



## Chambersburg Wrestling Booster Club, Incorporated BY-LAWS

### ARTICLE I GENERAL INFORMATION

The name of this organization shall be the “**Chambersburg Wrestling Booster Club**” (here in after referred to as the “CWBC”)

To be eligible to vote for officers or to be an officer, members will be required to be considered active members of CWBC. Definition of Active member: member must attend at least one of three previous meetings to be eligible to vote.

No dues shall be charged for privilege of being a member.

Each elected officer position will be for one year term. No officer can be elected to the same position for more than 2 terms unless he or she is unopposed.

Each elected officer will have an equal vote in all matters. In the event that one of the members is not present at a meeting and a tie vote results, the Head Wrestling Coach will break the tie.

### ARTICLE II OFFICERS AND BOARD OF DIRECTORS

The voting members shall elect a President, Vice President, Treasurer, Secretary, Sr. High Liaison/Concessions, Jr. High Liaison/Concessions, Youth Liaison/Concessions and Lincoln Highway Wrestling Liaison/Concessions.

The **President** shall preside at all meetings of CWBC. The President shall have the power to appoint, with the approval of the Board of Directors, such a position of this organization as may, in his judgment, be necessary and convenient for the achievement of the organization's objectives. The President shall be responsible for the direction and management of the business of this organization and shall see that the orders and resolutions of the elected officers are carried out.

The **Vice President** shall serve as an advisor and assistant to the President and shall assume the duties of the President in the absence, resignation, incapacitation or removal from office of the President.

The **Treasurer** shall manage all of CWBC funds which shall be deposited in one or more bank accounts approved by the officers in CWBC's name. The Treasurer shall present to the CWBC **a monthly bank statement along with a written report at each monthly meeting** and any other special reports that may be requested by the Board of Directors. Once the financial status is approved it will then be entered into the official minutes as the official record.

The **Treasurer** shall make disbursement from the funds of CWBC on the approval of the Board of Directors. Any Funds remaining at the close of any fiscal period may be available for disbursement as the Board of Directors direct for any purpose of CWBC. Amounts not expended at the end of the fiscal year may be carried forward for use in the subsequent fiscal year. Upon dissolution of CWBC any remaining funds shall be distributed as set forth in the Articles of Incorporation. The funds for this organization shall be appropriated by fundraising events and sponsorship.

The **Treasurer** at the close of each fiscal year shall submit to the Board of Directors, in written form a complete statement of all receipts and expenditures of the CWBC for the recently ended fiscal year. An internal audit by the Board of Directors will be performed with a full report given at the next monthly meeting.

The **Secretary** shall also maintain and assist in recording and distribution of the minutes, records and documents of this organization, as directed by the Board. The Secretary shall maintain and promulgate

an accurate list of the membership of the Board of Directors, which shall include addresses and telephone numbers of the Directors.

**Sr. High Liaison/Concessions** will be responsible for getting the information out to the Sr. High wrestlers/parents that has to do with CWBC functions/fundraisers. The Sr. High Liaison is also responsible for setting up concessions and assigning parents to work in concessions and other functions as needed.

**Jr. High Liaison/Concessions** will be responsible for getting the information out to the Jr High wrestlers/parents that has to do with CWBC functions/fundraisers. Jr. High Liaison/Concessions is also responsible for setting up concessions and assigning parents to work in concessions and other functions as needed.

**Youth Liaison/Concessions** will be responsible for getting the information out to the Youth wrestlers/parents that has to do with CWBC functions/fundraisers. Youth Liaison/Concessions is also responsible for setting up concessions and assigning parents to work in concessions and other functions as needed.

**Lincoln Highway Wrestling Liaison/Concessions** will be responsible for getting the information out to the Lincoln Highway wrestlers/parents that has to do with CWBC functions/fundraisers. Lincoln Highway Wrestling Liaison/Concessions is also responsible for setting up concessions and assigning parents to work in concessions and other functions as needed.

If a vacancy is created on the Board of Directors for any reason, the remaining members of the Board of Directors shall appoint a member to fill such vacancy. The tenure of the member appointed to fill such vacancy shall depend upon the unexpired term of the member whose termination from the Board of Directors caused the vacancy.

No compensation shall be paid to a member of the Board of Directors for serving as a member of the Board or for serving as an officer. Expensed incurred by a member of the Board of Directors in furtherance of the purpose of CWBC may be reimbursed.

All officers shall be elected by a written ballot at the July meeting and will assume office immediately. All offices are for a one year term as stated in Article I

Nominations for elective offices shall be solicited prior to the annual meeting and shall be taken from the floor at the annual meeting.

Votes shall be tabulated by the President

Directors may be removed from Office and/or from the Board for cause by the Board itself. No Director shall be removed from Office or the Board without due process or without the approval of at least three-fourths of the voting members of the Board. The Board shall define and promulgate what constitutes cause for removal, but this may not be done ex-post facto. Three consecutive absences would automatically generate a standard letter from the President of the Board requesting immediate response as to that director's commitment or resignation.

### **ARTICLE III FINANCIAL**

For the purposes of CWBC, the fiscal year will run from July1 through June 30

The Board of Directors will create an annual budget prior to the September meeting. This budget will be voted on by CWBC members at the September meeting of CWBC.

Any money being spent outside the approved budget exceeding \$500 must come to a vote at a general CWBC meeting, in the event of an emergency an email vote may be conducted by active members as defined in Article I.

Any money being spent outside the approved budget less than \$500 must be approved by Senior High School Head Coach and second by two key officers as defined in Article I with signatures by all three. Any rejections of funds through this process will be explained at the next general CWBC meeting

NO contract will be signed unless it has been approved by two of the following Board members: The President, the Vice President, the Treasurer and/or Secretary.

For each fundraising event sponsored by CWBC, two people from the Board of Directors, not from the same family, will be assigned by the board to be responsible for collecting and counting all money from the event. The money will be collected and counted every 2 hours. A deposit slip, signed by both individuals, and the money will be turned in to the treasurer.

#### **ARTICLE IV OBJECTIVES**

CWBC shall be a voluntary, non-profit organization affiliated with Chambersburg Area School District Wrestling with the purpose of meeting the following common objectives:

- A. To organize the alumni, Faculty, and parents of the Chambersburg Area School District Wrestling Teams and CWBC for the promotion of the welfare of the School and CWBC.
- B. To maintain a strong relationship between the alumni, Faculty, and parents, the Chambersburg Area School District and CWBC.
- C. To help strengthen the long-term financial health of CWBC through fundraising and sponsorship efforts.
- D. To promote public participation in and disseminate information on CWBC activities and promotions.
- E. To foster and sustain a sense of collegiality among its members
- F. To identify and develop resources to assist wrestlers in their careers.
- G. To foster and promote participation of the alumni and Faculty in the educational and wrestling activities of the Chambersburg Area School District and CWBC.

#### **ARTICLE IV HEADQUARTERS**

The principal office or the class room of the Head Coach of the Chambersburg Area School District will be designated headquarters of CWBC or such other office within the School as he may designate.

#### **ARTICLE V AMENDMENTS/DISSOLUTION**

CWBC's Articles of Incorporated By-Laws may be amended by three quarters vote of the members present at any annual, general or special meeting of the association provided that at least seven days advance notice in writing shall have been given to all members, such notice to include the text of the proposed amendment or amendments.

CWBC will dissolved upon a three quarter vote of the members present at any annual or special meeting of CWBC provided that at least seven days advance notice in writing shall have been given to all members, such notice to indicate that such action has been proposed. Any remaining Funds in the Accounts of CWBC at dissolution of CWBC will be donated to a local Charity and/or Another Chambersburg Area School District Booster Club.

#### **ARTICLE VI MISCELLANEOUS**

At the close of each fiscal year the Treasurer shall submit to the Board of Directors, in written form, a complete statement of all receipts and expenditures of CWBC for the recently ended fiscal year. The Treasurer shall also present to CWBC a current financial statement at the regular annual meeting and any other special reports that may be requested by the Board of Directors.

No Member of the Board of Directors shall be personally liable for monetary damages, as such, for any action taken, or any failure to take any action, except in accordance with the terms and conditions through which such liability may be imposed under Section 5713 of the Non-profit Corporation Law of 1988.