

1 c. Make, discuss and vote on all motions.

2
3 i. A limit of one (1) vote per paid family membership shall be enforced.

4
5 5. Membership Responsibilities

6
7 a. Attendance at all regular and special meetings.

8
9 b. Serve on committees.

10
11 c. Pay dues and/or other financial obligations to the Association.

12
13 d. Participate in fund raisers.

14
15 e. Support and promote the AFHS Boys Soccer Program.

16
17 f. Conduct one's self in a courteous, adult manner.

18
19 g. Participate in nomination and election of the Executive Officers.

20
21 h. Vote on all motions.

22
23 i. A limit of one (1) vote per paid family membership shall be enforced.

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28 ARTICLE V: OFFICERS AND THEIR ELECTION

29
30 1. An individual must be a member of the association for a minimum of one (1) year or
31 portion thereof prior to being eligible for nomination to any Executive Board position.

32
33 a. Time served need not be in the year immediately prior to election.

34
35 2. The Executive Board shall be the governing body of the Association and shall consist of
36 the following offices:

37
38 a. President.

39
40 b. Vice President

41
42 c. Recording Secretary.

1 d. Corresponding Secretary.

2
3 e. Treasurer.

4
5 3. Officers shall assume their official duties, as defined in ARTICLE VI hereof, at the
6 beginning of each new fiscal year and shall serve for a term of one (1) year or until the
7 election of their successors.

8
9 4. Nominations of Executive Officers

10
11 a. The Nominating Committee shall meet in October to discuss nominations for the
12 upcoming year.

13
14 b. At the November meeting, the Nominating Committee shall nominate at least
15 one (1) eligible Member for each executive office. Nominations from the floor
16 will also be accepted at the November meeting provided that the nominee is
17 present to formally accept the nomination.

18
19 i. Only those Members who have signified their consent to serve, if elected,
20 as of the November meeting shall be nominated.

21
22 c. Election of Executive Officers shall be held during the December meeting with
23 those elected taking office on January 1.

24
25 5. A vacancy occurring in any elected position shall be filled for the remainder of the term
26 by a Member elected by the majority vote of the remaining Executive Board, notice of
27 such election haven been given. A split vote shall be decided by a vote of the
28 Membership.

29
30 a. In the event of a vacancy in the office of President, the Vice President shall serve
31 notice of the election and assume the duties of the President until the vacancy
32 has been filled.

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37 **ARTICLE VI: DUTIES OF THE EXECUTIVE OFFICERS**

38
39 1. President

40
41 a. Preside at all meetings of the Association and of the Executive Board.

42
43 b. Serve as the Association's representative when dealing with outside entities.

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- c. Perform such other duties as prescribed in these bylaws or as assigned by the Association or Executive Board.
- d. Coordinate the work of the Executive Officers and committees chairpersons.

2. Vice President

- a. Serve as an aide to the President and perform all duties assigned by the President.
- b. In the absence of the President, assume all duties of the office.
- c. Prior to voting, shall read roster of eligible voting members as provided by the Treasurer.

3. Recording Secretary

- a. Record the minutes of all meetings of the Association and of the Executive Board.
- b. Perform other such duties as delegated by the President.

4. Corresponding Secretary

- a. Conduct all correspondence of the Association and perform readings of all communications.
- b. Maintain record of all correspondence and read at monthly meetings.

5. Treasurer

- a. Maintain custody of all funds of the Association.
- b. Maintain complete and accurate account of receipts and expenditures and make disbursements in accordance with the approved budget, as authorized by the Association or the Executive Board.
- c. Present a financial statement at every meeting of the Association and as requested by the Executive Board.
- d. Maintain books of account and such records as required by the Association.

1 e. Maintain record of paid Members to serve as the roster of voting eligibility. A
2 current roster must be presented to the Vice President prior to each meeting.

3
4 f. Prepare account statements for auditing purposes as required.
5

6 6. All Executive Officers
7

8 a. Perform all duties outlined within these bylaws and other duties as delegated by
9 the President or the Association.

10
11 b. Deliver to their successors all official material no later than thirty (30) days
12 following the election.
13

14 c. Meet at the beginning of the year to discuss budgets for all committees and
15 events including but not limited to Alumni Game, Senior Night, Concessions,
16 Camps, Coach's requests, Equipment, etc.
17
18
19
20

21 ARTICLE VII: MEETINGS
22

23 1. Regular meetings of the Association shall be held on a monthly basis. The date, time and
24 location for all meetings shall be determined by the Executive Board.
25

26 2. The Executive Board shall meet as required at the discretion of the President.
27

28 3. The agenda order for all meetings shall be as follows:
29

30 a. Call to order.

31 b. Reading and approval of previous meeting minutes.

32 c. Secretary's report / Correspondence.

33 d. Treasurer's report.

34 e. Committee reports.

35 f. Coach's report.

36 g. Old business.

37 h. New business.

38 i. Open floor / Questions.

39 j. Adjournment.
40

41 4. All business shall be conducted at regular monthly meetings. A majority vote of the
42 Members present, including Executive Officers, shall be required for the passage of all
43 motions made.

- 1
2 a. A split vote shall be settled by the Executive Board. All Executive Officers must
3 be consulted.
4

- 5 5. The privilege of holding office, introducing, debating and voting on motions shall be
6 limited to Members of the association whose current dues have been paid.
7
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11 ARTICLE VIII: STANDING AND SPECIAL COMMITTEES
12

- 13 1. The chairperson of each standing committee shall present a plan of work to the
14 Executive Board for approval. No committee work shall be conducted without the
15 consent of the Executive Board.
16
17 2. The President shall be an ex-officio member of all committees except for the
18 Nominating Committee.
19
20 3. The following standing committees shall be recognized by the Association. Special
21 committees shall be established by the Executive Board as required to meet the needs
22 of the Association.
23

24 a. Nominating Committee
25

- 26 i. A minimum of three (3) Members shall serve on the nominating
27 committee and shall be responsible for the nomination of executive
28 officers in accordance with ARTICLE VI, Section 4 of these bylaws.
29

30 b. Auditing Committee
31

- 32 i. A minimum of three (3) Members shall serve on the Auditing Committee
33 and shall be responsible for verification of the treasurer's report in
34 accordance with ARTICLE VI, Section 5.f of these bylaws.
35
36 ii. This committee shall conduct an annual audit at the end of each fiscal
37 year.
38

39 c. Historian
40

- 41 i. This committee will document the history of the season in both written
42 and photographic form. Maintain a record of all printed articles from the
43 local press and take photographs of team events.

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d. Fund Raising Committee

i. This committee will coordinate year round fundraising activities and track finances from said activities to be used for the financial support of the team. Accurate financial records shall be kept and coordinated with the Treasurer.

e. Events Committees

i. A separate committee shall be established to plan each of the following events.

- 1. Senior Night
- 2. Alumni Game
- 3. Banquet

f. Concessions Committee

- i. This committee shall coordinate the staffing and stocking of the concession stand for all home games.
- ii. Maintain record of all income from sale of concessions.

g. Meal Committee

i. This committee shall provide food and drink for players prior to away games as required by the game schedule.

h. Program Committee

- i. Coordinate efforts to assemble the program by mid-August.
- ii. Coordinate team photograph and senior photos.
- iii. Responsible for sale and distribution of programs.

i. Bylaws Committee

i. Review and revise Bylaws and Standing Rules on an annual basis.

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ARTICLE IX: COACHING STAFF

- 1. The Coach or any member of the coaching staff shall not be permitted to serve as a Member of the Association or hold an Executive Office.
 - a. Coaches shall be considered Associate Members of the Association as defined in ARTICLE IV of these bylaws and shall not have voting privileges.
- 2. The presence of the Head Coach is requested at all meetings.
 - a. The Coach shall be expected to provide input as to how the Association can be of assistance to the team financially or otherwise.
 - b. Before ordering items for which the Association is financially responsible, the Coach shall submit such requests for review and approval by the Executive Board.

ARTICLE X: AMENDMENTS

- 1. These bylaws may be amended at any regular meeting of the Association by majority vote of the Members present, provided that notice of the proposed amendment had been given at the previous regular meeting.

These Bylaws were developed and written for the Austintown Fitch Soccer Boosters by the initial Bylaws Committee including Eric Bohr, Terry Rusu, Jane Soriano, Bill Spencer and Ernie Yacovone. They were accepted by majority vote of the Membership on January 20, 2010 at which time they went into effect.