



Melissa Booster Clubs, Inc.

Bylaws

Article One – Name

The name of the organization shall be Melissa Booster Clubs, Inc. The organization shall be and is an exempt organization under Section of the Internal Revenue Code.

Article Two – Purposes

The purposes of the organization are:

- a. to provide a positive environment for Melissa Independent School District (MISD) students' educational, fine arts and athletic growth;
- b. to encourage a high level of achievement for the MISD athletic, fine arts and academic programs;
- c. to provide resources, both human and financial, to support MISD athletic, fine arts and academic programs;
- d. to award scholarships to athletes and students to further their post high school education;
- e. to promote closer communication and cooperation between parents, students, staff and the Booster Clubs in an atmosphere of cooperation, support and respect.

Article Three – Restrictions

3.1 No part of the net earnings of the organization shall inure to the benefit of or be distributed to any director, employee or other individual, partnership, estate, trust or corporation having a personal or private interest in the organization. Compensation for services actually rendered and reimbursement for expenses actually incurred in attending to the affairs of this organization shall be limited to reasonable amounts.

3.2 No substantial amount of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation and this organization shall not intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these Bylaws, this organization shall not take any action not permitted by the laws that then apply to this organization.

Article Four – Membership and Meetings

4.1 Parents of Melissa Middle/High School students shall become members of the organization upon their child's enrollment in the school athletic, fine arts or academic program.

4.2 Any other person with a special interest in the Melissa Middle/High School athletic, fine arts or academic program may become a member of the organization.

4.3 An annual meeting of the general membership shall be held at a time and place designated by the Executive Board of Directors. Organization activities for the upcoming year shall be reviewed at the annual meeting of the general membership and financials of the organization shall be presented for review.

4.4 A quorum for all general meetings of the organization shall consist of the members in attendance.

Article Five – Executive Board of Directors

5.1 The organization filed Articles of Incorporation as a Texas non-profit corporation June 29, 2005. The Executive Board of Directors shall at all times consist of four members, elected as provided for in these Bylaws. A member may be elected to the Executive Board of Directors by a majority vote of the Directors serving from time to time on an as needed basis. A Director shall serve until his or her successor is elected. The Executive Board of Directors shall consist of the following.

President
Vice President
Secretary
Treasurer

5.2 The Athletic Director and Fine Arts Director of Melissa High School shall serve as an ex-officio member of the Executive Board of Directors.

5.3 The Executive Board of Directors will meet at various times throughout the school year as needed to accomplish the purposes of the organization. A quorum for the Executive Board of Directors shall consist of a majority of Directors. All actions by the Executive Board of Directors will be conducted by a majority vote. The Executive Board of Directors will be allowed to conduct business and perform any act by unanimous written consent without the necessity of a formal meeting.

5.4 The responsibilities of the Executive Board of Directors shall consist of the following, with the authority to adjust as necessary:

- Manage all financials;
- Approve fundraising requests;
- Direct/manage the Annual Golf Tournament;

- Adhere to the appropriate guidelines as defined by the Texas UIL for Athletics and Fine Arts;
- Establish each year's budget.

Article Six – Officers

6.1 The officers of the organization shall be elected by the Executive Board of Directors and consist of a president, vice-president, secretary and treasurer. The organization may elect other officers as the Executive Board of Directors may determine.

6.2 Officers shall serve open terms. If a vacancy occurs in any office, it shall be filled by election of the Executive Board of Directors.

6.3 The president shall preside at all meetings of the Executive Board of Directors and the general membership and shall perform all duties typically assigned to the office.

6.4 The vice-president shall act in the absence of the president. The vice-president shall also perform any other duties assigned by the president.

6.5 The secretary shall keep a record of all meetings of the Executive Board of Directors and the general membership and all other records and correspondence of the organization.

6.6 The treasurer shall have charge of all funds of the organization, keep accounts of all monies and present a statement of account to the Executive Board of Directors at its meetings. The treasurer will maintain a ledger for each Affiliate Booster Club.

6.7 Other officers, if elected, shall assist with and support the work and duties of the other officers as appropriate.

Article Seven – Affiliated Booster Clubs

7.1 The Executive Board of Directors of the Corporation will advise the Booster Club for each Affiliated Sport / Fine Arts activity upon request in cooperation with the Athletic/ Fine Arts Director and the Head Coach of that activity. The establishment of an Affiliated Booster Club and the delegation of authority to it shall not relieve the Executive Board of Directors, or any individual director, of any responsibility imposed by the Bylaws or otherwise imposed by law.

7.2 The Affiliated Sport / Fine Arts booster club will be led by the Head Coach / Director of the team and a parent sponsor. Meetings will be called at the discretion of the Head Coach / Director and the parent sponsor on an as needed basis.

7.3 The Executive Board of Directors shall review the Standing Rules of each Affiliated Sport / Fine Arts Booster Club to ensure their compliance with the bylaws. Sport / Fine Arts Officers shall work with their Head Coach / Director to communicate and identify fundraising needs. Deposits and disbursements for all Affiliated Sport / Fine Arts Booster

Club financial activities will be processed through the Bylaws of the MISD Booster Club. Each Affiliated Sport / Fine Arts Booster will maintain a reserve fund of ten percent (10%) of the profit from each fundraising activity for when maintenance, repair and improvement of common facilities is needed.

Article Eight – Powers

8.1 The management of the affairs of the organization is vested in the Executive Board of Directors, which shall have the power to transact all business of the organization.

8.2 The Executive Board of Directors shall conduct fundraising activities for the organization throughout the year and shall disburse funds in fulfillment of the purposes of the organization based on an annual budget, which the Executive Board of Directors shall set based on the team plans submitted by each team at Melissa Middle/High School.

8.3 The Athletic and Fine Arts Directors shall work with the coach of each team to develop a team plan for that team for the upcoming school year. Each team plan shall include the team's fundraising plan in support of the organization for the upcoming year and a wish list of expenditures for that team by the organization consistent with the organization's purposes. The Board of Directors shall review and approve the team plan for each sport at the start of the school year and shall be empowered to expend funds pursuant to each such plan. Team plans shall be in furtherance of the purposes of the organization and consistent with rules and guidelines promulgated by the Texas University Interscholastic League and in effect from time to time.

8.4 A single bank account will be maintained by the Executive Board of Directors with a ledger identifying financial account status for each Affiliated Booster Club.

8.5 Requests for expenditures by a sport outside of a team plan must be in coordination with the Athletic or Fine Arts Director and may be considered by the Executive Board of Directors on an ad hoc basis throughout the school year. Any surplus funds may be spent by the Executive Board of Directors at their discretion in furtherance of the purposes of the organization; however, a carry-over may remain in the organization's account from year to year.

8.6 The organization's accounts shall be examined annually by a member who is not on the Executive Board of Directors. Such member shall provide a report of his or her examination to the Executive Board of Directors.

Article Nine – Amendments

These Bylaws may be amended from time to time by the Executive Board of Directors.

Article Ten - Dissolution

Upon dissolution of the corporation, its assets shall be disposed of exclusively for the purposes of the organization or distributed to such organizations organized and operated exclusively for charitable purposes which shall, at the time, qualify as exempt organizations under section 501(c)(3), or shall be distributed to the federal government, or to a state or local government, for a public purpose.