



Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

Section 1 - OUR TITLE

The title of this organization shall be Blanchester Athletic Boosters (BAB).

Section 2 - OUR PURPOSE

The purpose of BAB is to work with the administration of the Blanchester Local Schools, Athletic Director, and coaches to provide moral, logistical and financial support, continued growth and development of all OHSAA recognized Middle School and High School Athletic Teams.

To achieve this purpose, BAB shall:

- Assist, support, and work cooperatively with the athletic director, coaches, and associated personnel of the Blanchester Local School District.
- Provide financial support for athletic programs, facilities, and equipment consistent with the high standards of our community and the objectives of Blanchester Local Schools.
- Develop and maintain active, interested involvement and support for the athletic programs among the parents, alumni and other residents of the community.
- Promote enthusiastic school spirit and a unified athletic community.

Section 3 - LEGAL ENTITY

BAB shall become and remain a corporation under the not-for-profit provisions of the State of Ohio. BAB shall obtain and retain recognition as a corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954. No part of the net earnings of BAB shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that BAB shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article I, Section 2 - Purpose hereof. No substantial part of the activities of BAB shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and BAB shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, BAB shall not carry on any other activities not permitted to be

carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

Section 4 - Dissolution

Upon the dissolution of BAB, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, and have as its primary purpose to advocate for, support, promote, and advance athletic and related activities for the benefit of amateur student athletes in Blanchester Local Schools, or to Blanchester Local Schools, as long as it qualifies under Section 501 (c) (3) at the time of the disbursement, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of BAB is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

CONSTITUTION: ARTICLE II - OUR MEMBERSHIP
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A member in good standing has the following rights:

1. Attend BAB meetings
2. Serve as an BAB officer
3. Attend BAB General and Special meetings
4. Vote during General meetings
5. Chair or serve on committees
6. Serve as a Sport Representative (team liaison)
7. Serve on the BAB Executive Board as a BAB Officer

CONSTITUTION: ARTICLE III - OUR OFFICERS

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CONSTITUTION: ARTICLE IV - OUR EXECUTIVE BOARD

The Executive Board shall consist of the Officers of the Boosters and the Athletic Director. This Executive Board shall be empowered to act on behalf of the general membership when important decisions must be made. The President shall call meetings of the Executive Board as needed subject to the following restrictions:

1. The President shall notify members either by mail, email, social media or telephone when a full Executive Board meeting is called.
2. A majority (2/3) of Executive Board must approve any expenditure of funds by the Executive Board.
3. Any action that takes an expenditure of funds approved by the Executive Board must be presented to the general membership and shall be reflected in the minutes of that meeting.
4. A majority of the Executive Board members shall constitute a quorum.

BY-LAWS

BY-LAW: ARTICLE I - CALENDAR AND GENERAL MEETINGS

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BY-LAW: ARTICLE IV - DUTIES OF THE EXECUTIVE BOARD

Section 1. Primary Duties

The Executive Board shall:

- a) Be responsible to the membership of the Boosters for the planning, funding direction and execution of all events and activities supported by the Boosters.
- b) Recognize membership contributions.

Section 2. Duties of the President

The President shall:

- a) Serve as the chief executive officer of the Boosters and shall preside over all scheduled meetings of the organization.
- b) Along with the Athletic Director, appoint qualified members of the Boosters to chairpersons and positions of responsibility.
- c) Assure that the proposed expenditures which are not included in the approved budget are brought to the Executive Board.
- d) Communicate with other outside organizations and individuals.

Section 3. Duties of the Vice President

The Vice President shall:

- a) Preside over meetings in the absence of the President.
- b) Be responsible for planning and executing programs for each general meeting, Awards Night and any other special events requested by the President or Athletic Director(s).
- c) Assist in the execution of the President's duties and responsibilities.

Section 4. Duties of the Athletic Director(s)

The Athletic Director shall:

- a) Preside over meetings in the absence of the President or Vice President.
- b) Serve as permanent membership chairman of the boosters.
- c) Provide direction and information on events sponsored by the Boosters.
- d) Assure the awarding of Athletic Booster Scholarships to Athletic students as outlined in the scholarship information.

Section 5. Duties of the Secretary

The Secretary shall:

- a) Keep accurate records of the minutes of all scheduled and special meetings of the general membership.
- b) Keep and preserve the book of the Constitution, By-Laws and Policies and Procedures.
- c) Keep and preserve letters and other official communications.
- d) Maintain the email account for the BAB

Section 6. Treasurer

The Treasurer shall:

- a) Maintain accurate records of deposits to and from the Booster account. In a computerized manner. That can be shared readily with the Executive Board.
- b) Present a current Treasurer's Report at each regular meeting.
- c) Perform additional duties as the President may direct.
- d) The Treasurer is empowered to approve payment of invoices for funds deemed necessary and agreed upon by the Executive Board.
- e) The Treasurer will also serve on the Finance and Fund-raising Committees when the committee exists.
- f) Recommend and execute, with Executive Board approval, long term investment of Special Funds.
- g) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Co-Treasurer for presentation at the March meeting. Fiscal Year to run May 1 to April 30.

Section 7. Duties of the Co-Treasurer

The Co-Treasurer shall:

- a) Serve as Co-Signer on the Booster checking account and potential Special Fund accounts.
- b) Review the monthly treasurer reports.
- c) When needed, make deposits of fees, fundraising profits, etc. into the Booster bank account, and notify treasurer of amounts and what the deposits represent.
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3. Concessions
4. Programs / Sponsorships

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The following special projects are undertaken by the Athletic Boosters subject to the availability of funds.

1. Senior Scholarship(s)
2. Information concerning the Athletic departments will be communicated to the Intermediate, Middle and High Schools.

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The proceeds of all fund-raising activities sponsored and approved by the Boosters shall be deposited in the Boosters account unless otherwise approved by the Executive Board.

1. 2 of the 3 following Executive Board members; President, Treasurer, and Co-Treasurer, shall issue checks and are authorized to approve invoices, postage, office supplies, concession change, and items necessary for daily operation.
2. Routine purchases must be approved by the Executive Board.
3. Any balance at the end of the school year will carry over to the following year.

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1. Amendments must be presented in writing no less than two (2) weeks prior to a regular meeting to the Executive Board, in which adoption of the proposed amendments is to be the topic of discussion.
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 - a) If changes are made, the proposed amendment must again be submitted to the Executive Board and full members in writing for their review and a vote scheduled for the next regular meeting or a special meeting called for the purpose of adoption.
 - b) If after discussion the proposed amendment remains as presented to the full membership, a vote will be taken to amend the constitution as proposed.
 - c) A two-thirds majority of the Executive Board and full membership present must vote to adopt the amendment.

BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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“Robert’s Rules of Order, Revised” shall govern the proceedings of this organization and all meetings thereof when not in conflict with these Bylaws.



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The proceeds of all fund-raising activities sponsored and approved by the Boosters shall be deposited in the Boosters account unless otherwise approved by the Executive Board.

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3. Any balance at the end of the school year will carry over to the following year.

BY-LAW: ARTICLE IX - AMENDMENTS TO THE CONSTITUTION
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 - a) If changes are made, the proposed amendment must again be submitted to the Executive Board and full members in writing for their review and a vote scheduled for the next regular meeting or a special meeting called for the purpose of adoption.
 - b) If after discussion the proposed amendment remains as presented to the full membership, a vote will be taken to amend the constitution as proposed.
 - c) A two-thirds majority of the Executive Board and full membership present must vote to adopt the amendment.

BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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“Robert’s Rules of Order, Revised” shall govern the proceedings of this organization and all meetings thereof when not in conflict with these Bylaws.



Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

Section 1 - OUR TITLE

The title of this organization shall be Blanchester Athletic Boosters (BAB).

Section 2 - OUR PURPOSE

The purpose of BAB is to work with the administration of the Blanchester Local Schools, Athletic Director, and coaches to provide moral, logistical and financial support, continued growth and development of all OHSAA recognized Middle School and High School Athletic Teams.

To achieve this purpose, BAB shall:

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- Develop and maintain active, interested involvement and support for the athletic programs among the parents, alumni and other residents of the community.
- Promote enthusiastic school spirit and a unified athletic community.

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BAB shall become and remain a corporation under the not-for-profit provisions of the State of Ohio. BAB shall obtain and retain recognition as a corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954. No part of the net earnings of BAB shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that BAB shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article I, Section 2 - Purpose hereof. No substantial part of the activities of BAB shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and BAB shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, BAB shall not carry on any other activities not permitted to be

carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

Section 4 - Dissolution

Upon the dissolution of BAB, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, and have as its primary purpose to advocate for, support, promote, and advance athletic and related activities for the benefit of amateur student athletes in Blanchester Local Schools, or to Blanchester Local Schools, as long as it qualifies under Section 501 (c) (3) at the time of the disbursement, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of BAB is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

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3. Attend BAB General and Special meetings
4. Vote during General meetings
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6. Serve as a Sport Representative (team liaison)
7. Serve on the BAB Executive Board as a BAB Officer

CONSTITUTION: ARTICLE III - OUR OFFICERS

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CONSTITUTION: ARTICLE IV - OUR EXECUTIVE BOARD

The Executive Board shall consist of the Officers of the Boosters and the Athletic Director. This Executive Board shall be empowered to act on behalf of the general membership when important decisions must be made. The President shall call meetings of the Executive Board as needed subject to the following restrictions:

1. The President shall notify members either by mail, email, social media or telephone when a full Executive Board meeting is called.
2. A majority (2/3) of Executive Board must approve any expenditure of funds by the Executive Board.
3. Any action that takes an expenditure of funds approved by the Executive Board must be presented to the general membership and shall be reflected in the minutes of that meeting.
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BY-LAW: ARTICLE I - CALENDAR AND GENERAL MEETINGS

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BY-LAW: ARTICLE IV - DUTIES OF THE EXECUTIVE BOARD

Section 1. Primary Duties

The Executive Board shall:

- a) Be responsible to the membership of the Boosters for the planning, funding direction and execution of all events and activities supported by the Boosters.
- b) Recognize membership contributions.

Section 2. Duties of the President

The President shall:

- a) Serve as the chief executive officer of the Boosters and shall preside over all scheduled meetings of the organization.
- b) Along with the Athletic Director, appoint qualified members of the Boosters to chairpersons and positions of responsibility.
- c) Assure that the proposed expenditures which are not included in the approved budget are brought to the Executive Board.
- d) Communicate with other outside organizations and individuals.

Section 3. Duties of the Vice President

The Vice President shall:

- a) Preside over meetings in the absence of the President.
- b) Be responsible for planning and executing programs for each general meeting, Awards Night and any other special events requested by the President or Athletic Director(s).
- c) Assist in the execution of the President's duties and responsibilities.

Section 4. Duties of the Athletic Director(s)

The Athletic Director shall:

- a) Preside over meetings in the absence of the President or Vice President.
- b) Serve as permanent membership chairman of the boosters.
- c) Provide direction and information on events sponsored by the Boosters.
- d) Assure the awarding of Athletic Booster Scholarships to Athletic students as outlined in the scholarship information.

Section 5. Duties of the Secretary

The Secretary shall:

- a) Keep accurate records of the minutes of all scheduled and special meetings of the general membership.
- b) Keep and preserve the book of the Constitution, By-Laws and Policies and Procedures.
- c) Keep and preserve letters and other official communications.
- d) Maintain the email account for the BAB

Section 6. Treasurer

The Treasurer shall:

- a) Maintain accurate records of deposits to and from the Booster account. In a computerized manner. That can be shared readily with the Executive Board.
- b) Present a current Treasurer's Report at each regular meeting.
- c) Perform additional duties as the President may direct.
- d) The Treasurer is empowered to approve payment of invoices for funds deemed necessary and agreed upon by the Executive Board.
- e) The Treasurer will also serve on the Finance and Fund-raising Committees when the committee exists.
- f) Recommend and execute, with Executive Board approval, long term investment of Special Funds.
- g) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Co-Treasurer for presentation at the March meeting. Fiscal Year to run May 1 to April 30.

Section 7. Duties of the Co-Treasurer

The Co-Treasurer shall:

- a) Serve as Co-Signer on the Booster checking account and potential Special Fund accounts.
- b) Review the monthly treasurer reports.
- c) When needed, make deposits of fees, fundraising profits, etc. into the Booster bank account, and notify treasurer of amounts and what the deposits represent.
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Fiscal Year to run May 1 to April 30.

BY-LAW: ARTICLE V - FUND-RAISING

To comply with state statutes, the Boosters must request approval from each building Principal for fund-raising activities on a monthly basis. The request should be presented to the building Principal and the Athletic Director.

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These committees shall be formed as deemed necessary by the Executive Committee:

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2. Recruitment
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4. Programs / Sponsorships

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The following special projects are undertaken by the Athletic Boosters subject to the availability of funds.

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BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

Section 1 - OUR TITLE

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carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

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Blanchester
Athletic Boosters
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- e) The Treasurer will also serve on the Finance and Fund-raising Committees when the committee exists.
- f) Recommend and execute, with Executive Board approval, long term investment of Special Funds.
- g) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Co-Treasurer for presentation at the March meeting. Fiscal Year to run May 1 to April 30.

Section 7. Duties of the Co-Treasurer

The Co-Treasurer shall:

- a) Serve as Co-Signer on the Booster checking account and potential Special Fund accounts.
- b) Review the monthly treasurer reports.
- c) When needed, make deposits of fees, fundraising profits, etc. into the Booster bank account, and notify treasurer of amounts and what the deposits represent.
- d) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Treasurer for presentation at the March meeting.

Fiscal Year to run May 1 to April 30.

BY-LAW: ARTICLE V - FUND-RAISING

To comply with state statutes, the Boosters must request approval from each building Principal for fund-raising activities on a monthly basis. The request should be presented to the building Principal and the Athletic Director.

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These committees shall be formed as deemed necessary by the Executive Committee:

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2. Recruitment
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BY-LAW: ARTICLE VIII - FISCAL MANAGEMENT

The proceeds of all fund-raising activities sponsored and approved by the Boosters shall be deposited in the Boosters account unless otherwise approved by the Executive Board.

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2. Routine purchases must be approved by the Executive Board.
3. Any balance at the end of the school year will carry over to the following year.

BY-LAW: ARTICLE IX - AMENDMENTS TO THE CONSTITUTION
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Amendments to the constitution of the Blanchester Athletic Boosters shall be approved as follows:

1. Amendments must be presented in writing no less than two (2) weeks prior to a regular meeting to the Executive Board, in which adoption of the proposed amendments is to be the topic of discussion.
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 - a) If changes are made, the proposed amendment must again be submitted to the Executive Board and full members in writing for their review and a vote scheduled for the next regular meeting or a special meeting called for the purpose of adoption.
 - b) If after discussion the proposed amendment remains as presented to the full membership, a vote will be taken to amend the constitution as proposed.
 - c) A two-thirds majority of the Executive Board and full membership present must vote to adopt the amendment.

BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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“Robert’s Rules of Order, Revised” shall govern the proceedings of this organization and all meetings thereof when not in conflict with these Bylaws.



Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

Section 1 - OUR TITLE

The title of this organization shall be Blanchester Athletic Boosters (BAB).

Section 2 - OUR PURPOSE

The purpose of BAB is to work with the administration of the Blanchester Local Schools, Athletic Director, and coaches to provide moral, logistical and financial support, continued growth and development of all OHSAA recognized Middle School and High School Athletic Teams.

To achieve this purpose, BAB shall:

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- Develop and maintain active, interested involvement and support for the athletic programs among the parents, alumni and other residents of the community.
- Promote enthusiastic school spirit and a unified athletic community.

Section 3 - LEGAL ENTITY

BAB shall become and remain a corporation under the not-for-profit provisions of the State of Ohio. BAB shall obtain and retain recognition as a corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954. No part of the net earnings of BAB shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that BAB shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article I, Section 2 - Purpose hereof. No substantial part of the activities of BAB shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and BAB shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, BAB shall not carry on any other activities not permitted to be

carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

Section 4 - Dissolution

Upon the dissolution of BAB, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, and have as its primary purpose to advocate for, support, promote, and advance athletic and related activities for the benefit of amateur student athletes in Blanchester Local Schools, or to Blanchester Local Schools, as long as it qualifies under Section 501 (c) (3) at the time of the disbursement, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of BAB is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

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3. Attend BAB General and Special meetings
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6. Serve as a Sport Representative (team liaison)
7. Serve on the BAB Executive Board as a BAB Officer

CONSTITUTION: ARTICLE III - OUR OFFICERS

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CONSTITUTION: ARTICLE IV - OUR EXECUTIVE BOARD

The Executive Board shall consist of the Officers of the Boosters and the Athletic Director. This Executive Board shall be empowered to act on behalf of the general membership when important decisions must be made. The President shall call meetings of the Executive Board as needed subject to the following restrictions:

1. The President shall notify members either by mail, email, social media or telephone when a full Executive Board meeting is called.
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3. Any action that takes an expenditure of funds approved by the Executive Board must be presented to the general membership and shall be reflected in the minutes of that meeting.
4. A majority of the Executive Board members shall constitute a quorum.

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BY-LAW: ARTICLE I - CALENDAR AND GENERAL MEETINGS

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Officers of the Boosters shall be elected annually. The election will be conducted during the general meeting in April. The term of office for all elected Officers shall be one year, commencing on May 1st.

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Section 1. Primary Duties

The Executive Board shall:

- a) Be responsible to the membership of the Boosters for the planning, funding direction and execution of all events and activities supported by the Boosters.
- b) Recognize membership contributions.

Section 2. Duties of the President

The President shall:

- a) Serve as the chief executive officer of the Boosters and shall preside over all scheduled meetings of the organization.
- b) Along with the Athletic Director, appoint qualified members of the Boosters to chairpersons and positions of responsibility.
- c) Assure that the proposed expenditures which are not included in the approved budget are brought to the Executive Board.
- d) Communicate with other outside organizations and individuals.

Section 3. Duties of the Vice President

The Vice President shall:

- a) Preside over meetings in the absence of the President.
- b) Be responsible for planning and executing programs for each general meeting, Awards Night and any other special events requested by the President or Athletic Director(s).
- c) Assist in the execution of the President's duties and responsibilities.

Section 4. Duties of the Athletic Director(s)

The Athletic Director shall:

- a) Preside over meetings in the absence of the President or Vice President.
- b) Serve as permanent membership chairman of the boosters.
- c) Provide direction and information on events sponsored by the Boosters.
- d) Assure the awarding of Athletic Booster Scholarships to Athletic students as outlined in the scholarship information.

Section 5. Duties of the Secretary

The Secretary shall:

- a) Keep accurate records of the minutes of all scheduled and special meetings of the general membership.
- b) Keep and preserve the book of the Constitution, By-Laws and Policies and Procedures.
- c) Keep and preserve letters and other official communications.
- d) Maintain the email account for the BAB

Section 6. Treasurer

The Treasurer shall:

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BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

Section 1 - OUR TITLE

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carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

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Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



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- c) Assure that the proposed expenditures which are not included in the approved budget are brought to the Executive Board.
- d) Communicate with other outside organizations and individuals.

Section 3. Duties of the Vice President

The Vice President shall:

- a) Preside over meetings in the absence of the President.
- b) Be responsible for planning and executing programs for each general meeting, Awards Night and any other special events requested by the President or Athletic Director(s).
- c) Assist in the execution of the President's duties and responsibilities.

Section 4. Duties of the Athletic Director(s)

The Athletic Director shall:

- a) Preside over meetings in the absence of the President or Vice President.
- b) Serve as permanent membership chairman of the boosters.
- c) Provide direction and information on events sponsored by the Boosters.
- d) Assure the awarding of Athletic Booster Scholarships to Athletic students as outlined in the scholarship information.

Section 5. Duties of the Secretary

The Secretary shall:

- a) Keep accurate records of the minutes of all scheduled and special meetings of the general membership.
- b) Keep and preserve the book of the Constitution, By-Laws and Policies and Procedures.
- c) Keep and preserve letters and other official communications.
- d) Maintain the email account for the BAB

Section 6. Treasurer

The Treasurer shall:

- a) Maintain accurate records of deposits to and from the Booster account. In a computerized manner. That can be shared readily with the Executive Board.
- b) Present a current Treasurer's Report at each regular meeting.
- c) Perform additional duties as the President may direct.
- d) The Treasurer is empowered to approve payment of invoices for funds deemed necessary and agreed upon by the Executive Board.
- e) The Treasurer will also serve on the Finance and Fund-raising Committees when the committee exists.
- f) Recommend and execute, with Executive Board approval, long term investment of Special Funds.
- g) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Co-Treasurer for presentation at the March meeting. Fiscal Year to run May 1 to April 30.

Section 7. Duties of the Co-Treasurer

The Co-Treasurer shall:

- a) Serve as Co-Signer on the Booster checking account and potential Special Fund accounts.
- b) Review the monthly treasurer reports.
- c) When needed, make deposits of fees, fundraising profits, etc. into the Booster bank account, and notify treasurer of amounts and what the deposits represent.
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Fiscal Year to run May 1 to April 30.

BY-LAW: ARTICLE V - FUND-RAISING

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These committees shall be formed as deemed necessary by the Executive Committee:

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 - c) A two-thirds majority of the Executive Board and full membership present must vote to adopt the amendment.

BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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“Robert’s Rules of Order, Revised” shall govern the proceedings of this organization and all meetings thereof when not in conflict with these Bylaws.



Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

Section 1 - OUR TITLE

The title of this organization shall be Blanchester Athletic Boosters (BAB).

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The purpose of BAB is to work with the administration of the Blanchester Local Schools, Athletic Director, and coaches to provide moral, logistical and financial support, continued growth and development of all OHSAA recognized Middle School and High School Athletic Teams.

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- Promote enthusiastic school spirit and a unified athletic community.

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carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

Section 4 - Dissolution

Upon the dissolution of BAB, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, and have as its primary purpose to advocate for, support, promote, and advance athletic and related activities for the benefit of amateur student athletes in Blanchester Local Schools, or to Blanchester Local Schools, as long as it qualifies under Section 501 (c) (3) at the time of the disbursement, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of BAB is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

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CONSTITUTION: ARTICLE IV - OUR EXECUTIVE BOARD

The Executive Board shall consist of the Officers of the Boosters and the Athletic Director. This Executive Board shall be empowered to act on behalf of the general membership when important decisions must be made. The President shall call meetings of the Executive Board as needed subject to the following restrictions:

1. The President shall notify members either by mail, email, social media or telephone when a full Executive Board meeting is called.
2. A majority (2/3) of Executive Board must approve any expenditure of funds by the Executive Board.
3. Any action that takes an expenditure of funds approved by the Executive Board must be presented to the general membership and shall be reflected in the minutes of that meeting.
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BY-LAW: ARTICLE I - CALENDAR AND GENERAL MEETINGS

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Section 1. Primary Duties

The Executive Board shall:

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- b) Recognize membership contributions.

Section 2. Duties of the President

The President shall:

- a) Serve as the chief executive officer of the Boosters and shall preside over all scheduled meetings of the organization.
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Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

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Blanchester
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1. The President shall notify members either by mail, email, social media or telephone when a full Executive Board meeting is called.
2. A majority (2/3) of Executive Board must approve any expenditure of funds by the Executive Board.
3. Any action that takes an expenditure of funds approved by the Executive Board must be presented to the general membership and shall be reflected in the minutes of that meeting.
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BY-LAWS

BY-LAW: ARTICLE I - CALENDAR AND GENERAL MEETINGS

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BY-LAW: ARTICLE IV - DUTIES OF THE EXECUTIVE BOARD

Section 1. Primary Duties

The Executive Board shall:

- a) Be responsible to the membership of the Boosters for the planning, funding direction and execution of all events and activities supported by the Boosters.
- b) Recognize membership contributions.

Section 2. Duties of the President

The President shall:

- a) Serve as the chief executive officer of the Boosters and shall preside over all scheduled meetings of the organization.
- b) Along with the Athletic Director, appoint qualified members of the Boosters to chairpersons and positions of responsibility.
- c) Assure that the proposed expenditures which are not included in the approved budget are brought to the Executive Board.
- d) Communicate with other outside organizations and individuals.

Section 3. Duties of the Vice President

The Vice President shall:

- a) Preside over meetings in the absence of the President.
- b) Be responsible for planning and executing programs for each general meeting, Awards Night and any other special events requested by the President or Athletic Director(s).
- c) Assist in the execution of the President's duties and responsibilities.

Section 4. Duties of the Athletic Director(s)

The Athletic Director shall:

- a) Preside over meetings in the absence of the President or Vice President.
- b) Serve as permanent membership chairman of the boosters.
- c) Provide direction and information on events sponsored by the Boosters.
- d) Assure the awarding of Athletic Booster Scholarships to Athletic students as outlined in the scholarship information.

Section 5. Duties of the Secretary

The Secretary shall:

- a) Keep accurate records of the minutes of all scheduled and special meetings of the general membership.
- b) Keep and preserve the book of the Constitution, By-Laws and Policies and Procedures.
- c) Keep and preserve letters and other official communications.
- d) Maintain the email account for the BAB

Section 6. Treasurer

The Treasurer shall:

- a) Maintain accurate records of deposits to and from the Booster account. In a computerized manner. That can be shared readily with the Executive Board.
- b) Present a current Treasurer's Report at each regular meeting.
- c) Perform additional duties as the President may direct.
- d) The Treasurer is empowered to approve payment of invoices for funds deemed necessary and agreed upon by the Executive Board.
- e) The Treasurer will also serve on the Finance and Fund-raising Committees when the committee exists.
- f) Recommend and execute, with Executive Board approval, long term investment of Special Funds.
- g) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Co-Treasurer for presentation at the March meeting. Fiscal Year to run May 1 to April 30.

Section 7. Duties of the Co-Treasurer

The Co-Treasurer shall:

- a) Serve as Co-Signer on the Booster checking account and potential Special Fund accounts.
- b) Review the monthly treasurer reports.
- c) When needed, make deposits of fees, fundraising profits, etc. into the Booster bank account, and notify treasurer of amounts and what the deposits represent.
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 - a) If changes are made, the proposed amendment must again be submitted to the Executive Board and full members in writing for their review and a vote scheduled for the next regular meeting or a special meeting called for the purpose of adoption.
 - b) If after discussion the proposed amendment remains as presented to the full membership, a vote will be taken to amend the constitution as proposed.
 - c) A two-thirds majority of the Executive Board and full membership present must vote to adopt the amendment.

BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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“Robert’s Rules of Order, Revised” shall govern the proceedings of this organization and all meetings thereof when not in conflict with these Bylaws.



Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



CONSTITUTION: ARTICLE I - ORGANIZATION

Section 1 - OUR TITLE

The title of this organization shall be Blanchester Athletic Boosters (BAB).

Section 2 - OUR PURPOSE

The purpose of BAB is to work with the administration of the Blanchester Local Schools, Athletic Director, and coaches to provide moral, logistical and financial support, continued growth and development of all OHSAA recognized Middle School and High School Athletic Teams.

To achieve this purpose, BAB shall:

- Assist, support, and work cooperatively with the athletic director, coaches, and associated personnel of the Blanchester Local School District.
- Provide financial support for athletic programs, facilities, and equipment consistent with the high standards of our community and the objectives of Blanchester Local Schools.
- Develop and maintain active, interested involvement and support for the athletic programs among the parents, alumni and other residents of the community.
- Promote enthusiastic school spirit and a unified athletic community.

Section 3 - LEGAL ENTITY

BAB shall become and remain a corporation under the not-for-profit provisions of the State of Ohio. BAB shall obtain and retain recognition as a corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954. No part of the net earnings of BAB shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that BAB shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article I, Section 2 - Purpose hereof. No substantial part of the activities of BAB shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and BAB shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, BAB shall not carry on any other activities not permitted to be

carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

Section 4 - Dissolution

Upon the dissolution of BAB, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, and have as its primary purpose to advocate for, support, promote, and advance athletic and related activities for the benefit of amateur student athletes in Blanchester Local Schools, or to Blanchester Local Schools, as long as it qualifies under Section 501 (c) (3) at the time of the disbursement, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of BAB is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

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A member in good standing has the following rights:

1. Attend BAB meetings
2. Serve as an BAB officer
3. Attend BAB General and Special meetings
4. Vote during General meetings
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6. Serve as a Sport Representative (team liaison)
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Blanchester
Athletic Boosters
CONSTITUTION AND BY-LAWS v.3
3rd REVISION DATE: March 30, 2015



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Blanchester
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carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or by a not-for-profit organization as recognized by the State of Ohio.

Section 4 - Dissolution

Upon the dissolution of BAB, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, and have as its primary purpose to advocate for, support, promote, and advance athletic and related activities for the benefit of amateur student athletes in Blanchester Local Schools, or to Blanchester Local Schools, as long as it qualifies under Section 501 (c) (3) at the time of the disbursement, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of BAB is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

CONSTITUTION: ARTICLE II - OUR MEMBERSHIP
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Membership in the Boosters is open to all parents, foster parents, or legal guardians (“Parents”) of any student currently enrolled in Blanchester Local Schools. The Athletic Director shall be a voting member of the BAB.

A member in good standing will have attendance at 75% of regularly scheduled meetings. A member in good standing will have attendance at 20% of fundraising / BAB events during the Fall, Winter, and Spring sports seasons.

A member in good standing has the following rights:

1. Attend BAB meetings
2. Serve as an BAB officer
3. Attend BAB General and Special meetings
4. Vote during General meetings
5. Chair or serve on committees
6. Serve as a Sport Representative (team liaison)
7. Serve on the BAB Executive Board as a BAB Officer

CONSTITUTION: ARTICLE III - OUR OFFICERS

The officers of the Boosters shall be as follows: President, Vice President, Secretary, Treasurer, and Co-Treasurer. Officers shall be elected from the general membership of the organization and shall serve terms of one calendar year starting on May 1st and concluding on April 30th. Officers may be nominated for re-election at the pleasure of the membership. When an officer vacancy occurs, such a vacancy shall be filled by a majority vote of the general membership.

CONSTITUTION: ARTICLE IV - OUR EXECUTIVE BOARD

The Executive Board shall consist of the Officers of the Boosters and the Athletic Director. This Executive Board shall be empowered to act on behalf of the general membership when important decisions must be made. The President shall call meetings of the Executive Board as needed subject to the following restrictions:

1. The President shall notify members either by mail, email, social media or telephone when a full Executive Board meeting is called.
2. A majority (2/3) of Executive Board must approve any expenditure of funds by the Executive Board.
3. Any action that takes an expenditure of funds approved by the Executive Board must be presented to the general membership and shall be reflected in the minutes of that meeting.
4. A majority of the Executive Board members shall constitute a quorum.

BY-LAWS

BY-LAW: ARTICLE I - CALENDAR AND GENERAL MEETINGS

A general meeting on the first Wednesday of the month will be held in the High School Media Center. The general meeting will start at 5:30pm and is open to all parents, foster parents, or legal guardians ("Parents") of any student currently enrolled in Blanchester Local Schools grades K-12.

Additional Executive Board meetings shall be called at the discretion of the President and the Athletic Director(s).

BY-LAW: ARTICLE II - ELECTION OF OFFICERS

Officers of the Boosters shall be elected annually. The election will be conducted during the general meeting in April. The term of office for all elected Officers shall be one year, commencing on May 1st.

BY-LAW: ARTICLE IV - DUTIES OF THE EXECUTIVE BOARD

Section 1. Primary Duties

The Executive Board shall:

- a) Be responsible to the membership of the Boosters for the planning, funding direction and execution of all events and activities supported by the Boosters.
- b) Recognize membership contributions.

Section 2. Duties of the President

The President shall:

- a) Serve as the chief executive officer of the Boosters and shall preside over all scheduled meetings of the organization.
- b) Along with the Athletic Director, appoint qualified members of the Boosters to chairpersons and positions of responsibility.
- c) Assure that the proposed expenditures which are not included in the approved budget are brought to the Executive Board.
- d) Communicate with other outside organizations and individuals.

Section 3. Duties of the Vice President

The Vice President shall:

- a) Preside over meetings in the absence of the President.
- b) Be responsible for planning and executing programs for each general meeting, Awards Night and any other special events requested by the President or Athletic Director(s).
- c) Assist in the execution of the President's duties and responsibilities.

Section 4. Duties of the Athletic Director(s)

The Athletic Director shall:

- a) Preside over meetings in the absence of the President or Vice President.
- b) Serve as permanent membership chairman of the boosters.
- c) Provide direction and information on events sponsored by the Boosters.
- d) Assure the awarding of Athletic Booster Scholarships to Athletic students as outlined in the scholarship information.

Section 5. Duties of the Secretary

The Secretary shall:

- a) Keep accurate records of the minutes of all scheduled and special meetings of the general membership.
- b) Keep and preserve the book of the Constitution, By-Laws and Policies and Procedures.
- c) Keep and preserve letters and other official communications.
- d) Maintain the email account for the BAB

Section 6. Treasurer

The Treasurer shall:

- a) Maintain accurate records of deposits to and from the Booster account. In a computerized manner. That can be shared readily with the Executive Board.
- b) Present a current Treasurer's Report at each regular meeting.
- c) Perform additional duties as the President may direct.
- d) The Treasurer is empowered to approve payment of invoices for funds deemed necessary and agreed upon by the Executive Board.
- e) The Treasurer will also serve on the Finance and Fund-raising Committees when the committee exists.
- f) Recommend and execute, with Executive Board approval, long term investment of Special Funds.
- g) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Co-Treasurer for presentation at the March meeting. Fiscal Year to run May 1 to April 30.

Section 7. Duties of the Co-Treasurer

The Co-Treasurer shall:

- a) Serve as Co-Signer on the Booster checking account and potential Special Fund accounts.
- b) Review the monthly treasurer reports.
- c) When needed, make deposits of fees, fundraising profits, etc. into the Booster bank account, and notify treasurer of amounts and what the deposits represent.
- d) Develop the yearly Athletic booster budget in conjunction with the Athletic Directors, President, and Treasurer for presentation at the March meeting.

Fiscal Year to run May 1 to April 30.

BY-LAW: ARTICLE V - FUND-RAISING

To comply with state statutes, the Boosters must request approval from each building Principal for fund-raising activities on a monthly basis. The request should be presented to the building Principal and the Athletic Director.

BY-LAW: ARTICLE VI - COMMITTEES

These committees shall be formed as deemed necessary by the Executive Committee:

1. Publicity / Communications
2. Recruitment
3. Concessions
4. Programs / Sponsorships

BY-LAW: ARTICLE VII - SPECIAL PROJECTS

The following special projects are undertaken by the Athletic Boosters subject to the availability of funds.

1. Senior Scholarship(s)
2. Information concerning the Athletic departments will be communicated to the Intermediate, Middle and High Schools.

BY-LAW: ARTICLE VIII - FISCAL MANAGEMENT

The proceeds of all fund-raising activities sponsored and approved by the Boosters shall be deposited in the Boosters account unless otherwise approved by the Executive Board.

1. 2 of the 3 following Executive Board members; President, Treasurer, and Co-Treasurer, shall issue checks and are authorized to approve invoices, postage, office supplies, concession change, and items necessary for daily operation.
2. Routine purchases must be approved by the Executive Board.
3. Any balance at the end of the school year will carry over to the following year.

BY-LAW: ARTICLE IX - AMENDMENTS TO THE CONSTITUTION
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Amendments to the constitution of the Blanchester Athletic Boosters shall be approved as follows:

1. Amendments must be presented in writing no less than two (2) weeks prior to a regular meeting to the Executive Board, in which adoption of the proposed amendments is to be the topic of discussion.
2. The proposed amendment shall be presented as items of the new business for discussion and/or revision.
 - a) If changes are made, the proposed amendment must again be submitted to the Executive Board and full members in writing for their review and a vote scheduled for the next regular meeting or a special meeting called for the purpose of adoption.
 - b) If after discussion the proposed amendment remains as presented to the full membership, a vote will be taken to amend the constitution as proposed.
 - c) A two-thirds majority of the Executive Board and full membership present must vote to adopt the amendment.

BY-LAW: ARTICLE X - PARLIAMENTARY PROCEDURE
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“Robert’s Rules of Order, Revised” shall govern the proceedings of this organization and all meetings thereof when not in conflict with these Bylaws.