

# BYLAWS OF THE ELK RIVER WRESTLING BOOSTER CLUB

## ARTICLE I NAME, PURPOSE

Section 1 – The name of the organization shall be “The Elk River Wrestling Booster Club”.

Section 2 – The mission statement of the Elk River Wrestling Booster Club is to provide both financial and nonfinancial support to the Elk River Wrestling Community through various fundraising and volunteering activities

Section 3 – The organization may at its pleasure by a vote of the membership body change its name.

## ARTICLE II MEMBERSHIP

Section 1 – Eligibility for membership: Membership in this organization shall be open to all wrestling families grades pre-K-12 that support the mission statement in Article I.

Section 2 – Annual Dues: Membership dues of \$25 per family shall be collected annually during the registration process. Continued membership is contingent upon being up to date on membership dues. The Board of Directors shall initially set the amount and date of payment of dues of this organization. Any subsequent change to the dues shall be effective upon an affirmative vote of not less than 2/3 vote of the current membership of the organization.

Section 3 – Rights of Members: Each member shall be eligible to vote at booster club meetings. Each member is eligible to nominate and serve on the Board of Directors. Members must have attended at least 50% of the current season’s Booster Club Meetings to be eligible to vote during Board of Director Elections.

## ARTICLE III MEETINGS OF MEMBERS

Section 1 – Regular meetings: Regular meetings of this organization shall be held on the third Thursday of odd numbered months in the Community Room of the Elk River High School. Meetings will begin at 6:30 pm unless another time is specifically designated.

Section 2 – Committee meetings: Committee meetings will be held, as needed, on the third Thursday of even numbered months at a place and time determined by each committee.

Section 3 – Annual meetings: An annual meeting of the members shall take place in the month of April. At the annual meeting the members shall elect officers, receive reports on the activities of the organization, and determine the direction of the organization for the coming year.

Section 4 – Special meetings: The Board of Directors may call special meetings of this organization when they deem it necessary for the best interest of the organization. Notice of

such meeting shall be mailed or emailed to all members at least ten (10) days before the scheduled date for such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom it was called. A special meeting may also be called at the request of at least (3) members but such request must be made in writing at least ten (10) days before the requested scheduled date. No other business but that specified in the notice may be transacted at such special meeting.

Section 5 – Notice of meetings: All meetings will be posted on the internet ([www.elkriverwrestling.com](http://www.elkriverwrestling.com)) and shall be given to each voting member by email, not less than two weeks prior to the meeting.

Section 6 – Quorum: The members present at any properly announced meetings shall constitute a quorum.

Section 7 – Voting: All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place. Voting privileges will only be extended to those members in good standing at the time the vote takes place. Good standing means that the member has attended at least 50% of the regular meetings during the current season.

#### ARTICLE IV ORDER OF BUSINESS

1. Roll Call
2. Approval of the minutes. The minutes will be made available to all voting members via email or posting on the website a minimum of five days prior to the next meeting.
3. Coach's Report
4. Treasurer's Report
5. Planning Committee Report
6. Fundraising Committee Report
7. Media Committee Report
8. Unfinished Business
9. New Business
10. Adjournment

ARTICLE V  
BOARD OF DIRECTORS

Section 1 - Board role, size and compensation. The board is responsible for overall policy and direction of the organization, and delegates the responsibility of day to day operations to the committees. Board members may also serve as chairs for various committees as selected by the board. The board shall have not more than 3 board member positions turning over at elections unless there is an unexpected vacancy. The board receives no compensation other than reasonable expenses. The board must approve the budget and any expenditure over \$500.00 must be included in the budget. The board must approve any change to the budget that is over \$500.00.

Section 2- Terms. All board members shall serve a two-year term with no limitation on service. The two-year term of service is intended to prevent a complete replacement of all 6 board members during any election year.

The President, Secretary and one member at large term will end on the odd years of the end of season.

The Vice President, Treasurer and one member at large term will end on the even years of the season.

Section 3 - Election procedures. At the March meeting, the vice president shall open the floor for nominations and shall preside over the selection of nominees from the floor. Once nominations are closed, the secretary will inform nominees through email at which time each nominee must accept the nomination. During the elections in April, the vice president will preside over the balloting process and announce election results.

Section 4 - Officers and Duties. The board shall consist of a President, Vice President, Secretary, Treasurer, and two at large members. The at large member would be filled by the past President when it applies. Their duties are as follows:

President - Shall convene regularly scheduled meetings, shall preside or arrange for other members of the board to preside at each meeting in the following order: vice president, secretary, treasurer. The president, along with the head coach and the treasurer, will prepare a budget to be submitted for approval of the board at the May monthly meeting.

Vice President/Fundraising - Shall serve as director of the fundraising committees, as well as election judge. The Vice President will also work on special projects as designated by the board.

Secretary - Shall be responsible for keeping records of board's actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of meeting minutes to the members, assuring that corporate records are maintained, reserving the community room for each monthly meeting and maintaining website updates when there is not a media committee member.

Treasurer - Shall make a report at each board meeting. The treasurer shall assist in the preparation of the budget, help develop fundraising plans, and make financial information available to board members and public. The fiscal year will run from June 1st to May 31<sup>st</sup>.

Members at large (2) - These individuals will assist the board members or committees needing additional help. One Member at large position is reserved for the outgoing President when it applies.

Section 5 –Vacancies. When a vacancy on the board exists midterm, the secretary will take nominations for a replacement for a period of two weeks. The nominations will then be sent out with the next scheduled meeting announcement and the membership will vote on a replacement to fill the remainder of the term.

Section 6 - Resignation, termination, and absences. Resignation from the board must be in writing and submitted to the Secretary. A board member may be terminated from the board due to excess absences. More than two unexcused absences from board meetings in a year shall be considered excessive. A board member may be removed for other reasons by a three fourths vote of the remaining directors.

## ARTICLE VI COMMITTEES

Section 1 - Fundraising Committees. The Vice President will serve as the director of the Fundraising Committees. The Fundraising Committees shall be responsible for organizing events related to fundraising for the wrestling community as determined season by season. Determining and coordinating events such as Heggies Pizza, Raffle, and restaurant discount promotions, comedy night, dinner/dance. This committee will produce the season program.

Section 1a – Golf Tournament Committee. A volunteer will serve as the director of the Golf Tournament Committee. The Golf Tournament Committee shall be responsible for coordinating all duties related to the tournament before during and after the event.

Section 2 - Planning Committee. The varsity captain's parents will be the planning committee. The planning committee will be responsible for organizing the following events: registration, apparel, volunteering, Team Parties, Senior night, youth night, alumni night, parents night, special events, senior gifts and the end of the year banquet. The Board has approved the treasurer to spend up to \$35 for condolence gifts for the immediate family members of current Elk River High School wrestlers. The Board has approved the treasurer to spend up to \$35 per senior for senior gifts on Senior Night.

Section 3 - Media Committee. The Board of Directors will select a Media Committee Chair each year during the annual election meeting in April. The Media Chairperson shall be responsible for organizing the following activities: Photography, end of the year video, and website updates.

Section 4 – Concessions Committee. The Board of Directors will select a Concessions Committee chair each year during the annual election meeting in April. The Concessions

Chairperson will be responsible for obtaining and organizing the concession services needed during wrestling events. This individual will also be responsible for coordinating food efforts needed when teams travel long distance for a multi-day event (i.e. Rumble on the Red, Northfield). This individual will coordinate with the Youth and Middle School groups when concessions are needed for tournaments.

Section 5 - Committee formation. The executive board may create or amend committees as needed.

## ARTICLE VII AMENDMENTS

Section 1 – Amendments. These bylaws may be amended or changed by a majority vote of the members present at the regularly scheduled meeting. Proposed amendments must be submitted in writing, to the secretary, two weeks prior to the next regularly scheduled meeting. The secretary will send the proposal out with the regular meeting announcements.

## ARTICLE VIII CERTIFICATION

These bylaws were amended and approved at a meeting of the board of directors July, 2014.

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Signature / Date