

## Indians Boys Soccer Booster Club Constitution

### **Article I** Name

- A. The name of this association shall be the Indian Boys Soccer Booster Club.

### **Article II** Objective

- A. This organization shall support, encourage and promote the boys soccer program of the Canal Winchester High School.
- B. This association will assist in providing financial support for the Canal Winchester High School Boys soccer program.
- C. This association will not influence the hiring or dismissing of coaches or have any influence or direct the technical activities of coach, school administration or school officials.

### **Article III** Membership

- A. Members shall include family/guardian of any participant in the boys soccer program.
- B. Voting privileges are extended to each participant's family/guardian member.

### **Article IV** Officers

- A. The Executive Board Officers shall be President, Vice-President, Secretary, Treasurer and Media Specialist.
- B. All officers shall be elected for one year term at the annual meeting. Nominations for all offices may be made from the floor at the annual meeting.
- C. The Executive board shall fill the unexpired term of any office.

### **Article V** Annual Meeting and Election

- A. General membership meetings shall be held in late winter.
- B. All nominees shall be presented to the membership for consideration.
- C. Elections shall be decided by a simple majority of those present.
- D. New officers will take office for a term of one year beginning January 1 and ending December 31 of the current year.

### **Article VI** Meetings

- A. Meetings shall be held at least 4x a year between January 1st and December 31st.
- B. All meetings should include a review of the minutes of the previous meeting, presentation of the current financial report, report from any active committees, old and new business.
- C. A quorum shall be a majority of those present.

### **Article VI** Finances

- A. Funds shall be used for items for the Canal Winchester Boys Soccer Team.

- B. Funds shall be disbursed by the treasurer.
- C. Expenditures over \$250.00 up to \$1,000.00 will be approved by the executive officers.
- D. Expenditures over \$1,001.00 will be approved by majority of members at meeting quorum.
- E. Use of funds will be for all members of the CWHS boys soccer team regardless of their participation or percentage of funding.
- F. Funds will be raised thru a variety of fundraising activities or donations.
- G. Funds raised will never be returned or given to an individual if they are no longer a booster member or program participant.
- H. The head coach will never have access to the booster club funds or authority to distribute funds without knowledge of and consent of the officers and members.
- I. This association is organized as a non-profit organization. In the event of dissolution all funds and property shall be turned over to the Canal Winchester Athletic Boosters.
- J. The records of the treasurer shall be open at all times to inspection by any officer of the organization, coach, and upon reasonable notice by any booster member.

**Article VIII** Officer Responsibilities: All officers will attend fundraisers/participate in concession and fundraising planning/attend all booster meetings/attend working meetings.

- A. President's Responsibilities:
  - Yearly Booster Calendar
  - Fundraisers/Banquet/Senior Night
  - Partner with coach and sponsors/community organizations
  - Order items for team/players
  - Team posters
  - Organize team parents for team meals
- B. Vice President's Responsibilities:
  - Supports the president with fundraisers/programs and events.
  - Manages sign-up genius as needed for filling volunteer needs.
- C. Treasurer's Responsibilities:
  - Collects and maintains all funds.
  - Collects and manages concessions money boxes.
  - Re-stocks concessions as needed.
  - Maintains contact and contracts with vendors.
  - Provides monthly budget reports.
- D. Secretary's Responsibilities:
  - Keep Twitter and Facebook accounts up-to-date and relevant.
  - Takes notes for all meetings, submits minutes and agenda for each meeting.
  - Maintains team booster information on the Team Snap app.
- E. Media Specialist
  - In charge of content creation and updating website along with all social media postings

Revised June 6, 2022

- Digital marketing and “brand” alignment of our program/team
- Artwork and graphic designer for all platforms

**Article IX** Policies/Amendments

A. As a member of the Canal Winchester Athletic Boosters, the Indian Soccer Booster Club will contribute monies to the Canal Winchester Athletic Boosters as required.

B. Constitution and By-Laws may be modified, amended or repealed by a two-thirds (2/3) majority of the Indians Soccer Booster Club present at the annual meeting or special meetings, providing that the proposed amendment shall have been previously read in one regular meeting of the members.

*Ratified May 26, 2022 by majority vote of present members*