

Constitution and By-Laws for the KMHS Wrestling Booster Club - MUSTANG Wrestling

Article I – Name

The name of this organization shall be the "KMHS Wrestling Booster Club - Mustang Wrestling" located in the city of Kennesaw, State of Georgia, hereinafter referred to as the "Club."

Article II – Purpose

The Club is a nonprofit organization (recently filed as 501c3), established to promote interest in the boys and girls wrestling program at Kennesaw Mountain High School, to lend moral and financial support to all phases of the wrestling program at KMHS, to cooperate and work, in all possible ways with the coaches and staff, and to promote excellence in all scholastic and athletic endeavors at KMHS and the surrounding community.

Article III - Operating Authority

The Club shall have no authority to dictate or interfere in any way with the Mustang wrestling staff, its policies, or those of the school administration. The wrestling staff includes (but is not limited to) the high school head coach, his/her coaching staff, as well as the approved Junior Mustang coaches.

Article IV- Membership

- Section 1. Membership: Membership shall be granted to parents/guardians of children involved in the wrestling program at KMHS and the Junior Mustang wrestling program, the wrestling coaches at KMHS, coaches for the Junior Mustang wrestling program, and corporate and community sponsors willing to abide by the rules of this Club. Membership period shall be from August 1 to July 31.
- Section 2. Voting Members: Voting members shall be limited to the parents/guardians of Varsity wrestlers, Junior Varsity wrestlers, wrestling managers, and Junior Mustang wrestlers in good standing.
- Section 3. In Good Standing: Any parent/guardian defined in Section 2, whose dues for the current year have been paid, shall be considered a Voting Member in good standing. (If unable to pay dues, other arrangements can be worked out through the board). Voting membership in the Club is not transferable.
- Section 4. Corporate and Community Members: Individuals and/or businesses within the Atlanta area interested in supporting the Mustang wrestling program shall be eligible for General Membership, based upon examination and approval by the Executive Board.
- Section 5. Rights of Voting Members: Voting Members shall be entitled to:

- A. Vote on all matters requiring a vote by Voting Members of the Club.
- B. Eligibility for election or appointment to any office, committee, or the Executive Board, excepting the restriction for the office of President.
- C. Notification of meetings.
- D. Admission to any meeting of the Club.
- E. Such other rights as the Executive Board may from time to time determine.

Section 6. Dues

- A. Dues for **Voting Members** in the Club shall be recommended and approved by the Executive Board after review of the budget for the coming year.
- B. The fiscal year for the Club will begin August 1 and end July 31.
- C. Dues are payable by Nov. 1.

Section 7. Rights of General Members: Members unqualified to vote are considered General Members, not Voting Members. General Members shall be entitled to:

- A. Notification of meetings.
- B. Admission to any meeting of the Club.
- C. Volunteer for committee work.
- D. Such other rights as the Executive Board may from time to time determine.

Article V- By-Laws Changes or Amendments

Section 1. The by-laws may be amended by a 2/3 vote of the Voting Membership present at a General Membership Meeting.

Section 2. Any proposed changes or amendments to the by-laws must be presented to the General Membership at a regular meeting and submitted in writing to the President at that meeting. The Secretary will mail or email a copy of the proposed change or amendment to the General membership in time for them to review the proposal before it is voted on at the next General Membership Meeting.

Article VI – Meetings

Section 1. Meetings: There shall be a minimum of three (3) General Membership Meetings of the Club during the fiscal year. The day, time, and place shall be determined by the Executive Board.

Section 2. Annual Meeting: The Annual Meeting of the Club shall be held at the beginning of the fiscal year.

Section 3. Executive Board Meetings:
A. Executive Board Meetings will be scheduled as needed.
B. Special Meetings of the Executive Board may be called upon **by** request of three

(3) or more voting members of the Executive Board.

C. A quorum for the transactions of the Executive Board business shall be one half (1/2) of the officers present at the meeting. Voting may be done by proxy and a member represented by a written proxy shall be counted in achieving a quorum.

Section 4. Procedure: The current editions of Robert's Rules of Order Newly Revised shall govern in all cases in which it is not consistent with these by-laws.

Article VII - Officers of the Organization

Section 1. Officers to be elected from the **Voting Members** are:
President **Chairperson for Concessions and Tournaments**
Vice President **Chairperson for Fund-Raising**
Secretary **Chairperson for Social Media**
Treasurer **Chairperson for Travel and Summer Camps**

Elected Officers shall constitute the Executive Board.

Section 2. Each of these positions has one (1) vote. In the event that two (2) or more people are elected to serve in one position, their vote shall be divided into equal portions, not to exceed one (1) vote limit per person.

Section 3. Officers shall be elected annually by the voting members at the Annual Meeting. The President and Treasurer will be elected for two years and the Vice President and Secretary for one year.

Section 4. Officers shall hold office until: (a) the successor is duly elected, (b) death or disability, (c) resignation or (d) removed from office by a 2/3 majority of all voting members.

Section 5. A vacancy for any reason shall be filled by appointment of the remaining officers until the next Annual Meeting.

Section 6. Other **Executive Board Members** will be the High School head wrestling coach **and** Junior Mustang coach. **The coaches are non-voting members.**

Section 7. The Officers retain the same voting privileges as other Voting Members of the Club.

Section 8. Qualifications: The President must have served at least one term on the Executive Board prior to election.

Section 9: Nominations/Volunteers for Officers will be accepted from the floor up to and including the Annual Meeting of each fiscal year. Election of new Officers will take place after discussion during the Annual Meeting of each fiscal year. Elected Officers will assume their position at the close of the Annual Meeting of each fiscal year.

Section 10: Nominees must receive a plurality vote of the members present to be elected to the office for which nominated.

Section 11: Officers may succeed themselves.

Article VIII - Duties of Officers

Section 1. Duties of President

- A. Preside at all Club meetings.
- B. In the absence of the President and Vice President, designate a representative to preside over the meeting. If no representative is designated, the membership present will select one of their members to preside.
- C. Appoint all committees necessary to reach the goals of the Club.
- D. Present an annual report of the affairs of the Club to the General Membership at the scheduled Annual Meeting.
- E. Provide leadership for the Club and work directly with the Principal, Athletic Director, Athletic Coordinator, Coaches, and Committee Chairpersons to assure objectives of the Club are met.
- F. Serve as advisor to all committees.
- G. Designate check-signing authority to the Treasurer and one other Executive Board member for disbursement of Club funds.
- H. Cause all of the accounts of the Club to be audited by a reputable auditor at least once annually. An audit shall also be made if and when the Treasurer becomes entrusted with the funds of the Club.
- I. Work with Varsity coaches in preparing and submitting a budget to the Club for approval. Implementation of budget funds requires pre-approval of the President in conjunction with the Treasurer.
- J. Authorize Club expenditures up to \$1000.00 without prior Executive Board approval (requires High School head coach's approval).
- K. Any other duties deemed appropriate and approved by the Executive Board.

Section 2. Duties of the Vice President

- A. Preside at all meetings where the President is absent.
- B. Assist the President in general supervision over the affairs of the Club.
- C. Assist the President in the compiling of a budget with the aid and approval of the Executive Board, Varsity coaches, and the Treasurer at the beginning of the fiscal year.
- D. Assist in any duties assigned by the President or Executive Board.
- E. Assist the Treasurer with record keeping, depositing, and proper disbursement of Club funds.
- F. Serve as Treasurer at Club meetings during the absence of the Treasurer.
- G. Any other duties deemed appropriate and approved by the Executive Board.

Section 3. Duties of the Secretary

- A. Report the minutes of all meetings.
- B. Prepare and mail **or e-mail** all Club correspondence.
- C. Maintain the by-laws of the Club and assure distribution of the by-laws to members and prospective members.
- D. Any other duties deemed appropriate and approved by the Executive Board.

Section 4. Duties of the Treasurer

- A. Receive and make proper disposition of all Club funds and be prepared to report at any meeting of the financial status of the Club.
- B. Keep accurate records of all financial transactions and make those records available for audit, upon request.
- C. Maintain check-signing authority for disbursement of Club funds.
- D. Serve as Secretary at meetings in the absence of the elected Secretary.
- E. Deposit funds in a bank approved by the Officers of the Club.
- F. Work with Varsity coaches in preparing and submitting a budget to the Club for approval. Make recommendations at meetings for approval of large expenditures not in the original budget. Support recommendations with appropriate research on needs, pricing, bids, suppliers, etc.
- G. Implementation of budget funds requires pre-approval of Treasurer in conjunction with the President.
- H. Any other duties deemed appropriate and approved by the Executive Board.

Section 5. Duties of **Chairperson for Concessions and Tournaments**: Be responsible for operating and maintaining concession stand(s) before and after wrestling sponsored events. Be responsible for facilitating activities surrounding wrestling tournaments and celebrating the accomplishments of senior wrestlers and managers.

Section 6. Duties of **Chairperson for Fund-Raising**: Be responsible for all fund-raising activities not covered by another officer.

Section 7. Duties of Chairperson for Social Media: Be responsible for collecting photos, videos, graphics, and curating content for official KMHS Wrestling social media channel(s). Ensure content is approved by the high school head coach. Collect similar content for other projects/uses as deemed necessary by the Executive Board or KMHS wrestling coaches.

Section 8. Duties of Chairperson for Travel and Summer Camps: Be responsible for making travel arrangements and coordinating travel details for HS wrestling team activities, including summer camps. Assist coaches with notifying the parents/guardians of HS wrestlers about regular season team travel and summer camps.

Article IX - Indemnification of Officers

The Club shall indemnify and hold harmless each Officer of the Club from and against any and all claims and liabilities to which they may be or may become subject to by reason of acting as an Officer of the Club, or by reason or alleged acts or omissions as an Officer as aforesaid, and shall reimburse each Officer of the Club for all legal and other expense, reasonably incurred in connection with defending against such claims or liabilities, provided, however, that no Officer

shall be indemnified against or reimbursed for any expenses incurred due to negligence or willful misconduct. The foregoing rights of Officers shall not be exclusive of other rights to which they may be entitled lawfully.

Article X - By-Laws

The Club shall adopt and maintain by-laws and shall file a copy therefore of any changes thereafter made in same, with the school administration. This set of by-laws takes precedent over any and all previous by-laws.

Mission Statement

To supervise, sponsor, and financially assist a disciplined and competitive program of wrestling. We will endeavor to develop in the members the ideals of good sportsmanship, honesty, and respect for authority and to stress the concept of parents/guardians and children working and playing together in all Club activities so that the family and community will be strengthened in the process.