

BYLAWS
OF
NORTH FORSYTH HIGH FOOTBALL BOOSTER CLUB

ARTICLE ONE: Organization

1. The name of the organization shall be: NORTH FORSYTH HIGH FOOTBALL BOOSTER CLUB.
2. The organization may at its pleasure by a vote of the membership body change its name.

ARTICLE TWO: Purpose

1. The following are the purpose for which this organization has been organized:

The North Forsyth High Football Booster Club is a non-profit organization having common interest or concerns regarding the football program. The organization will uphold all of the North Forsyth High School guidelines and policies in regard to the organization of school booster clubs.

ARTICLE THREE: Membership

1. Membership in this organization shall be open to all students and parents, of North Forsyth High School who are enrolled in North Forsyth High School and participate or have a child who participates in the football program. Membership is also open to the community at large who maintains an active membership.

ARTICLE FOUR: Meetings

1. The North Forsyth High Football Booster Club will meet at the beginning and end of each football season as well as anytime deemed appropriate by the Officers of the club. The Chairman or President may call special meetings of this organization when he deems it in the best interest of the organization.
2. (Address notification for meeting dates, etc.)
3. The members present shall constitute a quorum.
4. "Roberts Rules of Order" will be used for conducting the meetings and business of organization.

ARTICLE FIVE: Voting

1. At all meetings, all votes shall be viva voce. Voting shall consist of active members only. Inactive members have no vote.

ARTICLE SIX: Order of Business

- a. Roll Call
- b. Reading of the minutes of the preceding meeting
- c. Reports of Committees
- d. Reports of Officers
- e. Old and Unfinished Business
- f. New Business
- g. Adjournments

ARTICLE SEVEN: Officers

1. The officers of the organization shall be as follows:

Chairman – Head Football Coach
President
Vice President
Secretary
Treasurer

2. The officers shall constitute an Executive Committee, whose responsibilities shall be to 1) propose annual goals; 2) propose annual budget; 3) achieve proposed goal; and 4) operate within the set budget. The Executive Committee is responsible for the day-to-day operations of the organization. The Executive Committee will submit a proposed agenda of goals to be accomplished during the coming year and the budget required accomplishing them. The approved budget shall not be exceeded by more than five percent (5%) of the budget without the approval of the voting members. The budget and goals must be approved by a majority vote of the members.
3. The term of office shall be (1) year. The maximum number of consecutive terms that may be served is three (3).
4. Officers shall be appointed by the Chairman of the booster club. Officers shall be appointed within 45 days after the end of football season but before the final football banquet is held.
5. The President shall preside at all meetings. The President shall present at each meeting (if requested) a report of the work of the organization and financial status of the organization. The President shall appoint all committees, temporary or permanent, and will oversee all bookkeeping. The President, Vice President, Secretary and Treasurer shall be the officers who may sign checks of the organization, and have such powers as may be reasonably construed as belonging to the chief executive of this organization. Dual signatures are required on all checks written by the booster club.

6. The Vice President shall, in the event of the absence or inability of the president to exercise his office, become acting president of the organization with all the rights, privileges and powers as if he had been the duly elected president.
7. The Secretary shall keep the minutes and records of the organization in the appropriate books, file any certificate required by any statute, federal or state, give and serve all notices to the members of the organization, be the official custodian of the records of this organization. The Secretary shall present to the membership at any meeting any communication addressed to the secretary of the organization, attend to all correspondence of the organization and exercise all duties incident to the office of Secretary.
8. The Treasurer shall have the care and custody of all monies belonging to the organization, be solely responsible for such monies and be one of the officers who sign checks of the organization. No special fund may be set aside that shall make it unnecessary for the treasurer to sign the checks issued upon it.
9. The Treasurer shall render at meetings of the organization a written account of the finances of the organization and such report shall be physically affixed to the minutes of the organization of such meeting and shall exercise all duties incident of the office of Treasurer. Treasurer will provide members a financial report at each meeting. The Treasurer will implement a purchase order system for the committees. All purchases must have receipts for reimbursement.
10. The officers shall constitute the Executive Committee. No officer shall for reason of the office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer from receiving compensation from the organization for duties other than as an officer.
11. An officer (with the exception of the Chairman) may be removed when sufficient cause exists for such removal. The members of the organization may entertain charges against any officer. An officer of the committee may be represented by counsel upon any removal. The members may adopt such rules, as it may in its discretion consider necessary for the best interests of the organization, for this hearing.

ARTICLE EIGHT: Committees

1. Committees of this organization will be established as needed by the President, Executive Committee and by a majority vote of the members.
2. By-Law Committee: This committee shall be made up of all officers, administrators of North Forsyth High School and the head football coach. This committee shall submit the proposed bylaws for approval by the members and review all bylaws each year and present suggested changes to the members. All approvals must be presented and carry a two-thirds vote before acceptance. The bylaw changes will be the responsibility of the club Secretary. The final proposed copy of the bylaws must be typed, approved and signed by the Executive Committee, North Forsyth High School Administrators and the Head Football Coach.

ARTICLE NINE: Disciplinary Action

1. All complaints shall be submitted in writing and turned over to an Executive Officer of the organization. The officer will set up a closed meeting with the Executive Committee to address the complaint and come to a resolution. The complaint and resolution will be presented to the members of the organization and the outcome will be determined by a two-thirds vote and the decisions will be final.

ARTICLE TEN: Dues

1. The dues of this organization shall be _____ per annum and shall be payable on _____. The Executive Committee shall have the power to establish dues for the succeeding years, subject to a Majority vote by the members.

ARTICLE ELEVEN: Liability

1. Officers and members of the North Forsyth Football Booster Club will participate at their own risk. The North Forsyth Football Booster Club will not be responsible for injury to persons or damage to Personal property.

These Bylaws are submitted for approval on this _____ day of _____, 2000

_____ Chairman – Head Football Coach

_____ President

_____ Vice President

_____ Secretary

_____ Treasurer

_____ NFHS Administrator - Principal

_____ NFHS Administrator – Vice Principal