

BY-LAWS
Clear Brook Celebrities Booster Club – CBCBC

ARTICLE I: NAME

The name of this organization shall be the Clear Brook Celebrities Booster Club.

ARTICLE II: PURPOSE AND POLICIES

Section A: Purpose

The purpose of this organization is to promote and support the welfare and objectives of the Celebrities Dance/Drill program by providing moral and financial support. The association is organized exclusively for charitable, educational, religious, or scientific purposes within the meaning of Section 501(c)3 of the Internal Revenue Code.

Section B: Policies

1. The Club shall remain non-partisan and non-sectarian in all matters.
2. The Club shall function as a non-profit organization.

ARTICLE III: MEMBERSHIP AND DUES

Section A: Membership

1. Membership in the club may be obtained by the annual payment of the appropriate Dues as defined in Section B of this article.
2. Membership will be open to parents or guardians of members of the team.
3. Only one membership will be vested per family; however both parents of members of the team are encouraged to participate.
4. It is the duty of every member to conduct themselves in accordance with the by-laws of this organization and to uphold its policies.

Section B: Dues

1. Annual membership dues shall be determined by the Executive Committee.
2. Dues will be paid to the Treasurer or Membership Committee Chairman by the beginning of each school year.

ARTICLE IV: ELECTION AND TERM OF OFFICERS

1. The nomination of officers shall be made by a Nominating Committee to be Appointed at the April Booster Club Meeting. The Nominating Committee shall present their recommended list of candidates at the May Booster Club Meeting.
2. The term of officers shall be a period of twelve months to begin at the close of the current school year. Elections shall be by secret ballot, except when only one candidate has been nominated for the office in question. In such case, election may be made by voice vote.
3. The Executive Committee shall fill a vacancy in any office.

ARTICLE V: EXECUTIVE BOARD AND THEIR DUTIES

1. The members of the Executive Board will be the officers of the Club and the drill team Director. Officers shall consist of: President, Vice President, Secretary, Treasurer, Publicity, and Ways and Means.
2. The duties of the Officers shall be as follows:
 - a) **President** – The President shall preside at all meetings of the general membership and the Executive Board. The President will serve as an ex-officio member of all other committees except the nominating committee. The President, with the assistance of the Executive Board, shall have general supervision and control of the business affairs of this organization. The President shall assist the Celebrity Director and act as a liaison between the Director and the members of this organization.
 - b) **Vice President** – The VP shall act as aide to the President and perform the duties of the President in the his/her absence. The Vice President shall also be responsible for coordination of the Mother/Daughter Tea, Winter Banquet, and Spring Banquet.
 - c) **Secretary** – The Secretary shall keep a book of meeting minutes and is the custodian of all records of this organization. The Secretary will be required to present previous meeting minutes. The Secretary will conduct general correspondence of the Booster Club and shall keep and up-to-date record of the names, addresses and phone numbers of all members.
 - d) **Treasurer** – The Treasurer shall maintain adequate and correct accounts of the Boosters assets, liabilities, receipts, disbursements and all income of any sort derived from the organization from any of its' activities. The Treasurer will submit a current financial report to the membership at regular meetings. The Treasurer will submit an annual report to administration for audit.
 - e) **Publicity** – Publicity shall promote awareness of Celebrities Dance/Drill through audio/visual placements and through any other means available. Publicity shall be responsible for coordination of the Spring Show Ad Book. They will also perform any other duties delegated by the President.
 - f) **Ways and Means** – Ways and Means shall be responsible for coordinating sales of parent shirts, yard signs, and car decals to the Booster Club. They will also perform any other duties delegated by the President.

ARTICLE VI: MEETINGS

1. The schedule of general membership meetings shall be communicated by the Executive Board at the first meeting for the new year.
2. Executive Board meetings shall be determined as needed by a majority of the Executive Board.
3. The Executive Board can call other committee meetings. Committees shall be established based on need and will be comprised of club members.
4. A majority of the members of the Board shall be required for the adoption of any motion that is in order.
5. All actions shall be by a simple majority vote of the members present.

ARTICLE VII: FINANCES

1. All funds collected are to be deposited in the Clear Brook Celebrities Booster Club's Account. Distribution of funds to be determined by the Executive Board.
2. Approved expenditures will have written authorization by both the President and Treasurer.
3. Approval of the budget will be by a simple majority vote of the membership present at the first Executive Board meeting.
4. In the event of dissolution, the assets of this organization will be distributed for one or more exempt purposes within the meaning of section 501 (c)3 of the Internal Revenue Code.

ARTICLE VIII: BY-LAW CHANGES

1. The by-laws are adopted by a simple majority vote of the executive committee.
2. The by-laws may be changed, altered, or amended by a two-thirds vote of the membership present at a regular or special meeting.

Adopted 8/08