

FLUSHING ATHLETIC BOOSTERS CLUB CONSTITUTION

Revised by vote July 1985

Addition to by-laws March 1986

Revised by vote November 1989

Revised by vote March 1, 1993

Revised by vote April 8, 2002

Revised to add Club to name to Synchronize Name with Articles of Incorporation February 3, 2014

Revised by vote April 13, 2015 (to be effective July, 1 2015)

ARTICLE I NAME

Section 1. The name of the organization shall be Flushing Athletic Boosters Club, hereinafter "Athletic Boosters."

ARTICLE II PURPOSE

Section 1. The purpose of this organization is to promote better understanding between Flushing Athletic teams and interested fans, and to strive to support any activity the organization deems favorable to further the cause of the interscholastic athletic programs at Flushing Community Schools. The club shall be a non-profit organization.

ARTICLE III MEMBERSHIP

Section 1. Any male or female eighteen (18) years of age or over and interested in the purpose and objectives of the organization shall be eligible for membership.

Section 2. Membership shall be on a yearly basis, renewable each August (at the beginning of each school year.)

Section 3. The Athletic Director is to act in an advisory capacity representing the Flushing High School shall be an honorary voting member, but shall not hold office. Each member in good standing shall be entitled to vote.

ARTICLE IV GOVERNMENT

Section 1. The government of the organization shall be vested in the membership including The President, Vice-President, Secretary, and Treasurer.

Section 2. Organizational policies, projects, etc., will be determined by the Executive Board. (Executive Board, President, Vice-President, Secretary, treasurer, Committee Chairmen, plus others deemed necessary by the President such as team representatives selected for each athletic activity.)

Section 3. Vacancies in any office shall be filled by the Executive Board.

Section 4. All committees shall be appointed by the President.

Section 5. Funds of the organization shall be withdrawn by the Treasurer and either the President or Vice-President or Secretary.

Section 6. In the event that the Flushing Athletic Boosters Club should be dissolved, all assets will revert to the Flushing High School Athletic Department, after all outstanding bills are paid and all dispersals are made up to the time the Athletic Boosters is dissolved.

ARTICLE V MEETINGS

- Section 1. The Annual Meeting and election of officers shall be held during the first week in May.
- Section 2. Regular meetings will be held the first Monday of each month. Executive Board Meetings will be held at the discretion of the President.
- Section 3. Committee meetings shall be called at the discretion of the respective committee Chairman.

ARTICLE VI AMENDMENTS

- Section 1. This constitution may be amended by a two-thirds majority vote of members present at any given meeting.
- Section 2. Any meeting where a vote for an amendment to the constitution is to be held, must be announced to the membership (30) days in advance of that meeting.
- Section 3. Committee meetings shall be called at the discretion of the respective committee Chairman.

BY-LAWS

ARTICLE I DUES

- Section 1. The annual dues for the members of this organization shall be five (\$5) dollars per person.

ARTICLE II ELECTIONS

- Section 1. The elections will be held at the Annual Meeting.
- Section 2. A President and Vice-President shall be elected annually, with the Vice-President considered an automatic nomination for President the following year. The Secretary and Treasurer will be elected for a two-year term.
- Section 3. The nominations for each office will come from the membership and /or from a Nomination Committee appointed by the President.
- Section 4. Balloting shall be by voice vote or secret ballot as determined by the members present.
- Section 5. The officers shall be declared elected when they have received a majority vote of the members present.
- Section 6. Newly elected officers will take office during the June meeting.

ARTICLE III DUTIES

- Section 1. The President is to be considered the chief officer of the organization. He/She shall be in charge of and conduct all meetings in an orderly fashion; shall oversee all of the Organization's affairs and activities; shall be the official representative of the Organization at all external meetings if the need arises.
- Section 2. The Vice-President shall assist the President in all his/her duties by assuming the responsibility of the President in the absence of the President, and shall serve as Membership Chairman.

- Section 3. The Secretary shall be the custodian of all records of the organization, excepting Financial. This shall include such matters as correspondence, etc. He/She shall keep a permanent record of all regular and special meetings and shall be responsible for all notices to be sent to the regular membership.
- Section 4. The Treasurer shall be the custodian of all financial records including such items as bank matters, etc. He/She is responsible for the proper functioning of the budget and records of disbursements affecting the budget.
- Section 5. It shall be understood that as individuals, officers have no authority to commit the Organization to any action or policy, unless they are abiding by the decisions of the Executive Board or membership in accordance with the by-laws governing such decisions.

ARTICLE IV DISTRIBUTION OF FUNDS

- Section 1. Authority
- A. President or his designee shall have the authority to expend up to \$300 of Athletic Boosters funds to fulfill the guidelines of Article II of the constitution when time constraints prevent presentation to full membership.
 - B. Members may bring fund requests to the general membership.
- Section 2. The Athletic Boosters has the authority to establish criteria for the distribution of funds.

ARTICLE V STANDING COMMITTEES

- Section 1. Membership committee
- A. The membership committee shall be appointed by the President and consist of three to five members, the primary purpose of which is recruitment of the new members.
 - B. The committee shall keep a record of all current members in good standing.
- Section 2. Financial Steering Committee
- A. The Steering Committee will consist of 5 voting members to be appointed by the President for a term of 1 year. The President shall be an advisory, non-voting member.
 - B. Shall review all requests for assistance from the organization for expenditures totaling more than \$300.00 that were submitted in the form of a motion at the general membership meeting.
 - C. All coach requests for athletic expenditures must be submitted through the Athletic Director on a fund request form. The committee shall act on all requests by one of the following:
 - 1. APPROVAL: Requests deemed reasonable and appropriate by the Committee shall be forwarded to the General Membership for a vote.
 - 2. DISAPPROVAL: Requests deemed unreasonable and/or inappropriate by the committee shall not be brought to the General Membership for a vote. The committee, however, will report to the General Membership the reasoning for denial.
 - D. Further, the Steering Committee will consider the following as guidelines:
 - 1. The organization will consider properly submitted request for items, equipment, and travel if FHS is being represented including a slush fund to replenish frequently purchased items for services and fundraisers.
 - 2. The financial steering committee's determination shall be guided by the "Financial Steering Committee Guidelines" operating document as per Article IV Section 2. The document is to be reviewed annually at the first meeting of the year.

3. Approved expenditure requests that are not disbursed within 6 months shall be returned to the general treasury.

Section 3. The Scholarship Committee

- A. The Scholarship Committee shall consist of a minimum of 3 members appointed by the President. Members of this committee shall not have a senior athlete.
- B. The committee shall determine the recipients of two (2) \$500.00 scholarships awarded annually, one to a male and one to a female athlete.
- C. The committee may request more scholarships if funds are available.
- D. The following shall be considered as guidelines for awarding the Flushing Athletic Booster Scholarship:
 1. The scholarship shall be awarded to a senior athlete who has participated and completed a varsity sport during his/her senior year, and maintained at least a 2.5 GPA.
 2. The recipients must attend a two or four-year college, or a trade/vocational school providing proof of registration before funds will be released to them.
 3. The application period will be from February 15 to April 1 of each school year, with applications available through the guidance office. The Scholarship Committee will announce a decision on or about May 15 of each year, and award the scholarship at Senior Awards Night.
 4. The recipient's parent or guardian must be a member of Flushing Athletic Boosters.

President

Date

Vice-President

Date

Secretary

Date

Treasurer

Date