Article I

Name, Address, Fiscal Year

A. Name

The name of this association shall be Pine-Richland Boys Soccer Boosters, referred to as PRBSB.

B. Official Mailing Address:

The official mailing address of the PRBSB shall be:

Pine Richland Boys Soccer Boosters

700 Warrendale Road

Gibsonia, PA 15044

C. Fiscal Year:

The fiscal year of the PRBSB shall begin on July 1 and end on June 30.

D. PRBSB is a member of the Pine-Richland Unified Booster Organization (PRUBO). PRUBO is the central organization which holds our non-profit group exemption under IRS 501 (c) section 2.

E. Notwithstanding any other provision of these By-Laws, the Organization shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c) (2) of the Internal Revenue Code.

Article II

Purpose

As a non-profit, 501(c) organization, the Pine Richland Boys Soccer Boosters have been established to provide support to the athletes, coaches, and parents of the Pine Richland High School Boys Soccer program. The PRBSB serve as a tool to enhance the student/parent athletic experience by establishing a communication network and conducting fundraising events with the goal of providing financial support to our teams.

This volunteer organization shall be non-commercial, non-sectarian and non-partisan. Said organization is organized exclusively for charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as organizations under section 501(c) (3) of the Internal Revenue Code.

No part of the net earnings of this organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution in furtherance of the purpose set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Article III

Membership Meetings

A. Membership

All parents and /or guardians of the student athletes and all members of the coaching staff shall be members.

B. Membership Rights and Duties:

To attend and participate at meetings, vote, be elected to an office, and/or serve on a committee. Members must support, uphold and abide the Bylaws, guidelines, and policies of the organization.

C. Annual Meeting:

The annual meeting for the election of executive officers, shall be held in April of each year. During the prior months, potential candidates will be solicited for office and be submitted to the boosters for vote in April. A majority vote of the membership, according to the voting rules listed below will elect the slate. Newly elected officers will assume their duties in July.

D. Time and Place of Meeting:

Meetings shall be held during each of the following months: April, August, September and October at Pine Richland High School. Membership will be notified via email 30 days in advance of a scheduled meeting. If meetings are to be held at an alternative location or date, that change will be announced to the membership 30 days in advance.

E. Voting:

Voting at all meetings of the Members shall be on the basis of one vote per attending member.

F. Quorum:

The presence in person of seven members of the PRBSB (executive Board members inclusive) shall constitute a quorum for the transaction of business at any meeting of the PRBSB.

Article IV

Officers

Officers: Officers shall be elected for a term of one year. There are no limits to the numbers of terms one may serve. The officers of the PRBSB shall consist of the Co-Presidents, Secretary, Treasurer, Asst. Treasurer and Member at large. Officers will be parents with a sincere interest in the mission of the organization and will have attended at least two meetings the prior twelve month period. Past experience as a committee member or chairperson is encouraged. Persons interested will be presented to the membership for election in April and newly elected officers will assume their duties in July.

1. Co-Presidents:

The Presidents shall preside at all meetings, shall appoint all committees and may designate the chairperson of each subject to the approval of the Executive Board, and shall be a member ex-officio of all committees. The presidents will be responsible for maintaining the Middle School and High School Athlete roster.

B: Secretary:

The secretary shall record, transcribe, copy and distribute the minutes of all general meetings. Copies of these minutes, the Bylaws and a roster of Officers and Committee Chairpersons shall be maintained by the Secretary. Also, the Secretary shall be responsible for all correspondence between the organization and outside parties.

C: Treasurer:

The Treasurer will receive and disburse funds for the organization. The treasurer will also prepare, distribute and maintain all financial records, including checking account statements, monthly reports and annual budgets. As a member of the PRUBO the treasurer will be responsible to submit Financial Data to PRUBO – Treasurer by October 15th. This includes a copy of the booster group yearly audit report, a copy of submitted yearly tax return, and a signed authorization by the President to be a member of PRUBO.

D: Asst. Treasurer:

The assistant treasurer will support the treasurer in all facets of the position with the intent of taking over the role in the following year.

E: Member at Large:

The member at large position will shadow the co-presidents and treasurer to get a complete overview of all facets of the working of boosters in order to promote a smooth transition next year. Said person will also work with the younger teams to better incorporate them into the booster program.

F: Following the annual election of Officers, the Board shall designate one of the Officers to serve as the member of the Booster Member Council of the Pine Richland Unified Booster Organization for a one year term, and shall notify the PRUBO Secretary by July 1.

Article V

Finances

A. Fiscal Year:

The Fiscal Year begins July 1 and ends June 30.

B: Budget:

The officers shall present a budget at the April General meeting for review and approval of the members. Any expenditure not covered in the budget or in excess of the budgeted amount must be approved by the Officers, and if greater than $1000.00 must also be approved by a majority vote of the members at a general meeting. The officers may approve expenses related to post-season games up to $1250.00 without consent of the membership.

C: Check Signing Authority:

Two of the Executive Board Officers must sign all checks drawn on the association’s bank account.

D: Fiscal Planning:

A minimum of $3,000.00 will be earmarked at the end of each fiscal year to provide start-up funds for the next fiscal year.

E. Insurance

The Organization shall maintain commercial general liability insurance through Pine-Richland umbrella insurance policy, which provides coverage for Directors and Officers for personal injury, medical expenses, property damage and products. Minimum limits of liability shall be $1,000,000 per occurrence and $2,000,000 aggregate.

F: Audit Review:

Each year following the close of the fiscal year on June 30, an audit committee of three non-board members will meet to review the financial accounting of the PRBSB. The treasurer will supply a financial statement, check book register, all bank statements with deposit documentation and all invoices paid for review by the committee. A brief report from the committee will be submitted to the Pine-Richland School District Athletic Office.

Article VI

Committees

Committees: Committees may be established to serve a specific purpose and to meet goals established by the PRBSB. All committees shall abide by those responsibilities assigned in these By-Laws. All committee chairmen must report to the Executive Board of the association.

A: Executive Board:

The Executive Board Committee shall consist of the officers of the PRBSB. The Executive Board shall act for the membership in the interim between meetings, but they shall not have the power to reverse any action or policy of the membership.

B: Special Committees:

Chairpersons of Committees shall be appointed by the Board annually. Each chairperson shall be responsible for approving any expenditure made by committee members within their budget. Each chairperson shall maintain a file with records describing the work of the committee which may be used to help guide future chairpersons. In addition, each chairperson will complete and submit two copies of the year end budget report. One copy will go to the Executive Board and one copy will stay in the committee file.

1. Banquet
2. JRK Tournament
3. Picnic
4. Senior Night
5. Away Game Meals
6. Concessions

Article VII

Discipline

Officers or committee chairpersons may be removed from office for the following causes:

1. Misappropriation of the PRBSB funds.
2. Unwillingness to follow or uphold the policies described in these By-Laws.
3. Entering into contracts or other legal agreements without prior approval of the Officers.
4. Abandonment of duties, improper conduct, violation of school policies or violations of the law.

In case of any misconduct or neglect of duty by any Executive Board Member a two-thirds majority of the members may declare that position vacant. A President may temporarily suspend any member for misconduct.

Article VIII

Dissolution or Disbandment

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of the section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for public purposes. Any such assets not disposed of shall be disposed of by the a court of competent jurisdiction in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are operated exclusively for such purposes.

Article IX

Conflict of Interest

No Board member may vote upon a matter in which he or she has a direct financial interest or conflict of interest. No Board member may vote upon a matter in which he or she has a business or family relationship not common to all members. Immediately upon becoming aware that such a conflict exists, a Board member must disclose such, withdraw from further deliberation, and refrain from voting on the matter.

Article X

Amendments to the Bylaws

All amendments to the bylaws must be voted on at a general meeting by the booster members in attendance. Following approval a copy will be submitted to the Pine-Richland School District Athletic Office.