

Dryden Sports Booster

By-Laws

Table of Contents

- I. Name and purpose of organization
- II. Membership, Fees and Voting Rights
- III. Organization and meetings
- IV. Executive Board
- V. Duties of officers and executive council
- VI. General policies
- VII. Funding requests
- VIII. Guidelines for fundraising
- IX. Funding requests for individual athletes
- X. Financial procedures
- XI. Amendments
- XII. Parliamentary Authority
- XIII. Public Access of Records

**Dryden Sports Boosters
By-Laws**

Article I: Name and purpose of organization

Section 1: This organization shall be known as the “Dryden Sports Boosters,” hereafter referred to as the “DSB.”

Section 2: The purpose of this organization shall be to encourage, support and assist the interscholastic athletic programs of the Dryden High School and Middle School for the benefit of the boys and girls who are enrolled in those programs. This support shall consist of:

- (a) interest, goodwill, publicity and attendance at athletic events, as spectators or workers as needed;
- (b) encouraging young people to participate in the sports programs;
- (c) promote school spirit and sportsmanship;
- (d) providing limited financial support or other aid where needed as requested by appropriate school officials and members of the DSB;
- (e) and assisting as needed with the promotion of school budget vote.

Article II: Membership, Fees and Voting Rights

Section 1: Membership is open to all parents and friends of Dryden Athletics, who desire to participate in and encourage and support athletic activities for the youth of the Dryden High School and Middle School.

Section 2: The Athletic Director attends meetings as ex-officio. Membership will be open to all coaches; however, they will not be permitted to vote on team financial matters.

Section 3: Members of the DSB shall receive no special consideration from their members (such as admission to athletic events, etc.)

Section 4: Voting is restricted to members who have attended at least 50% of regular meetings within the past (6) months with the exception of officers. Each club member in good standing may cast one vote on any question before the club.

Section 5: A membership fee, established by the Executive Board, shall accompany each application for membership and shall become the property of the DSB.

Article III: Organization and meetings

- Section 1:** Regular meetings will be scheduled by the executive board and will be held once a month unless otherwise announced.
- Section 2:** Special Meetings may be called at any time, at the discretion of the President, or any member of the Executive Board.
- Section 3:** To transact any business at a general meeting, there must be at least 3 members of the Executive Board present. A majority vote by club members in good standing (50% attendance of annual meetings) will prevail. At an executive meeting a majority vote will prevail.
- Section 4:** Minutes will be recorded at all meetings and reviewed at the beginning of business at the next meeting.

Article IV: Executive Board

- Section 1:** The executive board of the DSB shall consist of a president, vice president, secretary, treasurer and committee chairs.
- Section 2:** Officers will be elected at the Annual Business Meeting and serve for a term of one (1) year. An individual may not serve in the same elective capacity for more than four consecutive terms.
- Section 3:** In the event that a new President is elected, the current President may stay on the executive board in the role as Past President for a term of 1 year. The duties of this role will be to aid in a smooth transition for the newly elected President. The position of Past President must be approved by vote of the membership within one month of the incumbent taking the new role.

Article V: Duties of officers and executive council

- Section 1:** The president presides at all meetings, calls meetings of the executive board, calls special general meetings, appoints committees as needed, serves as liaison between the school, coaches, athletic director and this organization, and signs checks and other documents to transfer monies in the absence of the treasurer.

The vice president presides at meetings in the absence of the president and assists the president as directed. The VP is also responsible for an annual review of the By-laws, recommending revisions as deemed appropriate.

The secretary keeps a record of all business conducted at all meetings, including attendance, and takes care of all

correspondence and public relations for the organization. Meeting minutes should be posted to DSB web site for general membership.

The treasurer maintains a complete set of books of accounts in accordance with generally accepted accounting principles and practices. The treasurer also signs all checks and other documents to transfer monies approved by the Executive Board. The treasurer shall prepare an accurate and updated financial report at each meeting of the club. The treasurer shall complete and submit all necessary financial documents to the IRS.

Executive board members conduct the general business of this organization and act on behalf of the membership.

Section 2: If any of the above elected officers or executive board members fail to fulfill their stated duties, the executive board or a majority vote of the membership may ask for their resignation and/or be removed from that position. The remaining officers shall appoint a successor who shall serve the balance of the term of the former officer.

Article VI: General policies

Section 1: This club is a not for profit educational association.

Section 2: This organization will cooperate fully with school officials and will not engage in any activities which may adversely affect the school programs.

Section 3: Communications with appropriate school officials, namely the athletic director, will be maintained by the organization at all times so that assistance and support can be provided when requested or needed.

Section 4: This organization shall recognize all sports as of equal value or importance and shall not support nor encourage any particular sports or disregard others in the program.

Section 5: This organization shall also recognize interscholastic and club sports for boys and girls.

Section 6: This organization will coordinate activities, where appropriate, with the Town of Dryden Recreation Department.

Section 7: All funds raised or collected by this organization shall be used for the benefit of student athletes of the Dryden High School and Middle School.

Section 8: Fundraising activities shall be limited to voluntary contributions and other similar events in which limited profits due to the efforts of parents and friends are realized, and promotion and sale of items which have a reasonable value or use to the purchaser and will result in a margin of profit for the organization.

Section 9: This organization shall avoid soliciting repeatedly from local merchants for contributions.

Section 10: In the event the Dryden Sports Boosters should dissolve for any reason what so ever, any remaining monies shall be turned over to the Business Manager of Dryden Central School District or a Non Profit Charity for the use of Athletic Programs only.

Article VII: Funding requests

Section 1: In order to be considered, a request for funding shall be presented on the required request forms by the athletic director, coach or a team representative at a general meeting; any monetary request shall be discussed and may be tabled until the next general meeting for action, to be determined by a majority vote.

Section 2: Normally, the he DSB will not accept requests for individual team banquets, coach's salaries, official fees, or regular season transportation or food, however, under special circumstances the team representative may request funding for necessities.

Article VIII: Guidelines for fundraising

Section 1: All fundraising events will be pre-approved by the DSB and/or the appropriate administrator (Middle School Principal, High Principal, Superintendent, Athletic Director or Board of Education) if necessary.

Section 2: Funds raised by and/or allocated to specific sports teams, although deposited in the DSB's account, shall be separately tracked as 'encumbered funds' for each sports team.

Article IX: Funding requests for individual athletes

Section 1: The athlete must represent Dryden Central School as a member of a school team.

Section 2: The athlete was chosen based solely upon his/her direct school performance (ex: league play led to state competition which led to federation/national level competition) and was not required to try out for the event.

Section 3: The athlete's coach is required to make his/her presentation for funding at a regularly scheduled meeting.

Section 4: The amount funded is up to the discretion of the Booster Club.

Article X: Financial procedures

Section 1: Officers will review form 990 before filing taxes. The accounting firm designated by the Dryden Sports Boosters will provide the treasurer with the form 990 and she/he will distribute it to all officers and obtain required signatures.

Section 2: All tax records should be permanently retained.

Section 3: All other records should be kept for seven years.

Article XI: Amendments

Section 1: The provisions of these By-laws may be altered, revised, added to, or rescinded only by process of amendment as provided herein.

Section 2: Amendments to these By-laws may be adopted at any regular or special meeting of the Club provided that the summonses for any such meetings, wherein the proposed amendments are either read or acted upon, will have included notification of such purposes.

Section 3: Any proposed amendment to these By-laws will be introduced into the business of a meeting in writing.

Section 4: Any amendment to these By-laws will require a two-thirds (2/3) affirmative majority of the votes cast, in the presence of a quorum, for its adoption. Absentee votes may be accepted by proxy providing that they are received in writing prior to the meeting.

Article XII: Parliamentary Authority

Section 1: The rules contained in “Roberts Rules of Order”, will govern the DSB in all cases to which they are applicable and in which they are not inconsistent with the By-laws of the DSB.

Article XIII: Public Access of Records

Section 1: Appropriate forms will be available for public inspection upon request to the executive counsel of the DSB.

Section 2: Information and access to our club are posted on the school’s website.

Amendments

Article II, Section 4 amended on 9/15/11

Article IV, Section 3 added on 01/09/2014

Article II Section 2 amended 01/11/2018

Article II, Section 4 amended 01/11/2018

Article IX, Section 2 amended 01/11/2018