

**BY-LAWS
LAMAR AQUATICS BOOSTER CLUB
M.B. Lamar High School
Arlington, Texas**

ARTICLE I: NAME

The name of this organization is the Lamar Aquatics Booster Club, Arlington, Texas.

ARTICLE II: PURPOSES

The purposes of the Lamar Aquatics Booster Club are:

- a. To stimulate interest for inter-scholastic boys and girls swimming and diving programs.
- b. To provide support for inter-scholastic boys and girls swimming and diving programs.
- c. To cooperate with other parent support groups in benefiting the inter-scholastic boys and girls swimming and diving programs.
- d. To operate under the authority of the Lamar Swimming and Diving head coach and within the guidelines of the UIL and Arlington ISD.

The organization is organized exclusively for the purpose of promoting and supporting the activities of Lamar High School Swimming and Diving Teams.

ARTICLE III: BASIC POLICIES AND GUIDELINES

The following are the basic policies of the Lamar Aquatics Booster Club:

- a. The organization shall be non-profit, noncommercial, nonsectarian, and nonpartisan.
- b. The name of the organization or the names of any of the members in their official capacities shall not be used to endorse or promote a commercial concern or in connection with any partisan interest or for any purpose not appropriately related to promotion of the objectives of the organization.
- c. The organization shall work to support the provision of a quality swimming and diving program at Lamar High School.
- d. The organization shall not enter into membership with other organizations.
- e. No part of the net earning of the organization shall inure to the benefit of, or be distributable to its members, officers, or private persons except those that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof.

f. The membership present at any given meeting shall constitute a quorum. Business shall be transacted by a majority vote of those members present, except for amendments to by-laws and Constitution, where a two-thirds vote shall be required by those present.

g. The organization shall create a nominating committee consisting of the following members, 30 days prior to voting on new officers: a member (adult) in good standing with a child in the 9th grade, a member (adult) in good standing with a child in the 10th grade, and a member (adult) in good standing with a child in the 11th grade. The nomination and voting of officers shall occur at a called general membership meeting. Voting shall be by written ballot and tabulation shall be by nominating committee.

h. Upon the dissolution of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to one or more nonprofit funds, foundations or organizations, which have established their tax exempt status under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE IV: RELATIONSHIPS

Section 1. This organization shall keep such permanent financial accounts and records as shall be sufficient to establish the items of gross income, receipts and disbursements of the organization including, specifically, the number of members, the dues collected from its members, and the accounting of dues remitted to the treasurer of the organization. Such financial accounts and records shall be at all reasonable times open to inspection by members in good standing, Federal Internal Revenue Service, or other governing entities that have an interest in the organization.

Section 3. This organization shall support all reasonable requests by the coach of the Lamar High School Swimming and Diving Teams.

ARTICLE V: MEMBERS AND DUES

Section 1. Membership in this organization shall be available without regard to race, color, creed or national origin to individuals interested in the principles of this organization.

Section 2. This organization shall conduct an annual enrollment of members and may admit persons to membership at any time. Upon payment of dues persons shall become members in good standing of the Lamar Aquatics Booster Club.

Section 3. Upon payment of membership dues, one voting right per family shall be granted.

Section 4. The amount of annual membership dues shall be determined by The Board of Directors with approval of the President, and shall be for the fiscal year May 1 through April 30 or any part thereof.

ARTICLE VI: THE BOARD OF DIRECTORS

Section 1. The board of directors shall consist of President, Vice President, Treasurer, Secretary, and Historian.

Section 2. The board of directors shall conduct business in the intervals between general membership meetings.

Section 3. The board of directors may approve routine bills within the limits of the budget, established by the general membership.

Section 4. Special meetings of the board of directors may be called by the president with two (2) days notice being given.

ARTICLE VII: ELECTION OF OFFICERS

Section 1. The officers of the Lamar Aquatics Booster Club shall be President, Vice President, Treasurer, Secretary, and Historian.

Section 2. All Officers, with the exception of Historian, shall be elected by ballot. The president subject to approval of the newly elected officers shall appoint the Historian.

Section 3. The President shall appoint a nominating committee before March 1st. The nominating committee shall consist of President as chairperson and one adult representative, that is a member in good standing, from each of the three grades (9th, 10th, and 11th).

Section 4. The nominating committee shall propose one candidate for each office. Other candidates may be nominated from the floor at the time of the election. A candidate's consent must be obtained before placing his/her name in nomination

Section 5. The election of officers shall occur 30 days following the appointment of the nominating committee at a general membership meeting. The elected officers shall assume duties of office on date of election or no later than 30 days following the election to office.

Section 6. Should an office become vacant before new elections are held, the Board of Directors shall appoint a member in good standing to assume the office for the unexpired term. A member in good standing is one whose annual dues are current.

ARTICLE VIII: DUTIES OF OFFICERS

Section 1. The President shall:

- a. Preside at all general and board of director meetings of the organization.
- b. To maintain a line of communication between coaches, parents, students, and administration.
- c. Coordinate the work of the officers and committees of the organization in order that the objectives may be achieved.
- d. Appoint the Historian, subject to the approval of the board of directors.

- e. Appoints committee chairperson for special committees, such as liaison for annual team banquet, or any other event with approval of the board of directors.
- f. Be authorized to co-sign on bank accounts with the Treasurer.
- g. Service as ex-officio member on all committees.
- h. Prepare agenda for each business meeting.

Section 2. The Vice President shall:

- a. Attend all Lamar Aquatics Booster Club meetings
- b. Perform the duties of the President in his/her absence.
- c. Conduct a membership drive in September to enroll members in the Booster Club.
- d. Assist the President in all areas of Booster Club business.
- e. Other duties as may be determined by the President.

Section 3. The Secretary shall:

- a. Attend all Lamar Aquatics Booster Club meetings.
- b. To record and report the minutes of all Booster Club proceedings.
- c. File copies of committee reports.
- d. Other duties as may be determined by the President.

Section 4. The Treasurer shall:

- a. Attend all meetings.
- b. Prepare a yearly budget, to be voted on at the September meeting.
- c. Receive all moneys of the Booster Club.
- d. Keep accurate records of receipts and expenditures.
- e. Pay out funds as authorized by the President.
- f. Present a financial report at every business meeting.
- g. Present School Principal with an annual report at end of organizations' fiscal year.
- h. Committee member of the audit committee for the prior year, if not treasurer for that year.
- i. Prepare for independent financial audit at the end of the fiscal year.

- j. Other duties as may be determined by the President.

Section 5. The Historian shall:

- a. Act as custodian of all materials and records on the history of the teams.
- b. Compile and keep record of events and activities of the current team.
- c. Prepare a scrapbook of the record of events and activities for the current year.

ARTICLE IX: MEETINGS

General and board of directors meetings shall be held at such a time and location as determined by the President.

- a. The membership present at any given meeting shall constitute a quorum. Business shall be transacted by a majority vote of those present, except for amendments to the Constitution and Bylaws, where a two-thirds vote is required by those present.
- b. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall apply in the conduct of booster club business, where applicable and do not conflict with these bylaws or the organization constitution.
- c. All meetings of the booster club must be scheduled and approved through the head coach of the program.

ARTICLE X: SPECIAL COMMITTEES

The President may appoint committees and chairpersons with approval by the board of directors, as needed.

- a. Only members of the organization shall be eligible to serve on special committee
- b. The chairperson of the special committee shall present to the president and board of directors the plan of work perform by the special committee.
- c. The president shall be a member ex officio of all committees except the audit committee.
- d. The audit committee shall be established to review the financial records of the organization for the past year and file an audit report with the membership and the principal. The committee shall consist of 3 Booster Club members that are not on the Board of Directors.

ARTICLE XI: FISCAL YEAR

The fiscal year of this organization shall be May 1 - April 31.

ARTICLE XII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall apply in the conduct of booster club business, where applicable and do not conflict with these bylaws or the organization constitution.

ARTICLE XIII: AMEMDMENTS

Any article of this document may be amended at any general membership meeting by a two-thirds vote of the membership present after the amendment has been presented in writing, read and filed with the Secretary at a previous meeting, or presented to the membership by mail five days prior to a scheduled meeting.

Revised September 1, 2005