# Pearland Volleyball Booster Club By-Laws

**ARTICLE l - Name & Address** -

A. The official name of this organization shall be the **PEARLAND VOLLEYBALL BOOSTER CLUB** (hereinafter referred to as "PVBC").

B. The permanent address shall be 3775 S. Main, Pearland, Texas 77581.

C. The alternate address shall be 1928 N. Main, Pearland, Texas 77581.

D. The annual alternate address may be that of the current President.

**ARTICLE** II - **PURPOSE**

1. The PVBC was established and exists for the purpose of promoting a high degree of voluntary community and parental involvement, support, sponsorship and interest in the Pearland High School volleyball program. The key objectives of this organization are to:
2. Support the coaching staff to help produce volleyball teams at the highest competitive level.
3. Elevate the image of the volleyball teams and players in the eyes of the school, community and themselves.
4. Encourage community participation and support of the organization.
5. Support the volleyball program, win or lose, through personal involvement in the purpose of the organization.
6. Promote charitable and educational purposes.
7. Encourage higher education by providing scholarships to graduating seniors of the volleyball program.
8. The PVBC shall be a non-profit, non-partisan, non-shareholding, non-commercial and non-bargaining organization. The PVBC may elect to incorporate itself as an independent, not for profit corporation and seek tax-exempt status under section 501 (c) (3) of the Internal Revenue Code.

C. The PVBC shall comply with Pearland Independent School District policies, University Interscholastic League (UIL) Regulations, and Federal and Texas State Laws for Booster Clubs.

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## ARTICLE Ill - OFFICERS

The Executive Board of the PVBC shall be comprised of the following elected officers:

1. President

2. Vice President

3. Secretary

4.Treasurer

* 1. The term of each elected officer shall be for one year, beginning on June 1following their election and shall conclude May 31st of the following year.
  2. The nomination and election of officers shall take place at the Annual PVBC Meeting in April.
  3. All elected or appointed officers must have actively participated in the PVBC. It is recommended that officers have a child, grandchild, foster child, etc., participating in the volleyball program of PHS during the current school year.

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* 1. Should an elected or appointed officer resign, the remaining officers shall have the authority to appoint an eligible replacement to complete his/her term.
  2. No person shall occupy the same elected officer position for more than two consecutive terms.
  3. An officer can be removed from office with a two-thirds majority vote of the membership whenever, in its judgment, the best interests of the PVBC would be served thereby. However, such removal shall be without prejudice to the rights of the person so removed.
  4. The responsibilities of each officer shall be as follows:

**President -** ThePresident shall be the principal executive officer of the PVBC, shall preside at all meetings of the club and executive board, and have general supervision of the affairs of the organization. He/she may call special meetings whenever necessary of either the general membership or Executive Board. The President is authorized to spend a maximum of $200.00 for program expenses without the approval of the Executive Board in the event of an emergency or whenever he/she deems it necessary. The President shall report such expenditures to the Treasurer.

**Vice President -** TheVice President shall assist the President in the operation and activities of the organization and shall assume the duties of President in the President's absence or in the event of a vacancy of the office of President, without election.

**Secretary -** TheSecretary shall keep the minutes of all PVBC meetings, both general membership and Executive Board, and shall establish and maintain a membership roster with both physical and e-mail addresses, as well as phone numbers. The Secretary will also maintain a record of attendance at all meetings.

**Treasurer -** TheTreasurer shall be the custodian of the PVBC’s funds, which are to be kept on deposit at a local bank. If the Executive Board determines that another bank can furnish the same or better services at the same or lesser expense, then a change of banking services may occur if approved by majority vote of the Executive Board. The Treasurer shall keep an accurate, current and definitive record of the organization's receipts and disbursements, general financial condition and status. Checks issued by the PVBC must be signed by two officers. The first Treasurer report to the PVBC members should reflect the PVBC financial status as of May 30. The Treasurer must also submit an annual audited financial statement to the principal of PHS of all activities for non-profit public entities. The Treasurer must also maintain annual audits and records for a period of five years.

**Article IV- Membership**

* + 1. Individual membership of this organization shall be open to any person desiring to support the above purpose of the organization. The annual membership dues amount will be established each year, by vote of the Membership at the annual meeting.
    2. Voting privileges are only given to members in good standing, with dues paid in full, and who are over 18 years of age and not currently enrolled at PHS.
    3. All meetings are open to the general public. However, only current members in good standing will be entitled to vote and participate in PVBC activities.
    4. No member shall receive financial compensation for services rendered to PVBC.

**ARTICLE V - Meetings**

1. The annual meeting of the membership shall be in April of each calendar year. This meeting shall include the election of executive officers for the

following year and establishing annual membership dues, along with any other business that may be duly posted in the agenda.

1. Regular meetings are to be held on a night that is deemed appropriate by the Executive Board and special meetings as deemed necessary by the President.
2. At the minimum, there must be one regular membership meeting per month from August through November.
3. A minimum of two Executive Board members along with nine general members shall constitute a quorum to conduct business at a duly called meeting.
4. Unless otherwise stated in these bylaws, General Membership, Executive Board and Annual Meetings shall be conducted in accordance with Roberts Rules of Order.

**ARTICLE VI- Executive Board**

1. The Executive Board shall be comprised of the President, Vice President, Secretary &, Treasurer. Unofficial board members may include the Head Volleyball Coach, as well as the Principal and Assistant Principals of PHS, who serve in an advisory capacity only.
2. The Executive Board shall meet on call by the President.

C. A minimum of three elected or duly appointed members of the Executive Board shall establish a quorum for any PVBC business conducted at Executive Board meetings.

D. It shall be the responsibility of the outgoing Executive Board members to make themselves available and council all newly elected officers as to their office responsibilities and knowledge of PVBC activities, so that a smooth transition takes place during the next year.

**ARTICLE VI - Activities/PVBC Requirements & Restrictions**

All PVBC activities must have the approval of Pearland ISD or PHS Principal. Such activities include (but are not limited to):

1. Use of the school facilities for meetings. All meetings must be coordinated with the activities of other entities desiring facility use.

B. All fundraising activities should comply with administrative regulations and PISD Board policies when donating money or gifts to the volleyball program. All fund-raising activities must be filed with PISD through the

PVBC office and approved by the Head Volleyball Coach and PHS Principal prior to the required deadline each year.

C. The PVBC must register with PISD each year with the appropriate form filled out, notarized and submitted along with all required supplementary information to the PVBC office prior to the beginning of the volleyball season.

D. The PVBC shall **not:**

* 1. Use school facilities without prior written approval from the Principal of PHS.
  2. Become involved with the direction of the Head Volleyball Coach, personnel issues, scheduling of contests, rules of participation or policy making activities for a student group or school program. All of these duties are the responsibility of PHS and PISD.
  3. Have authority in directing or influencing PISD employees in the administration of their duties.
  4. Establish a petty cash or miscellaneous fund for the Head Volleyball Coach to use at his/her discretion.
  5. Give a Volleyball Coach a gift or cash in excess of the limits

imposed by the UIL (which is $300 in money, product, or service) from any source in recognition of, or appreciation for coaching, directing, or sponsoring student activities.

* 1. Give anything to students, including awards. School

administrators must be consulted before giving anything to a

student, school, or coach.

7. Donate any equipment to the program or the school valued at

$500 or more without consulting with School Administrators. School administrators must be consulted on the proper procedure prior to any donation of this amount or greater.

## ARTICLE VIII - AMENDMENTS

1. These by-laws may be altered or amended at any regular or special meeting by a

two-thirds majority vote of those in attendance.

1. All amendments shall become part of these By-laws and will be attached (along with a copy of the minutes of the meeting at which said amendment was passed) as separate documents to these By-laws.

**ARTICLE IX- Support Committees**

1. Committees and their respective chairpersons may be appointed by the President

to perform specific functions, such as fund raising, membership drives and other

support activities. These committees shall serve until completion of their

designated support activity or until dismissed by the President.

1. Standing Committees:
   1. Pre-Season Dinner
   2. Concession Stand
   3. Annual Fund Raiser
   4. Post-Season Volleyball Banquet
   5. Nominating
   6. Scholarship
   7. Audit

11/26/2012

## Pearland Volleyball Booster Club By-Laws

**Amendments to the By-Laws**

**ARTICLE VI** - **Activities/PVBC Requirements & Restrictions**

D. The PVBC shall **not:**

5. Give a Volleyball Coach a gift or cash in excess of the limits imposed by the UIL (which is **$500** in money, product, or service} from any source in recognition of, or appreciation for coaching, directing, or sponsoring student activities.

Adopted 11/26/2012 by General Membership vote

**ARTICLE III – Officers**

1. The term of each elected officer shall be for one year, beginning on **March 1** and ending on **the last day of February** the following year.
2. The nomination and election of officers shall take place at the annual PVBC meeting in **February**.

Adopted 10/14/2019 by General Membership vote

**ARTICLE V – Meetings**

1. The annual meeting of the membership shall be in **February** of each calendar year. This meeting shall include the election of executive officers for the following year and establishing membership dues **for the following year**, along with any other business that may be duly posted in the agenda.

Adopted 10/14/2019 by General Membership vote

**ARTICLE VI – Activities/PVBC Requirements & Restrictions**

D. The PVBC shall **not:**

a. Use school facilities without prior written approval from the Principal of PHS or

**Head Volleyball Coach.**

Adopted 10/14/2019 by General Membership vote

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**Pearland Volleyball Booster Club By-Laws**

**Amendments to the By-Laws**

**ARTICLE IX – Support Committees**

**OMIT B. Standing Committees**

1. **Pre-Season Dinner**
2. **Concession Stand**
3. **Annual Fund Raiser**
4. **Post-season Volleyball Banquet**
5. **Nominating**
6. **Scholarship**
7. **Audit**

Adopted 10/14/2019 by General Membership vote

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