

**GCM Cheer Booster Club
Baytown, Texas
By-Laws**

Article I NAME AND PURPOSE

Section 1 – **NAME**

The name of this club shall be “GCM Cheer Booster Club, Baytown, Texas”

Section 2 – **PURPOSE**

The purpose of this club shall be to engage in the support and promotion of school approved extra-curricular activities.

Section 3 – **LIMITATIONS**

The club will work under [U.I.L. Booster Club Guidelines](#) and in cooperation with the Campus Athletic Director and/or the Assistant Principal assigned to cover Organizations and Clubs of Goose Creek Memorial High School (GCM) and officials of the Goose Creek Consolidated Independent School District (GCCISD). All activities of the club **must** be approved by the campus cheerleading sponsor (s).

Article II MEMBERSHIP

Section 1 – **MEMBERS**

The membership of this club shall be composed of persons interested in the support and promotion of school approved extra-curricular activities and the educational goals of Goose Creek Memorial High School (GCM). Membership shall be attained at any time by payment of annual dues.

Section 2 – **ANNUAL DUES**

- A. The fiscal year shall begin on April 1st and end on March 31st.
- B. The annual dues per fiscal year shall be \$10.00 per household and \$5.00 for any additional family members.

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Article III MEETINGS

Section 1 – REGULAR MEETINGS

Regular meetings will be held at a time and place determined by the club President. A meeting agenda must be sent to the Goose Creek Memorial High School cheerleading sponsor (s) at least 1 (one) day prior to any meeting. Minutes from every meeting must be sent to the Goose Creek Memorial High School cheerleading sponsor (s) within 24 hours of any meeting.

Section 2 - SPECAIL MEETINGS

Special meetings may be called at any time by the club President if necessary.

Section 3 – POST TRYOUT MEETING

There will be a mandatory club meeting to coincide with the parent and cheerleader post tryout meeting. Nominations and election of the Executive Committee will take place. (See Article IV)

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Article IV OFFICERS, ELECTION AND DUTIES

Section 1 – OFFICERS

The officers of the club shall consist of a President, Vice President, Secretary, and Treasurer. These officers will comprise the Executive Committee.

Section 2 – EXECUTIVE COMMITTEE

The business affairs of this club shall be managed, governed and determined by the MAJORITY decision of the Executive Committee. The Executive Committee shall be empowered, when necessary, to spend up to a maximum of \$500.00 per project from the club funds **without** prior approval from the regular voting membership.

Section 3 – PREREQUISITES

All officers are required to be a minimum of 21 years of age and a paid member of the club.

Section 4 – ELECTION

- A. Elections will take place during the mandatory parent post tryout meeting in March. Newly elected officers will assume their duties on April 1st.
- B. The officer term of service shall be one (1) fiscal year.
- C. Nominations for officers, including self-nominations, will come from the floor.
- D. Officers may be nominated for an additional term of office for consecutive years.

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Section 5 – **DUTIES**

PRESIDENT

- A. It shall be the duty of the President to preside at meetings, to appoint committees, and to oversee all club activities.
- B. In case of a vacancy of any officer, the President will call an interim election to fill the said vacancy for the remainder of the term of office.
- C. The President is responsible for making sure all UIL BOOSTER CLUB GUIDELINES are being met and should present them at the first regular meeting following election.
- D. The President shall handle all membership activities for the club.
- E. Correspondence

VICE PRESIDENT

- A. The Vice President shall assume the duties of the President when absent or temporarily unable to serve and shall have such duties which the President may delegate.
- B. The Vice President shall handle all fundraising activities for the club.
- C. The Vice President shall assume the office of President for the remainder of the term of service should the office of President become vacant.

SECRETARY

- A. The Secretary shall keep the minutes and records of club and officer meetings.
- B. Submit meeting agendas to all officers and the campus cheerleading sponsor (s) one (1) day prior to all meetings.
- C. The Secretary shall handle all correspondence of the club related to general information; meeting dates and other correspondence as necessary.

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TREASURER

- A. The Treasurer shall be responsible for all club funds and shall maintain a set of books covering the club's financial operations, assets and liabilities.
- B. The Treasurer shall give a financial report to the membership at its regular meetings or when called upon to do so.
- C. The Treasurer shall have an operating balance on deposit by March 31st not exceeding \$500.00.
- D. The Treasurer will ensure that the club's bank account has at least two (2) authorized signers, each with a different office. All checks submitted by the club must include two (2) signatures.

ARTICLE VI FINANCES

Section 1 – RECEIPTS

All monies received by the club shall be turned over to the Treasurer. Deposit receipts shall be obtained by the Treasurer and permanently retained as part of the financial records.

Section 2 – EXPENDITURES

No monies shall be expended by the club except by check, draft or debit card drawn on the club account. The Treasurer shall retain all cancelled checks as part of the financial records. All reimbursements should be made within 30 days of receipt of the invoice.

Section 3 – DEBIT CARD

The President will maintain possession of the club's debit card. If use of the card is necessary, the card transactions will need to be signed off by the President and either the Vice President or Treasurer.

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Section 4 – DOING BUSINESS AS (DBA) REGISTRATION

The club DBA will expire on April 9, 2019. It will need to be changed by March 31, 2019 into one of the newly elected officers' names.

ARTICLE VII AMENDMENTS TO BY-LAWS

These by-laws may be altered, amended, or replaced and new by-laws may be adopted by a two-thirds (2/3) majority vote of the membership present.

- A. The suggested alteration, amendment, replacement or addition must be presented to the Secretary in writing.
- B. The Secretary will read the written proposal at the next meeting.
- C. Action on the proposal will be taken at the second consecutive meeting.

ARTICLE VIII DISSOLUTION OF THE CLUB

Section 1 – DISSOLUTION MUST BE DONE BY SPECIAL CALLED MEETINGS ONLY

- A. There must be at least two (2) special called meetings for dissolution.
 - 1. The first meeting for discussion.
 - 2. The second meeting is for voting on the dissolution.
- B. Each called meeting must be announced in writing at least three (3) times in the week prior to each meeting.
- C. The club may be dissolved by the affirmative vote of four-fifths (4/5) of the membership present at the second called special meeting.

Section 2- REMAINING CLUB FUNDS

- A. No funds of the club shall inure to the benefit of any individual.
- B. Any remaining club funds shall be donated to the Student Activity Fund of Goose Creek Memorial High School, Baytown, Texas.