

CONSTITUTION AND BYLAWS
VISTA RIDGE HIGH SCHOOL GIRLS SOCCER BOOSTER CLUB
Amendment 1

ARTICLE I
Name of Organization

The name of the organization shall be the Vista Ridge High School Girls Soccer Booster Club (VRHS GSBC).

ARTICLE II
Purpose and Dissolution

Section 1. The purpose of the organization shall be to support the Girls Soccer program at Vista Ridge High School (VRHS), and promote excellence, pride, and good sportsmanship amongst the student body and community. The organization shall encourage parent, guardian and community involvement with the VRHS athletics program, and strive to ensure that opportunities continue to be made available to the students of Vista Ridge High School.

Section 2. The organization shall operate in accordance with established rules and policies of Vista Ridge High School (VRHS), Leander Independent School District (LISD), the University Interscholastic League (UIL) and the Vista Ridge High School Athletic Booster Club Organization (VRHS ABC).

Section 3. Upon dissolution of the organization, the VRHS GSBC Executive Board shall, after paying or making provisions for payment of all liabilities, dispose of all of the assets of the organization in such manner or to such other organizations organized or operated exclusively for charitable purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, as the Executive Board shall determine. The VRHS ABC and VRHS GSBC are established exclusively for charitable purposes, including for such purposes the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code of 1954, as amended. No part of the net earnings of the organization shall inure to the benefit of, or be distributed to its members, directors, trustees, officers, or other private persons, except that the organization shall be able and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Section 1 hereof

ARTICLE III
Membership and Voting

Any adult person shall be eligible for membership in the VRHS GSBC, upon payment of membership dues. A paying member shall be entitled to one (1) vote per paid membership; however, all member attendees are entitled to have their voice heard. Any person may become a member of VRHS GSBC by completing a membership form and paying the required dues as set by the VRHS GSBC Executive Board per Article IX. No

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one shall be entitled to participate in the affairs of VRHS GSBC or hold office therein except members in good standing through the payment of appropriate dues.

ARTICLE IV
Officers

The Executive Board shall consist of a President, Vice-President, Secretary and Treasurer (Note: these may be combined but at least 2 officers must be specified.). Each office may be filled by two persons, but if so filled, shall have only one vote. Duties of the officers shall include, but are not limited to, the following:

President: The President shall preside at all general meetings and at all meetings of the Executive Board. The President shall call special meetings as may be deemed necessary. The President shall preside over ceremonial events and provide general representation for the organization at all Soccer events. The President and Secretary shall have custody of the VRHS GSBC Constitution and Bylaws of the organization. The President will automatically be ex officio members of any and all committees. The President is responsible for VRHS GSBC compliance to all UIL and IRS rules.

Secretary: The Secretary shall keep an accurate record of all regular and special meetings, take care of the correspondence, shall have custody of the VRHS GSBC Constitution and Bylaws of the organization along with the President and shall attend to any duty prescribed by the President.

Treasurer: The Treasurer shall receive all funds and disburse those funds as approved by the VRHS GSBC Executive Board. The Treasurer shall keep an accurate account of all funds received and disbursed and submit a financial report at all scheduled meetings as well as financial reports to the VRHS ABC. The Treasurer shall oversee the collection and deposition of all money by means of receipt, keep complete ledger accounts of the finances, including data logging and properly classifying expenditures. The Treasurer shall be responsible for disbursement of funds and be custodian of the books, vouchers, and financial records of the organization. The Treasurer shall also, with the assistance of the Executive Board of the VRHS GSBC be responsible for developing an annual budget for the VRHS GSBC. The Treasurer is responsible for ensuring VRHS GSBC compliance to Section 501(c) (3) of the Internal Revenue Code of 1954 as amended.

ARTICLE V
Executive Board

Section 1. The affairs of the organization shall be conducted by the VRHS GSBC Executive Board. The Executive Board shall consist of the Officers and the Chairpersons of the standing Committees established under Article VIII of these by-laws.

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Section 2. A quorum of the VRHS GSBC Executive Board shall be defined as at least 60% of its members and must include at least two (2) Officers.

Section 3. The VRHS GSBC Executive Board shall act for the organization as necessary between regular meetings, set meeting time and place and make recommendations to the general membership. No actions taken shall conflict with actions taken by the general VRHS GSBC membership in regular or called meetings.

ARTICLE VI
Elections

Section 1. The Nominating Committee shall consist of a Chairperson and at least three (3) other members chosen by the VRHS GSBC Executive Board from the membership at large. The Nominating Committee shall meet in March of each year, to select nominees for officers for the coming year.

Section 2. The Nominating Committee shall present its nominees for officers at the general meeting held no later than the end of May. Following the presentation of nominees, additional nominations may be made from the floor by any member. A floor nomination must receive a second in order for the person nominated to become a nominee. Following closure of nominations, officers shall be elected by the membership at large, for a one year term commencing June 1.

Section 3. All officers shall be eligible for re-election to the same position not to exceed two (2) consecutive terms within the same position.

Section 4. Inability by any officer to perform or lack of attendance at three (3) consecutive, regularly scheduled meetings, may result in removal by a majority vote of the VRHS GSBC Executive Board.

Section 5. Any vacancy in an office occurring during the term of office may be filled by appointment of the VRHS GSBC Executive Board.

ARTICLE VII
Fiscal Year and Meetings

Section 1. The fiscal year of the organization shall begin June 1 and shall end on May 31st of the following year.

Section 2. Meetings of the VRHS GSBC shall occur a minimum of six (6) times each year or at such other times as may be established by the VRHS GSBC Executive Board. Special meetings shall be held at the call of the President or at the call of any two other officers.

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Section 3. A quorum of the general membership shall be a quorum of at least two (2) officers of the VRHS GSBC Executive Board, and at least five (5) members- at-large.

Section 4. A reasonable effort shall be made to inform the general membership of time and place of each meeting of the organization, not less than five days prior to the date of the meeting via email, website posting or other media.

Section 5. All questions of parliamentary procedure, not provided for in the forgoing Bylaws shall be decided by reference to Robert's Rules of Order.

ARTICLE VIII
Committees

Committee chairs shall be appointed by the President with the consent of the officers. All committees shall have a Chairperson and an appropriate number of support members. Any voting member of the VRHS GSBC in good standing shall be eligible for committee chairperson or committee membership.

The following shall constitute the standing committees of the organization:

Nominating, Fundraising, Pre-Game Meals, Membership, Communications, and End Of Year Banquet.

Section 1. The Nominating Committee shall be responsible for coordination of the annual officer election process established pursuant to Article VI of these bylaws.

Section 2. The Fundraising Committee shall be responsible for coordinating all VRHS GSBC fundraising projects, particularly with regards to the handling of Spirit Item sales. All fundraising must be approved by the VRABC and VRHS Athletic Coordinator.

Section 3. The Pre-Game Meals Committee shall be responsible for coordination of any pre-game meals. This will include collecting funds from the students that wish to participate and ensuring the meals are delivered and served in accordance with a time schedule in accordance with the Coach.

Section 4. The Membership Committee shall be responsible for soliciting potential members and maintaining a current roster of members, utilizing the website where appropriate.

Section 5. The Communications Committee shall be responsible for facilitating the exchange of information between the VRHS GSBC and all other constituencies, including the VRHS ABC; the student body, parents, faculty, and coaches of VRHS students; and the community-at-large, via whatever means are deemed appropriate.

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Specific responsibilities include, but are not limited to, the VRHS GSBC newsletter and website.

Section 6. The End Of Year Banquet Committee is responsible for preparing and producing the end of year banquet for the Girls Soccer Program. Members of this committee shall secure an appropriate location with public address system and a sponsor and/or payment for food and beverages. They shall secure awards, recognition and giveaways approved by the club board of directors.

Section 8. Other committees, either standing or temporary may be established by the Executive Board, as determined necessary.

ARTICLE IX
Income and Expenditures

Section 1. Membership dues and term period shall be established annually by the VRHS GSBC Executive Board.

Section 2. Fundraising activities shall be those as determined by the Fundraising Committee and approved by the VRHS GSBC Executive Board, VRHS ABC and VRHS Athletic Coordinator. All funds raised in support of VRHS GSBC activity shall inure to the benefit of the VRHS GSBC.

Section 3. All funds donated by the VRHS GSBC to the Athletic Department of Vista Ridge High School shall be contributed in accordance with established rules of the University Interscholastic League (UIL).

Section 4. All funds donated to the support of sport activities shall be expended only in accordance with these By-laws and supplementary procedures established by the VRHS GSBC Executive Board.

- " a) Each fiscal year, the Executive Board shall accept budget requests from
" individual members, existing committees and proposed committees. The budget
" requests shall be completed on the prescribed form and submitted to the
" executive board no later than September 1. By no later than September 30, the
" Executive Board will consider all budget request information and approve the
" final budget that they believe is most appropriate to meet the needs of the VRHS
" Girls Soccer Program. Once approved by the Executive Board, the budget will go
" to the general membership for final approval." Request for funds are to be
" considered in the following order of priority:
" " 1. Emergency;
" " 2. Safety;
" " 3. Capital Expenditures (minimum 2 year life).

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- " b) Expenditures related to the approved budget items will be disbursed as
- " needed to the appropriate vendor. The Co-Presidents and Treasurer of the VRHS
- " GSBC shall be authorized to disburse approved funds as needed.

Section 5. The VRHS GSBC Executive Board authorizes budget amendment expenditures and cannot deviate from budget by more than 20%, except on operating expenditures, without prior approval of a majority vote of a quorum of the VRHS GSBC Executive Board or by majority vote of the general membership

Section 6. Funds required to pay sales taxes and VRHS ABC assessments shall be provided to VRHS ABC on the schedule determined by VRHS ABC.

ARTICLE X
Adoption & Amendments

Section 1. The foregoing Constitution and Bylaws were initially adopted on October 6, 2014, by persons interested in forming the Vista Ridge High School Girls Soccer Booster Club.

Section 2. Proposed amendments to these Bylaws may be submitted by any members to the Chair of the Bylaws Committee. If approved by the Bylaws Committee, the proposal shall be submitted to the VRHS GSBC Executive Board.

Section 3. Any proposed amendment submitted to the VRHS GSBC Executive Board shall be considered at the next regular meeting of the VRHS GSBC. The amendment shall be adopted if it receives a majority vote of the membership in attendance at the meeting.

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Attachment A
Request for Funds/Donation

Vista Ridge High School Girls Soccer Booster Club

Explanation of Request: (Give a brief description of the request, including amount of funds requested and use of funds.)

Justification : (Explain why these funds or donation(s) are being requested and indicate the applicable categories.)

Category: ___Emergency ___Safety ___Capital Expenditure ___Other

"	"	"	"	"	"	"	"	"	"	"	"	"	"
"	"	"	"	"	"	"	"	"	"	"	"	"	"

"	"	"	"	"	"	"	"	"	"	"	"	"	"
Requested by"	"	"	"	"	"	"	"	"	"	"	"	"	"

Date

"	"	"	"	"	"	"	"	"	"	"	"	"	"
Signature of Requestor"	"	"	"	"	"	"	"	"	"	"	"	"	"

Date

"	"	"	"	"	"	"	"	"	"	"	"	"	"
Requestor's Position"	"	"	"	"	"	"	"	"	"	"	"	"	"

Date

"	"	"	"	"	"	"	"	"	"	"	"	"	"
Signature of Athletic Coordinator	"	"	"	"	"	"	"	"	"	"	"	"	"

Date

Board Action: ___Approved ___Disapproved

Comments/Explanation:

"	"	"	"	"	"	"	"	"	"	"	"	"	"
"	"	"	"	"	"	"	"	"	"	"	"	"	"

Signatures of Board Members:

"	"	"	"	"	"	"	"	"	"	"	"	"	"
"	"	"	"	"	"	"	"	"	"	"	"	"	"

Date of Decision _____