

Southern Lehigh Competition Cheerleading Booster Club
Bylaws
Adopted 8/18/2016

ARTICLE I *Name*

1.1 The name of this organization is '***Southern Lehigh Competition Cheerleading Booster Club***' (***SL Competition Cheer***) (hereafter known as "The Booster Club").

ARTICLE II *Purposes*

2.1 The purpose of The Booster Club is to promote and support the Southern Lehigh Competition Cheerleading Squad. Its members support the program by providing human and financial support on a voluntary basis to the Competition Cheerleading Squad while also encouraging teamwork and good sportsmanship.

In pursuing such purposes, the organization shall not act so as to impair its eligibility for exemption under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

ARTICLE III *Offices*

3.1

Principal Office.

The principal office of the organization shall be **5800 Main Street, Center Valley, PA 18034** or such other location as the Directors may from time to time determine.

ARTICLE IV *Members*

4.1

Membership

VOTING RIGHTS and MEMBERSHIP

- Membership will be limited to parents and guardians of participating students of the Southern Lehigh Competition Cheerleading Squad
- Each member of The Booster Club who has maintained their voting privileges, and is in attendance at a meeting, shall be entitled to one (1) vote.
- The affirmative vote of the majority of the Board and voting members collectively in attendance shall be necessary for the passage of any resolution.
- Meetings shall be held monthly, or as deemed necessary.

ARTICLE V *Directors*

5.1 *Number, Election, Term.*

The Board of Directors shall consist of Four (4) persons; President, Vice-President, Secretary and Treasurer. Directors shall be chosen annually by the Members at the first meeting following selection of the Team. The Booster Club shall serve for a term[s] of one year until their successors are elected and qualified

5.2

Powers.

The Directors shall have all powers and authority necessary for the management of the business of the organization.

5.3

Quorum.

A simple majority of the current members present in person at any duly convened, annual, regular or special meeting after proper notice, as fixed by the members, shall constitute a quorum.

5.4

Vote.

Each Director shall be entitled to one (1) vote in person. An affirmative vote of a majority of the Director's present at any annual, regular, or special meeting duly convened after proper notice, at which a quorum is present, shall constitute Board action, unless a greater number is required by the Act or these By-laws.

5.5

The annual meeting of the Directors shall be held on a date as agreed upon by the Directors, or upon five (5) days notice to each Director at such other time and place as the Directors shall determine. Other regular meetings of the Directors may be held as determined by the Directors.

5.6

Special Meetings.

Special meetings of the Directors may be called by the President or by a simple majority of the voting members at any time. It shall be the duty of the Secretary, upon receipt of a request for such a special meeting, to send at least five (5) days' written notice stating the time, place and purpose of any special meeting to the members of the Board. If the Secretary fails or refuses to send such notice, the person(s) calling for the special meeting may call the meeting at such time at the Southern Lehigh High School or at a location otherwise designated by The Board.

5.7

Removal.

Any Director may be removed from office, without the assignment of any cause, by an affirmative vote of a majority of the Directors in office at any annual, regular or special meeting, provided that written notice of the intention to consider removal of a Director has been included in the notice of the meeting. No Director shall be removed without having the opportunity to be heard at such meeting, but no formal hearing procedure need be followed.

5.8

Consecutive Terms.

Directors may be elected for consecutive terms. However no director shall hold the same position for more than two consecutive terms unless the position is uncontested.

5.9

Duties.

The duties of the directors shall include the following:

President

- Presides at all meetings of the organization
- Will be the Executive Director of the Organization
- Be the liaison between the parents and the coach(s)

Vice President

- Shall be vested with all the powers and required to perform all the duties of the President in the absence of the President.

Secretary

- Charged with the duty to record minutes of all meetings
- Provide copies of the minutes to members at regular meetings or as requested.
- Maintain a list of names and contact information of all directors, and members of all committees authorized by these Bylaws.
- Attend to all correspondence needs of the Booster Club including, but not limited to meeting notices.
- Perform such other duties as requested by the President.

Treasurer

- Receive all money of the Organization
- Keep full and accurate accounts of receipts and disbursements
- Shall collect all funds due the organization and disburse funds as required to meet the obligations of the organization
- Shall render to the President and Directors as requested by them but not less than once a year, regular accountings of all transactions and of the financial condition of the organization.
- Report on the organization budget status at all regular, and Board meetings
- Have available all financial records of The Booster Club for any member in good standing with questions regarding club expenditures.

All Directors are required to attend at least 50% of the regularly scheduled meetings each year. Any of the above-listed parties who miss three (3) consecutive meetings shall automatically be relieved of their official duties with the exception of legitimate excuses presented prior to the meeting limited to work, illness, or death in the family. The Secretary shall notify the affected party of this impending action following his/her absence at two (2) consecutive meetings and prior to the date of the third consecutive meeting. Three (3) Boards members must vote in approval of any action outside of a general meeting.

ARTICLE VI *Vacancies*

6.1 If the office of any Director becomes vacant, by an increase in the number of Directors, or by reason of death, resignation, and disqualification or otherwise, the remaining Directors may choose a person or persons who shall hold office for the remaining term.

ARTICLE VII *Resignation*

7.1 Any Director may resign from office at any time, such resignation to be made in writing, and to take effect from the time of its receipt by the organization, unless some later time may be fixed in the resignation, and then from that date. The acceptance of the resignation shall not be required to make it effective.

ARTICLE VIII *Fiscal Year and Financial Reporting*

8.1 The fiscal year of the organization shall begin on June 1st and end on May 31st.

- Two signatures are required to authorize a check: The Treasurer and anyone of the remaining directors, as long as they are not of the same family and it is not for their personal reimbursement.
- The retiring Treasurer shall prepare an account of operation expenses and financial balance for the previous year and present it to the incoming Treasurer.
- Spending Limits: The board can approve up to \$300 spending by a simple majority vote of the entire board. Amounts above that limit must be approved by a simple majority of the voting members in attendance at a meeting. Expenses will only be reimbursed with a valid receipt or purchase order.
- Reconciliation of monies from any related events shall be witnessed and attested by at least one member of the board and be deposited in the Southern Lehigh Competition Cheerleading checking account.
- Any gift, either financial or material, received by any member in the performance of their duties for the Booster Club shall become the property of the Booster Club.

ARTICLE IX *Amendment*

9.1 These Bylaws may be amended from time to time. Any proposed changes may be submitted for consideration at any general meeting of the members. The proposed changes will be communicated to the members in advance of the next general meeting. At the next general meeting the proposed changes will be discussed and brought to a vote. An affirmative vote of two-thirds (2/3) of the members in attendance at the meeting will be required for an amendment to pass.

ARTICLE X *Liability and Indemnification of Directors*

10.1
General Rule.

A Director shall not be personally liable for monetary damages as Director for any action taken, or any failure to take any action, unless

(1) the Director has breached or failed to perform the duties of Director in accordance with the standard of conduct contained in Section 8363 of Subchapter F of Chapter 83 of Title 42 of the Pennsylvania Consolidated Statutes and any amendments and successor acts thereto; and

(2) The breach or failure to perform constitutes self-dealing, willful misconduct or recklessness;

Provided however,

The foregoing provision shall not apply to (1) the responsibility or liability of a Director pursuant to any criminal statute or (2) the liability of a Director for the payment of taxes pursuant to local, state or federal law.

10.2

Indemnification.

The organization shall indemnify any Director who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, (and whether or not by, or in the right of, the organization) by reason of the fact that such person is or was a representative of the organization, against all expenses (including attorney fees), judgments, fines and amounts paid in settlement as to actions taken, or omitted to be taken, in such person's official capacity as Director and as to actions taken, or omitted to be taken, in another capacity while holding such official capacity, provided, however, that no person shall be entitled to indemnification pursuant to this Article in any instance in which the action or failure to take action giving rise to the claim for indemnification is determined by a court to have constituted willful misconduct or recklessness.

10.3

Advancement of Expenses.

Expenses incurred by a person entitled to indemnification pursuant to this Article in defending a civil or criminal action, suit or proceeding shall be paid by the organization in advance of the final disposition of such action, suit or proceeding upon receipt of an undertaking by or on behalf of such person to repay the amount so advanced if it shall ultimately be determined that such person is not entitled to be indemnified by the organization.

10.4

Continuing Right to Indemnification.

The indemnification and advancement of expenses provided pursuant to this Article shall continue as to any person who has ceased to be a Director of the organization and shall inure to the benefit of the heirs, executors and administrators of such person.

10.5

Other Rights.

This Article shall not be exclusive of any other right which the organization may have to indemnify any person as a matter of law.

ARTICLE XI *Committees*

11.1

Establishment.

The Directors may establish such committees with such powers as they deem desirable for the operation of the organization.

11.2

Appointment of Members.

Unless otherwise determined by the Board, the President shall appoint members of all committees which are created by the Board of Directors or these Bylaws. Board members are responsible to oversee Committee Chairpersons in the absence of a meeting.

ARTICLE XII *Disbandment*

12.1

Should the Booster Club ever disband, all money and property accumulated by the Booster Club shall be held for a period of one (1) year. If the Booster Club is not reorganized within that year, this money and property shall be assigned to the Southern Lehigh School District Superintendent for use at their discretion to support any Athletic program in financial need at the High School.

- This provision could be superseded by the need to conform to State and Federal regulations or school policy governing booster clubs.

ARTICLE XIII *Miscellaneous Provisions*

1. The Board shall govern any rule not covered by the by-laws so long as not inconsistent with the Act.
2. A copy of the by-laws will be maintained and made available to all members of the Booster Club.
3. If there is an official snow date and school is cancelled or dismissed early, the Booster Club meeting will be cancelled as well. Based on weather conditions, the Board will decide if the meeting will be postponed, rescheduled, or cancelled.
4. Committee Chairpersons may recruit as many members as necessary to accomplish the responsibility of the Committee. The Chairperson shall also keep a historical file of the year's proceedings, financial records, vendor contacts, etc., for turnover to his/her successor. At the end of each fiscal year, these committee records should be turned over to the Committee Chairperson successor.