

Whittell Boosters Club, Inc.

BY-LAWS OF WHITTELL BOOSTERS CLUB

ARTICLE I	Name
ARTICLE II	Objectives
ARTICLE III	Membership
ARTICLE IV	Board of Directors
ARTICLE V	Officers
ARTICLE VI	Meetings
ARTICLE VII	Elections and Vacancies
ARTICLE VIII	Committees
ARTICLE IX	Finances
ARTICLE X	Amendments
ARTICLE XI	Rules

Additional references:

GEORGE WHITTELL HIGH SCHOOL BOOSTER GENERAL OPERATING PROCEDURES AND BOARD DUTIES-9/07
GEORGE WHITTELL HIGH SCHOOL BOOSTER COMMITTEE JOB DESCRIPTIONS- 9/07

ARTICLE I

NAME

The name of this Non-Profit 5013C Corporation shall be the Whittell Boosters Club, Inc. (Boosters Club).

ARTICLE II

OBJECTIVES

As a 5013C established in 1972, Whittell Boosters Club, Inc. is an organization independent of Douglas County School District (DCSD) and, as such, is outside of the purview of the DCSD rules, regulations and policies.

The objectives of the Boosters Club are to raise funds for and to support George Whittell High School (GWHS), a 7-12 high school, in Douglas County, Nevada.

Boosters will serve to:

- A. Help finance specific programs, activities and purchases for the school and its students through active fund raising and distribution of these funds.
- B. Support the mission, programs and activities of GWHS through collaboration with staff, teachers, and administrators.
- C. Keep parents informed of district, school and Booster activities through regular meetings and communications.
- D. Facilitate parent involvement.
- E. Promote meaningful interaction between parents, students, staff, teachers, administrators, and the community.
- F. Promote joint activities, communications and support between Zephyr Cove Elementary and Whittell High School.

ARTICLE III

MEMBERSHIP

Section 1. Membership in the Boosters Club shall be open to all those who; a) have attained the age of eighteen years; b) have paid the required dues; c) who subscribe to the objective(s) of the Booster Club, and d) comply with the membership requirements duly instituted by the Board of Directors of the Boosters Club.

Section 2. Membership shall begin upon payment of annual dues.

Section 3. There shall be four types of membership: individual, business, family and alumni. Individual, business, family and alumni memberships shall have voting privileges for the purpose of electing Booster Club board members plus any other discretionary privileges as may be granted hereunder from time to time.

Section 4. Membership dues and other benefits shall be determined annually by the Board of Directors. Dues shall be payable annually in advance. Dues shall not be pro-rated.

Section 5. Membership is not mandatory for individuals to participate and/or voice opinions at General meetings or Booster events.

Section 6. One member of the George Whittell High School faculty/staff, and shall be appointed annually by the Boosters to serve as a faculty/staff liaison and advisor to the board of Directors. The principal of George Whittell High School shall serve also as "ex-Officio" member in this capacity.

ARTICLE IV

BOARD OF DIRECTORS

Section 1. The management of the Boosters Club shall be vested in a Board of Directors that shall establish policy and conduct the business of the Boosters Club.

Section 2. There shall be fifteen (15) voting members of the Board of Directors. Twelve (12) voting members of the Board shall be elected by the general membership; six (6) in even-numbered years, and six (6) in odd-numbered years. Each of these members shall serve a two-year term. A minimum of one (1) voting member of the Board of Directors shall be a grade 7 or 8 parent representative.

Section 3. Two student representatives shall also serve on the Board of Directors. These students shall be full voting members exempt from the age and dues requirement of Boosters membership. The student representatives will be appointed annually, after completion of an application and selection by the Board of Directors.

Section 4. General meetings of the Boosters Club and general or special meetings of the Board of Directors are open to attendance by members, non-members and students currently enrolled at George Whittell High School.

ARTICLE V

OFFICERS

Section 1. Officers of the Board of Directors shall be the President, Co-President or Vice-President, Immediate Past- President, Secretary and Treasurer.

Section 2. The officers of the Whittell Boosters Club, Inc. shall be the officers of the Board of Directors. The officers of the corporation and the Boosters Club shall be elected at the meeting of the Board of Directors in June. The immediate, outgoing past president of the Board of Directors shall conduct an election, with nominations solicited from among the membership. The term for each office shall be one fiscal year. Duly elected officers may serve successive terms. A majority of a quorum of directors elected to serve in the new fiscal year present will be necessary and sufficient to elect the officers for the new fiscal year.

Section 3. The Board of Directors may create other officer positions, as they deem necessary from time to time.

Section 4. It shall be the duty of elected and appointed officers to recommend goals, directions, and agendas of each succeeding Board.

ARTICLE VI

MEETINGS

Section 1. Regular meetings shall be held monthly, at a time and place to be determined by the Board. At least three (3) days notice shall be given to each Director by the Secretary.

Section 2. Special meetings of the Board may be called by the President. Special meetings may also be called by a written request to the Secretary by any three (3) Board members with at least three (3) days notice given by the Secretary to all Board members.

Section 3. A quorum shall consist of nine (9) voting members of the Board, for the purpose of any regular or special meeting.

ARTICLE VII

ELECTIONS AND VACANCIES

Section 1. A slate of nominees for election for open seats on the Board of Directors for the subsequent year shall be prepared and presented at the annual general membership meeting in June. Nominations may be made by any member in good standing or parent of any student expected to be enrolled for the fall semester, provided that the candidate has been contacted and is willing to serve.

Section 2. Election of Officers shall take place at the June meeting. Acceptance and certification of the results of the election by the Board and the installation of newly elected members shall take place at the June meeting of the Board of Directors. The document entitled BOOSTER GENERAL OPERATING PROCEDURES AND DUTIES shall be reviewed and distributed to all members at the time of election.

Section 3. The President shall be elected from among the continuing Board Members or an active Booster Member in good standing.

Section 4. Any vacancy on the Board shall be filled by the President from the general membership, with the approval of the Board.

Section 5. When an Officer or Board Member resigns, or ceases to fulfill the duties and obligations of that position, the position shall become vacant.

Section 6. Three (3) absences from regular meetings of the Board during the school year, barring extenuating circumstances, shall constitute an automatic resignation from the Board.

Section 7. Non-payment of annual dues shall constitute an automatic resignation from the Board.

ARTICLE VIII

COMMITTEES

Section 1. Projects and undertakings of the club shall be directed by committees organized for a specific purpose. Each committee must provide, to the Board, in writing, all fundraising ideas, all financial transactions and other significant related activities for prior approval by the Board.

Section 2. Committees as listed in the George Whittell High School Booster Committee Job Descriptions may be added to or deleted, as the Board of Directors deems necessary.

Section 3. Each committee Chairperson shall serve for one year and shall: a) submit a report for Board approval, b) oversee the undertaking and completion of the project, and c) submit a report to the board to serve as a guide to those who might follow. Committee chairs may be asked to serve for additional terms upon the recommendation of the President and approval of the Board.

ARTICLE IX

FINANCES

Section 1. Each fiscal year shall cover the period from July 1st through June 30th.

Section 2. Expenditures and disbursements of funds acquired by Boosters Club activities shall be at the direction and by the vote of the Board. Funds shall be dispersed according to BOOSTER GENERAL OPERATING PROCEDURES.

Section 3. The Treasurer, at the August meeting, shall submit a financial plan to be approved by the Board. The plan may be revised at any time by vote of the Board.

Section 4. At the first regular meeting in September, the annual financial plan prepared by the Board is to be submitted and approved by a vote. At this first regular meeting, the Board may empower the President to

disburse nominal sums, as the need arises, without prior Board approval. The Board shall set a monetary limit. Any such action by the President must be reported to the Board at the next regular meeting.

Section 5. All funds of the Boosters Club shall be deposited in depositories as the Board of Directors may direct.

Section 6. The Board of Directors shall cause certain audit procedures to be performed at least annually to coincide with the Boosters Club's fiscal year. The procedures shall be limited to those tests needed to assure the club that its assets are safeguarded, established procedures are being followed, and that all transactions are properly reported to the Boosters Club. The Board, in its judgment, will determine the extent of the test work.

ARTICLE X

AMENDMENTS AND REVISIONS

Section 1. Amendments or revisions to the BY-LAWS OF WHITTELL BOOSTERS CLUB or the BOOSTER GENERAL OPERATING PROCEDURES AND DUTIES may be proposed by any Member or Director.

Section 2. Proposed changes shall be provided, in writing, to each Member or Director fifteen (15) days prior to the next regular meeting.

Section 3. Amendments may be made and put into effect by a two-thirds (2/3) vote of the general membership or by a two-thirds (2/3) vote of the board of Directors.

ARTICLE XI

RULES

All general, regular and special meetings of the Whittell Boosters Club, Inc. shall be based on Roberts' Rules of Order, in present or amended forms.