**CONSTITUTION and BY-LAWS**

**of the**

**TITAN BOYS SOCCER BOOSTER ASSOCIATION**

**FRISCO CENTENNIAL HIGH SCHOOL**

**CONSTITUTION**

**Article I**

NAME AND LOCATION

This organization shall be known as the Titan Boys Soccer Booster Association. Its headquarters shall be the City of Frisco, in the State of Texas.

**Article II**

OBJECTIVES

1. To organize as an exempt organization under IRS 501(c)(3) requirements and operate in accordance with the laws and regulations associated with this classification.
2. To function as a non-profit organization, organized to aid, encourage and support the Boys Soccer Program at Centennial High School, Frisco, TX.
3. To use all funds received from all sources (in accordance to the UIL and District Rules) for exempt purposes and as outlined in these By-Laws, including any funds remaining upon the dissolution or dormancy of this Association.
4. To encourage all high levels of achievement for the Team and its members without losing focus that it is the development of the youth that is the primary goal of any education and athletic program.
5. To promote a closer relationship between the parents, students, and staff in an atmosphere of mutual cooperation, support, and respect.
6. To provide support to the school and its staff so they will have the greatest opportunity to help our youth achieve their academic and athletic goals.
7. To promote and recognize the Team and the students’ accomplishments.
8. To provide resources, both human and financial, for Team activities.
9. The Association shall not be conducted or operated for profit and no part of any profits or remainder or residue from dues or donations to the Association shall inure to the benefit of any member or individual.
10. Activities of the Association shall fully comply with the University Interscholastic League (UIL) and District Booster Club Rules.

**BY-LAWS**

**Article III**

MEMBERSHIP

Section 1: Any person of moral character who is a bona fide resident of Frisco Independent School District or directly related to a registered Centennial High School student and who is interested in aiding, promoting, and supporting athletics at Centennial High School shall be eligible for membership in the Titan Boys Soccer Booster Association.

Section 2: All members shall be subject to the fee amount decided upon for annual dues for the given year, as well as rules and regulations as may be prescribed by the Association in its Constitution and/or By-Laws.

Section 3: The Association will honor Sponsorships. Donors of the sponsorship will be considered members of this association.

Section 4: Violation of any provision of this Constitution or By-Laws shall subject such member to be expelled from the Association. Expulsions are initiated by written letter to be received by the President no less than 10 days prior to regularly scheduled board meeting. The expulsion must be confirmed by two-thirds of the voting board.

**Article IV**

DIRECTORS AND OFFICERS

Section 1: The officers of the Board of Directors consist of the following.

* President
* Vice-President
* Secretary
* Treasurer
* Media Coordinator

Section 2: The Officers of the Association shall be elected at the annual meeting (April/May) and shall serve in the following capacities:

1. President: The President shall be the chief executive officer of the Association, and Chairman of the Board of Directors. He shall preside over all Association events and shall perform such other duties as required under this constitution and the By-Laws.
2. Vice-President: The Vice-President shall act as President in the absence or incapacity of the President.
3. Secretary: The Secretary shall conduct the general correspondence of the Association, keep a record of the proceedings of the meetings of the Association and keep a roster of the membership and committees of the Association, maintain and preserve the archives of the Association other than the original draft of the Constitution and the By-Laws, which shall be deposited for safekeeping with the office of the principal of Centennial High School, Frisco, Texas.
4. Treasurer: The Treasurer shall be custodian of all funds, shall keep a detailed record of all income and expenditures and shall report to the Association at all regularly scheduled Board and General Meetings. At called meetings, the Treasurer will report if desired by the President. Quarterly financial reports are to be filed with the Centennial High School Athletic Coordinator.
5. Media Coordinator: The Media Coordinator shall set up and be the supervisor of a website for pictures for each team. Pictures can be added to the site for the purpose of an end of year video for the banquet. The Media Coordinator will produce the video.
6. Term: Each officer on the Board will be elected for one academic school year. A person shall not be eligible to serve more than two consecutive terms in the same office, with the following exception: If during the annual meeting, no person or persons have been nominated to run for an office, the present officer has the option to run for another term in the same office upon Board approval and acceptance of officer’s nomination.

Section 3: The President shall appoint a Nominating Committee to present a slate of officers prior to the election of officers at the annual meeting.

Section 4: Vacancies in Office: In case of resignation, removal, or death of the President, the Vice-President shall succeed in office. In case of resignation, removal, or death of the Vice-President, Secretary or Treasurer, the President, with approval of the Board, shall fill the vacancy.

Section 5: Board members shall miss no more than two consecutive scheduled board meetings. Should that instance arise, the board shall reserve the right to remove that member from office based on a two-thirds majority vote of board members in favor of the action.

Section 6: **Removal from Office:** An Officer may be removed from office for delinquency, inefficiency, neglect of duty, or for any other cause in the same manner as prescribed in Article III, Section 4 for the expulsion of a member.

Section 7: All officers shall conduct themselves morally and ethically at all times.

Section 8: Outgoing Board Members should serve as mentors to the incoming Board Members.

**Article V**

MEETINGS AND VOTING

Section 1: Regular (general) meetings of the Association shall be held **at least** three times a year, called by the President. The first meeting shall be held as soon as practical at the beginning of the fiscal year, the fall semester (August-October). Members present shall constitute a quorum for the transaction of business at any general meeting of the association, provided due notice of the meeting has been given. For purposes of this section, due notice shall be defined as notification via web page, email, letter, or announcement in class. The privilege of holding office, introducing motions, discussion, committees and voting shall be limited to members of the Association. Voting at any regular (general) meeting or special meeting will be decided by a two-thirds vote of eligible members.

Section 2: The Board shall meet **at least** three times a year, prior to General Meetings, during the school year and other times as necessary. Two-thirds of voting officers shall constitute a quorum for transaction of Board business. For purposes of board voting, each position shall have one vote. Board actions shall be supported by a simple majority of the Board of Directors. If necessary, the President may poll the board to record their vote. All board voting shall be documented and published in the board minutes. This will include individual votes cast, totals, and vote outcome. The universal principle applies to all method of voting, such as (but not limited to) email, phone, or face-to-face voting. Proxy votes are not and will not be permitted.

Section 3: The President or Members of the Board may call special meetings, as necessary, provided all Board Members are properly notified. Notifications may include, phone, email, text, or website.

Section 4: The Members, as described in Article III shall have one vote per membership. Payment of dues entitles the member to one vote (no matter the threshold of dues paid or sponsorship dollars given to the Association).

Section 5: The Annual Meeting shall be held, in April/May, at which time final reports of the current Soccer season are shared and nominations and elections for the ensuing year are held.

Section 6: The coach (as hired by the school district), shall be informed and present at any and all meetings held by this established Association. The coach may elect a staff member to serve for them if unavailable, but decisions are left to the coach. This coincides with the policy of FISD and the requirements of coaches in their Booster Associations. The coach will serve in an advisory capacity; therefore, not having a vote.

**Article VI**

BUDGETING & EXPENDITURE AUTHORITY

Section 1: The Board shall have authority to allocate assets of the association in support of the stated objectives. If additional funds become available, the Board will compile a list of possible approved expenditures from members and coaching staff and present it to the membership for voting.

Section 2: **Scholarships** should be the primary focus for fundraising objectives. The fundraiser voted on each year will determine the number of scholarships given, keeping in mind, at minimum two scholarships. The scholarships given will be in the amount of at least $500.00. Awarding of the scholarships will keep in line with the Frisco Education Foundation requirements, along with the following additional requirements/criteria of the Centennial High School Boys Soccer Booster Association:

* Completion of the FEF “Pass Through Scholarship Questionnaire”
* Parents must be paying members of the Titan Boys Soccer Booster Association
* Parents must have volunteered in some capacity to the booster club
* Player must have completed 10 hours of community service per year

Section 3: The Treasurer shall maintain a budget which accounts for all anticipated expenditures throughout the year. All monies received by the Association shall be turned over to the Treasurer, who shall deposit same in local depository, in the Association’s account. Deposit receipts shall be obtained by the Treasurer and permanently retained as part of the Association’s financial records.

Section 4: No unbudgeted expenditures shall be made without approval of the board.

Section 5: No monies shall be expended by the Association except by check or draft on its account in a local depository. All checks shall be drawn from the Association’s account and shall be signed by the President, Vice President, or the Treasurer. The Treasurer shall sign personal reimbursement checks to the President, and the President, shall sign personal reimbursement checks to the Treasurer. The Treasurer shall obtain monthly statements from bank and shall retain such statements as part of the Association’s financial records.

**Article VII**

SPECIAL COMMITTEES

Section 1: Special committees shall be created by the Board as deemed necessary to promote the objectives and carry on the work of the Association. All committee work shall be undertaken with the consent of the Board of Directors. Special committees created and appointed for a specific program will cease to exist upon completion of the assigned work.

Examples: Concessions, Banquet Committees, Locker/Locker room décor, Team Dinners, Communications, Scholarships, and Website/Facebook

Section 2: One board member shall be an ex-officio member on all committees, except the Nominating Committee.

**Article VIII**

AMENDMENTS

Section 1: The Board, annually, prior to the end of the school year, shall review these By-Laws. The incoming Board will adopt or amend them during the first meeting, as soon as practical; however, no later than November 15th of each school year.

Section 2: These amendments will be adopted as part of the by-laws when passed by a majority vote at any General Business Meeting. For purposes of this section, due notice shall be defined as notification via email or web page or discussion at a general meeting. A committee may be appointed to submit a revised set of by-laws as a substitute for these by-laws, only by a majority vote, at a meeting of the Association or by two-thirds vote of the Board of Directors.

**Article IX**

PARLIAMENTARY AUTHORITY

Section 1: Robert’s Rules of Order (revised) shall govern this Association in all cases when applicable.

Section 2: The President may appoint a Parliamentarian from the membership to rule on procedure.

**Article X**

ADOPTION

A two-thirds majority vote of Board members present on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a quorum being present, voted to give this Constitution and By-Laws full force and effect.

Signatures of Board:

PRESIDENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

VICE-PRESIDENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SECRETARY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TREASURER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MEDIA COORDINATOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COACH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_