

Constitution

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Constitution

Article I: Name and Purpose

This Association shall be named the Pope High School Soccer Booster Club ("PHSSBC"). It is a service club formed to educate, develop, promote and support Pope High School soccer without contemplation of pecuniary gain or profit.

In the event of the dissolution of this organization, any funds remaining in the Treasury shall be donated to a non-profit organization to be determined by the BOARD OF DIRECTORS.

Article II: Objectives

The objectives of the PHSSBC shall be:

- To promote interest in soccer programs at Pope High School;
- To lend moral, volunteer and financial support to all phases of the soccer program;
- To cooperate with and work in all possible ways with the Pope High School soccer coaches, staff and administration;
- To promote excellence in all athletic and scholastic endeavors;
- To promote, support and develop soccer at all levels both at Pope High School and Cobb County

Article III: Authority

The PHSBC shall assist in the furthering the soccer program as requested by the coaches, but shall have no authority to dictate policies normally within the coaches purview.

Article IV: Membership Criteria

Membership shall be limited to dues paying individuals who share the objectives of PHSBC and are willing to abide by its Constitution, By-laws and established rules. The principal or principal's designee and varsity coaches of Pope High School shall be honorary members of PHSBC, without obligation to pay dues and are non-voting members.

Article V: Officers and Executive Board

The Officers of PHSSBC shall consist of a President, Executive Vice President, Vice President for the Boys' Program, Vice President for the Girl's Program, Secretary, Treasurer, Vice President for Operations, and Vice President for Sponsorships

The Officers of PHSSBC, the principal (or principal's designee) and varsity soccer coaches shall constitute the membership Executive Board. Each member of the Executive Board shall have one vote, except the principal, the principal's designee, nor the coaching staff shall have voting rights.

Article VI: Eligibility to Hold Office

Any member of PHSSBC whose dues are current may be an officer of PHSSBC.

Article VII: Eligibility to Vote as a PHSSBC Member

Each member whose dues are current shall have the right to vote at all general meetings, annual meetings and specially called meetings.

By-Laws

Article I: General

Section 1: Membership Qualifications

Any individual who would like to be in fellowship with PHSSBC and comply with the provisions of its By-Laws may become a member of PHSSBC by paying the Membership Dues.

Section 2: Dues

Dues shall be set by the Executive Board on an annual basis.

Section 3: Eligibility to Participate

Only Members in good standing with PHSSBC shall be eligible to participate in any general meeting or annual meeting or to serve in any of its elective or appointive positions.

Article II: Meetings

Section 1: Fiscal Year

The fiscal year shall commence on the first day July and end on June 30th of the following year.

Section 2: Schedule

There shall be a minimum of two (2) General Meetings of PHSSBC during each fiscal year, one of which shall be designated as the Annual Meeting. The Executive Board shall set a schedule for these meetings.

Section 3: Annual Meeting Date

The Annual Meeting shall be held in the last quarter of each fiscal year.

Section 4: Quorum

The members present at a meeting shall constitute a quorum.

Section 5: Special Meetings

Special Meeting(s) may be called by the President. Only such business for which said Special Meeting was called shall be transacted at such meeting(s).

Article III: Executive Board

Section I: Duties

The Executive Board shall transact all business of PHSSBC, authorize disbursement of funds for approved PHSSBC expenses, consider all questions of policy, consider candidates for vacated offices, approve candidates for vacated offices, present recommendations to PHSSBC for action, develop and approve the proposed annual budget and prepare a general program for the year.

Section 2: Executive Board Meetings

Meetings of the Executive Board shall be held at the discretion of the President. Attendance at the Executive Board Meetings shall be open to all members of PHSSBC.

Article IV: Officers

Section 1: Records

Each Board Member shall maintain a record of his or her activity during their term in office. This record shall be turned over to the Executive Vice President on the first day of the fiscal year.

Section 2: Duties

President: The President shall be the Chief Executive Officer of the PHSSBC. The President shall appoint all standing and special committees, compile a preliminary budget with the assistance and approval of the Executive Board and present the budget for approval at the Annual Meeting of the Executive Board, proposed nominees to fill vacated offices and authorize disbursement of approved expenses of the Club.

Executive Vice President: The Executive Vice President shall assume all duties of the President in his absence. The Executive Vice President shall serve as an active assistant to the President and perform such duties as requested by the President.

Vice Presidents: The Boys Vice President and the Girl's Vice President shall perform the duties requested by the President and ensure that issues regarding the Boys' and Girls' respective soccer programs are represented.

Treasurer: The Treasurer shall maintain accurate and current records of all funds and disbursements, collect all monies, make all payments authorized by the Executive Board, disburse funds in case of urgent or immediate need with approval by a minimum of three (3) Executive Board Members and submit a written report of itemized receipts and disbursements at each meeting of the Executive Board and at General Meetings.

Secretary: The Secretary shall maintain a record of all the proceedings at all meetings, handle all correspondence and communications for the President and Executive Board.

Vice President – Operations: Vice President Operations shall be responsible for organizing and training game day volunteers to assist with announcing of the games, game programs, ball boys and girls, photographer/videographer, game reports, and any other game day duty as determined by the Board.

Vice President – Sponsors: Vice President Sponsors shall be responsible for securing sponsors and insuring that sponsor signage is prominently displayed and that all other sponsor recognition is undertaken pursuant to the agreement with all sponsors

Article V: Selection of Officers

Section 1: Nominating Committee

Section 2: Procedure for Electing Officers

Thirty Days Before the Annual Meeting, the President shall send a communication to the membership requesting that any member who wishes to be considered for a position of the Executive Board submit their interest to the President. The President and Secretary shall compile the names of all members who have indicated an interest in participating on the Executive Board. The Treasurer shall confirm that the considered members are in good standing and that all financial obligations have been met.

Upon receipt of the names of interested candidates, and confirmation that the interested candidates are in good standing, the candidates shall be presented at the Annual Meeting, after which, a vote of the members present shall be taken. Officers shall be elected by a majority vote by members of the PHSSBC in attendance at the Annual Meeting

Section 3: Term of Office

The term of office shall be one (1) year commencing with the first day of the Fiscal Year.

Section 4: Filling Vacancies

The President shall appoint a successor to fill a vacated office for the remainder of the term. Action by the Executive Board is required to confirm the appointment.

Article VI: Parliamentary Authority

Robert's Rule of Orders, as Revised, shall be the authority for all points of order not covered by the PHSSBC's Constitution, By-Laws and Amendments.

Article VII: Amendments

Section 1: Proposed Amendments to By-Laws

Proposed amendments to the By-Laws must be presented to the Officers for review. After review by the Officers the proposed amendment shall be presented to the membership at the next regularly scheduled meeting, or called meeting Committee for vote at the regularly scheduled meeting, or called meeting, the following month.

Section 2: Voting

A two-thirds (2/3) vote of the members present at a regular meeting shall be needed to amend the By-Laws.

Having Been Passed, the Constitution and By-Laws of the Pope High School Soccer Booster Club shall be in force and effect, this the ___ day of _____, 2015.

Executive Board Members
