

Bosco System Booster Club

BOOSTER CLUB

Constitution

Article I Title & Location

The name of this organization shall be Bosco System Booster Club. The Bosco System Booster Club's principal office shall be located at 405 16th Avenue, Gilbertville, Ia 50634.

Article II Nature and Function

Section 1

This club is a fund raising and activity organizing body for Bosco System Catholic Schools, subject to the policies and regulations that proceed from the Archdiocesan Board of Education, the Archdiocesan Office of Education, and the Bosco System School Board of Education.

The club shall provide financial assistance to the athletic and extra-curricular activity programs for Bosco System Catholic Schools.

This club will also promote high standards of sportsmanship and promote equal opportunity to all students to participate in athletic and extra-curricular activities.

Section 2

The Bosco System School Board of Education shall govern the club.

The aforementioned board shall have the following powers:

- Dissolution of the Bosco System Booster Club
- Control in times of instability
- Approval of actions of the President and Officers

Section 3

The club shall consist of 5 committees:

1. Concessions
2. Merchandise and Apparel
3. Fundraising
4. Finance
5. Advertising

Section 4

The club is responsible for long term planning, goal setting, and implementation of programs and policies to ensure that coaches and students that participate in extra-curricular activities have appropriate funding to allow them to compete and participate at a competitive level.

Section 5

General/Purpose of each committee:

1. Concessions – Provide food and drink at all sporting events sponsored by Bosco System Catholic Schools. All profits will be awarded to the Booster Club for financial support of all sports and extra-curricular activities for the school system.
2. Merchandise – Provide clothing for students, alumni and supporters of Bosco System Catholic Schools and to monitor logos and branding of all clothing carrying the school's emblems. All profits will be awarded to the Booster Club for financial support of all sports and extra-curricular activities.
3. Fundraising – Organize and develop fundraising projects and activities that engage the students, alumni and supporters of Bosco System Catholic Schools. All profits will be awarded to the Booster Club for financial support of all sports and extra-curricular activities for the school system.
4. Finance – Oversee all bank accounts and financial reporting for the Bosco System Booster Club.
5. Advertising – This committee will be in charge of promoting and selling advertising spots for softball/baseball signs, sports programs, and any other advertising opportunities that arise and are necessary to promote Bosco System Catholic Schools sporting and extra-curricular events.

Section 6

Bosco System Catholic School's extra-curricular activities include:

1. Softball
2. Baseball
3. Volleyball
4. Wrestling
5. Girl's Basketball
6. Boy's Basketball
7. Girl's Golf
8. Boy's Golf
9. Music
10. Drama
11. Cheerleading/Spirit
12. Speech

The Booster Club also supports the Football program as necessary.

Article III Membership

Section 1

Members of Bosco System Booster Club shall include all parents, alumni, faculty, staff and supporters of Bosco System Catholic Schools. Members must be 18 years of age or older.

Article IV Officers

Section 1

The officers of the club shall consist of President, Vice-President, Secretary and Treasurer and Executive Officer (AD). They shall be elected every 2 years; by members that are present at the final meeting of the school year held in June.

Section 2

All members of the club are eligible for any office or committee chair. Committee chairs will be appointed annually on a volunteer basis.

Section 3

The duties of the officers and chairs are as follows:

- A) The president shall preside at all regular and special meetings of the club; shall be executive head of the club; shall appoint committees; and, in general, shall perform the duties relative to the office of the president.
- B) The Vice-President shall perform all of the duties of the president at the request of or in the absence or incapacity of the president.
- C) The secretary shall be responsible for the minutes of the club meetings; maintain a written record of all acts of the club, conduct, receive, and dispose of all correspondence as directed; preserve reports and documents; and in general shall perform all duties incident to the office of the secretary.
- D) Present financial reports to the club and the Board of Education upon request. Monitor and report any financial concerns to the club officers if warranted.
- E) The executive officer shall be the Athletic Director who serves as professional adviser to the club. The executive officer keeps the board informed as to the condition of the extra-curricular system/programs and may propose the adoption of needed policies. The executive officer is a member of the club and has a vote.

Article V Meetings

Section 1

- A) The club shall meet monthly at Don Bosco Central Catholic High School Library at an agreed upon date and time.
- B) Special meetings may be called by the President as needed or by a majority of the membership.
- C) The club will hold elections biannually to be determined at that time.
- D) Roberts Rules of order will govern at all meetings.

Section 2

A quorum, a simple majority vote of the officers of the club is necessary for the transaction of business at meetings; a majority vote of those present is sufficient for any decision or election. Proxy voting is never permissible.

Section 3

All meetings of the club are open unless designated as being executive. Decisions made in the executive sessions must be presented and voted on at open sessions before becoming effective.

Section 4

A written record of all acts of the club, maintained by the secretary, shall be preserved in the archives.

Article VI Conduct of Meetings

Section 1

As a Christian community, the club will endeavor to arrive at consensus in its deliberations. Formal decision-making will utilize parliamentary procedures as outlined in Roberts' Rules of Order or another procedure of the club's choice.

Section 2

The order of the meetings shall ordinarily be:

- Call to Order
- Prayer
- Approval of Minutes
- Additions, Deletions, Approval of Agenda
- Old Business
- Committee Reports
- New Business
- Future Agenda Items
- Approval of Next Meeting Time/Date
- Adjournment

Article VII
Approval

The constitution must have the approval of the Bosco System Booster Club and the Bosco System School Board of Education.