

MMCRU ROYALS ACTIVITY BOOSTERS CLUB Bylaws
Of MMCRU High School and Middle School
Created Feb 2016- in conjunction with WGS agreement between
Remsen-Union schools and Marcus-Meriden-Cleghorn schools

ARTICLE I – NAME

SECTION 1: This organization is the MMCRU Royals Activity Booster Club.

ARTICLE II – PURPOSE OF THE CLUB

SECTION 1: The purpose of the club is to support and promote extracurricular activities and clubs by uniting parents, coaches, advisors, faculty, staff and the communities in such a way that enhances sharing of school spirit and provides financial support to supported activities

SECTION 2: To promote a mutual exchange of ideas- primarily fundraising – for the activity programs of all MMCRU schools and between the administration and the parents of the students of all MMCRU schools.

SECTION 3: To realize it has no power or authority to interfere, directly or indirectly with the school administration or its sponsors, coaches and policies and all acts, and so shall be in strict conforming with the rules and regulations of the Iowa High School association that governs the athletic activities where applicable.

SECTION 4: Boosters could support any feeder programs associated with MMCRU Royals Activities

SECTION 5: Shall be formed as a Not-For-Profit Corporation and will maintain Internal Revenue Code Section 501(c)3 status

ARTICLE III – BOARD OF DIRECTORS

SECTION 1: The governing body of the MMCRU Royals Activity Booster Club will be a Board of Directors with officers elected to the positions of President, Vice-President, Secretary & Treasurer. The Board of Directors shall consult with the MMCRU High School and Middle school's staff.

SECTION 2: For the duration of the WGS agreement between Remsen-Union and Marcus-Meriden-Cleghorn School Districts: There will be two officers from each school district, Remsen-Union and Marcus-Meriden-Cleghorn, elected to represent the Board of Directors for the MMCRU Royals Activities Boosters Club.

- There will be bank accounts set up in both Remsen and in Marcus. The accounts will be monitored by the Treasurer.
- All officer's names will be allowed on the accounts and will have the authority to withdraw and deposit money into the accounts. Only one signature on a check required but a member from each community shall have access to sign checks for payment.
- Committees: There will be an equal (or close to) representation from both school districts on the committees for the first 3 years of the WGS agreement.
- It is understood that all proposals, purchases and commitments will reflect in good faith the sharing equally in all areas between the communities.

SECTION 3: All officers of the Board of Directors will have full voting rights

SECTION 4: The Board of Directors shall have general supervision of the affairs of the club. The officers of the Board of Directors will oversee all committees formed by the Booster Club.

SECTION 5: The MMCRU Royals Activity Booster Club shall elect a President, Vice-President, Secretary, and Treasurer to the Board of Directors. Duties shall be those normally attendant to that office.

- The President will preside at all meetings of the MMCRU Royals Activities Booster Club
- The President shall enforce all the rules established by the bylaws.
- The Vice President shall assume all the duties of the President in his/her absence.
- The Secretary shall keep the record and minutes of all regular and special meetings.
- The Secretary will provide Minutes from the prior meeting at each regular meeting for review and approval.
- The secretary shall attend to MMRU Royals Activity Booster Club correspondence.
- The secretary shall act as Membership Coordinator and shall be responsible for all aspects of the membership/sponsorship drive, including sending and receiving correspondence, payments and maintenance of the membership/sponsorship database.
- The Treasurer shall keep an accurate record of all receipts and disbursements, showing each activity separately, as well as a complete record of all funds in each of the categories.
- The Treasurer will provide a report at each regular meeting showing deposits, expenses, outstanding payments and expected payments.
- The Treasurer will be responsible to pay bills as presented.
- The Treasurer will be responsible for all fees, taxes, tax filings and licensing

SECTION 6: Each member of the Board of Directors will serve a one year term.

- Each officer may be re-elected if they choose to continue their term and are nominated by voting members.
- If an officer is unable to fulfill his/her current term, a new officer shall be nominated and appointed to the office to finish out the term by voting members of the club.

SECTION 7: The Board of Directors will be elected each year before May 1st of the current school year.

- The term will be from May 1 of current year to April 30 of the next year.

SECTION 8: The Board of Directors will create sub-committees as necessary to serve areas needed. Sub-Committee members will be voluntary and will be approved by the Board of Directors. They will serve a one year term, same as Board of Directors.

- The Board of Directors will oversee all sub- committees and their functions.

SECTION 9: The Board of Directors is allowed to hire individuals as they deem necessary.

SECTION 10: The Board of Directors is allowed to meet prior to each meeting to determine the business to be transacted at the meeting.

SECTION 11: Each Board of Directors member is eligible to receive a Family Activity ticket for each school year, paid for by the MMCPU ROYALS ACTIVITY BOOSTER CLUB Royals Activity Boosters.

SECTION 12: Any MMCPU Royals Activity Booster Club officer may be impeached for improper conduct or conduct prejudicial to the welfare of the MMCPU Royals Activity Booster Club.

ARTICLE IV – MEMBERSHIP

SECTION 1: Volunteering for specific activities and fundraising activities will be expected of all voting members. Voting Members should realize they represent the school in their capacity as boosters and fans.

SECTION 2: The VOTING membership shall consist of parents of current 5TH through 12TH grade students who participate in any MMCPU Royals Activity Booster Club sponsored activity, or any elected officer. Voting members are allowed to make nominations, and are entitled to one vote on any matter submitted to the board of directors.

SECTION 3: Anyone from the community is encouraged and allowed to be a MEMBER of the MMCPU Royals Activity Booster Club with a paid general membership. Members shall be entitled to attend meetings, hold office, and serve on sub-committees but will not be able to vote unless they also fall into the Voting membership category.

SECTION 4: Anyone from the community is encourage and allowed to be a SPONSOR of the MMCPU Royals Activity Booster Club with a paid sponsorship whereas the value of the sponsorship is set forth annually at multiple levels of sponsorship. Sponsorships are not part of the voting membership.

SECTION 5: The membership categories and annual fees of the MMCPU Royals Activity Booster Club shall be determined by the Board of Directors on an annual basis payable upon application for membership and shall expire each year on August 1. The Board of Directors will decide annually how members and sponsors will be recognized.

ARTICLE V SUB-COMMITTEES /FUNDRAISING

SECTION 1: Sub-Committees will be created by the Board of Directors. The Board of Directors will oversee all Sub-committees.

SECTION 2: A sub-committee will be formed by volunteers to serve a one year term. They can volunteer again at the end of the year if they so choose to.

SECTION3: Sub-Committees will follow the guidelines set forth by the Board of Directors
Sub-Committee Guidelines:

- Committee members will organize and develop proposals for the Board of Directors and voting members for their specific committee.
- All requests for funding will be submitted at a regular meeting or special meeting called by the Board of Directors.
- Committees may decide to have 1 person elected as chairperson to attend the regular MMCPU Royals Activity Booster meetings and present proposals and requests. There will be no officers elected in any sub-committee.

SECTION 4: Each sub-committee is strongly encouraged to meet and discuss outside of the regular MMCPU Royals Activity Booster Club meetings to develop activities and proposals to present to the Board of Directors and voting members.

SECTION 5: All requests for purchases, expense, disbursement or rising of funds through the sub-committees, must be brought to a regular MMCPU Royals Activity Booster Club meeting or a special meeting called by the Board of Directors.

SECTION 6: The Board of Directors will review the sub-committees periodically and determine if the sub-committee is needed/beneficial to the progress of the Booster club.

ARTICLE VI – GENERAL GOVERNING RULES

SECTION 1: All officers and members are to conduct themselves in an adult manner and promote good sportsmanship at all events of MMCPU Schools.

ARTICLE VII – MEETINGS

SECTION 1: Regular Meetings will be held at least quarterly, 4 times a year, dates decided upon by the Board of Directors.

SECTION 2: The Board of Directors can call for a special meeting at any time, with 24 hour notice. Those members of the High School or Middle school staff that are affected by the reason for the special meeting shall be notified of the meeting.

SECTION 3: Regular meetings will alternate between the two school locations.

ARTICLE VIII – BUDGET

SECTION 1: A complete financial report of all revenue and expenses will be given to all MMCPU Royals Activity Boosters at all regular meetings.

SECTION 2: The MMCPU Boosters Board of Directors may assign funds and/or budgets to committees to perform their functions and to projects to earmark funds for. Each will be recorded as a separate line item on the treasurer's report.

SECTION 3: Funds that are raised by organizations that are sponsored by the MMCPU Royals Boosters will be held in a separate account outside of the general account and the sole intent is for the use of those organizations.

ARTICLE IX – DISBURSEMENT OF FUNDS

SECTION 1: The MMCPU Royals Activity Boosters have complete control over all funds and is not to be associated with any school funds.

SECTION 2: All disbursement or rising of funds in all areas must be presented at a regular meeting and approved by a majority vote of voting members present at a regular meeting; with a minimum of approval by the Board of Directors

- Earmarked money shall be distributed by the Treasurer and noted on financial statements.

SECTION 3: All requested purchased made by the MMCPU Royals Activity Boosters Club will become the property of the MMCPU schools unless otherwise specified and agreed upon.

- Uniforms, instruments and any other miscellaneous equipment are donated with the understanding that they are to be used primarily for the benefit of the students and retained in the school district.

SECTION 4: It is strongly recommended that Coaches/Faculty/School Staff/Students attend a board meeting to request funds from the MMCPU Royals Activities Booster Club. The request should be made in written form with a signature form the Athletic Directors and/or Principal of the school in order to not duplicate requests.

SECTION 5: The MMCPU Boosters will support and consider the purchase of uniforms and all required garments that are required to the uniform by the Iowa High School Athletic Association(s) This EXCLUDES undergarments, shoes and spans.

SECTION 6: The Board of Directors will not contribute to individual lessons such as trainer and music lessons, but will consider contributions to areas that will benefit the entire team or group.

ARTICLE X- STUDENT FUNDRAISING

SECTION 1: The MMCPU Royals Activity Boosters encourage students/parents to operate concessions stand as a fundraiser. The students/parents are required to organize the entire event including workers for the concession stands and obtain approval to use any other school equipment/facilities from school administration prior to requesting use of the concession stand.

The MMCPU Royals Activity Booster Club will provide access to a stocked concessions stand. Funds raised that has been completed by the students shall be given to the Parents/students to place where they choose. Cash drawer will be turned into one of the officers and paid out as:

- 50% of earnings if they are working at a school activity.
- 50% of earning if working for an activity outside of school as long as the organization associated with or directly supports MMCPU.
Example: School team participating in a non-school tournament, travel teams.
- Non MMCPU organization utilizing the concession stand will receive 20% of profit. (example 4-H, church clubs)

ARTICLE XI- AWARDS

SECTION 1: The MMCPU Royals Activity Boosters will provide 4 - \$250 scholarships at the end of each school year. Recipients will be seniors, two given to a boy, twp to a girl. The nominees and their parents must be active MMCPU Activity Booster Club participants. There shall be recordings of the parents working concession stand, participating in the fundraisers such as salt sales and fair clean up. The student must have participated in an MMCPU Royals Booster supported activity during their high school career.

Seniors must submit an application to the MMCPU Royals Boosters following the guidelines set forth in the application form available in the Spring of each school year by the Guidance Counselor. The essays will be read and voted on by the Voting Membership of the MMCPU Royals Booster Club. Voting members may not be present during voting if their child, grandchild or sibling is nominated. Ex: if your daughter has applied, you must leave the room during that vote. You may return to vote for the boy.

SECTION 2: Any other awards given to students must be passed with a majority vote.

ARTICLE XII - OTHER

SECTION 1: The Board of Directors, along with the RSM Activity club, where applicable, is responsible for the concession property of the club, its use, maintenance and disposal. This includes all concessions in communities of Remsen, Marcus and Cleghorn.

SECTION 2: Communication can be sent through the MMCRU school Facebook page, the MMCRU Royals Booster Facebook page, a general email account set up for the MMCRU Royals Boosters, the schools email system and text phone messaging.

ARTICLE XIII- AMENDMENTS

SECTION 1: These By-laws may be amended or modified upon discussion in two consecutive regular or special meetings by a majority vote of the voting membership.

If the MMCRU Whole Grade Sharing agreement terminates, the MMCRU Royals Activity Booster Club will also terminate. The Club will dissolve and all remaining assets will be split evenly between the two school districts. The elected officers at the time of dissolution will retain control of the funds until their term is up and another Board of Directors is elected.

Signed this date April 26, 2017
President Robin Jenner Vice-President [Signature]
Secretary [Signature] Treasurer Bucky White