

## **BY-LAWS**

### **CARDINAL DUGOUT CLUB MIDDLETON HIGH SCHOOL BOOSTER CLUB Middleton, Wisconsin**

**Enacted October 12, 2008**

#### **ARTICLE I: NAME**

Section 1. This organization shall be known as the Cardinal Dugout Club. The term Club, when used hereinafter shall be defined to signify The Cardinal Dugout Club.

#### **ARTICLE II: AFFILIATION**

Section 2. The Club will operate as an independent subgroup of the Cardinal Booster Club Inc., (hereafter called the CBC). The CBC is a non-profit, tax-exempt fund raising organization that supports athletic programs at Middleton High School (hereafter called MHS). The Club is a non-profit group that will operate under its own by-laws as set forth herein, and maintain separate finances in support of the WIAA sanctioned baseball program at MHS.

#### **ARTICLE III: PURPOSE**

Section 1. The purpose of the Club is to be the baseball coaches and parents support group for the promotion and funding of the baseball program at MHS.

Section 2. The goals of the Club are as follows:

1. Provide a strong support group for all players, managers and coaches who are involved in the MHS baseball program, and to foster parent involvement in organizational and fund raising activities involving the baseball program.
2. Support additional needs for the baseball team that are not provided by MHS or the CBC.
3. Supplement the efforts of the CBC to provide for the improvement of facilities and resources for the baseball program, in order to provide the best possible experience for the students, coaches and parents involved in the program.
4. Support the fund raising activities of the CBC.
5. Hold fund raising activities that will benefit the MHS baseball program.
6. Support the goal of MHS to promote academic excellence and sportsmanship in their athletic programs.
7. Coordinate and facilitate baseball-related social activities, including but not limited to: varsity game concessions, varsity spring trip activities, postseason banquets, etc.

#### **ARTICLE IV: MEMBERSHIP**

Section 1. Members of the Club include:

1. Parents and guardians of all freshmen through senior baseball players and managers.
2. All coaches and their families.
3. Any parties with a vested interest in the MHS baseball program.

Section 2. Members of the Club do not have voting rights in the business affairs of the Club. Only the Board of Directors will have voting rights in the business affairs of the Club.

Section 3. There are no annual dues required for membership in the Club. A voluntary contribution by members to support any additional needs of the baseball program can be accepted by the Club. All members are encouraged to be active members of the CBC.

Section 4. Each active member of the Club shall be expected to act responsibly to the best of their abilities in order to assure the proper and successful operation of the Club.

Section 5. Any active member may express may present a topic or express an opinion before the Club Board of Directors, provided that it is within the context and rules of the Club meeting. Members are encouraged to inform the Board of Directors in advance of the next scheduled meeting of the subject matter that he or she wishes to present.

**ARTICLE V: BOARD OF DIRECTORS AND OFFICERS**

- Section 1. The affairs and business of the Club shall be managed by the Board of Directors (hereinafter called by Board) by a majority vote or as otherwise stated herein..
- Section 2. The Board shall consist of four elected officers, two at-large positions, and the Varsity head coach of the MHS baseball team. The officers of the Board shall include a President, Vice-President, Treasurer and Secretary. The officers and at-large members will serve a term of one year, or thereafter until replaced.
- Section 3. The Board officers will be elected at the annual meeting in September. The outgoing President will seek and accept nominations for Board officer positions at this meeting. Any active member of the Club may place his or her name or that of another active member in nomination for vacancies on the Board. The outgoing President will verify the willingness of each nominee to serve before submitting his or her name to the ballot. All Club members present at the annual meeting will be able to cast a vote for each of the officer positions. At-large positions will be elected by the new officers at or after the annual meeting.
- Section 4. Vacancies. In the event of a vacancy on the Board for any reason, the remaining Board members shall select a successor by majority vote from a list of nominees.
- Section 5. Removal. Any director (except the head baseball coach) may be removed from the Board at any time if five members of the Board vote for such action.
- Section 6. Quorum. Four directors shall constitute a quorum at a Board meeting where business must be conducted. The act of the directors who constitute a quorum at any meeting shall be the act of the Board.
- Section 7. Compensation. All Board members shall serve without compensation, but shall be reimbursed for out of pocket costs incurred by said person on behalf of the Club, if such costs are deemed to be legitimate by the rest of the Board. Any Club member who incurs out of pocket costs on behalf of the Club shall also be reimbursed if such costs are deemed legitimate by the Board.

**ARTICLE VI: DUTIES OF THE BOARD OF DIRECTORS**

- Section 1. President. The President shall preside at all Club meetings, have general supervision over all Club activities, and provide leadership to members of the Club. The President shall act as Agency of the Club, and as such, sign all legal and official documents. The President shall sign checks for disbursements made by the Club if the Treasurer is unable to sign such disbursements. The outgoing President will oversee the nomination process for election of new directors.
- Section 2. Vice-President. The Vice-President will assist and support the President in his or her duties throughout the year, and will serve as President if the elected President is unable to perform his or her duties for any reason.
- Section 3. Treasurer. The Treasurer will manage the financial accounts of the Club and will oversee all receipts and disbursements of monies. The Treasurer will provide financial reports to the Board at each meeting, and will also provide reports to the CBC regarding fund-raising activities when requested. The Treasurer will sign all checks for any disbursements made by the Club unless otherwise provided by the Board.
- Section 4. Secretary. The Secretary will document and keep a record of all Board meetings throughout the year. The Secretary will provide a report of this information at each Board meeting, and will oversee the publication and distribution of this information to Club members. The Secretary will also be responsible for the distribution of any information regarding Club activities to Club members.
- Section 5. Coach. The Varsity baseball coach will provide guidance to the Board regarding Club activities, and will provide input regarding any additional needs of the baseball program. The coach will always be consulted regarding policy issues, projects, and major expenditures of Club monies.
- Section 6. At-large members. The at-large members of the Board will assist and support the activities and duties of the Officers of the Club.

**ARTICLE VII: MEETINGS**

- Section 1. Unless otherwise noted to the membership, an annual meeting will be held each year during the month of September. This meeting will be held for the election of Board members and for the planning of projects and activities for the upcoming baseball season.
- Section 2. Club meetings will be held monthly or as deemed necessary by the Board. Meeting dates will be communicated to all members of the Club by the Board.

**ARTICLE VIII: COMMITTEES**

- Section 1. The Board, with input and advice from coaches and Club members, will select activities and projects for each baseball season. The Board will then appoint committee leaders that will work with the Board to coordinate these activities and projects. Committee leaders will be invited to Board meetings to report the status of their committees when necessary. The Board is ultimately responsible for ensuring that each committee operates appropriately and successfully.

**ARTICLE IX: SPECIAL GUIDELINES AND POLICIES**

- Section 1. Club members and the Board will comply with the following additional guidelines and policies:
1. The Club will have the right to sell reasonably priced MHS Baseball apparel to Club members and to the general community if desired.
  2. In support of the stated desires of the MHS Athletic Department, the Club will not allow alcoholic beverages to be served to or in the presence of athletes at an official gathering or function of the Club on school property.
  3. Election of a parent member of the Board does not insure that a child of said parent is ensured a roster position on one of the MHS baseball teams. Selection to a baseball team will be determined via try-outs in an unbiased manner by the coaches.
  4. The fiscal year of the Club shall be from the 1<sup>st</sup> of August until the 31<sup>st</sup> of July of the following year.
  5. All requests for major expenditures (in excess of \$200), other than those for budgeted supplies for Club projects or activities, must be approved by a majority vote of the Board.
  6. Any gifts from the Club that are capital equipment items for the basement team will be pre-approved by the CBC for donation to MHS.
  7. If for any reason the Club would dissolve or disband, all monies held by the Club would go to the CBC.
  8. The Club may invest its funds only in those investments which are legal for investment of trust funds as provided by Wisconsin law and as permitted by the Internal Revenue Service.
  9. Parent team representatives will be chosen by each baseball team in the Cardinal baseball program. This will be coordinated by Board members and the coach for each team. Team representatives will not be voting members of the Board, unless they are already Board members when chosen for this duty. Team representatives will be responsible for communicating information to team parents and players, and will also help coordinate other team activities as indicated by the team coach and Board members.

**ARTICLE X: AMENDMENTS**

- Section 1. The by-laws of the Club may be amended, abrogated or repealed by the Board by a majority vote of five Board members.
- Section 2. The by-laws of the Club will be reviewed annually at the annual Club meeting.