

Brock Wrestling Booster Club Bylaws

Article I – Name

The name of this organization shall be Brock Wrestling Booster Club. The mailing address shall be 2501 FM 1189 Brock Texas 76087 and all official correspondence will be directed through this address. The official email address is brockwrestlingbooster@gmail.com.

Article II – Background

- This organization is organized and operated exclusively for charitable and educational purposes within the meaning of 501(c)(3) of the Internal Revenue Code.
- Upon dissolution of this organization, its assets shall be disposed of exclusively for the purposes of the corporation 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.
- No part of the net earnings of the corporation shall inure to the benefit of or be distributed to any director, employee or other individuals, partnership, estate, trust or corporation having a personal or private interest in the corporation.
- Compensation for services rendered and reimbursement for expenses actually incurred in attending to the affairs of this organization shall be limited to reasonable amounts.
- 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.

Article III – Purpose

This organization shall operate as a 501(c)(3) nonprofit organization exclusively for the support of the Brock Wrestling program, and as such will support the following purposes:

- To stimulate and sustain an enthusiastic interest among parents, wrestling athletes, the Brock Independent School District (BISD) student body, and members of the Brock community.
- To lend all possible support, both moral and financial, to the activities of the Brock Wrestling program within guidelines specified by the BISD School Board, the BISD administration, the BISD Athletic Director, the BISD Wrestling Coaching Staff, and UIL regulations.
- To participate (in cooperation with the BISD Athletic Director and/or Head Wrestling Coach or designated coaching staff) in activities designed or conducted to promote the BISD wrestling program.

Article IV – Membership

Membership in the Brock Wrestling Booster Club shall be subject to the following conditions:

- Membership of this club will be open to any person interested in the progress and development of the Brock Wrestling program.
- Individual membership dues shall be determined annually by current Brock Wrestling Booster Club members.
- BWBC may offer corporate memberships at levels to be determined annually by the current members.

Article V – Administration

This organization shall be governed by a Board of Directors composed of elected officers and elected directors as follows:

- The elected officers and members of the Executive Board of this organization shall include:
 - President
 - Vice-President
 - Secretary
 - Treasurer
- Director positions may be appointed by the elected officers in the inaugural year and will be elected through a vote in subsequent terms. Directors will have full voting rights as a member of the Board of Directors.
- Officer positions may be held only by individuals.
- The election and general responsibilities of the officers and directors are described in detail in later sections of these Bylaws.
- Vacancies in an office will be filled by the Vice President until the Executive Board appoints a successor to fill the unexpired term of that office.
- A serving elected officer or director may be removed from office for cause, including willful neglect of duty, by a two-thirds majority vote of the Board of Directors.
- To serve on the Board of Directors, an individual must have a student that is currently active in the BISD Wrestling Program, and it is preferred that they have a high school athlete.
- Each Board member will have one vote, and each current member will have one vote. The President shall vote only in the case of a tie vote or in other specific cases set out within these Bylaws. A Board member may assign his/her vote via a signed proxy to another Board member. Two-thirds of the current Board of Directors, either in person or by proxy, must be present to have a quorum.

Article VI – Elections

- At the May membership meeting, an announcement will be made that nominations will be accepted for officers and directors for the upcoming season.
 - Nominations must be made to the Secretary at least one week prior to the June general membership meeting.
- At the June general membership meeting, the Secretary will provide a ballot to all members in attendance. The ballot will contain the names of the nominees for each officer and director position. The election shall be held according to Robert's Rules of Order.
- Ballots will be counted by at least two Executive Board members.
- The positions of the Executive Board must have at least one year of active participation in BWBC to be nominated.
- New officers and directors will begin their one-year term on July 1st.

Article VII – Duties of Elected Officers

The duties of each elected office will be as follows:

- President
 - Calls to order and preside over all meetings of the general membership and the Board of Directors.
 - Appoints the chairperson and members of any Ad-Hoc Committees.
 - Able to co-sign all checks issued by the organization (all checks and allocations of funds that must have two signatures if totals are equal or greater than \$1000).

- Ensures that Robert's Rules of Order are followed during all meetings and with the assistance of the Vice President will maintain order at meetings.
- Vice President
 - In the absence of the President, presides over any meeting at which the President would normally preside.
 - In the absence of the President, co-signs checks necessary to carry out essential activities of the organization.
 - Carries out duties assigned by the President.
- Secretary
 - Takes minutes of the Board and general membership meetings and distributes these minutes to the membership once approved.
 - Carries out duties assigned by the President.
 - Provides copies of the agenda for distribution at meetings.
 - Maintains a copy of the current Bylaws and facilitates the process of revising the Bylaws at least once annually.
- Treasurer
 - Keeps an accurate record of all receipts and disbursements, showing each activity separately, as well as complete records of all funds.
 - Presents a financial report at each Executive Board and general membership meeting.
 - Files tax returns and other legal documents as necessary. The services of an outside firm that specializes and is qualified in preparing tax returns and/or audits may be utilized with approval by the Board.
 - Maintains records pertaining to the tax-exempt status of the organization.
 - Supervises the financial operations of the Booster Club.
 - Carries out duties assigned by the President.

Article VIII – Duties of Elected Directors

The duties of each elected director will be as follows:

1. Membership/PR
2. Fundraising

Article IX– Meetings

- There may be special Board of Directors meetings. The schedule of these Board meetings, including time and location, should be set by the President. These meetings may be closed to the general membership.
- Monthly, general membership meetings will be held to address upcoming events and items of general concern. All Booster Club members will be encouraged to attend and participate at these general membership meetings.
- The Board of Directors may vote to cancel or modify the date and/or time of the monthly membership meetings. In such cases, the cancellation or modification should be decided upon with as much notice as possible.
- Items to be placed on the agenda of any meeting must be communicated to the Secretary no later than noon of the day before the meeting.

Article X – Finances

- The Board of Directors and general membership will approve funds requested by the wrestling program Coach for the purchase of equipment, goods and services to support and enhance the BISD wrestling program. The use of these funds must follow rules and guidelines set forth by BISD and UIL.
- Expenditures made by BWBC that are necessary to carry out the day-to-day operations of the organization will be approved by a majority vote of the current Board of Directors.
- BWBC fiscal year is July 1 through June 30.
- Expenditures more than \$1,000 must be verified and documented with two signatures from the Executive Board. Electronic payments must be confirmed and documented as paid via email to official BWBC email/drive.

Article XI – Amendments

- These Bylaws may be amended by a two-thirds majority vote of the Executive Board and current general membership. All proposed amendments will be discussed and voted on at a general membership meeting.