

Richland Coltrackers Booster Club

Bylaws

Adopted August 9, 2012

ARTICLE I

NAME

The name of this organization shall be the Richland Coltrackers Booster Club and registered as Richland Coltrackers.

ARTICLE II

PURPOSE

The purpose of the Richland Coltrackers Booster Club is to provide both financial and moral support for athletic programs at Richland 44 Schools to ensure continued growth and development of our student athletes and athletic programs.

ARTICLE III

OBJECTIVES

1. To hold fundraising events that provide the funding to meet the Coltrackers purpose.
2. To encourage participation in Coltrackers through membership drive.
3. To meet financial needs of Richland 44 School athletic programs/athletes
4. To promote a positive experience for students participating in Richland 44 School Athletics.
5. To promote a receptive and respectful environment for all student athletes, coaches, officials, families, and fans.

ARTICLE IV

FUNDING SUPPORT

1. Funds raised by Coltrackers are designated for items/programs to enhance the growth/development of student athletes and athletic programs at Richland 44 Schools.
2. Items included but not limited to:
 - Purchase of athletic uniforms for Basketball, Football, Volleyball and track programs (Elem, Jr., and Sr. High)
 - Purchase of athletic equipment
 - Sponsor parent/awards nights
 - Sponsor special athletic achievements

- Assist teams/individuals attend special events (Tournaments, State meets, etc.)
 - Requests intended to promote growth and development of Richland 44 School athletics/athletes
3. Funding Request process:
- a. Any funding requests will be submitted in writing via the Coltbacker Fund Request form
 - b. Any fund requests will be reviewed and voted on at the next scheduled general membership meeting.

ARTICLE V

MEMBERSHIP/FEES

1. General membership shall be open to any adult person/persons interested in supporting the purpose and objectives of the Richland Coltbackers.
2. Annual Membership fees will be reviewed annually and may be adjusted by a vote of the membership.

ARTICLE VI

STRUCTURE

1. **Organization**

The Richland Coltbackers Booster Club shall consist of a General membership, a Board of Officers and School Official Advisors.

2. **Officers:**

- a) President
- b) Vice-President
- c) Secretary
- d) Treasurer

GENERAL DUTIES OF THE OFFICERS SHALL INCLUDE THE FOLLOWING:

President:

- a. Prepare and post an agenda prior to each scheduled meeting.
- b. Preside at all meetings.
- c. Be the principal officer of Coltbackers and guide its functions.

- d. Serve as the liaison between Coltbackers, School administration, i.e. School Board, Superintendent, High School Principal, Athletic Director, Coaches, Student Athletes and community.
- e. Authorized signer on Coltbackers financial accounts in the event the Treasurer is unavailable.
- f. Chair/serve on standing committees as needed

Vice-President:

- a. In the absence of the President, the Vice President shall perform the duties of the President.
- b. Assist the President in carrying out his/her duties as needed
- c. Chair/serve on standing committees as needed

Treasurer:

- a. Maintaining the financial accounts of the Coltbackers.
- b. Prepare and present financial reports as prescribed by the Board of Directors.
- c. Coordinate cash disbursements as prescribed by the Board.
- d. Chair/serve on standing committees as needed

Secretary:

- a. Record proceedings of all Coltbackers meetings.
- b. Publish meeting minutes as prescribed by the Board of Directors.
- c. Attend to ongoing correspondence and business transactions of the Coltbackers.
- d. Chair/Serve on standing committees as needed

Superintendent/High School Principal/Athletic Director:

- a. The Superintendent, High School Principal and the Athletic Director of Richland 44 School shall be advisors to the Board of Officers.

ARTICLE VII

STANDING COMMITTEES

The standing committees of the Richland Coltbackers consist of:

1. **Fundraising Committee-** This committee is responsible for development, planning, and organizing of various fundraising events throughout the year.
2. **Marketing Committee-** This committee is responsible for promoting the Coltbackers organization via newsletter/email communications, manage Richland Colts apparel/marketing item inventory to be sold for each sport season
3. **Membership Committee-** This committee is responsible for recruiting new and existing memberships to Coltbackers.

4. **Uniform Advisory Committee**-This committee is responsible for working with School officials to help and assist in uniform selection and purchase recommendations made to the Coltbacker membership.
5. **Athletic Banquet Committee**- This committee is responsible for planning and organizing the annual sports banquet which includes, program content, meal, etc.

ARTICLE VIII

MEETING PROCEDURES

1. Regular meetings will be held the 2nd Thursday of each month. The President may call other meetings at his/her discretion.
2. A general meeting shall occur during the month of May, at which time Coltbacker Officers for the next year shall be elected.
3. Each officer shall serve a one-year term that shall begin on June 1st and shall end on May 31st of the following calendar year. Any officer may be re-elected and no term limits apply.
4. All matters presented to the Coltbackers for action at a general meeting, shall be decided by majority vote of the members who are present at such meetings. Five members, at least two of which shall be current officers shall constitute a quorum.

ARTICLE IX

AMENDMENTS TO BYLAWS

The Bylaws of the Coltbackers Booster Club shall be reviewed on an annual basis at the July meeting and any revisions will be voted upon by the general membership.

