

Constitution St. Thomas Booster Club

Article I- This organization shall be known as the St. Thomas Booster Club.

Article II- The object of this organization shall be to provide financial and moral support for the students, faculty, and staff of St. Thomas School and to promote pride and enthusiasm for the our parish and school.

Article III- Anyone is qualified for membership who is affiliated with St. Thomas School or church, and has paid the yearly membership dues.

Article IV- The officers of this club shall be president, vice-president, secretary, and treasurer.

Article V- The executive board shall consist of the president, vice-president, secretary, treasurer, principal and pastor.

Article VI-

Section 1: These officers shall be elected by paper ballot. In the event of insufficient candidates for office the pastor may appoint someone to fill the vacancy.

Section 2: The newly elected officers shall assume the duties of their position in June and the retiring officers shall turn over to the successors all the club books, and properties in their possession at the close of the May meeting. ***(want to change May to August for treasurer so that they can finish off the fiscal year)***

Section 3: Two officers will be elected every year with two officers retiring and two officers remaining on the board.

Section 4: No officers shall continue in the same office more than two consecutive terms.

Section 5: Anyone who has paid their membership dues, excluding teachers, faculty, and coaches are eligible to hold any office.

Article VII-

Section 1: The president shall preside at all meetings of the club ad executive board; have knowledge and general supervision of all committees; and be an ex-officio member of all committees. The president shall serve a liaison to the parish pastoral council. ***(Add: The president shall have the agenda to the principal by 12:00 noon on the Friday prior to the following weeks meeting.)***

Section 2- It shall be the duty of the vice-president to assist the president in his or her duties, and to perform those duties in the president's absence.

Section 3- The secretary shall keep a record of the minutes of all meetings of the club and provide a copy of the minutes to the executive board. The secretary shall keep a systematic file of all correspondence belonging to the club, and provide a monthly report. ***(Add: A copy of the minutes shall be sent home in the parent packet for all parents to receive.)***

Section 4- The treasurer shall have the charge of all funds belonging to the club; pay such bills as are approved; receive all fees; make all expenditures; make reports to the executive board when called for; and to report to the club at monthly meetings.

Article VIII- Nine members shall constitute a quorum; at least two officers must be present

BY- LAWS

Article I-

Section 1: There shall be a general meeting of the St. Thomas Booster Club on the fourth Monday of each month. ***(Delete: on the fourth Monday. Change to monthly.)***

Section 2: Special meeting and executive board meetings may be called by the president or by 3 members of the executive board.

Article II- The executive board shall have the authority to approve expenditures up to \$500. All business during the school year over \$500 will be stated at one meeting, discussed and looked into, and then brought back and voted on at the next meeting, unless unforeseen circumstance warrant otherwise.

Article III- The order of business for a regular meeting shall be as follows:

1. Meeting called to order
2. Open with prayer
3. Secretary's report
4. Treasurer's report
5. Committee reports
6. Old business
7. New business
8. Adjournment

Article IV- All new business must be turned in before noon Thursday, to the president or principal, for Monday's meeting so that it can be stated on the agenda for the meeting unless unforeseen circumstances warrant otherwise. ***(Delete: for Monday's meeting. Change to: weeks)***

Standing Rules

1. All bills presented to the treasurer must be signed or accompanied with a letter of explanation of the expense.
2. The secretary shall send a copy of the minutes to the president, principal, and to the pastor.
3. The secretary shall send noteworthy items to the local newspaper.