

**By-Laws**  
**Riot Cheerleading Booster Club Inc.**  
**2024-202**

**ARTICLE I**

**1.1 Name.** The name of this corporation is Riot Cheerleading Booster Club Inc.

**ARTICLE II**

**2.1 Purposes.** This Corporation is organized to help Riot Cheerleading Booster Club athletes offset the cost of competitive cheer and build a family-based environment for the athletes of this gym.

- a. To build a healthy and nurturing environment for all athletes through positive reinforcement, team building, and parent involvement.
- b. To organize team based fundraising opportunities to assist families in covering the cost of competition cheer.
- c. To disburse fundraising dollars to booster club members.

**2.2 Mission Statement.** Riot Cheerleading Booster Club is a 501c3 not for profit booster club who works in conjunction with Riot Xtreme Cheer. As a competitive cheerleading program with the goal of teaching the power of teamwork and the value of family, the Booster club will help culminate the values of family and team work through various outlets during each season. As a booster club we will assist the gym in creating a healthy environment for all athletes of the gym by displaying characteristics of sportsmanship and integrity. We will uplift and empower our athletes by providing support for the program, parents, and athletes when needed and always embodying the characteristics that the gym is striving for.

## ARTICLE III

**3.1 Principal Office.** The principal office of the Corporation shall be located in Twin Falls, ID, Twin Falls County

**3.2 Registered Office and Registered Agent.** The Corporation shall have and contiguously maintain in the State of Idaho a registered agent whose office is identical with such registered office, as required by the state of Idaho. The registered office may be, but need not be identical with the principal office of the Corporation, and the address of the registered office may be changed from time to time by the Executive Board.

## ARTICLE IV

**4.1 Administration.** The purpose of the Corporation shall be carried out through meetings, committees and events.

**4.2 Non-Commercial.** The Corporation shall be non-commercial, non-sectarian and nonpartisan. No commercial enterprise or any candidates shall be endorsed by it. The name of the Corporation or its officers in their official capacities shall not be used in any connections with a commercial concern or with any partisan interest or any purpose other than the regular work of Corporation.

## ARTICLE V

**5.1 Membership.** The Corporation will have no members. The Corporation may, nevertheless, use the term “Members” or “Membership” to designate those persons having such privileges and status as the Executive Board may determine. Such

“Members” and “Memberships” shall have no legal or equitable rights in the Corporation.

- a. Membership without regard to race, color, creed or national origin, shall be made available to any individual who supports the mission of the Corporation.
- b. The Corporation shall conduct an annual enrollment of members as well as allowing persons to become members at any time.
- c. Each member of the Corporation shall pay annual dues of \$40 per family to the Corporation.
- d. Membership to the Corporations is mandatory for all Riot Xtreme Cheer families.

## **ARTICLE VI**

### **OFFICERS**

**6.1 Officers.** The officers of the Corporation shall be a President, Vice President, Secretary and Treasurer. Other chairpersons on the Executive Board shall include: Fundraising, Parent Liaison, Historian, Community Event Coordination, and an At Large Position when deemed necessary. Officers shall take office at the first regular meeting and serve for a term of one year or until their successor are installed. President shall serve two years whenever possible, and must have been on the Executive board in a previous adjacent year.

**6.2 Designation of Officers.** The officers of the Corporation shall be elected annually at the last regular meeting. Each officer shall hold office until his/her successor has been duly elected and shall have been qualified, or until his/her death, or until he/she resign or shall have been removed in the manner hereinafter provided.

**6.3 Vacancies.** Vacancies occurring during the term of office shall be filled by the Executive Board.

- a. Removal of officer—Executive vote—majority
- b. Appointment of officers—Executive vote—majority

**6.4 President.** The President shall be the principal executive officer of the Corporation and shall in general supervise and control all of the business and affairs of the Corporation. He or she shall preside at all meetings of the Corporation, the Executive Board, and shall oversee all committees. He or she may sign, with the Secretary or any other proper officer of the Corporation authorized by the Executive

Board, any contracts or other instruments which the Executive Board has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Executive Board or by these By-Laws or by statute to some other officer or agent of the Corporation; and in general he or she shall perform all duties incident to the office of President and such other duties as may be prescribed by the Executive Board from time to time.

**6.5 Vice President.** In the absence of the President or in the event of his or her inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting shall have all the powers of the powers of the subject to all the restrictions upon the President.

**6.6 Treasurer.** The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Corporation; deposits all such monies in the name of the Corporation in such banks, trust companies, or other depositories as shall be selected in accordance with these By-laws; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board. The Treasure shall present a statement of account at every meeting of the Corporation and at other times when requested by the Executive Board. The Treasurer's books shall be subject to audit annually by a committee of three members appointed by the President. The Treasurer's books shall be closed by the end of the fiscal year.

**6.7 Secretary.** The Secretary shall keep the minutes of the meetings of the members of the Executive Board in one or more books provided for that purpose; give all notices in accordance with the provisions of these By-laws or as required by law; be custodian of the corporate records; keep a register of the address of each member which shall be furnished to the Secretary by each member; and, in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board.

**6.8 Fundraising.** The Fundraising chairperson shall be in charge and coordinate all fundraising events and programs for the members of the corporation; and, in general, perform all duties incident to the Fundraising chair and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board. Must also be present and accountable during all general meetings and included in every voting matter.

**6.9 Parent Liaison.** The parent liaison chairperson shall be in charge of membership of the corporation and relay any and all necessary information to the parents that are members of the Corporation. This chairperson shall also be responsible for

transitioning new parents into the gym and being a resource for questions at any time; perform all duties incident to the Parent Liaison chairperson and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board. Must also be present and accountable during all general meetings and included in every voting mater. Lastly this can be a co-chaired position and when necessary can be manned by two individuals.

**6.10 Travel Coordinator.** The travel coordinator chairperson shall be in charge of travel arrangements for all out-of-town competitions for the members of the Corporation. This chairperson shall also be responsible for booking group rates through the required housing authorities for all members of the corporation; perform all duties incident to the Travel Coordinator chairperson and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board. Must also be present and accountable during all general meetings and included in every voting mater. Lastly this can be a co-chaired position and when necessary can be manned by two individuals.

**6.11 Historian.** The Historian chairperson shall be in charge of documenting and chronicling each year through photography and videos; perform all duties incident to the Historian chairperson and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board. Must also be present and accountable during all general meetings and included in every voting mater.

**6.12 Community Event Coordinator.** The Community Event Coordinator chairperson shall be in charge of positioning the Cheer gym out in the community for the betterment of the corporation; perform all duties incident to the Community Event Coordinator chairperson and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board. Must also be present and accountable during all general meetings and included in every voting mater.

**6.13 At Large Position.** The at large chairperson position shall be instituted in the event that the Executive Board needs additional assistance in any business of the corporation; in such an event the at large chairperson position can help perform all duties incident to the Executive Board and such other duties as from time to time may be assigned to him or her by the President or by the Executive Board. In order to appoint such a person any member of the Executive Board must present a case to the entire board and must have a majority vote to proceed.

## **ARTICLE VII**

### **STANDING COMMITTEES**

**7.1 Standing Committees.** There shall be the following standing committees: Team Parent committee, Audit and such other committees as the President of the Booster Club Name shall deem necessary.

**7.2 Audit.** The Audit Committee will review the Treasure's books annually before the end of the fiscal year.

**7.3 Team Parent Committee** will coordinate all team bonding events, holiday parties, and goody bags for competitions. This committee will be over seen and appointed by the Parent Liaison coordinators

## **ARTICLE VIII**

### **MEETINGS**

**8.1 Executive Board Meeting.** The executive board meetings of this organization will be held once per month (day/time to be decided by current board). All executive board meetings will be closed to only current executive board members.

**8.2 Special Meeting.** Special meetings may be called by the Booster President. Notice of the date, time, place and business to be transacted shall be given by the secretary to the members at least five (5) days in advance. Only that business for which notice has been given shall be transacted.-The minimum number of members of an assembly or society that must be present at any of its meetings to make the proceedings of that meeting valid is two.

**8.3 General Meeting.** A general meeting will be held 1x per quarter for the general membership to attend.

## **ARTICLE IX**

### **ELECTIONS**

**9.1 Nominating and Appointing Officers.** At the end of every Executive Board Term ‘Nominations’ will be held at a General Meeting; at this time all positions will be open to the general membership of the corporation. People can be ‘Nominated’ by simply expressing interest in a position by way of signing up for the position or sending a formal email to the Executive board.

**9.2 Officer Placement.** Officers are to be elected at the regular April nomination meeting. They shall take office at the regular May meeting.

**9.3 Majority Vote.** A majority vote of the members present shall constitute an election.

**9.4 Formal Election.** In the event that there are two individuals nominated for the same position a formal election will be held at the Corporation. The election will be held on a specified day—set by the Executive board over a two hour time period. Votes will be made by a ballot submission; and member of the corporation is eligible to vote and the votes will be counted by a third party non-biased committee of three people. All final results will be mailed out and posted at the Corporation.

## ARTICLE X

### CONTRACTS, CHECKS, DEPOSITS AND FUNDS

**10.1 Contracts.** The Executive Board may authorize any officer or officers, agent or agents or the Corporation, in addition to the officers so authorized by these By-laws, to enter into contract or execute and deliver any instrument in name of and on behalf of the Corporation. Such authority may be general or confined to specific instances. The Executive Board must approve all expenditures before they are made

**10.2 Checks and Drafts.** All checks, drafts, or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the corporation shall be signed by such officer or officers, agent or agents of the corporation and in such manner as provided in these By-laws or as from time to time determined by the Executive Board.

**10.3 Deposits.** All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Executive Board may select.

**10.4 Gifts.** The Executive Board may accept on behalf of the Corporation any contributions, gift, bequest or devise for the general purposes or for any special purpose of the Corporation.

## **ARTICLE XI**

### **MISCELLANEOUS**

**11.1 Books and Records.** The Corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, Executive Board, the committee having any of the authority of the Executive Board, and shall keep at the registered or principal office a record giving the names and addresses of the members entitled to vote. All books and records of the Corporation may be inspected by any member of his or her agent or attorney for any purpose at any reasonable time.

**11.2 Fiscal year.** The fiscal year of Corporation shall begin on the first day of May and end on the last day of April.

## **ARTICLE XII**

### **AMENDMENTS**

**12.1 Amendments.** These By-laws may be amended at any regular or special meeting of the general meeting by two-thirds vote of the members present and voting, following notice of the proposed amendment at a previous regular or special meeting of the general membership.

## **ARTICLE XIII**

### **RULES OF ORDER**

**13.1 Rules of Order.** Except as provided in these By-laws, the rules contained in Roberts Rules of Order Newly Revised shall govern the Corporation operation.



**Adopted**

IN WITNESS WHEREOF, we have hereunto set our hands this day and year shown below.

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(President)

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*Date*

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(Vice President)

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*Date*

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(Treasurer)

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*Date*

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(Secretary)

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*Date*

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(Parent Liaison)

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*Date*

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(Historian/Parent Liaison)

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*Date*

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*Date*

(Community Event Coordinator)

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(Fundraising)

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*Date*