

NEWPORT HARBOR HIGH SCHOOL GIRLS SOFTBALL BOOSTER CLUB

BYLAWS

January 7, 2020

ARTICLE I – NAME

The name of this organization shall be the “Newport Harbor High School Girls Softball Booster Club” (referred to herein as “NHHS Softball Boosters”).

ARTICLE II – PURPOSE, PHILOSOPHY, & OBJECTIVES

- A. The purpose of NHHS Softball Boosters is to foster community support and financial assistance for the Newport Harbor High School (“NHHS”) Softball program.
- B. The NHHS Softball Boosters shall set an annual budget including planned fundraisers, expected expenses, and recommended player donations.
- C. The NHHS Softball Boosters shall not seek to control the policies of NHHS Softball, to direct its administrative activities, to dictate program direction or coach activities.
- D. The NHHS Softball Boosters recognize the authority of NHHS administration, faculty, and appointed advisors to make decisions relating to Softball program activities. Decisions related to schedules, program organization, student participation, and related activities are the responsibility of NHHS employees and appointed advisors.
- E. The NHHS Softball Boosters shall not endorse, nor be endorsed by any agency for profit or personal gain in connection with this organization.
- F. The NHHS Softball Boosters shall not endorse any activity, person, or group in connection with political activity.
- G. The NHHS Softball Boosters or its Members shall not acquire in their own names ownership, of a permanent nature, funds, equipment, or materials intended for donation to the NHHS Softball program.
- H. The NHHS Softball Boosters shall comply with the rules and objectives of NHHS, the Newport Mesa Unified School District, and the C.I.F. Southern Section.

ARTICLE III – MEMBERSHIP

- A. Members – Parents/guardians of current NHHS students listed on the current NHHS Softball player roster, as approved by the NHHS Softball Head Coach, are members of the NHHS Softball Boosters.
- B. Associate Members – The Executive Officer Board may grant (and revoke) associate membership to the NHHS Softball Boosters any person who is in good standing within the community who shares the common purpose, philosophy, and objectives as outlined in Article II.
- C. The Executive Officer Board may suspend membership privileges if the Executive Officer Board, upon simple majority, deems a member to be actively working against the purpose, philosophy, and objectives as outlined in Article II.

ARTICLE IV – EXECUTIVE OFFICER BOARD & ELECTIONS

- A. Executive Officer Board shall consist of five (5) elected Members with the following titles: 1) President, 2) Vice President, 3) Secretary, 4) Treasurer, and 5) Officer at Large
- B. No Executive Officer shall be eligible to hold more than one elected position.
- C. No Executive Officer shall be related by blood or marriage or reside in the same household as another Executive Officer.
- D. Any Executive Officers of the Board from the prior year, who are no longer Members because their player has graduated, are eligible to be elected as Officer at Large for one year, in order to provide continuity to the NHHS Softball Boosters.
- E. NHHS administrators or faculty, including the Head Coach, are not permitted to be on the Executive Officer Board.

- F. Only one (1) Executive Officer of the Board is allowed per player, e.g. a player's mother and father or other guardian cannot simultaneously both hold Executive Officer positions.
- G. Terms for the Executive Officers of the Board shall be one (1) year, corresponding to the Fiscal Year defined below.
- H. Executive Officers of the Board shall be elected by the Members
- I. Elections for the subsequent year shall occur during the final 30-45 days of the current Fiscal Year
- J. Should an Executive Officer position become open during the Term, the remaining Executive Officers shall elect a replacement by majority vote. In the case of a tie, the tie breaking vote shall go in order as listed in section A of this Article IV above.
- K. An Executive Officer can be removed by a majority vote of the Executive Officers unless such removal results in less than three (3) remaining Executive Officers.
- L. No Executive Officer shall receive any salary for services as an Executive Officer.
- M. The Executive Officers shall not be personally liable for the debts, liabilities, or other obligations of the NHHS Softball Boosters.

ARTICLE V – FINANCIAL REGULATIONS

- A. Fiscal Year – The NHHS Softball Boosters fiscal year is July 1st – June 30th
- B. General Fund – all monies received by NHHS Softball Boosters must be deposited into a federally insured and regulated depository checking account in the name of Newport Harbor High School Girls Softball Booster Club (“NHHS Softball Boosters Account”) within a reasonable period after receipt
- C. Payments from the NHHS Softball Boosters Account can only be made by the Treasurer upon approval by the Executive Officer Board. In the event of absence or disability of the Treasurer, the President has the authorization to make payments from the NHHS Softball Boosters Account
- D. Payments up to \$100 may be made by the Treasurer without pre-authorization
- E. Payments of \$100 - \$499 require approval of three (3) out of five (5) Executive Officers
- F. Payments of \$500 - \$1499 require approval of four (4) out of five (5) Executive Officers
- G. Payments of \$1500 or greater require unanimous approval of the five (5) Executive Officers.
- N. Aside from described in D-G in this Article V, No Executive Officer, Member, Associate Member, or any individual may have the unilateral authority to bind the NHHS Softball Boosters to any contract or engagement, nor to pledge its credit or render it liable for any purpose or any amount.
- O. The NHHS Softball Boosters shall have General Liability Insurance coverage of at least \$1,000,000.
- H. General Reserve – It is recommended that at the end of any given fiscal year, there exists a general reserve of at least \$5000 in the General Fund.
- I. In the event of the dissolution of the NHHS Softball Boosters, all funds shall be transferred to the Newport Harbor High School Girls Softball Program at Newport Harbor High School, 600 Irvine Ave. Newport Beach, CA 92663.

ARTICLE VI – MEETINGS

- A. Meetings are scheduled periodically by the Executive Officer Board in order to update the Members with regards to the NHHS Softball Program, or effectively manage the affairs of the NHHS Softball Boosters.
- B. Notice of meetings – Reasonable advance notice of meetings and locations thereof shall be given via general announcement.
- C. Quorum – a quorum for a NHHS Softball Booster meeting shall consist of those in attendance provided that at least three (3) Executive Offices are in attendance.
- D. Minutes of meetings shall be taken and be available to Members.

ARTICLE VII – REVISION OF BYLAWS

Bylaws may be amended by the Executive Officer Board upon a simple majority vote of the active Executive Officer Board.