



**Mechanicsburg Area School District
Lacrosse Booster Club
MLBC
Constitution and Bylaws**

**Article I
Name**

The name of this organization shall be known as the "Mechanicsburg Area School District Lacrosse Booster Club", herein after referred to as the MLBC.

**Article II
Purpose**

The purpose of the MLBC is to promote and support the Mechanicsburg Area School District (MASD) Lacrosse teams, and to assume financial obligations as necessary to sustain a viable MASD Lacrosse Program. The specific objectives of the MLBC are to:

1. Raise funds for the Mechanicsburg Lacrosse teams.
2. Honor and support the Mechanicsburg Lacrosse teams.
3. Promote public enthusiasm and interest in the Mechanicsburg Lacrosse Program

**Article III
Membership**

Membership shall consist of those persons who have students participating in one or more of the High School or Middle School Lacrosse teams, coaches, former players (alumni) of those teams, parents/guardians of former players, or interested individuals who reside within the Mechanicsburg Area School District. Voting rights and election to the MASD Lacrosse Booster Executive Board shall be restricted to parents/guardians of current players.

**Article IV
Governing Body**

The MLBC shall be governed by an Executive Board, which shall consist of the elected officers and Head Coach(es). The Head Coach(es) shall serve as ex-officio, non-voting member(s) of the Executive Board. Elected officers must be members of the MLBC and be parents/guardians of a student currently playing High School or Middle School lacrosse. Officers shall consist of the President, Vice President, Secretary, Treasurer, and Administrator.

- A. President
 1. Preside over the Executive Board.
 2. Serve as spokesperson for the MLBC with the coaches, school district and community.
 3. Prepare an agenda for each board meeting, club meeting and calendar meeting dates.
 4. Appoint standing and ad hoc committees.
 5. In emergency situations, act on behalf of the Executive Board with the consent of the coach.

- B. Vice President
 - 1. Serve on the Executive Board.
 - 2. In the absence of the president, preside over the Executive Board and any meetings.
 - 3. Coordinate the activities of the standing and ad hoc committees.
 - 4. Carry out the functions, duties and responsibilities as assigned by the President.

- C. Secretary
 - 1. Serve on the Executive Board.
 - 2. Record, duplicate and distribute to all board and general members the proceedings of all board and other meetings as assigned.
 - 3. Take responsibility for all written and oral communication, which the President requests.
 - 4. Maintain permanent record files for the MLBC.

- D. Treasurer
 - 1. Serve on the Executive Board.
 - 2. Keep accurate financial records and prepare reports as requested.
 - 3. Make timely reports of the financial affairs of the MLBC.
 - 4. Carry on routine financial activities, which include the paying and receiving of money through the MASD Central Treasury.

- E. Administrator
 - 1. Serve on the Executive Board.
 - 2. Serve as liaison/coordinator between any fundraising committees of the MLBC.
 - 3. In the absence of the Treasurer, report on the financial affairs of the MLBC
 - 4. Carry out the functions, duties and responsibilities as assigned by the President.

**Article V
Committees**

Ad hoc committees will be established to specific purposes as designed by the Executive Board.

**Article VI
Meetings**

Meetings shall be conducted to handle the regular or special issues of the MLBC.

There will be at least three (3) general membership meetings a year, held during the school year as designated by the Executive Board, and at least four (4) Executive Board meetings conducted between July 1 and June 30 of the following year.

Committees shall meet when necessary on dates designated by the committee chairperson.

**Article VII
Elected Officers**

Officers will be elected at the last general membership meeting of the school year.

Nominees will be submitted at the meeting and from the floor at the second to last general membership meeting of the school year. Elections shall take place at the last general membership meeting of the school year.

- 1. Elections shall be by a simple majority of those members present and voting.

2. Newly elected officers shall assume their office following the Executive Board meeting held at the conclusion of the school year but no later than July 1.

**Article VIII
Issues**

All issues brought before the membership shall be approved by a voting of the simple majority of those members present voting.

**Article IX
Amendments**

Proposed amendments to the bylaws must be presented to any member of the Executive Board for discussion.

Should the Executive Board recommend the amendment, a simple majority of the members present at a regularly scheduled meeting must vote for proposed amendment to have it adopted.

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Approved May 28, 2008
Revised February 23, 2010