

CONSTITUTION
of the
SAINT PAUL PARISH BOOSTER CLUB

Article I – Name and Purpose

This organization shall be known as the Saint Paul Parish Booster Club (Booster Club). The purpose of this organization is to promote and support the activities of the parish and school.

Article II – Membership

Membership is open to all registered members of Saint Paul Parish, eighteen years of age and older.

Article III – Officers

The governing body of the Booster Club shall consist of four elected officers: President, Vice-President, Secretary, and Treasurer; and the Pastor of Saint Paul Parish shall be an ex-officio officer of the Booster Club.

Article IV – Meetings

Regular meetings of the Booster Club shall be held ten (10) times per year, on the third Wednesday of the month, August through May. Special meetings of the Booster Club may be called by the President as needed.

Article V – Amendments

Amendments to this Constitution must be presented in writing to the President at least seven (7) days prior to a regular meeting. The proposed amendment shall be read at the next regular meeting and then offered for a vote at the following regular meeting. A two-thirds (2/3) majority of voting members present is required to adopt the amendment.

BY-LAWS
of the
SAINT PAUL PARISH BOOSTER CLUB

Article I – Membership

Section 1

The dues for membership shall be \$5.00 per person per year. Dues must be paid in August regardless of the anniversary month of membership. A qualified person may join the Booster Club at any regular or special meeting by paying the \$5.00 dues.

Section 2

At least one parent or guardian of each participant in the Saint Paul Parish Cheerleading program shall be a paid member of the Booster Club.

Article II – Officers

Section 1

The Executive Committee of the Booster Club shall consist of the Pastor, President, Vice-President, Secretary, and Treasurer.

Section 2

The President shall preside at all regular and special meetings of the Booster Club and of the Executive Committee. The President shall call the meeting to order at the specified time, announce the business before the assembly in its proper order, preserve order during the meetings, and shall appoint all committees.

Section 3

The Vice-President shall assist the President in the performance of the President's duties and shall exercise all the powers and duties of the President in the absence of the President.

Section 4

The Secretary shall keep an accurate record of all meetings. The minutes of each meeting shall be typed and provided to the Executive Committee at least one week prior to the next meeting, regular or special. The Secretary shall maintain all correspondence of the Booster Club in an organized fashion. The Secretary shall maintain the membership role for the Booster Club. The Secretary shall perform other duties designated by the Executive Committee.

Section 5

The Treasurer shall maintain accurate records of the funds of the Booster Club, collect dues from members, certify the accuracy of accounts payable bills and statements, request payment of bills on the proper form and in a timely manner, maintain the Booster Club imprest account, prepare and present a financial report at each regular meeting of the Booster Club, prepare an annual statement at the end of the fiscal year, and assist with annual budget preparation.

Article III – Nominations and Elections

Section 1

All elected offices shall be for a term of one (1) year. An elected officer may not serve more than two (2) full consecutive terms. An individual who has served two full consecutive terms may be re-elected to the same office after an absence of two (2) full years.

Section 2

Anyone who has been a member in good standing of the Booster Club for at least one (1) full year is eligible to serve as an officer. This requirement is waived for the first set of officers to whom these by-laws apply in the 2004-05 school year.

Section 3

At the regular meeting in April the President shall request nominations for the four (4) elected offices.

Section 4

The election of officers shall take place at the regular meeting in May. The new officers shall assume their duties at the regular meeting in August.

Section 5

If for any reason the office of the President is vacated, the Vice-President shall assume the vacated office for the remainder of the term. Vacancies in the offices of Vice-President, Secretary, or Treasurer shall be filled by an election at the next regular meeting for the remainder of the term. Such a partial term shall not count toward a “full term” when considering an individual’s eligibility for re-election.

Article IV – Meetings

Section 1

Ten (10) members, including officers present, shall constitute a quorum for the conduct of ordinary official business.

Section 2

When any issue is presented for a vote at a regular or special meeting, all members in good standing in attendance at the meeting have the right to vote. Members in good standing not in attendance at any particular meeting waive their right to vote at that meeting.

Section 3

Robert’s Rules of Order shall govern the conduct of the meetings of the Booster Club in all cases to which they are applicable and in which they are not inconsistent with the by-laws of the Booster Club or the regulations of the Archdiocese of Louisville.

Article V – Standing Committees

Section 1

The Executive Committee may conduct business on behalf of the entire Booster Club in emergency situations or when assembling a quorum is not feasible. The Executive Committee shall have the authority to spend up to \$500 per _____ (*NEED SOME HELP HERE – PER MEETING, PER PURCHASE, PER YEAR – WHAT???*) without the consent of the Booster Club membership.

Section 2

The Saint Paul Bingo Committee shall be a standing committee of the Booster Club. The proceeds from the Bingo shall be distributed as follows:

- 10% to the Booster Club for operating expenses;
- 14% to the Sports Committee for the sports program;
- 16% to the parish general fund;
- 60% to the School Trust Fund.

The above distribution of Bingo proceeds may only be changed by a unanimous decision of the parish Finance Committee, a unanimous decision of the Parish Council, and a three-fourths (3/4) majority vote of the Booster Club, following the stated voting guidelines.

Section 3

The Fish Fry Committee shall be a standing committee of the Booster Club. Every Fish Fry sponsored by Saint Paul parish shall be conducted under the supervision of the Booster Club. Fish Fry funds raised shall be used to support the school.

Section 4

The Cheerleading Committee shall be a standing committee of the Booster Club. The Saint Paul Parish Cheerleading program shall be conducted under the supervision of the Booster Club. The Saint Paul Parish Cheerleading program will be financially supported by the Booster Club and shall be allowed to raise funds. Any funds raised over and above the expenses of the cheerleading expenses for that year shall become part of the Booster Club general fund.

Article VI – Amendments to the By-Laws

Section 1

Amendments to these By-Laws must be presented in writing to the President at least seven (7) days prior to a regular meeting.

Section 2

The proposed amendment shall be read at the next regular meeting and then offered for a vote at the following regular meeting. A two-thirds (2/3) majority of voting members present is required to adopt the amendment.