

KLEIN COLLINS TIGER BELLES BOOSTER CLUB
Bylaws

Article One
Organization Minutiae

Section 1. Name. The name of this organization shall be **KLEIN COLLINS TIGER BELLES BOOSTER CLUB**.

Section 2. Established. The **KLEIN COLLINS TIGER BELLES BOOSTER CLUB** was re-established 2016-2017 school year.

Section 3. Location. All meetings for the **KLEIN COLLINS TIGER BELLES BOOSTER CLUB** may be held at such places within the Klein Independent School District as the Board of Directors may designate.

Article Two
Definitions

Section 1. Director(s). Director(s) is defined as the directors of the **KLEIN COLLINS TIGER BELLES DANCE AND DRILL TEAM**.

Section 2. Board. Board is defined as the Board of Directors elected for the **KLEIN COLLINS TIGER BELLES BOOSTER CLUB**.

Section 3. Corporation. Corporation is defined as the organization known as **KLEIN COLLINS TIGER BELLES BOOSTER CLUB**.

Section 4. Parent(s). Parent(s) is defined as a parent or guardian of a current active Tiger Belle.

Article Three
Purposes and Structure

Section 1. Purposes. This corporation is a nonprofit organization under the section 501(c)(3) of Title 26 of the United States Code, a corporation, trust, unincorporated association, or other type of organization exempt from federal tax income. A 501(c)(3) organization applies to entities that are organized and operated exclusively for charitable, literary, and educational purposes.

The purposes of the Corporation includes raising funds, purchasing personal property and services to be used by students and faculty involved with the **KLEIN COLLINS TIGER BELLES DANCE AND DRILL TEAM**; providing volunteers for educational and/or extracurricular activities that will contribute to the public education of the community; engaging in other charitable, civic, or educational activities that will contribute to the public education of the community; and exercising other powers conferred by the laws of the Texas on nonprofit corporations.

This Corporation shall be self-governing, self-supporting, non-commercial, non-sectarian, nonprofit and nonpartisan, and shall seek neither to direct the administrative activities of the Klein Independent School District nor to control its policies.

No part of the net earnings of the Corporation shall benefit of any directors or the Corporation, officer of the Corporation, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Corporation affecting one or more of its purposes, i.e. reimbursement); and no director, officer or any private individual shall be entitled to share in the distribution of any of the corporate assets on the dissolution of the Corporation. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

The Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt from taxation section 501(c)(3) of Title 26 of the United States Code and its Regulations as they now exist or as they may hereafter be amended, or by an organization, contributions to which are deductible under 170(c)(2) of the United States Code and Regulations as they now exist or as they may hereafter by amended.

The Corporation shall observe the following regulations: Klein Independent School District (Klein ISD) Booster Club Guidelines, University Interscholastic League (UIL) Booster Club Guidelines, and all local, state and federal laws which apply to nonprofit organizations.

Upon dissolution of the Corporation or the winding up of its affairs, the assets of the Corporation shall be distributed exclusively to charitable organizations which would then qualify under the provisions of section 501(c)(3) of Title 26 of the United States Code and its Regulations as they now exist or as they may be amended.

The Corporation is organized pursuant to the Texas Nonprofit Corporation Act and does not contemplate financial gain or profit and is organized for nonprofit purposes which are consistent with the provisions of section 501(c)(3) of Title 26 of the United States Code and its Regulations as they now exist or as they may be hereafter amended.

Article Four **Membership**

Section 1. Membership. Membership for this corporation is open to any person who is a parent or guardian of a child or children who participate in the **KLEIN COLLINS TIGER BELLES DANCE AND DRILL TEAM**, and who will uphold the policies of this organization and agree to its Bylaws. A maximum of one membership shall be granted to each family unit.

Section 2. Qualification. Eligible persons shall become members by paying the prescribed membership dues per family per school year. Upon payment of such dues, a member shall be considered in good standing and be entitled to any and all rights and privileges of membership, including but not limited to voting rights.

Section 3. Membership Drive. An annual membership drive shall be conducted as soon as possible after team membership has been determined, with additional members accepted at any time so long as the member requesting membership has an active Belle.

Section 4. Dues. Annual dues shall be assessed in such amounts as determined by a majority vote of the Board for the coming year. Dues shall be payable at the beginning of each fiscal year or in payments as identified by the Board. Any exemptions or exceptions to the annual dues shall be at the discretion of the Board.

Article Five **Board of Directors**

Section 1. Qualification. Any member in good standing is eligible to serve on the Board of Directors provided that they have a completed and cleared Klein ISD background screening on file at the time that they run for the Board. The member must be a parent or guardian of a current Belle at the time of the election, and an active member for at least one year prior to assuming office.

Section 2. Powers. The Board shall be the governing body of the organization and shall manage, control, and direct the affairs and property of the organization.

Section 3. Compensation. No Board member shall receive compensation for any service he or she may render to the organization. Board members may be reimbursed for actual expenses incurred in the performance of their duties.

Section 4. Officers. Officers shall be confirmed at the last general business meeting at the end of each season and will take office at the beginning of the next fiscal year. Any member may nominate themselves or another member. The officers will be elected by a simple majority of the membership present and will be confirmed by an administrator. Vacancies of offices of unexpired terms shall be filled by appointment by a majority of the remaining officers. The officers and their respective duties are as follows:

1. The President shall perform the following:

1. Preside at all meetings of the Board and all meetings of the general membership;
2. Coordinate and organize the work of the Board and/or committees in order to achieve the necessary objectives;
3. Coordinate and organize the work the Board and/or committees so that the necessary reports are timely made to the appropriate Administrators of Klein ISD;
4. Designate and/or appoint, if necessary for the Board or committees;
5. Co-sign checks along with Treasurer (if not a Klein ISD employee); and
6. Perform any and all other such duties as deemed necessary by the Board.

2. The Vice President shall perform the following:

1. Assume the duties of the President in the event of the President's absence, inability to serve, or resignation;
 2. Chair membership and banquet committees;
 3. Supervise and coordinate the social media outlets of the Corporation;
 4. Co-sign checks along with Treasurer (if President is a Klein ISD employee); and
 5. Perform any and all other such duties as deemed necessary by the Board.
3. The Secretary shall perform the following:
1. Record the minutes of all meetings of the Board, and furnish a copy of such minutes to the President within one (1) week following the meeting;
 2. Record the minutes of all general meetings of the members, and furnish a copy of such minutes to the members within one (1) week following the meeting, including but not limited to posting said minutes on the team website;
 3. Coordinate all correspondence relating to the Corporation;
 4. Maintain a roll of all members of the organization;
 5. Maintain all members volunteer hours and turn in year end reporting to the Klein ISD administration;
 6. Publish all notices of meetings or other matters, as required by the provisions in these Bylaws;
 7. Certify all duly adopted Bylaws of the Corporation and maintain a current copy;
 8. Co-sign checks along with the Treasurer (if the President/Vice President are Klein ISD employees or they are unable to do so); and
 9. Perform any and all other such duties as deemed necessary by the Board.
4. The Treasurer shall perform the following:
1. Be the financial officer of the Corporation;
 2. Prepare the budget and provide financial reports as requested;
 3. Receipt and custody of all monies of the Corporation and disbursement thereof as authorized by the Board in accordance with the policies and procedures of Klein Independent School District (Klein ISD) Booster Club Guidelines, University Interscholastic League (UIL) Booster Club Guidelines, and all local, state and federal laws which apply to nonprofit organizations.
 4. Deposit said monies in a bank designated by the Board of the Corporation;
 5. Keep an accurate record of receipts and expenditures including but not limited to accounts of assets, liabilities, receipts, disbursements, gains, losses, and other matters customarily included in financial statements;
 6. Provide a year-end financial report to the school principal no later than June 15th in compliance with the Klein ISD Booster Club Guidelines;
 7. Bill and collect all dues of the Corporation and advise President of same;
 8. Pay out funds with proper vouchers in accordance with the approved budget and co-sign checks with the other authorized check signer; and
 9. Perform any and all other such duties as deemed necessary by the Board.

Section 5. Term. Each elected officer shall serve a term of two (2) years and must run for re-election or new office of each following term. The President may not serve more than two (2) consecutive terms.

Section 6. Removal from Board. Each year, the Board will establish the definition of an acceptable standard of fulfilling the duties of Board membership (to be agreed to and acknowledged within forty-five (45) days of the Board taking office). In the event that an officer is unable to perform their duties to the acceptable standard, that officer may be removed by the following process:

1. A request for removal of an officer must be submitted in writing to the Board by at least five (5) general members;
2. That officer must be notified in writing by one of the remaining Board members within five (5) calendar days upon receipt of the fifth request;
3. The officer being considered for removal will have five (5) calendar days to respond in writing to the request and either:
 - a) accept the proposal and resign; or
 - b) petition for a thirty (30) day probationary period during which to bring their duties back to standard.
4. If the officer being considered for removal fails to respond within the given time period, they will be removed immediately after the time period has expired and the position will be filled by Board appointment;
5. If the officer being considered for removal accepts the proposal for removal, they will be relieved of their duties immediately and the position will be filled by Board appointment;
6. Petitions for probation will be granted automatically as long as there have been no previous requests for removal filed at any time against the officer being considered for removal.
7. After the probationary period has expired:
 - a) if the duties have not been brought back to standard (as determined by the remaining Board members), then the officer will be relieved of their duties on the 31st day;
 - b) if the duties have been brought back to standard (as determined by the remaining Board members), then the officer will resume as usual.

Section 7. Meetings. The Board of Directors shall provide the time and place for the holding of at least one annual meeting of the Board, and at least four (4) general meetings throughout the school year.

Section 8. Notice. Notice of any special meeting of the Board of Directors shall be given at least two days previously thereto by oral or written notice delivered personally or sent by mail or email to each member of the Board. Any Board member may waive notice of any meeting, and the attendance of a Board member at any meeting shall constitute a waiver or notice of such meeting.

Section 9. Voting. Each qualified family unit, as described in Article Three, Section 2 of these Bylaws, shall have the right to cast one vote in any matter at a particular meeting. The decision of

a majority of the voting members present at a meeting will be binding on the organization, unless provisions of these Bylaws require greater vote.

Section 10. Proxy. No voting by proxy will be allowed.

Article Six **General Provisions**

Section 1. Fiscal Year. The fiscal year of this organization shall be July 1 through June 30 of the following calendar year.

Section 2. Operating Funds. Operating funds shall be maintained in a general fund and a savings fund (as determined by the Board), and an accounting of such funds shall be pursuant to the guidelines set forth by Klein Independent School District (Klein ISD) Booster Club Guidelines, University Interscholastic League (UIL) Booster Club Guidelines, and all local, state and federal laws which apply to nonprofit organizations.

Section 3. Annual Statement. The Board shall present at each annual meeting, or when called by vote of the members at any meeting, a full and clear statement of the condition of the organization.

Section 4. Group Exemption. This nonprofit organization will qualify as a tax-exempt organization under the provisions of section 501(c)(3) of Title 26 of the United States Code and its Regulations as they now exist or as they may be amended by becoming a subordinate under the United States Codes exemption of Klein Support Groups, Inc.

Section 5. Meetings. All meetings shall comply with parliamentary procedures, Klein Independent School District (Klein ISD) Booster Club Guidelines, University Interscholastic League (UIL) Booster Club Guidelines, and all local, state and federal laws which apply to nonprofit organizations.

Article Seven **Standing Committees**

Section 1. Spirit Night Committee. Meet to coordinate spirit night events which will serve as donations to the Booster Club. Events can be no more than 1 per month and must be approved by the Board and administration of Klein Collins. The committee chairman shall be the President, Vice President, or Secretary.

Section 2. Host Contest Committee. Committee will chair various groups of volunteers for Host Contest. Chairpersons will be appointed by the Board for Concessions, Vendors, Silent Auction, and Hospitality and work under the direction of the Board and the head chairman. The committee head chairman shall be the President, Vice President, or Secretary.

Section 3. Social Committee. Committee shall consist of the Board of Directors, who shall coordinate, organize, plan, and implement all of the activities such as team building/bonding events, holiday parties, banquet, dance show, etc.

**Article Eight
Amendments**

Section 1. Amendments to Bylaws. These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a majority of the Board, provided that such alterations, amendments, or proposed substitute Bylaws have been read or distributed to all Board present at the previous regular meeting or such action may be made at a special meeting held at least ten days after the regular meeting at which the reading or distribution was made.

Section 2. Amendments to the Articles of Incorporation. The Board shall adopt any proposed amendment to the Articles of Incorporation, which, if approved by a majority of the Board, shall be again submitted for a vote at the next regular meeting of the Board.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting secretary of the **KLEIN COLLINS TIGER BELLES BOOSTER CLUB** and that these Bylaws constitute the corporation's Bylaws. The Bylaws were duly adopted at a meeting of the Board of Directors held on the 8th day of April, 2019.

Dated: April 8, 2019



Secretary of the Corporation

