

BEAVERCREEK FOOTBALL CLUB

CONSTITUTION

ARTICLE I – NAME

The name of this organization shall be the *Beavercreek Football Club*.

ARTICLE II – PURPOSE

The purpose of this organization is to promote and support the football program at Beavercreek High School via social functions and/or fund raising activities. This shall be a non-profit organization.

ARTICLE III – GUIDELINES

The Beavercreek Football Club shall be recognized by the Board of Education as a subgroup existing under the auspices of the Beavercreek Athletic Booster Club. This recognition is valid as long as the following guidelines are met:

A fee is paid to the Athletic Booster Club to cover a share of the liability insurance costs levied for the use of buildings and grounds.

A representative is present at all Athletic Booster Club meetings. All fund raising projects are pre-approved by the Athletic Booster Club to eliminate any conflict in fund raising activities between groups.

All expenditures over \$300.00 are pre-approved by the Athletic Director or coach(s) and the *Club Executive Board* to ensure that money spent will play only a supplemental role in the athletic budget.

An annual statement of income and expenditures and a summary of the fund raising activities undertaken are provided to the Beavercreek Athletic Booster Treasurer and the Treasurer of the Board of Education.

A list of items that have been purchased and the cost of such items be provided to the Athletic Booster Club Treasurer and the Treasurer of the Board of Education. The Board Treasurer will have any donated items approved by the Board of Education.

ARTICLE IV – MEMBERSHIP

Any person interested in promoting and supporting the football program at Beavercreek High School is eligible for membership. *Membership runs from May 1 through April 30.* Membership is in effect when dues are paid.

ARTICLE V – DUES

The annual dues shall be \$10.00 per person or family, payable to the aforementioned club.

ARTICLE VI – OFFICERS

The officers of this organization shall serve a term of office to run from *December 1 through November 30*. These officers shall be as follows:

President
Vice-President
Secretary
Treasurer

ARTICLE VII – ELECTIONS

Elections shall be held annually. The Executive Board shall submit a slate of the coming year's proposed Executive Board at the last meeting in October. Elections shall be held at the November meeting. Additional nominations may be made from the floor. Election shall be by majority vote. To be eligible to vote, you must be a dues paying member and be present at the meeting.

Each class may have two or more representatives; one primary and one alternate for voting purposes. The class representatives can agree amongst themselves on who will be the primary and alternate representative. However, if an agreement cannot be reached, the primary and alternate will be decided via majority vote of the affected class. (Note: *The Freshman Class Representative* can be elected at either a November meeting or at the first organization meeting in the following year.)

ARTICLE VIII – Executive Board

Membership on the Executive Board shall be as follows:

Elected Officers

President, Vice President, Secretary, Treasurer

Class Representatives

Freshman, Sophomore, Junior, Senior class (one vote per class). The primary class representative will be the voting member for each class regarding club business. If the primary is unavailable, the alternate representative will vote in his/her place.

Head Football Coach

ARTICLE IX – DUTIES OF THE EXECUTIVE BOARD

1. Serves as the policy-making body for the club.

2. Ensures that the guidelines set down by the board of Education are followed. (See article III – Guidelines)
3. All committees shall be appointed by and responsible to the Executive Board.
4. All matters pertaining to policy arising in general meetings shall be referred to the Executive Board.
5. Five (5) Executive Board Members shall constitute a quorum for club action.
6. The Executive Board will administer and assist in the Scholarship Fund selection.
 - 6a. *Scholarships to be awarded to children of members in good standing.*

ARTICLE X – DUTIES OF THE EXECUTIVE BOARD MEMBERS

President:

Shall be the Chief Executive Officer and shall preside at all club meetings. The President will maintain order in accordance with Roberts Rules of Order.

Vice-President:

Assumes the duties of the President if the President is unable to fulfill his/her duties and shall assist the President as needed. Is the Beaver Creek Athletic Booster Club Representative, attends all Athletic Booster Club meetings, and serves as a liaison and communicates between this club and the Beaver Creek Athletic Boosters Club. Also serves as an advisor to this club's Fund Raising Committee.

Secretary:

Shall keep club records, minutes of the meetings, and attend to all correspondence.

Treasurer:

Shall receive and disburse all club monies per Board Policy. Monies shall be deposited in a bank designated by the Executive Board. Treasurer's books are subject to club audit on or before February 28.

Class Representatives:

The duties of the class representatives shall be to serve on the Executive Board and phone chairman for their representative classes. In addition, the following are normal functions for which each class is responsible:

FRESHMAN: Parking

SOPHOMORE: 50/50, RAFFLE

JUNIOR: Clothing Sale; Senior Banquet & Senior Night

SENIOR: Gift Committee Chair

Head Football Coach:

Acts as the approving agent for the Board of Education.

ARTICLE XI – VACANCIES

It shall be the power of the Executive Board to fill elected office vacancies which may occur during the year.

ARTICLE XII – COMMITTEES

The functioning committees of this club are as follows:

1. Publicity Committee
2. Fund Raising Committee
3. Pep Committee
4. Social Committee
5. Gift Committee
6. Special Projects Committee
7. Feed the Team

ARTICLE XIII – DUTIES OF COMMITTEES

- 1. Publicity Committee:** Shall consist of a chairman, a chairman elect, and committee members. Duties shall be to notify the general membership and community of upcoming events, news, etc
- 2. Fund Raising Committee:** Shall consist of a chairman, a chairman elect, and committee members, and the Beaver Creek Athletic Boosters Club Representative. Duties shall be to plan and organize all things necessary to conduct a fundraiser.
- 3. Pep Committee:** Shall consist of a chairman, a chairman elect, and committee members. They shall be responsible for the preparation of decorations for any function having to do with the promotion of football spirit.
- 4. Social Committee:** Shall consist of a chairman, a chairman elect, and committee members. They shall be responsible for planning, conducting, etc all things necessary for the club's social activities.
- 5. Gift Committee:** Shall consist of a chairman, a chairman elect, and committee members. They shall be responsible for senior gifts, team gifts and coaches' gifts at the end of the season.
- 6. Special Projects Committee:** shall consist of a chairman, a chairman elect, and committee members. They shall be responsible for such projects as upgrading the practice field etc.
- 7. Feed the Team:** Shall consist of a chairman and committee members. They shall be responsible for soliciting meals from local businesses, planning and conducting all things necessary to ensure light meals are provided to the team before Friday night games.

ARTICLE XIV – MEETING DATES

Regular meetings shall be held as designated by the Executive Board at the Beavercreek High School.

The *upcoming Freshman* parents shall be invited as special guests a November meeting.

Outgoing officers shall meet with the newly elected officers at a special orientation meeting.

ARTICLE XV – AMENDMENTS

After approval of the Executive Board, any articles may be amended at any regular meeting following notice of the proposed changes. The constitution should be reviewed and revised every year.

The above Constitution is duly presented to the Beavercreek Football Club for ratification on March 10, 2005, by the following persons:

Kevin Williams
President

Al Ruch
Vice President

Kim Bryant
Treasurer

Stacey Domicone
Secretary

Dave Wade
Senior Class Rep

Mary Jo White
Junior Class Rep

Angela Hull
Sophomore Class Rep

Wade McLean
Freshman Class Rep

Constitution ratified March 2005. Signatures are on file.