

BYLAWS OF THE

LAKE NORMAN LACROSSE BOOSTERS CLUB, INCORPORATED

WILDCAT LACROSSE BOOSTERS

December 8, 2010

Article 1 – Name

The name of the organization shall be Wildcat Lacrosse Boosters.

Article 2 – Purpose

The purpose of this organization shall be to:

- Provide financial and logistical support to the Men’s Lake Norman High School lacrosse teams and encourages an atmosphere of good conduct and sportsmanship in the athletic endeavors of Lake Norman High School lacrosse players.
- Secure coaches and negotiate coaches’ salaries annually.
- Promote involvement of the community in the positive support of LNHS lacrosse in cooperation with and within the counsel of appropriate LNHS athletic staff, advisors, administration, and the Iredell-Statesville school board.
- Promote a spirit of good will and fellowship among parents, guardians, participants, coaches, faculty, school administrators, and others who have interest in LNHS lacrosse.

Article 3 – Location

The location of the principal office of the club shall be 158 Coronilla Road, Mooresville, NC 28117, or at such other location designated by the board of directors.

Article 4 – Booster Club & Membership Year

The business year shall run from the 1st day of July until the 30th day of June.

Article 5 – Membership

Section (a) Any person sincerely interested in active participation to further the purpose of the Wildcat Lacrosse Boosters may become a member by completing a membership application and paying membership dues. The director of membership shall maintain the roll of all members.

Section (b) To become a member of the Wildcat Lacrosse Booster Club, one must fill out the appropriate documentation and pay the yearly fee determined by the Board of Directors. This fee will be determined at the 1st meeting after the New Board of Directors is chosen and will be in effect for the business year listed in Article 4. In order to have a vote in the annual election of the Board of Directors, the member must have a child on the boy’s team

and 1 (one) vote is allowed per family. A “supporter” level of membership will also be offered to those who do not have children involved on either team; however these members will not be allowed to vote in the annual election of the Board of Directors. The Fee for this level will also be determined yearly in the same format designated above.

- Section (c) Annual membership dues in the Wildcat Lacrosse Boosters are set per family or per individual for those who are interested in the purposes stated in Article 2. Membership shall not be denied based solely on a family’s ability to pay membership dues. The board shall have broad discretion when approving membership based on ability to pay dues. Any member that has been approved based on need, shall be re-evaluated and re-approved annually by the board. The board may at its option; adjust membership fees at the annual meeting, as it deems necessary. Memberships will be accepted anytime during the membership year and shall not be pro-rated.
- Section (d) Every parent or guardian of any student participating in LNHS lacrosse is strongly encouraged to support the Wildcat Lacrosse Boosters in its financial responsibilities by rendering payment of membership dues and participation fees when due, and through supporting activities.

Article 6 – Board of Directors

- Section (a) The officers of this organization shall be a president, vice president, secretary, treasurer, director of athletics, director of sponsorship/ membership, director of fundraising and director of public communications. They will be known as the board of directors.
- Section (b) No less than eight (8) members constituting the board of directors shall be elected.
- Section (c) Directors must be members of the booster club. In order to serve as a director, the nominee must currently have or have previously had a player on either the men’s or women’s Lake Norman High School lacrosse team.
- Section (d) The term of office of each officer and director shall be for one (1) year and each officer and director may run for re-election.
- Section (e) In the event of a vacancy in the office of president, the vice president shall automatically fill the vacancy for the remainder of the term. If for some reason the vice president does not or cannot fill the vacancy, then the board shall elect a successor to complete the unexpired term. Any vacancy in the office of vice president, secretary or treasurer shall be filled by an election from the board of directors.
- Section (f) Directors shall transfer all records and other property belonging to the boosters to their elected successor within seven (7) days after the election.

If a vacancy is caused by other than a normal expiration of term of office, all records and other property belonging to the boosters shall be turned over to the board of directors within two (2) weeks from the date the vacancy occurs.

- Section (g) Any director who misses more than three (3) consecutive regular meetings loses the status as a director until re-elected by the membership. Absences due to sickness, death, or other emergencies of like nature shall be regarded as approved absences and shall not affect his/her status, except that in the event of a long illness or other cause for prolonged absences, the director may be replaced.
- Section (h) When in the judgment of the board of directors, a board member or committee chairman is delinquent in the duties of the position, the person may be removed by a three-fourths (3/4) vote of the board of directors.
- Section (i) No officer or director may receive any payment for his services.
- Section (j) The president of the board of directors will vote only in the case of a tie vote.

Article 7 – Duties of the Board of Directors

- Section (a) The duties of the president shall be to preside over meetings of the booster club and appoint chairmen of committees as needed. The president shall be an ex-officio member of all committees and shall generally administer these bylaws.
- Section (b) The duties of the vice president shall be to assume the duties of the president in his/her absence. The vice president will also assist coaches as requested with game scheduling, uniform acquisition, referee assignment, games statistics gathering, and providing EMS services at all men's & women's home games.
- Section (c) The secretary shall handle the communications of the booster club. The secretary shall transcribe, maintain and distribute the minutes of all booster club meetings and board correspondence as needed and notify members of any and all board meetings.
- The secretary shall also handle the communications of the men's and women's lacrosse teams as needed. The secretary will notify players of practice/game schedules, team meetings, picture days, senior night, banquet and other announcements as requested by coaches. In the absence of the secretary, the treasurer shall take minutes at club meetings.
- Section (d) The treasurer shall be responsible for the receipt, disbursement and record keeping for of all funds collected by the booster club as well as the "pay-to play" funds collected from the men's and women's LNHS lacrosse players. The treasurer shall bring a written report of the treasury to include a copy of the monthly bank statement to each regular board of directors meeting. The treasurer is responsible for tax returns and

organization of audits as required herein. The treasurer shall be bonded and request that an annual audit of the Booster Clubs financial records is conducted.

- Section (e) The director of athletics shall be responsible for working with the coaches and LNHS athletic director to maintain practice and game fields. The director of athletics shall maintain and mow men's & women's practice and game fields as needed, mark fields for men's & women's games, and take care of press box arrangements for all men's and women's home games.
- Section (f) The director of sponsorship/membership shall acquire corporate sponsorships to help pay for items needed to run the men's & women's lacrosse program. He shall acquire new sponsors, keep a current roster of sponsors, oversee the fabrication and hanging of sponsorship signs, provide sponsorship plaques and any other duties relevant to this position. He shall also coordinate an annual winter membership drive, collect membership dues, maintain a roster with e-mail addresses of all current booster members, and provide booster membership magnets.
- Section (g) The director of fundraising shall coordinate fundraising activities (apparel sales, concessions, gate admissions). He shall put provide team apparel and spirit wear for the men's & women's lacrosse teams (and booster club members if needed). He/she shall work with the screen printer, distribute apparel order forms, collect apparel monies, distribute apparel, etc. The director of fundraising shall oversee the concessions operations at all men's & women's home games played in the stadium and secure volunteers for these operations. He shall also schedule volunteers to collect admission fees at men's & women's home lacrosse games and any other duties related to gate fees.
- Section (h) The director of public communications shall maintain the team website and keep the lacrosse information on the school website current, write news releases pertaining to the men's and women's lacrosse teams, create a quarterly lacrosse newsletter, create game programs for the men's & women's home games and ensure that photographs of the men's & women's lacrosse games are taken and collected. He/she will also create the slideshow for the end-of-year banquet if needed.

Article 9 – Team Liaison

The Lake Norman High School Athletic Director will serve as the official liaison between the school (and the ISS school board) and the Wildcat Lacrosse Boosters and is encouraged to attend all meetings. The board may at its option, change the designated team liaison, at any board meeting by majority vote.

Article 10 - Elections

A nominating committee appointed by the booster president shall, in April of each calendar year, present a slate of directors for approval at the May board meeting. The

directors shall be elected by a majority vote of the membership at the June annual meeting. When necessary, balloting will be utilized to determine the holder of an office. The board of directors' term of office starts immediately following the election.

Article 11 – Meetings and Quorum

- Section (a) Regular meetings of the board of directors will be held (a minimum of 10 times a year). The president may call emergency meetings if necessary.
- Section (b) All meetings of the boosters will be open to all members. Only members of the board of directors will be eligible to vote on issues. The meetings will be held at a location to be determined by the President.
- Section (c) The annual meeting will be held in June each year with the definite date to be decided by the president.
- Section (d) At least 50% of the board of directors is necessary to establish a quorum.

Article 12 - Parliamentary Procedure

“Roberts Rules of Order, Revised” shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with these bylaws.

Article 13 - Amendments

Amendments of the bylaws may be suggested by the membership or members of the board of directors, but must be voted on by the board of directors. Approval, by a three-fourths (3/4) vote of all members of the board, is necessary to amend the bylaws.

Article 14 - Purchases

All monies spent by the Wildcat Lacrosse Boosters must be approved beforehand by the board of directors. The exception to this rule is when an item is needed immediately. In this case, a booster board member may make the purchase after receiving the approval of the president. The treasurer and president shall have signature authority on the booster account. The signature of the club president is required on any check written for \$500.00 or greater in value.

Article 15 - Financial Policies

- Section (a) The board of directors shall adopt an annual budget of income and expenses under the direction of the president and the treasurer. The board shall make the budget available to members at the annual meeting.
- Section (b) This organization is organized exclusively for charitable purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code. The organization shall not carry on any other activities in violation of an organization exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code.

- Section (c) The annual membership dues and any other monies collected by the Boosters will be deposited by the treasurer into the Wildcat Lacrosse Boosters general fund.
- Section (d) Fundraising projects will be undertaken with approval of a majority of the members present at a regularly scheduled meeting or by a two-thirds vote of the board of directors. All projects requiring the use of school facilities shall be submitted to the Lake Norman High School Athletic Director for approval prior to initiation of the project.

Article 16 – Non-Discrimination

It is the policy of the Boosters that all the parties involved in the operation of the Boosters will provide an operational environment that is free of all forms of discrimination.

Article 17 – Conflict of Interest

Members of Board of Directors and committee members shall follow a Conflict of Interest Policy which is attached to these bylaws. All directors shall receive a copy of this policy prior to beginning their term and sign an annual statement each year stating that they have read and understand the policy; they agree to comply with the policy and engage in activities which accomplish one or more of its tax-exempt purposes.

Article 18 – Dissolution

Should the organization be dissolved for any reason whatsoever, any balance remaining in the treasury shall be turned over to the Lake Norman High School Athletic Association for use in whatever manner they deem beneficial to the students in athletics.