

ARTICLE I - ORGANIZATION

Bishop Fenwick High School

4855 State Route 122

Franklin, OH 45005

Fenwick Athletic Boosters (FAB)

ARTICLE II - PURPOSE

Section 1

Fenwick Athletic Boosters (**FAB**) Association exists to support the mission and vision of the Bishop Fenwick High School Athletic Department. Through a dynamic and active community of supporters, **FAB** will work collaboratively with the coaches, athletic director and the schools' administrative team to help build a robust and attractive athletic culture that will position the school as one of the preeminent high schools in Ohio.

FAB seeks...

- To support, promote, and maintain a high standard of integrity and good sportsmanship in all athletic activities of the high school.
- To foster a collegial spirit and a community building attitude among the members.
- To promote and encourage better attendance to all sports activities by the parents, friends of athletes, the students, and faculty of the high school.
- To serve, support and improve events and activities that raise funds to enhance athletic programs at Bishop Fenwick High School.
- To assist the athletic department through volunteerism that provides help in various capacities; as parking lot attendants, chain gang, admission ticket gates, timers, judges, or any similar activity related to successfully operating athletic sponsored events.
- To connect and engage in philanthropic conversations that are key to sustaining quality programs at Bishop Fenwick High School

ARTICLE III - MEMBERSHIP

Section 1

Parents of all past or present student athletes, and any other community member that share a special interest in Bishop Fenwick High School Athletics shall be eligible for membership in the association.

Section 2

There will be annual membership dues of **\$25** per person for regular active members. Dues shall be payable at the beginning of each school year or upon making the decision to be a part of the association. Dues will be reviewed annually and may be increased by the Executive Board and a majority vote of the general membership.

Section 3

In addition to the annual membership fee the **FAB** Association encourages all of our community members, especially **FAB** Association members to consider supporting Bishop Fenwick Athletics at an even higher level of giving through our **Gold Fund**:

Gold Fund helps offset expenses associated with the athletic programs such as coach's stipends, field maintenance, equipment, uniforms and other program expense beyond the athletic budget.

Giving Levels

Crimson & Gold Society	\$5,000+
Bishop Fenwick Society	\$2,500+
Krusling Society	\$1,000+
1952 Society	\$500+
Falcon Club	\$250+
Brave & Bold	\$100+
Fenwick Friend	\$1-\$99

Section 4

All active coaches, the Principal and the Athletic Director shall automatically be considered ex-officio members of the **FAB**. In addition, each athletic team should provide a parent representative to be present at meetings. The Principal (or another designated representative), shall also be a member of the Executive Board of the Association.

ARTICLE IV - OFFICER ELECTIONS

Section 1 - Officers:

Officers shall consist of a President, Vice President, Treasurer and Secretary. There shall be additional officers, committee chairpersons, and other officials as the President shall appoint from time to time.

Section 2 - Election of Officers (2-year rotation)

Election of officers shall take place at the **FAB** meeting to be held in March (**Election Meeting**) of each year or as near to that date as is reasonable. The slate of officers should be presented to the membership at the February meeting (**Nomination Meeting**) or a meeting proceeding the election meeting. The proposed slate shall be nominated by a **nominating committee (Executive Board)**, defined below, and the committee may nominate more than one proposed officer for each position. Nominations may be accepted by the nominating committee from the floor during the (Nomination Meeting) or the nominating committee may generate nominations itself. The full slate as nominated by the nominating committee must

be accepted and approved at the Executive Board meeting and will be presented and voted upon at the Election Meeting.

Section 3 - Nominating Committee:

The nominating committee duties will be led by the Executive Board and shall consist of all elected members.

Section 4 - Term:

Officers shall serve for two years. The Vice President will serve one year in the elected position before taking over the role of President in the second year of service.

Section 5 - Eligibility:

All members in good standing (paid dues and regular/consecutive attendance) shall hold office or vote in elections, unless this provision is waived by the Executive Board.

Section 6 - Voting:

Voting shall be by secret ballot at the Election Meeting...conducted by the Executive Board members or its designees.

The duty of the election committee (Executive Board) shall be to pass out the ballots, collect the ballots, count them and the chairman of that committee is to read the final count to the **FAB Association members**. In the event there is more than one person nominated for any one office, then whoever wins the majority of votes cast shall be deemed winner of the election. In the event there is but one nominee for any particular office, and that nominee does not receive the majority of votes cast, then the Executive Board shall appoint an eligible member to serve in that office, and hold that office until next regular election, or in the alternative, the Executive Board may determine to hold another election for that particular office. The President may forego the secret balloting and call for election by voice vote if he deems that the electors are clearly in favor of such procedure.

Section 7 - Installation:

Installation of officers shall be held at the final meeting of the school year in April (**Annual Meeting**), at which time the new officers shall take over their duties in all matters affecting the next subsequent school year.

Section 8 - Annual Meeting:

The annual meeting of the Association shall be the last meeting of the school year which, ordinarily, will be held in April. At the annual meeting, all annual reports shall be received and the new officers, retiring board, and the newly elected officers and new board, if organized, shall hold a joint session. At the joint session, the retiring officers and board all transfer all books and papers in their possession and belonging to the Association to the new administration, and otherwise advise the new administration as to the status of affairs of the Association.

Section 9

Past presidents who are still members of the Association shall remain on the Executive Board for a duration of two years in a voluntary role.

ARTICLE V - DUTIES OF OFFICERS

Section I - President

It shall be the duty of the President to preside at all regular and special meetings and all Board meetings. The President shall perform all of the duties of the office; shall appoint all committees and committee chairpersons and shall be an ex-officio member of all committees, except the nominating committee. The President will collaborate with the Director of Finance regarding all contracts, checks and disbursements, subject however, to the approval or ratification of the Executive Board. The President shall have regular meetings with the school principal and athletic director as determined by the group.

Section II - Vice President

The Vice President shall act as President in the event of his absence or incapacity and shall assume his duties for the balance of his term unless replaced by the Board. The Vice President's line of succession shall be as designated at the time of their elections.

Section III - Secretary

It shall be the duty of the Secretary to keep a record of all regular and special meetings, and all Board meetings. The Secretary shall forward all minutes to the board members within 7 days of the most recent meeting. It shall also be the duty of the Secretary to maintain a procedure book which is a record of the activities of the Association compiled into a permanent form. It shall be the duty of the Secretary to conduct the correspondence of the FAB **Association**, keep a list of the membership's contact information (including addresses, emails and telephone numbers), send out all notices, special letters, or any other communication deemed necessary by the board (with the approval of the AD). Regular reports will be given to the board during our monthly meetings.

Section IV – Treasurer***

It shall be the duty of the Treasurer to track all monies generated through the activity of the **FAB Association**. The Treasurer shall be responsible for coordinating the use of funds during annual association events only for purposes approved by the association. The Treasurer shall present a statement of account at all regular meetings and at other times when requested to do so by the President and shall make a full report at the annual meeting. The treasurer will work closely with the Athletic Director and the Director of Finance (as needed).

ARTICLE VI - EXECUTIVE BOARD

Section 1

The executive board shall consist of the **FAB Association** officers including the school Athletic Director, the chairmen of standing committees, and the principal of the school or a representative appointed by him. The chairmen of the standing committees shall be selected by the FAB officers and the principal of the school or his representative. The members of the executive board shall serve until the election and qualification of their successors.

Section 2

The duties of the executive board shall be:

- a. To transact necessary business as required by the **FAB** association.
- b. To create, define and oversee standing committees.
- c. To approve the plans of work of the standing committees.
- d. To present a report at the regular meetings of the association.
- e. To prepare and submit to the **FAB Association** for approval a budget for the fiscal year.
- f. To review and approve any bills within the limits of the budget.

Section 3

Regular meetings of the executive board shall be held monthly during the school year, the time to be fixed by the board at its first meeting of the year.

ARTICLE VII - MEETINGS

Section 1

Regular **FAB** meetings shall be held the **second Wednesday** of **every month** at **7:00 pm** each month during the school year. There will be at least 1 notice, 2 weeks prior to all planned meetings. In the event that a planned meeting has to be cancelled, the secretary will notify the membership 48 hours in advance unless it is an emergency cancellation.

Section 2

The annual meeting shall be in April.

Section 3

QUORUMS: A quorum shall consist of not less than two-thirds of the Executive Board and not less than 51% of the head coaches & representatives. It is noted however, that at times, due to other commitments of the members, it may not be reasonable to obtain a quorum. Under such circumstances, a quorum event, such actions shall be subject to review by a full quorum within sixty days of such action having been taken, at which time the full quorum may reverse the action without a quorum.

ARTICLE VIII - STANDING AND SPECIAL COMMITTEES

Section 1

The executive board may create such standing committees as it may deem necessary to promote all objectives and carry on the work of the **FAB**. The term of each chairman shall be one year or until the completion of the **event declared** by the President or Executive Board.

Section 2

The chairman of each standing committee shall present a plan of work to the executive board for approval prior to work being initiated on the event.

ARTICLE IX - PROPERTY RIGHTS

Membership in this association shall not title or vest any of the members with any property rights or rights having monetary value of any kind whatsoever, including, but not limited to, property rights or monetary rights in the school or in the association.

ARTICLE X - AMENDMENT

These by-laws shall be approved by a meeting of the regularly called general membership, by a majority vote of those members eligible to vote and actually casting their vote at said meeting. The by-laws may be amended by a two-thirds vote of the members present at any regularly called meetings. Such amendments may only be recommended by the Executive Board, and shall be presented in writing and read at the regular meeting prior to the time of voting.

ARTICLE XII - RELATIONSHIP WITH SCHOOL PRINCIPAL AND ATHLETIC DEPARTMENT

The booster club shall operate in full support of the school principal, athletic director and coaches. At no time should the booster club make recommendations or become directly involved in the day to day operation of the school athletic program. The booster club serves only to support the school athletic program and has no way or direction of policy established by the school principal or athletic director.