

EXHIBIT "E"

Sample Only

**BOOSTER CLUB
CONSTITUTION/BYLAWS
CONSTITUTION**

Article I The name of the is organization shall be _____

Article II The purpose and aim of this non-profit organization is to:

Section I Raise monies for an annual _____ scholarship.

Section II Raise monies for the enhancement and development of the
_____ program for all students.

Article III **MEMBERSHIP:**

Section I Membership in the _____
shall be open to any person interested in the enhancement and
development of the _____ program for
all students.

Section II The title Honorary Membership may be conferred upon any
person the organization desires to honor.

Article IV **OFFICERS:**

The officers of this organization shall be a President, Vice President, Secretary
and Treasurer. All officers shall be active members in good standing with a
student active in the _____ program.

Article V **MEETINGS:**

Section I Meetings of the organization shall be held _____
_____.

Section II Special meetings may be called by the president. The president
shall call a special meeting upon written request of five (5)
members. No business can be transacted at a called meeting except
that for which the meeting was called.

Article VI

AMENDMENTS:

This constitution may be amended at any regular meeting of the organization by a vote of active members present, provided that the proposed amendment has been submitted in writing to the president.

BYLAWS

Article I

MEETINGS:

Section I The order of business shall be as follows:

1. Call to order
2. Program
3. Reading of Minutes
4. Report of Treasurer
5. Report of Committees
 - a. Standing Committees
 - b. Special Committees
6. Unfinished Business
7. New Business
8. Announcements
9. Coach has floor
10. Game film viewing
11. Adjournment

Section II Roberts Rules of Order Revised shall be parliamentary authority.

Article II

DUTIES OF OFFICERS:

Section I The president shall preside at all meetings of the organization and perform all duties pertaining to the office. He/she shall, with the approval of the board and members, appoint all standing and special committees and he/she shall be an ex-officio member of all committees.

Section II The vice president shall aid the president with all duties pertaining to the office. He/she shall in the absence of the president, perform all duties of the office of the president. He/she shall serve as chairman of the Audit Committee and shall furnish the board and members with the findings of said audit. He/she shall be an ex-officio member of all committees.

Section III The secretary shall keep an accurate record of all the proceedings of the organization and shall furnish the president copies of all minutes to be filed with the appropriate school board members. He/she shall conduct all correspondence of the organization as directed by the president, issue notices of all meetings of committees and shall read all communications directed to the organization at its scheduled meeting time.

Section IV The treasurer shall keep accurate records on the organization fund raising and purchases. Books will be of audit quality to pass an annual audit by the school District or IRS authority. Accounts should be reconciled monthly and state sales tax and federal income tax reports filed annually. The treasurer will supply the president with monthly balance sheets on the organization's fund balance and process checks for purchases as approved by the president. Checks written for purchases on the fund balance must have the signature of the president along with one other authorized signer on the account.

ARTICLE III

ELECTION OF OFFICERS:

The president shall appoint a nomination committee of three (3) active members at the December meeting. Club members interested in one of the board positions will be required to contact one of the nomination committee members to have their name placed on the ballot. Nominations from the floor will be accepted as a write in on a secret ballot issued at the January meeting. However, if there is only one candidate for any office, the election may be by voice. A majority vote constitutes an election to that position. Newly elected officers shall be installed at the March meeting. Term of office shall be for one (1) year, commencing July 1st and ending June 30th of the following year.

No officer shall serve in the same capacity for more than two (2) years. Vacancies during the year shall be filled by special elections.

ARTICLE IV

DUES:

Dues per family shall be paid to the membership committee chairperson who will turn over funds to the treasurer.

ARTICLE V

COMMITTEES:

There shall be standing committees elected at the time board member elections occur. The president retains the right to appoint any member in good standing to any committee created after elections, which are held in March or fill any vacancy during that calendar year.

1. Revisions Committee
2. Audit Committee
3. Nomination Committee
4. Fund Raising Committee
 - a. Ad/Program Sales
 - b. Shirts/Hats Sales
 - c. Spaghetti Dinner/Car Wash Sales
5. Team Level Representative
 - a. Varsity
 - b. Junior Varsity
 - c. Sophomore
 - d. Freshman

ARTICLE VI

AMMENDMENTS:

These bylaws may be amended at any regular meeting of the organization by a vote of the membership in attendance with at least five (5) percent of the active members present, provided that the proposed amendments have been submitted in writing to the revision committee and president for study.