

**HERNANDO CHRISTIAN ACADEMY
LIONS PRIDE BOOSTER CLUB
BY-LAWS
2012-2013**

ARTICLE I – NAME

The organization shall be known as the Hernando Christian Academy Lions Pride Club.
Herein after referred to as the Booster Club.

ARTICLE II – PURPOSE

Section 1. The purpose of the Booster club is to actively support the Athletic Department at Hernando Christian Academy, and to promote spirit and tradition for all athletic programs.

- A. To recognize outstanding contributions of fellow students, Faculty, coaches, and community leaders.
- B. To foster parental support and encourage volunteerism.
- C. To promote a spirit of cooperation and unity among Parents, students, coaches, and teachers.
- D. To contribute to the Athletic Department and its needs, Supplementing the school's budget commitment.
- E. Promoting and striving for improvements in athletics and Academics.
- F. Encouraging and recognizing high standards of Sportsmanship.

Section 2. The Booster Club shall actively sponsor fundraising activities for the financial support of all athletic programs and will encourage volunteerism from its members, and help to provide the Athletic Department with volunteers when required.

Section 3. The Booster Club shall fully support the policies set down by the Athletic Department or School Administration.

Section 4. The Booster Club will promote goodwill and fellowship among its members.

Section 5. Contributions by the Booster Club, in the form of goods, services and or fiduciary contributions are intended to augment the Athletic Program at Hernando Christian Academy. The Booster Club shall supplement the financial obligations and responsibilities of the school to provide the basic needs of the Athletic Programs at Hernando Christian Academy.

ARTICLE III - MEMBERSHIP

Section 1. Membership will consist of parents of present and former students of Hernando Christian Academy, business entities, grandparents and other interested parties. All teachers,

staff, faculty and coaches employed by Hernando Christian Academy are automatically members of the Booster Club and are encouraged to take part in the activities of said Booster Club and attend meetings.

Section 2. There shall be no discrimination as to membership against any person because of sex, race, color, ethnic background or religious affiliation.

Section 3. Members are expected to follow the rules and regulations of Hernando Christian Academy, the booster club, and their officials. Members are expected to exhibit behavior and decorum normally associated with good sportsmanship.

Section 4. Although there are currently no annual dues, the booster club may set an amount of dues and/or elect to establish levels of membership providing varying membership privileges based on the amount of membership fees established for each level.

ARTICLE IV – EXECUTIVE BOARD

Section 1. The officers of the organization shall consist of President, Vice President, Secretary, Treasurer, Concession Chairperson and Supplies, Equipment and Fundraising Chairperson.

Section 2. The immediate past president may serve in an advisory position for the upcoming term as an ex-officio board member.

Section 3. The President, shall be the Chief Operating Officer, and shall in general, preside at all meetings of the Executive Board, in addition to the general meetings. He or She will conduct the affairs of the organization and serve as a liaison with the AD, to allow for a smooth operation of Booster activities. He or She shall have access to all financial records that pertain to the Booster organization.

Section 4. The Vice President shall act as an aide to the President and will preside over meetings when the President cannot be in attendance. He or She may have other duties that the Board may assign to him or her.

Section 5. The Secretary shall give notice of all meetings and keep an accurate record of all meetings and information discussed. He or She shall be responsible for all correspondence. He or She shall keep a record of attendance.

Section 6. The Treasurer shall keep a record of all funds and keep a full and accurate account of receipts and expenditures and make disbursements as authorized by the Executive Board. The Treasurer shall present a financial statement at every meeting. All funds shall be deposited into a designated account with the business office at HCA.

Section 7. The AD shall act as a liaison between the administration and the Executive Board. The AD shall ensure that he or she, or a designated representative shall be in attendance at all meetings.

Section 8. The Equipment, Supplies, and Fundraising chairperson will be responsible for working closely with the Athletic Director and coaches in the care and disbursement of all athletic uniforms and equipment pertaining to each sport. He or She shall coordinate the inventory and maintenance of all Lion Pride Equipment. All equipment funding requests shall be directed to the Equipment and Supplies chairperson.

Section 9. The Concessions chairperson shall be responsible for purchasing and pricing of food and supplies for all concessions at the HCA sponsored Middle and High School Interscholastic Athletic Events and all other Booster sponsored events. The Concession Chairperson or some other designated Executive Board member shall be available to help coordinate the volunteers working and ensure all monies are counted and turned in to an Executive Board member on duty.

Section 10. All members of the Board are expected to be present at each Executive Board Meeting, and Membership Meeting. Board members missing two (2) consecutive meetings without notification to the Secretary prior to the meeting are subject to removal as a member of the Executive Board.

ARTICLE V – VOTING, MEETINGS

Section 1. Each voting member present at a meeting shall have (1) vote on matters that come before the Booster Club requiring a vote. Members must be physically present to vote.

Section 2. Election of Officers

A. All officers shall be elected at the Spring meeting and the newly elected officers shall assume their position and commence performing their duties at the conclusion of the Spring Board Meeting in May. A 30-day period from the election through the month of June shall serve as a transitional period.

B. Two months prior to the Spring meeting each year, the Executive Board, shall receive nominations for officers. Nominations should be sent to the Athletic Director and will be accepted via e-mail prior to the notification of the date of the Spring Booster Meeting. All members are eligible for nomination. The candidates for President shall submit a statement of faith which contains a personal Christian testimony and shall be subject to interview and approval by the AD and/or school administration.

D. The election shall be conducted by written ballot, the results of which shall be tabulated by two (2) voting members appointed by the President and Administration from the floor. Positions which are unopposed may be voted on by voice or by show of hands.

- E. A member will be able to vote on issues brought before the organization only if the Booster member has attended at least one prior Booster meeting.
- F. If, at any time an official is unable to continue in his/her elected post; the Executive Board shall elect a member to fill the unexpired term.
- G. In the event of a tie vote, the Administrative Representative will cast the deciding vote.

Section 3. The Executive Board will assume their responsibilities at the end of the month after the elections in the Spring. The Board will serve for one term which is Spring meeting to the next Spring meeting.

Section 4. Executive Board Meetings: The Executive Board may meet forty five (45) minutes prior to the regular membership meeting for the purpose of setting the agenda. Only those matters approved for discussion are placed on the agenda. Any requests or business from the floor will be referred to the Executive Board to be placed on the agenda for the next scheduled membership meeting.

Section 5. Annual Meeting: The annual meeting shall take the place of the regular meeting scheduled for the Spring. The election of officers for the upcoming year will take place at this meeting and all voting members in attendance shall be entitled to one vote.

ARTICLE VI - AMENDMENTS TO THE BY-LAWS

The By-Laws may be amended by majority vote of the membership. Any proposed amendment should be placed on the agenda for consideration at the monthly meeting prior to the meeting at which the vote occurs and all Executive Board members must be notified in writing by the Secretary that a change is up for consideration.

ARTICLE VII – FINANCES – EXPENDITURES

A simple majority vote of the Executive Board present shall be required to approve Booster expenditures of \$500 or less. Anything greater than five hundred (500) shall require a vote of all Executive Board members, even those not in attendance. These votes may be obtained in person or by other means of communication.

Each sport shall be entitled to submit a requisition for funds for a specified purpose benefiting the particular sport or the HCA athletic program as a whole, as long as the request is made in person or writing accompanied with at least two bids when possible.

ARTICLE IX - PARLIAMENTARY AUTHORITY

In all general voting matters Robert's Rules of Order will apply. The President will cast the deciding vote in case of a tie, except in the election of officers.