

## **The Springfield Thunderbirds Booster Club**

### **Constitution**

#### **Article 1 – Name**

The name of the organization shall be called Springfield Thunderbirds Booster Club. It shall be referred to herein as “the Club”.

#### **Article 2 – Purpose**

**SECTION 1.** As the Club name implies, to boost the Springfield Thunderbirds Hockey Association. The Club shall operate as a civic organization of the Springfield Thunderbirds Hockey Team as such.

**Section 2.** To further a better understanding of the game of ice hockey.

**Section 3.** To work for the furthering of interest in Junior Hockey each year by supporting the most needed phase of the program, both by manpower and financial backing.

**Section 4.** As a social organization for hockey fans.

**Section 5.** The establishment of a scholarship to attend hockey camps. A written essay will be required for the scholarship and will be reviewed by the Scholarship Committee. The scholarship will be named the Duncan MacPherson Memorial Scholarship.

#### **Article 3 – Membership**

**Section 1.** Membership is open to any and all interested persons 18 years of age or older who are willing to cooperate with the prescribed purpose of the Club.

**Section 2.** Junior membership is open to any and all interested persons under 18 years of age sponsored by a current member who are willing to cooperate with the prescribed purpose of the Club. Junior members will be non-voting members and will be able to participate in all functions of the Club when accompanied by an adult.

#### **Article 4 – Finance**

**Section 1.** The revenue of the Club shall be derived from annual membership dues and such other resources as may be accepted and approved by the membership.

#### **Article 6 – Executive Committee**

**Section 1.** There shall be an Executive Committee consisting of the President, Vice President, Secretary, Treasurer and at least three (3) but not more than seven (7) additional members appointed by the President.

#### **Article 7 – Committees**

**Section 1.** The following standard committees shall function: Transportation, Sunshine, Trophies and Awards, Scholarship Program and Social Program.

**Section 2.** The President shall be empowered to appoint special committees from time to time as necessary.

#### **Article 8 – Meetings**

**Section 1.** Stated meetings of the Club shall be held monthly from October to April. When possible, the meetings will take place on Saturday of a game day at 5:00 p.m.

#### **Article 9 – Fiscal Year**

**Section 1.** The fiscal year of the Club shall be from June 1 to May 31 inclusive of each calendar year.

#### **Article 10 – Amendments**

**Section 1.** The constitution may be amended at any meeting of the Club by a two thirds (2/3) vote of the membership present and voting, provided that the change or changes have been submitted to the entire membership, in writing, at least thirty (30) days before the vote is taken.

Revised & voted on Feb 2024

## **By-Laws of the Springfield Thunderbirds Booster Club**

### **Article I**

**Section 1.** The Club existing under these by-laws is to be known as the Springfield Thunderbirds Booster Club, Inc., referred to herein as “the Club”.

**Section 2.** The purpose of the Club is set forth in the constitution under Article 2, Sections 1, 2, 3, 4 and 5.

### **Article II**

#### **Order of Business**

**Section 1.** The order of business for the conduct of stated meetings shall be as hereinafter set forth.

- A. Call to Order
- B. Minutes of previous stated meeting
- C. Monthly statement of the Treasurer
- D. Reading of Correspondence
- E. Reading of any bills
- F. Membership reports
- G. Reports of standing committees or any special committees
- H. Unfinished Business
- I. New Business
- J. Good of the Club
- K. Time and place of next meeting
- L. Adjournment

### **Article III**

#### **Membership**

**Section 1.** Annual dues, including junior membership, as established by the Executive Committee are due and payable on December 1 of each calendar year. Members on active duty shall have their membership dues waived while on active duty (to include military academy attendees).

**Section 2.** Members whose dues are not paid on December 31 of each calendar year shall be classed as a delinquent member.

**Section 3.** Members whose dues are not paid by March 31 of each calendar year shall be declared no longer a member.

### **Article IV**

#### **Officers**

**Section 1.** The officers of the Club shall be elected by and from the membership-at-large in an election year. Election shall be determined by a majority vote of those members present and voting. Nominations are taken in March and the election of officers will be in April of the election year.

**Section 2.** The officers shall hold office for two (2) years not to exceed two (2) consecutive terms in the same position, unless there are no individuals willing to run for that position and a unanimous vote allows the current individual to run again.

**Section 3.** Any officer who absents himself or herself from three (3) stated meetings, without cause, shall be relieved from his/her official duties at the discretion of the President.

**Section 4.** Vacancies occurring in these offices between annual meetings shall be filled by the Executive Committee, except that of a vacancy occurring in the office of the President. In the event of the inability of either the President or the Vice President to function, the Secretary shall call a special meeting of the Executive Committee.

### **Article V**

#### **Duties of the Officers**

**Section 1.** Duties of the Officers are as follows:

- A. Duties of the President. It shall be the duty of the President to preside at all meetings of the Club, and to have general supervision over the

business and affairs of the Club. He/she shall be Chief Executive of the Club, and shall make an annual report covering the activities and business of the Club for the year, and recommendation for the ensuing year, which shall be read at the annual meeting. He/she shall perform such other duties as directed by the membership. He/she shall be an ex-officio member of all standing and special committees.

- B. Duties of the Vice President. The Vice President shall assume the duties of the President and/or Treasurer in the absence of, or disability of, or when called upon by the President. In the absence of a membership committee, the Vice President shall be responsible for keeping accurate records on active members of the Club. A list shall be furnished to the President and Secretary and shall issue membership cards upon payment of dues.
- C. Duties of the Secretary. The Secretary shall issue written or e-mail notices of all stated meetings of the Club, shall issue written or e-mail notice of all special meetings called by the President or the Executive Committee, shall issue a call of Annual meeting, shall keep a full and correct record of all proceedings of all meetings. Under the direction of the President, shall act as Secretary to the Executive Committee. Under the direction of the President handle all official correspondence of the Club, shall keep an accurate mailing list of members at all times, shall send to all members a written or e-mail copy of the proposed slate of officers at least two (2) weeks prior to the meeting that an election is held, shall prepare and send to all members the monthly newsletter (notice) by mail or e-mail.
- D. Duties of the Treasurer. The Treasurer of the Club shall have charge of all finances and see that they are safely deposited in a local bank, shall report finances of the Club, shall keep accurate and complete records of all income, making disbursements only upon approval and vote of the membership, shall file the annual report to the state, shall furnish such surety bonding if requested, in such sum as shall be fixed by the Executive Committee. The books of the Treasurer shall be reviewed, and a formal

accounting given at the first meeting of each fiscal year and transferred to the New Treasurer.

## Article VI

### Executive Committee

**Section 1.** The Executive Committee shall meet upon call of the President.

**Section 2.** A special meeting of the Executive Committee shall be called by the Secretary upon written or e-mail request of five (5) members of the committee.

**Section 3.** The Executive Committee is authorized to expend up to twenty-five dollars (\$25) as an emergency expenditure provided that action is required within forty-eight (48) hours. Otherwise, the Secretary shall be required to call a special meeting of the Club to act upon an emergency expenditure.

**Section 4.** Between stated meetings the Executive Committee shall be the administrative power.

## Article VII

### Committees

**Section 1.** The President, at the first stated meeting following the Annual Meeting, shall name the following standing committees.

- A. Transportation
- B. Sunshine
- C. Trophies and Awards
- D. Scholarship
- E. Social

**Section 2.** Duties of Standing Committees:

- A. The Transportation committee shall work with the Thunderbirds office to arrange for bus service and secure ticket reservations for games, played by the Springfield Thunderbirds Hockey Team away from the home, or any other trip sponsored by the Club. When so instructed by the President, shall supervise actual trip. A

written accounting of each said trip shall be submitted to the Club at the next stated meeting following the trip unless the Thunderbirds office runs the trip. They will take the monies and work with the Club to run the trip.

- B. The Sunshine committee shall acknowledge, with cards, events for the good and welfare of members of the Club. A donation, not to exceed fifty dollars (\$50) shall be sent to acknowledge the passing on of members or immediate family of members of the Club, and the Springfield Thunderbirds Hockey Association.
- C. The Trophies and Awards committee shall keep statistical records of individual players of the Springfield Thunderbirds Hockey Team for the Most Valuable Player (MVP) award, shall obtain the award/trophy for MVP and arrange with the Springfield Thunderbirds Hockey office and the President of the Club. The former Ross Lowe Memorial Trophy will now be named the Springfield Thunderbirds Booster Club MVP (Most Valuable Player).

- 1. The MVP Award/Trophy is awarded to the Springfield Thunderbird's most valuable player by the balloting of members of the Club. The system of voting shall be the same as members of the press and radio balloting for the most valuable player of a league, i.e. first place receiving three (3) points, second place two (2) points, and third place one (1) point. Voting once a season with points being totaled for final score to determine the winner. Players shall have played two-thirds (2/3) of the games played for the season. Due to the two platooning of goal keepers, each goal keeper must play two thirds (2/3) of 20 games in each half season. Trophy and Awards committee will keep a record of games played to determine players eligible for vote.

- D. The Scholarship committee shall receive all scholarship application by March 1<sup>st</sup> of year being presented.
  - 1. The number of scholarships to be awarded will depend on the number of

entries received and the amount of money raised by raffles.

- 2. The determining factor for awarding the Duncan MacPherson Memorial Scholarship will be the age of the applicant and the content of their essay.
- 3. The Scholarship committee will review the essays and judge based on content.
- E. The Social committee shall prepare a social program for the Club and all social functions to include, but not be limited to, an Awards party, hosting visiting booster clubs during the year, picnics, and charity functions as voted by the membership.

**Section 3.** All Committee chairpersons/co-chairpersons, or their representatives, will give a briefing at each regular meeting of the Club throughout the year.

- A. All monies will be turned over to the Treasurer as soon as possible, or in the case of functions during the off season, the chairperson will arrange with the Treasurer to transfer the money as soon as possible. All checks will be made out to the Springfield Thunderbirds Booster Club (not to an individual) and turned in immediately to the Treasurer for deposit.
- B. All bills/receipts for items purchased – entertainment, transportation, tickets, etc. – will be either sent directly to our Post Office box or given directly to the Treasurer. No one is to use their own funds without prior approval of either the Treasurer or President. No reimbursements will be made without receipts being submitted in a timely manner. This does not mean hold them until the end of the season. Turn them in as soon as possible after you get them. Also, remember that all monies collected by you and in your possession is your responsibility until it is turned over to the Treasurer. Any losses while in your possession you will be held responsible for. The Treasurer will give you a receipt for money when you turn it in.

C. A complete written and oral report will be submitted at the next Club meeting following a function to include but not limited to the following:

1. Name of individual submitting report
2. Function held (party/trip/picnic/awards night/dinner for visiting club/food for visiting club bus, etc.)
3. Number of members attending
4. Number of non-members attending
5. Number of guests attending
6. Number of people on visiting bus that food/drinks were provided
7. Cost per individual, including members, non-members, and guests
8. Total monies collected
9. Total monies turned in
10. Breakdown on how money was spent

#### **Article VIII**

##### **Special Committees**

**Section 1.** The President shall appoint a nominating committee for the purpose of bringing a slate of proposed officers for the ensuing two (2) years. The stated meeting will be one month prior to the election. A candidate for office must be a member in good standing for two (2) consecutive years from date joined.

- A. The President shall call for further nominations from the floor at the meeting when elections are to be held. Upon proper motion and vote, he/she shall state nominations are closed.
- B. The Secretary shall send to all members a written copy of the proposed slate of officers at least two (2) weeks prior to the meeting when elections will be held.

**Section 2.** The President shall be empowered to appoint special committees when necessary. The President will have the power to fill vacant officer positions.

#### **Article IX**

#### **Notices**

**Section 1.** Every member of the club shall furnish the Secretary with his or her correct address/e-mail for mailing purposes.

#### **Article X**

##### **Rules of Order**

**Section 1.** All proceedings of the Club shall be conducted under and pursuant to Roberts Rules of Order, except herein otherwise notified.

#### **Article XI**

##### **Penalties**

**Section 1.** Any member whose conduct is construed to be injurious to the good reputation of the Club shall immediately be placed on suspension. Upon proper notification he or she may appear before the Executive Committee for disposition of the charges. In the event of termination of membership, annual dues of said member will not be refunded.

#### **Article XII**

##### **Bad Check Charge**

**Section 1.** A charge will be levied to any person who gives the Club a check returned for insufficient funds equal to the charge by the bank. This charge will be levied at the discretion of the Executive Committee. Any member giving such check will be required in the future to pay by certified check, money order, or cash to the Club.