



MIDLAND HIGH SCHOOL ATHLETIC BOOSTER CLUB BYLAWS

ARTICLE I: NAME

The name of this organization shall be Midland High School Athletic Booster Club (hereinafter MHS ABC).

ARTICLE II: PURPOSE

The Midland High School Athletic Booster Club is an educational nonprofit organization dedicated to the support of Midland High School's interscholastic athletics. The principle tenet of the Club is the belief that public-school sports programs contribute positively to the educational, physical and social development of youth. The purpose of the MHS ABC is to provide support for the athletic program, helping to maintain and enhance this important part of the learning process at Midland High School.

ARTICLE III: FISCAL YEAR

The fiscal year of this organization shall begin on July 1 and end on June 30.

ARTICLE IV: POLICIES

As an independent 501(c)(3) organization, the MHS ABC shall maintain internal policies and procedures, developed and determined by its' Board of Directors which shall not direct or control the administrative activities of the school. It is the role of Midland High School's Athletic Department to act in an advisory capacity to the MHS ABC, and as such, the school shall not direct or control the administrative activities of the MHS ABC.

ARTICLE V: MEMBERSHIP

Section A – Eligibility

MHS ABC membership is open to all adults interested in supporting the school's athletic activities. Registered Midland High School students are ineligible for membership.

Section B Voting Privileges

Each club member shall have one vote except for the President, whose vote shall be used only in the case of ties.

ARTICLE VI: OFFICERS

Section A – President

The President, shall provide general direction of the affairs of the organization, shall preside at MHS ABC general membership meetings and board meetings, and shall be an ex-officio member of all standing committees except the nominating committee. The President shall represent the MHS ABC to the community at large or shall appoint a representative. The President shall perform all other duties pertaining to the office and work closely with the other elected officers. See Job Description for full list of responsibilities.



Section B - Vice-President

The Vice-President shall act as assistant to the President and shall perform the duties of the President in the absence of that officer. The Vice-President shall provide the leadership for athletic scholarship program. The Vice President shall perform all other duties pertaining to the office and work closely with the other elected officers. See Job Description for full list of responsibilities.

Section C – Secretary

The Secretary shall keep the minutes of all general membership and board meetings and shall maintain a permanent file of MHS ABC related documents in the Midland High School Athletic Office. Written correspondence on behalf of the MHS ABC, as well as official communications regarding the MHS ABC's activities is the responsibility of the Secretary. The Secretary shall submit a copy of the membership meeting minutes to the MHS Athletic Office within seven days of the monthly meeting for posting onto Chemics.net. The Secretary shall be responsible for member notification of general membership and board meetings and shall arrange for adequate meeting facilities and equipment. The Secretary shall perform all other duties pertaining to the office and work closely with the other elected officers. See Job Description for full list of responsibilities.

Section D – Treasurer

The Treasurer shall receive all monies of the MHS ABC, keep an accurate record of receipts and expenditures, and shall pay such expenditures only as authorized by the MHS ABC. The Treasurer shall present a statement of account at each general membership meeting and shall make an annual report at the September general membership meeting. It is the responsibility of the Treasurer to prepare and submit all necessary financial statements required for legal compliance, including state and/or federal tax reporting. The Treasurer shall perform all other duties pertaining to the office and work closely with the other elected officers. See Job Description for full list of responsibilities.

Section E – Membership and Promotions Coordinator

The Membership and Promotions Coordinator is responsible for actively promoting the activities and programs of the MHS ABC. This coordinator shall manage spirit item "give a-ways" at athletic events and shall coordinate sport teams congratulatory promotion. This coordinator is also responsible for the development and facilitation of the MHS ABC membership drive and shall maintain past and current membership records. See Job Description for full list of responsibilities.

Section F – Sports Representative and Volunteer Coordinator

The Sport Representatives Coordinator is responsible for leading the MHS ABC member representative for each Midland High School sport. The coordinator shall act as liaisons between the sports teams and the MHS ABC, providing the necessary two-way communication to keep the team and club efforts coordinated. The coordinator shall keep the teams informed of MHS ABC programs, volunteer needs, and membership opportunities. The coordinator shall also be responsible for representing the team's



interests and needs at the monthly MHS ABC membership meetings. See Job Description for full list of responsibilities.

Section G – Concession Stand Coordinator

The Concessions Stand Coordinator is responsible for the organization and implementation of concessions at sporting events. The coordinator shall maintain supplies, ensure adequate equipment and facilities, and shall work with the Treasurer to make necessary deposits. See Job Description for full list of responsibilities.

ARTICLE VII: EXECUTIVE COMMITTEE

Section A – Positions

The positions of President, Vice President, Treasurer, Secretary, Membership and Promotions Coordinator, Sports Representative and Volunteer Coordinator and Concession Stand Coordinator shall make up the Executive Committee.

Section B – Terms

Newly elected Executive Committee Members shall assume office on July 1. The term for each Executive Committee Member is two years.

The Vice-President shall assume the position of President after serving two year commitment as Vice President.

Section C - Transitional Terms of Office

An outgoing President and/or Treasurer shall serve a 90 day transitional term, during which time they shall provide council and support to the newly elected officer of their past position.

Section D - Duties of the Executive Committee

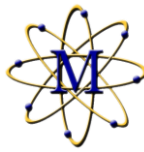
The duties of the Executive Committee include but are not limited to the following:

- Ensure organizational process and structure follow bylaws and provide leadership for periodic (every 2 years) review.
- Develop and maintain MHS ABC job descriptions and review on a yearly basis.
- Provide leadership for an annual review of policies and procedures.
- Attend Executive Committee meetings called at the discretion of the President.
- Conduct an annual review of the Treasurer's accounts at the close of the fiscal year and complete a signed statement of compliance to be maintained in the MHS Athletic Office.

ARTICLE VIII: EXECUTIVE COMMITTEE NOMINATION AND ELECTION PROCESS

Section A – Nominations

Nominations for Executive Committee shall be presented by any MHS ABC member at the April general membership meeting. Consent of these candidates must be obtained prior to the presentation of the slate of candidates at the April general membership



meeting. The President shall entertain additional nominations from the floor at the time of presentation, provided the candidate is present to offer consent.

Section B – Election

Members of the Executive Committee shall be elected at the May general membership meeting, to assume office on July 1. Members must be present to vote.

Section C - Filling Unexpired or Vacant Terms

An unexpired or vacant position shall be filled by a vote of the membership at the next general membership meeting following the announcement of a vacancy.

Section D – Recall

Any member of the MHS ABC Board of Directors may be subject to recall for just cause. The recall process shall be initiated when a signed petition of no confidence has been submitted to the Board of Directors. The petition shall include specific charges and reasonable substantiating documentation and shall contain the signatures of at least ten (10) of the organization's voting members. The Board of Directors shall meet to review the petition, and in the absence of resolution, a recall election shall be held at the next general membership meeting. The Board of Director may be removed with a majority vote, by written ballot, of the attending membership.

Section E - Advisory Support

The Athletic Director of Midland High School shall serve in an advisory capacity to the Board of Directors.

ARTICLE VIII: MEETINGS

Section A - General Membership Meetings

All MHS ABC general membership meetings shall be open to all members and shall be held each month (August through May) at a regular, pre-announced time and place. Special meetings may be called as needed.

Section B – Executive Committee Meetings

The Executive Committee shall meet monthly to set the general membership meeting agenda, address related issues and make necessary decisions between the general membership meetings. Special meetings of the Executive Committee shall be called at the discretion of the President.

Section C - Annual Meeting

The August general membership meeting of the school year shall be the annual meeting, at which the prior year's annual financial report is presented, and a budget is adopted for the new year.

Section D – Voting

Any sports team representative and Executive Committee Member (President in the event of a tie) are eligible to vote on any action called to a vote at a general monthly meeting.



All actions of the MHS ABC shall be determined by a majority vote of members present. Members must be present to vote and not proxy votes will be accepted.

Section E – Governance

Robert’s Rules of Order Newly Revised shall govern the proceedings at all meetings.

ARTICLE IX: AMENDMENTS

Amendments to the bylaws may be made by two-thirds majority of the membership at an official, general membership meeting.

ARTICLE X: DISSOLUTION

MHS ABC shall be dissolved by a three-quarters vote for the members present and voting at a special meeting called for that specific purpose. Notice of the proposed dissolution must be provided to members at least one month prior to meeting date and shall be reviewed at the previous meeting. Any assets held by the MHS ABC at that time, after payment of, or provisions for all liabilities of the organization shall become the property of Midland Public Schools.

ARTICLE XI: PERPETUATION AS NONPROFIT

The MHS ABC exists only as a nonprofit organization exclusively for the support of interscholastic athletic activities of Midland High School.