

## **By-laws of the Friends of Sutherland Golf Booster Club**

### **Section 1. Purpose**

- a. The Booster Club consists of a group of interested adults whose purpose is to generate spirit and support the special needs for the golf teams at Pittsford Sutherland High School. The special needs would be those not normally provided by the School athletic program. It is not the purpose of the Booster Club to get involved in decisions as to team play or organization.
- b. There is no connection between Booster Club membership or level of activity in the Club and the player's right to play on the team or in the matches. The Booster Club is separate from the coaching staff and School.

### **Section 2. Membership**

- a. Parents/guardians of players and other interested adults are welcome and encouraged to participate as members of the Friends of Sutherland Golf Booster Club and its activities. No parent or guardian is required to participate.
- b. No special obligations or rights are extended to parents of captains.

### **Section 3. Organization**

- a. The Booster Club will include a steering committee consisting of a minimum of 1 representative from each team plus a President, Vice President, Treasurer, Secretary, and Publicity Chairman. Representatives of the teams will be selected by each of the teams through volunteers or other means, as determined by each team. Volunteers or nominations will fill officers from the general membership. Majority vote of the membership will be used if multiple volunteers or nominations are present. The steering committee and officers will be determined in mid-January each year to provide direction/leadership for the following year's season. Should there be a vacancy with an officer position a general meeting of the steering committee will be held to elect a replacement.
- b. The responsibility of the steering committee includes activities listed below, plus other activities that may be agreed by the committee and Booster Club members from time to time and added to this list.
  1. Call Booster Club membership meetings
  2. Review, organize, and support fundraisers

3. Coordinate use of funds
  4. Publicize and report on matches
  5. Communicate with coaches when required
  6. Work with the coaches to coordinate and run annual tournaments
  7. Coordinate the annual Banquet
- c. Decisions made by the Steering Committee shall require a quorum of a simple majority of members being present, which includes either:
1. The President or Vice President and one other officer, or
  2. Three officers.

#### **Section 4. Officers**

- a. The members of the Booster Club shall elect all officers at the time of the annual meeting, to serve of one (1) year.
- b. The President shall be the principal executive officer of the booster club and shall, in general, supervise and control all of the business and affairs of the Club. The President shall be the presiding officer at all meetings of the members and the Steering Committee. The President may sign, with the Treasurer or any other proper officer of the Booster Club authorized by the Steering Committee, any legal instruments on behalf of the Booster Club and in general shall perform all duties incident to the office of President and such other duties as may be prescribed by the Steering Committee from time to time.
- c. The Vice-President, in the absence of the President or in the event of his inability or refusal to act, shall perform the duties of the President and when so acting shall have all the powers of and be subject to all the restrictions on the President.
- d. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Booster Club; receive and give receipts for monies due and payable to the Booster Club from any source whatsoever, and deposit all such money in the name of the Booster Club in such bank or other depositories as shall be selected by the Steering Committee; and in general, perform all duties incident of the office of Treasurer and such other duties as from time to time may be assigned to him by the President or the Steering Committee.
- e. The Secretary shall keep the minutes of the meetings of the members and of the Steering Committee; see that all notices are duly given; keep a register of the post office address and email address of each member which shall be furnished to the Secretary by such member; and, in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President or the Steering Committee.

- f. The Publicity Chairman will be responsible for recording statistics and creating articles that will be posted in the local newspapers including but not limited to the *Brighton - Pittsford Post* and the *Rochester Democrat and Chronicle*.
- g. The Tournament Chairman will be responsible for organizing, in coordination with the coaches, any tournaments related to the Booster Club.

### **Section 5. Fund Raising**

- a. Ideas for fund raising will be generated by members of the Booster Club and reviewed/implemented by the Steering Committee and members.
- b. Parents/guardians and other adult supporters will be principally responsible for raising funds to support Booster Club programs. Involvement of the players in fund raising activities will be discretionary so as not to conflict with school academic and/or athletic activities.
- c. The School must approve in advance any use of School resources for fund raising or publicity.
- d. Funds raised will be used for spirit generating activities or special projects approved by the Steering Committee and consistent with an annual budget and fund raising expectations.
- e. Funds raised by the Booster Club activities are not to be used for payments to coaches.

### **Section 6. Treasury**

- a. In the event the Booster Club disbands, all money left in the Booster Club fund will be used in the manner determined by a majority vote of the current year's Steering Committee and all current officers.