

**BY-LAWS OF THE
THUNDERBIRD
BOOSTER CLUB**

Approved: August 20, 2014

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BY-LAWS OF THE THUNDERBIRD BOOSTER CLUB

ARTICLE I – Name, Purpose and Objectives

Section 1.01 Name. The name of this organization shall be the Thunderbird Booster Club, hereafter referred to as the “Club.”

Section 1.02 Purpose. The purpose of the Club is to promote all co-curricular activities at Iola-Scandinavia School District, hereafter referred to as “I-S”, in an atmosphere that is consistent with the educational philosophy of the school community.

Section 1.03 Objectives. The objectives of the Club are as follows:

- a) Develop an organization with an active and involved membership that is concerned with the total co-curricular program and all of its participants regardless of sex, race, socio-economic status or chosen activity.
- b) Encourage and support the endeavors of I-S student activities.
- c) Provide supplementary financial support for the various co-curricular activities at I-S.
- d) Aid and support the school staff in the areas of co-curricular promotion, publicity, and program supplementary funding.

Section 1.04 Non-profit Status. Notwithstanding any other provisions of these By-Laws or policies set forth by the I-S School District Administration, the Club shall carry out activities permitted by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue Law or by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States Internal Revenue Law.

ARTICLE II – Membership and Fees

Section 2.01 Membership. There shall be one class of membership in the Club; any household member who has paid a current annual membership fee.

Section 2.02 Membership Fee. A membership fee, established by the Executive Board, shall accompany each application for membership and shall become the property of the Club.

Section 2.03 Members Right to Privacy. Any personal information gathered or requested by the Club is for the sole use of the Club and will not be made available to any other organization.

ARTICLE III – Officers

Section 3.01 Officers. The officers shall consist of the President, Vice-President #1, Vice-President #2, Secretary, Treasurer and District Representative. There shall also be elected at-large members whose responsibilities are described in Article IV, and one chairperson of each Standing Committee.

- a) Election. The officers and the at-large members shall be elected by a majority of the voting membership present at the Annual Business Meeting. All elected officers, at-large and standing committee chairs must be current members of the Club.
- b) Nominations. The President, with concurrence of the Executive Board, shall present a slate of nominees (who have agreed to serve) for positions of officers and at large members at the

monthly meeting prior to the Annual Business Meeting. Additional candidates may be nominated from the floor at the Annual Business Meeting.

- c) Terms of office. A term is one fiscal year, July 1 through June 30.
- d) Vacancy. The President, with the approval of the Executive Board, shall appoint any officer vacancy, other than the Presidency. A vacancy in the office of the President shall be filled by a majority vote of the Executive Board at their first meeting after the vacancy occurs.

Section 3.02 Duties of Officers.

- a) President. The President shall:
 - 1) Preside at all meetings;
 - 2) Appoint standing committee chairpersons with the concurrence of the Executive Board;
 - 3) Appoint and/or dissolve all other committees as required;
 - 4) Serve as ex-officio member of all committees;
 - 5) Serve as primary spokesperson for the Club, except as otherwise specified;
- b) Vice President #1. The Vice President #1 shall perform all the duties of the President in his/her absence.
- c) Vice President #2. The Vice President #2 shall be responsible for an annual review of the By-Laws, recommending revisions as deemed appropriate.
- d) Secretary. The Secretary shall keep a record of all the proceedings of the General Membership Meetings of the Club. All Meeting minutes and a record of the decisions of the Executive Board shall be kept in a regular bound Secretary's Book. A summary of the decisions made in these Meetings should go out to the general membership each month.
- d) Treasurer. The Treasurer shall:
 - 1) Make disbursements requests from the co-curriculars' encumbered funds and the Club;
 - 2) Report the amount of money available in the Club account at each Monthly Meeting.

ARTICLE IV – Executive Board

Section 4.01 The Executive Board shall be responsible to act on behalf of the Club in the management of the business affairs of the organization, except for matters decided by a vote in the Monthly Meetings. The Executive Board shall consist of:

- a) President
- b) Vice-President #1
- c) Vice-President #2
- d) Secretary
- e) Treasurer
- f) Elected At-large Members
- g) District Representative of Iola-Scandinavia High School

h) One Chairperson of each Standing Committee as defined in Article V.

Section 4.02 The Executive Board shall:

- a) Approve the expenditure of all Club funds at the Monthly Meeting.
- b) Approve the President's creation and dissolution of all necessary Committees and Chairpersons.
- c) Set the time and date of Monthly Meetings and give members timely notification;
- d) Review the annual budget, monthly financial reports, and monthly financial statements issued by the District Business Manager utilized to manage the funds of the Club. Financial statements shall be provided to all Executive Board Members at said meetings by the President.

Section 4.03 If action on behalf of the Club is necessary before it is reasonable to convene the Monthly Meeting, the President shall take such action based on the majority vote of the Executive Board, comprised of the five officers, the at large members, one chairperson of each Standing Committee, and the District Representative. A report of the action taken shall be made at the next Monthly Meeting.

Section 4.04 To the fullest extent permitted under Wisconsin State Statute § 181.0871 – 181.0889, as the same presently exists or may hereafter be amended, a volunteer officer of the Club shall not be personally liable to the Club for monetary damages for breach of the officer's fiduciary duty. However, this provision does not eliminate or limit the liability of an officer for any of the following:

- a) A breach of the officer's duty of loyalty to the Club;
- b) Acts or omissions not in good faith or that involve intentional misconduct or a knowing violation of the law;
- c) A violation of Wisconsin State Statute § 181.0872(2) (dealing with certain prohibited transactions by officers);
- d) A transaction from which the officer derived an improper personal benefit;

ARTICLE V – Standing Committees

Section 5.01 Standing Committees. Standing Committees are those required to function throughout the year. Chairpersons shall be appointed by the President, subject to the approval of the Executive Board. Standing Committees and their primary functions follow. Note: No individual has the authority to use or remove any funds from any Club account for investment purposes or otherwise, unless directed and approved by the Executive Board majority. All funds raised during fundraising activities will be accounted for, summarized and submitted to the District Business Manager in a timely fashion. Reports of activities will be reported by the Committee Chairperson at the Monthly Meeting.

Section 5.02 Membership Committee. The Membership Committee shall maintain a complete and current list of all members and collect dues. The report will be shared with the Club's General Membership and the Club Treasurer at the Monthly Meeting. Further, the Membership Committee shall conduct ongoing efforts to recruit new members.

Section 5.03 Concessions Committee. The Concessions Committee shall be responsible for the management of all concessions using the indoor, outdoor or off-site facilities. Each seasonal concession payout report shall be produced for distribution by the Committee Chair and simultaneously be shared with the Club's General Membership.

The Concessions Committee shall:

- a) Recruit and schedule volunteers (representing the various co-curricular areas) to manage the concession for specific events;
- b) Record the labor-hours incurred for each event, allocated to the specific co-curricular activities represented;
- c) Record the concession expenses and revenues for each event and forward funds to the School District Business Office in a timely fashion.
- d) Acquire all provisions required for the concession stands;
- e) Recommend to the Executive Board the allocation of profits to the encumbered funds of each co-curricular in accordance with the participation of volunteer help; and
- f) Recommend to the Executive Board future concession maintenance or equipment purchases.

Section 5.04 Fanwear Sales Committee. The Fanwear Sales Committee shall coordinate the promotion of school spirit through the sale of apparel and memorabilia, bearing the I-S logo, at a nominal price.

The Fanwear Sales Committee shall:

- a) Manage the inventory;
- b) Record an accurate and timely account of revenues and expenses and provide a report at the Monthly Meeting.

Section 5.05 Fundraising Activity Committee, The Fundraising Activity Committee shall coordinate a variety of fundraising activities and events, following approval of said event by the I-S-District Administration.

Section 5.06 Standing Committee Chairpersons shall recruit as many volunteers as necessary to accomplish the responsibility of the Committee. The Chairperson shall also keep a historical file of the year's proceedings, financial records, vendor contacts, etc., for turnover to his/her successor.

ARTICLE VI – Co-Curricular Representatives

Section 6.01 It is recommended each Co-curricular shall have a representative present at each Monthly Meeting.

Section 6.02 Representatives shall disseminate information from the Monthly Meeting to their respective activity body and staff advisor.

Section 6.03 Co-curricular members are responsible to contribute to projects and fundraising activities as called upon.

Section 6.04 For voting purposes, on matters for which it is appropriate to ensure equal representation for each co-curricular, the following rules apply:

- a) Only the co-curricular representative, alternate or staff advisor may vote.
- b) Co-curricular representatives can represent no more than two activities and have no more than two votes.
- c) No proxy votes will be accepted.

ARTICLE VII – Meetings

Section 7.01 Annual Business Meeting. The Annual Business Meeting of the Club shall be held in conjunction with the August Monthly Meeting unless otherwise specified by the Executive Board. Any change to the Annual Business Meeting date, time or location shall be announced a minimum of two weeks in advance of the proposed change.

Section 7.02 Monthly Meetings. Monthly Meetings shall be held unless otherwise specified by the Executive Board. A summary of the decisions reached and Executive Board members present at each meeting are distributed to all Executive Board members and Co-curricular Representatives following the meeting and before the next Monthly Meeting.

Section 7.03 General Meeting Voting. All members who have paid a membership fee for the current year may vote, except on matters for which it is appropriate to ensure equal representation for each co-curricular activity. In these cases, only Co-curricular Representatives for each activity may vote.

Section 7.04 Quorum. A quorum for the transaction of business at the Annual Business Meeting shall be five percent (5%) of the current annual paid membership. A quorum for Monthly Meetings shall be two-thirds (2/3) of the Board members. In all voting instances, majority rules for those present.

Section 7.05 Robert's Rules of Order. Robert's Rules of Order, the latest edition, shall be recognized as the authority governing the meetings of the Club, its Executive Board, and its Committees.

ARTICLE VIII – Finances

Section 8.01 All monies received by the Club shall be deposited to the credit of the Club in a financial institution or institutions selected by I-S School District through vote of the District School Board.

Section 8.02 Funds raised by and/or allocated to a specific co-curricular, will be forward to the District Business Manager to be deposited in the pupil activity fund for that co-curricular.

Section 8.03 Funds raised by the Club that have a specific advertised purpose, shall be deposited (and separately tracked) in the Club's account to ensure that it is disbursed for the advertised purpose and to safeguard the integrity of the Club and the School District. No vote is required by the general membership unless the advertised purpose has been altered or changed since the project's inception.

Section 8.04 Funds raised by any of the Club fundraising programs can only be directed to an approved I-S co-curricular activity. All requests to direct money elsewhere must have prior approval of the Executive Board.

Section 8.05 Due to the extensive use of personal computer/printer/fax equipment by the Secretary, said Secretary may request a stipend of up to \$100 per fiscal year to compensate for use of said personal equipment. The stipend shall be requested by the Secretary through a written request and said form shall be authorized and signed by the President of the Club.

Section 8.06 The Club will establish a discretionary fund in the amount of \$500. The monies in this fund can be used for miscellaneous expenses. The monies shall be replenished bringing the balance to \$500 at the close of the fiscal year.

Section 8.07 The Club will establish a Capital Projects Fund to be utilized for projects requiring significant financial investment to establish tangible long-term facilities and/or their

improvements/assets. The Club will lapse established excess account funds into Capital Projects Fund at the Annual Business Meeting.

ARTICLE IX – Amendment of These By-laws

Section 9.01 Amendments to the By-laws are to be submitted in writing in advance of the July Monthly Meeting. Notice of the amendments shall be publicized by direct mail or e-mail to the membership at least two weeks prior to the Annual Business Meeting in August.

Section 9.02 Amendments may be adopted at the Annual Business Meeting by a 2/3 majority of those Club members voting, a quorum being present.

ARTICLE X – Dissolution of Club

Section 10.01 Dissolution of the Club entity. Should the Club cease to operate as a legal entity, all of the Club assets and cash will be distributed equally to all active co-curricular activities having an encumbered fund with the Club. Distribution to the activities will be calculated in the following manner; the total sum of the Club's ending cash balance, including assets converted to cash, divided by the total of all I-S activity members participating in the previous school year as determined by ending varsity, junior varsity and freshman rosters prior to the Club's dissolution. Example: \$50,000 available divided by 750 co-curricular members participating in the last school year equals \$66.66 dollars given in account of each student based upon their membership totals. Once distributed, the funds can be used at the discretion of the co-curricular activity staff advisor and/or duly authorized designate. Encumbered fund balances for teams or clubs no longer active at I-S will be added to the pupil activity fund balance prior to the final distribution in the manner described above.

(TBC By-Laws: 07/27/12, amended 08/20/14)