

**CONSTITUTION AND BY-LAWS  
CREEKVIEW GRIZZLIES FASTPITCH  
BOOSTERS**

**ARTICLE I: NAME**

The name of the organization shall be the Creekview Grizzlies 

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| Fastpitch Boosters, Inc. |
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**ARTICLE II: OBJECTIVE**

The objective of the organization shall be to support and promote extracurricular activities at Creekview High School.

**ARTICLE III: MEMBERSHIP**

Section 1 Any person who is interested in the objectives of the organization shall be eligible for membership.

Section 2 Booster Club general membership dues if any will be determined by a majority vote of the club.

**ARTICLE IV: OFFICERS**

Section 1 The officers of the organization shall be a president, vice-president, a secretary and a treasurer or secretary/treasurer. Each officer shall be elected annually for a term of one year. These officers, along with the activities head coach or sponsor, shall comprise the Executive committee of the organization.

Section 2 The position of President and Treasurer will be selected by the head coach.

The Vice-President and Secretary will be elected by members of the booster club; these offices shall be elected annually for a term of one year.

These officers, along with the activities head coach or sponsor, shall comprise the Executive committee of the organization.

Section 3 Booster club members, provided consent of the nominees has been secured, shall Make nominations of officers from the floor.

Section 4 Election shall be held either the first booster club meeting of the year or the final booster club meeting of the preceding year.

Section 5 The Executive committee shall fill vacancies in office, such officers to serve until the regular election.

Section 6 A quorum of the Executive Committee shall have authority to transact business between meetings.

## **ARTICLE V: DUTIES OF OFFICERS**

- Section 1** The president shall preside at all meetings of the organization and the executive committee; shall appoint special committees; and shall have the authority to allow an executive board member to spend up to \$500.00 without approval of the executive committee
- Section 2** The vice president shall act as aid to the president and shall perform the duties of the president in his absence.
- Section 3** The secretary shall keep a record of all meeting of the organization and of the executive committee, and shall perform other such duties as delegated.
- Section 4** The treasurer shall receive all monies of the organization, shall keep an accurate record of receipt and expenditures, and shall make disbursements in accordance with the approved budget, as authorized by the organization. The treasurer shall present a statement of account at every meeting of the organization and at other times when requested by the executive committee. The treasurer will also submit the following documents to the Creekview High School Principal and Athletic Director: (1) a proposed annual budget prior to booster club activities for the year and (2) a final annual financial report.

## **ARTICLE VI: MEETINGS**

- Section 1** The organization will hold monthly meetings during the period the activity is in season or as deemed necessary by the organization or the executive committee.
- Section 2** A quorum shall constitute that number of members present at any regularly scheduled meeting.

## **ARTICLE VII: PARLIMENTARY AUTHORITY**

- Section 1** The rules contained in ROBERTS RULES OF ORDER REVISED shall govern this organization by a two-thirds vote of those members voting, provided the proposed amendment was submitted in writing at a previous regular meeting.

## **BY-LAWS**

- I. Special committees may be appointed for specific purposed at any time and may be discharged upon completion of objective.
- II. No activity, program, or policy of this booster organization shall be employed to influence or control the athletic coaches or extra-curricular sponsors for Creekview High School activities.
- III. Any request for monies from the organization must be submitted in writing and verified with receipts.
- IV. The booster organization must adhere to the following Cherokee County Board of Education guidelines as outlined in the Athletic Handbook.
  1. Booster clubs exist only to support the school and it program.
  2. A copy of each booster club's constitution, by-laws, and annual budget must be submitted to the principal before booster club activities each year.
  3. All fundraisers and projects to be conducted by booster clubs must have prior written approval of the principal or designee. The Georgia sales and use tax regulations prohibit booster clubs access to the sales tax exemption form.
  4. All gifts or donations given to the school by the booster club become the property of the school.
  5. The principal shall receive a copy of the organization's annual financial report.