and expenditures. Shall present a statement of account at every Booster Club meeting. If the treasurer is unable to attend a meeting, a report will be given to the President, prior to the meeting. The statement of account will include a beginning and ending balance along with deposit and withdrawal activity. For expenditures over \$300, there shall be two signatures on the checks- the treasurer and the president.

#### **VIII. General Membership Meetings:**

All meetings and activities associated with the Booster Club shall be alcohol and drug free.

The meetings are open to all parties interested in the wellbeing of the staff and students of Humphrey Public Schools. Only parents/guardians are allowed to vote on items presented, as outlined in Section IX.

Regular meetings shall be held on or near to the 1<sup>st</sup> Monday of each month with the first meeting scheduled in August and the last meeting in May. The elected officers, at their discretion, may schedule additional regular meetings throughout the year.

If the meeting is held at the scheduled time and place, those present shall constitute a quorum.

Any Humphrey High organization or teacher requesting support, financial or otherwise, from the Booster Club, must be present at the regularly scheduled meeting (or be available on video/audio chat) to make the request and clarify any information pertaining to the request.

Special Meetings of the Booster Club may be called by the President or the elected officers. Action may be taken only on those matters specifically outlined in the notice of the Special Meeting.

All meetings shall be conducted in accordance with the latest edition of Robert's Rules of Order.

#### **IX. Voting:**

Voting privileges are open to any parent/guardian of a **K -12 student** of Humphrey Public School present at the meeting. On financial matters over \$300, there must be a quorum of executive officers present.

#### **X. Bylaws:**

A current copy of the Bylaws should be in each officer's notebook, available at each Booster Club meeting and posted on the Humphrey Public School website. Bylaws will be reviewed and/or revised every two years by a committee appointed by the officers, and approved in the September meeting.

Deviations to these Bylaws can occur in an unforeseen circumstance only after officers have gone into executive session and have come to a unanimous decision.

#### **XI. Dissolution:**

The Booster Club shall use its funds only to accomplish the objectives and purposes specified in these Bylaws and no part of said funds shall inure, or be distributed, to the members of the Booster Club. On dissolution of the Booster Club, any funds remaining shall be used for the benefit of Humphrey High School educational needs and activities. The elected officers shall be responsible for determining the appropriate final apportionment of the Booster Club funds.