

# CONSTITUTION

## ARTICLE I

### Name of Organization

This organization shall be known as the Pirate Pride Booster Club

## ARTICLE II

### Purposes of the Organization

Section 1: To act as a support organization for the athletic program at Charlestown High School; Charlestown, IN.

Section 2: To stimulate and maintain an enthusiastic interest in all phases of the athletic programs at Charlestown High School both within the school and in the community.

Section 3: To provide financial assistance as needed in order that all student-athletes may participate in the athletic programs at Charlestown High School.

## ARTICLE III

### Membership and Dues

Section 1: Membership in this organization shall be open to all community members including, but not limited to, all parents or guardians with children participating in the athletic programs and all sport coaches at Charlestown High School. This membership group shall be referred to as Voting Members and shall have voting rights regarding general meeting conduct, the election of officers for this organization, as well as, amendments to the organization's constitution.

Section 2: Others interested in the athletic programs at Charlestown High School may become a member of this organization as an associate member; this membership group may include, but not be limited to, businesses and other community organizations. This membership group shall be referred to as Associate Members and shall not have any voting rights nor have the eligibility to be elected or appointed to any Executive Board position.

Section 3: Membership shall expire June 30<sup>th</sup> of each year, at which time annual membership dues must be paid.

Section 4: Annual membership dues shall be \$5.00 each and shall apply to both classes (Voting and Associate) of membership.

## ARTICLE IV

### Officers and Duties

Section 1: The officers of this organization shall be President, Vice President, Secretary, Treasurer, and Publicity Director.

Section 2: The officers shall be elected annually at the regular monthly meeting in June by a majority vote of the Voting Members present.

Section 3: Officers shall be Voting Members of this organization.

Section 4: Officers shall hold only one position on the Executive Board of this organization during their term of office.

Section 5: The President shall schedule and conduct monthly meetings of this organization and shall act as the liaison between the school and this organization.



Section 6: The Vice President shall, in the absence of the President, schedule and conduct monthly meetings. The Vice President shall also assist the President with any and all duties needed by the organization.

Section 7: The Secretary shall record minutes of each monthly meeting of this organization and maintain a file of said meeting minutes. The Secretary shall also keep a current list of all members of this organization and be responsible for general correspondence on behalf of the organization.

Section 8: The Treasurer shall follow all Greater Clark County Schools Corporation, Charlestown High School, and Indiana State Board of Accounts procedures for the collection of monies and the allocating of expenditures. The Treasurer shall also provide any and all information for an annual independent audit of the finances of the organization.

Section 9: The Publicity Director shall handle all media relations and advertising issues and provide dialogue with the administration at Charlestown High School.

Section 10: A vacant officer position shall be filled by an appointment by the Executive Board of this organization.

Section 11: An officer shall be removed from his/her position by the Principal of Charlestown High School if they do not follow this constitution, Greater Clark County Schools Corporation guidelines and/or support all programs in the guidelines established by the Indiana High School Athletic Association (IHSAA).

Section 12: Charlestown High School administrators and sport coaches shall not be eligible to be elected to any officer position of this organization.

Section 13: The offices of President and Vice President shall have term limits of 2 consecutive terms (2 consecutive years). The offices of Secretary, Treasurer, and Publicity Director shall have no term limits.

## ARTICLE V Executive Board

Section 1: The Executive Board of this organization shall be the officers and the standing committee chairpersons.

Section 2: The Executive Board shall approve all distributions of profits made through general organization fund-raising and/or donations (not to include sport specific fund-raising and/or donations).

Section 3: All decisions of the Executive Board shall require a 2/3's affirmative vote of the Executive Board members in attendance at a regular monthly meeting or emergency called meeting.

Section 4: Charlestown High School administrators and sport coaches shall not be eligible to serve on the Executive Committee.

## ARTICLE VI Standing Committees

Section 1: Each varsity sport shall have a standing committee for support of that sport.

Section 2: Each standing committee shall consist of interested persons and parents/guardians of players of the sport.

Section 3: Each standing committee shall be responsible for a particular varsity sport at Charlestown High School. These committees shall assist the teams with fund-raising, concessions, hospitality, and any other areas approved by the sport's head coach and the Executive Board of this organization. All fund-raising activities must have the approval of either the Principal of Charlestown High School or the Superintendent of Greater Clark County Schools prior to being conducted.

Section 4: Each standing committee shall elect a chairperson from its committee members.



## ARTICLE VII Finances

- Section 1: The fiscal year of this organization shall be from July 1<sup>st</sup> through June 30 of each year.
- Section 2: The Executive Board shall approve all distribution of profits made through general organization fund-raising and/or donations (not to include sport specific fund-raising and/or donations).
- Section 3: The Treasurer and either the President or Vice President shall sign all checks and shall also be named on the bank account of this organization as authorized representatives.
- Section 4: The Treasurer of this organization shall be bonded at the expense of the organization.
- Section 5: The Treasurer shall provide any and all requested information and records for an independent annual audit of the finances of the organization.
- Section 6: No officer nor member of this organization shall receive payment for services to this organization. These individuals may be reimbursed for expenses incurred in conducting the business of the organization but only upon submittal of claims with original documentation of expenses presented and approved by a simple majority vote of the Executive Board.

## ARTICLE VIII Meetings

- Section 1: Regular meetings of the members of this organization shall be held monthly on the first Monday of each month. Meeting dates may be changed with approval of a simple majority of the Executive Board to accommodate holidays or conflicting school activities. Special or emergency meetings may be called by order of the President or by a simple majority of the members of the Executive Board.
- Section 2: The Executive Board shall establish a meeting schedule for themselves or they may meet on an as needed basis in order to conduct the business of the organization.

## ARTICLE IX Rules of Order

- Section 1: Robert's Rules of Order shall govern all meetings and operational procedures of this organization.
- Section 2: All procedures and practices of this organization shall adhere to Greater Clark County Schools Corporation School Board Policy 1260.

## ARTICLE X Approval and Amendments

- Section 1: The Constitution of this organization shall become effective and official upon the affirmative vote of the majority of the voting members present at the organizational meeting.
- Section 2: The Constitution of this organization may be amended at any regular meeting of the organization provided the proposed amendment has been presented and discussed at the preceding regular meeting. An amendment must pass by a 2/3 majority vote of all voting members in attendance to be ratified.

ARTICLE XI  
Dissolution

Section 1: The organization shall use its funds only to accomplish the objectives and purposes specified in this constitution and no part of said funds shall inure or be distributed to the members of the organization. On dissolution of the organization, any funds and property remaining shall be given to the Athletic Department of Charlestown High School to be used to support and enhance the athletic programs at that school.

Voted upon and adopted at the re-organizational meeting of the Pirate Pride Booster Club. This 3<sup>rd</sup> day of December, 2007, County of Clark, State of Indiana.

Signatures:

Unofficial COPY

Secretary

President