

# GROTON CENTRAL SCHOOL

## *~ Groton Sports Booster Club By-Laws ~*

### **I. MISSION STATEMENT**

It is the purpose of the Groton Sports Booster Club to support and encourage related activities thereby cultivating clean, wholesome school and community spirit, promoting good sportsmanship and developing high ideals of character.

- B) The club shall not seek to influence or direct the technical activities or policies of the school administration or of the school officials who are charged with the responsibility of conducting the athletic program of the schools of the district.
- C) The club each year contributes funds to the athletic department for the needs of each sport that otherwise would not be available from the athletic department. The monies of the Booster Club will primarily be expended for needs expressed by the athletic directors and annual sports recognition gatherings. The requested expenditures will be voted on by club members.

### **II. MEMBERSHIP**

Any person interested in the purpose for which the Booster Club is formed shall be eligible for membership.

### **III. OFFICERS**

- A) The officers of this association shall be a President, Vice President, Secretary, and a Treasurer.
- B) Election of officers shall be at the Annual Meeting on the third Wednesday of October.

### **IV. MEETINGS**

- A) Meetings will be held on the third Wednesday of every month in the High School Library.
- B) Executive meetings will be held when needed and may be held at a member's home.

## V. FINANCIAL

- A) This association is organized as a non-profit organization and no member shall have any legal or equitable ownership in any of its funds or property. In the event of the dissolution of this association, any funds or property remaining shall be turned over to the Groton Central School Athletic Department.
- B) The President of this association shall have the authority to authorize expenditures up to One Hundred Dollars (\$100.00) each month from the association's funds when it is not feasible to call a special meeting of the Booster Club. A report of these expenditures shall be given at the next regular meeting.
- C) All funds collected by the officers or members shall be deposited in an account approved by the Booster Club.
- D) The Treasurer of the association shall be authorized to pay by check all debts of the association within seven (7) days after receipt or on approval of the Booster Club members. In the absence of the Treasurer, the President or Vice President shall be authorized to act on his/her behalf.
- E) A financial report will be given by the Treasurer at each monthly meeting. It will include previous balance, income, expenses, and balance on hand. Anticipated expenditures for the coming month will be discussed and voted upon. Bank statements and cash receipts from fundraisers will be available at each meeting.
- F) At each fund raising event the individual in charge will be required to fill out duplicate cash receipts showing the total amount taken-in. Two signatures must appear on each cash box receipt. The cash box and receipt must be given to the Treasurer who will give one copy of the receipt to the President to keep on file.
- G) An annual audit by a person or persons other than the Treasurer shall be required before the September meeting. The Treasurer shall be required to submit a detailed report of all income and expenditures at the end of each year. A formal letter by the auditor or auditors shall be standard procedure expressing the findings and filed in the records of the club.

## AMENDMENT 1

### VOTING PROCEDURES

**NEW MEMBERS:** All new members will be required to attend two (2) consecutive meetings before they are eligible to vote.

**ACTIVE MEMBERS:** Active members must attend 50 percent of the yearly meetings to continue to be eligible to vote.