

# CLEAR BROOK BASEBALL BOOSTER CLUB BY-LAWS

## ARTICLE I: Name and Address

- A. The official name of this organization shall be the Clear Brook Baseball Booster Club.
- B. The functional (normally used) name shall be the Baseball Booster Club.
- C. The permanent address of this organization shall be 4607 FM 2351, Friendswood, TX 77546.

## ARTICLE II: Purpose

- A. This organization has been formed and shall exist for the primary purpose of promoting a high degree of community and parent interest, support and sponsorship of the Clear Brook High School (hereinafter referred to as CBHS) Baseball program. Following are the key objectives of this organization:
  - 1. Raise monies for the enhancement and development of the baseball program for the benefit of all players;
  - 2. Elevate the baseball teams' and players' image in the eyes of the school, community, and themselves;
  - 3. Encourage total community participation in the organization; and
  - 4. Win or lose, support the teams, players and coaches.
- B. The Club shall be a non-profit organization, and shall also be non-partisan, non-shareholding, noncommercial and non- bargaining.

## ARTICLE III: Officers

- A. The elected officers of the Baseball Booster Club shall be a President, Vice President, Secretary and Treasurer.
- B. The President shall preside at all meetings of the Club and of the Executive Committee and shall have general supervision of the affairs of the organization.
- C. The offices of Vice President, Secretary and Treasurer shall be as follows:

**Vice President:** Coordinate general activities of the Club and support committees as necessary. Assume the duties of the President in the President's absence or in the event of a vacancy of the President's office.

**Secretary:** The Secretary will keep the records of the meetings of the organization and of the Executive Committee and shall establish and maintain a membership roster with addresses and telephone numbers. The Secretary will also maintain a record of attendance at each meeting.

**Treasurer:** The Treasurer shall be custodian of the Club's funds, which are to be kept on deposit with the First Community Bank. If the Executive Committee determines that another bank can furnish the same services at less expense to the organization, then a change may be effected. The Treasurer shall keep an accurate current and definitive record of the organization's receipts and disbursements, general financial condition and status. The Treasurer will submit a complete financial report at each meeting of the organization. Two officers will sign all checks issued by the Club that exceed \$500.00. The Treasurer will coordinate the efforts of the Financial Committee in establishment of an annual budget at the start of a new year.

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## **ARTICLE IV: Membership**

- A. Individual membership of this organization shall be open to any adult person desiring to support the above purpose of the organization.
- B. Business membership of this organization shall be open to any legal business entity desiring to express interest, sponsorship and support in the basic purpose of the organization. The Executive Committee reserves the right to disapprove a request for business membership if it is deemed to be in the best interest of the organization and/or CBHS.
- C. Annual dues shall be \$25.00 per person per year of individual membership and \$50.00 per year for business membership. All dues are payable in advance. No member shall be considered in good standing unless dues for the current year have been paid.
- D. Each business membership shall receive with each annual dues an article deemed appropriate by the Executive Committee. The members shall be encouraged to display this article.
- E. CBHS Principal, baseball coaches, and baseball coaching staff are exempt from payment of dues and shall have all the rights and privileges of individual membership.
- F. A guest of a member will be limited to attendance at two meetings after which time they are encouraged and expected to become members.
- G. Individual members are entitled to vote and participate in all activities including serving as committee chairman.

## **ARTICLE V: Expenses**

- A. The Executive Committee can authorize expenditures up to \$500. Expenditures exceeding \$500 but less than \$2500 require approval by a majority vote of members present at any membership meeting. Any expense greater than \$2500 requires approval by a majority vote of members present provided this majority represents a quorum of at least 10% of the dues-paying membership, and the elected officers of the Board represent no more than 50% of the quorum.

If a proposed expenditure greater than \$2500 is tabled for 2 consecutive meetings due to failure to find a quorum, the Executive Committee may call a special meeting to vote on that specific expenditure. At the special meeting, approval by a simple majority of members present will be sufficient to pass the expenditure.

- B. Expenses for concession supplies are exempt from the limitations imposed in Article V, Section A.

## **ARTICLE VI: Elections**

- A. The organization shall conduct its election of officers at the annual meeting to be held between April 1 and May 31, at the end of the year with the exact date established by the Executive Committee.
- B. Nominations for elected officers to be voted on at the annual meeting shall be accepted by the designated Officer and the deadline set forth by the President. Only written and signed nominations from a member in good standing will be accepted.
- C. Members must be present to vote.

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- D. The new officers of the organization shall take office the first day of June.
- E. No person shall hold the same elected office for more than two consecutive years.

### **ARTICLE VII: Meetings**

- A. Regular meetings are to be held on a night that is deemed appropriate by the Executive Committee and special meetings as deemed necessary by the President or the Executive Committee.
- B. At the minimum, there must be at least one meeting per month from January through May.

### **ARTICLE VIII: Executive Committee**

- A. The Executive Committee shall be comprised of the President, Vice President, Secretary, Treasurer, Head Coach of Baseball and the Principal of CBHS.
- B. The Executive Committee will meet on call by the President.
- C. The Executive Committee shall have supervisory control of all the business of the Club.
- D. The Executive Committee shall take office on the first day of June and serve for one year. The President shall appoint members to vacancies.

### **ARTICLE IX: Amendments**

- A. These by-laws may be altered or amended at any regular or special meeting held in conformity to the by-laws, by two-thirds vote of those in attendance provided a quorum of 10% of members is present and the elected officers of the Board represent no more than 50% of the quorum.

### **ARTICLE X: Support Committees**

- A. Committees and their respective chairpersons shall be appointed by the President to perform functions such as fund raising, membership drives, and other support activities. These committees shall serve until completion of the designated support activity or until dismissed by the President.
- B. Standing Committees: Membership, Ways & Means (Fund Raiser), Concession, Banquet, and Grounds.