

## **PEACE LUTHERAN ATHLETIC BOOSTER CLUB BY-LAWS**

### **MISSION STATEMENT**

The mission of the Peace Lutheran Athletic Booster Club is to promote family involvement in the Peace athletic department and to support the athletic department of Peace Lutheran School through fundraising, donations, assistance with hosting athletic events, and volunteerism.

### **MEMBERSHIP AND DUES**

Membership in the Peace Lutheran Athletic Booster Club is open to any member of Peace Lutheran Church and/or School. Only adults age 18 and over may hold executive board positions. The annual membership fee is \$20 for an individual or \$45 for a family. An individual membership includes an individual pass to all home T.C.L.L. athletic contests at Peace. A family membership includes a family pass to all home T.C.L.L. athletic contests at Peace.

### **BOARD OFFICERS**

The Peace Lutheran Athletic Booster Club will be led by an executive board which consists of the following positions. Each position will be elected by booster club members at the annual General Membership Meeting in September, with the exception of the faculty advisor, and will serve a 2-year term. The President, Secretary, and Fundraising Coordinator will be elected in even years. The Vice-President and Concession Coordinator will be elected in odd years. Newly-elected officers shall take office at the following October Executive Board Meeting. There will be no term limits.

- President
  - Responsibilities: plan agendas and lead executive board meetings
- Vice-President
  - Responsibilities: assist with the planning of executive board meeting agendas and lead meetings when the President is not present
- Secretary
  - Responsibilities: record the minutes of each executive board meeting and general membership meeting, keep a current roster of athletic booster club membership, collect membership dues and submit them to the athletic director
- Volunteer Coordinator
  - Responsibilities: coordinate the scheduling of volunteer workers for all home volleyball and basketball games, purchase concession items as necessary and submit reimbursement requests to the athletic director
- Fundraising Coordinator
  - Responsibilities: coordinate fundraising events to be sponsored by the booster club, coordinate committee members for the booster club's fundraising activities, publicize the booster club's fundraising events, seek out and apply for grants that may enhance the school's athletic department and facilities
- Faculty Advisor (the Peace Lutheran School athletic director)
  - Responsibilities: act as a liaison between the booster club and the school, serve as the booster club's treasurer by managing the finances of the athletic boosters and presenting current account balances at executive board meetings

## **ANNUAL GENERAL MEMBERSHIP MEETING**

An open meeting for all members of the Athletic Booster Club will be held annually in the month of September. The date and time of the meeting will be announced in the June athletic newsletter that is included in the June school mailing. All current athletic booster members age 18 or older and in good standing are invited to attend the meeting and vote in the election.

## **EXECUTIVE BOARD MEETING SCHEDULE**

The executive board shall meet at 6:30 p.m. on the second Monday in the months of August, October, November, January, February, March, and May. Special meetings may be called by the President or by a majority vote of the executive board.

## **NON-INTERFERENCE IN THE PEACE LUTHERAN ATHLETIC PROGRAM**

Membership in the Athletic Booster Club shall not entitle any member to interfere in any way with the planning, policy, participation, or coaching of any organized activity within the Peace Lutheran Athletic Department.

## **AMENDING THE BY-LAWS**

Any amendment to these bylaws shall be voted on only at the annual general membership meeting in September. A 2/3 vote of the actual votes cast by active members present shall be necessary to suspend, alter, or amend any provision of the by-laws of the athletic booster club. The executive board may, when necessary, institute a by-law change that is in effect until the next general membership meeting at which time it will be voted upon by the membership at large.

## **LINE OF SUCCESSION**

In the event of a vacancy on the executive board, the executive board shall appoint an interim officer to serve the remainder of the vacated term.

