**Bylaws
of
Caney Creek Football**

**Booster Club, LLC**

**Article One**

**Name**

Section 1. Name. The name of this organization shall be Caney Creek Football Booster Club, LLC.

Section 2. Location. All meetings of the Directors may be held at such places within the Conroe Independent School District as the Directors may designate.

**Article Two**

**Mission Statement**

Caney Creek Football Booster Club has been formed and shall exist for the sole purpose of promoting good fellowship and sportsmanship and encouraging support and sponsorship of the various football activities of Caney Creek High School and feeder schools.

**Article Three**

**Purposes and Structure**

Section 1. Purpose. This corporation is organized exclusively for charitable, literary, and educational purposes as defined in Section 501(c)(3) of the Internal Revenue Code. The purposes of the Corporation include raising funds and purchasing personal property and services to be used by students and faculty at Caney Creek High School; providing volunteers for educational and/or extracurricular activities; engaging in other charitable, civic, or educational activities that will contribute to the public education of the community; and exercising other powers conferred by the laws of Texas on nonprofit corporations.

This Corporation shall be self-governing, self-supporting, non-commercial, non- sectarian, nonprofit and nonpartisan, and shall seek neither to direct the administrative activities of the Conroe Independent School District nor to control its policies.

No part of the net earnings of the Corporation shall inure to the benefit of any director of the Corporation, officer of the Corporation, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Corporation affecting one or more of its purposes); and no director, officer or any private individual shall be entitled to share in the distribution of any of the corporate assets on the dissolution of the Corporation. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

The Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by (1) an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code and its Regulations as they now exist or as they may hereafter be amended; or (2) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code and Regulations as they now exist or as they may be hereafter amended.

The Corporation shall observe the following regulations: Conroe Independent School District Guidelines, University Interscholastic League Booster Club Guidelines, and all local, state and federal laws which apply to nonprofit organizations.

Upon dissolution of the Corporation or the winding up of its affairs, the assets of the Corporation shall be distributed exclusively to charitable organizations which would then qualify under the provisions of Section 501(c)(3) of the Internal Revenue Code and its Regulations as they now exist or as they may be amended.

The Corporation is organized pursuant to the Texas Nonprofit Corporation Act and does not contemplate pecuniary gain or profit and is organized for nonprofit purposes which are consistent with the provisions of Section 501(c)(3) of the Internal Revenue Code and its Regulations as they now exist or as they may be amended.

**Article Four**

**Membership**

Section 1. Membership. Membership in this organization is open to any person or business who will uphold the policies of this organization and agree to its Bylaws. A maximum of one membership shall be granted to each family or business. Any membership may be rejected or revoked by a majority vote of those present at any business meeting.

Section 2. Qualification. Eligible persons shall become members by paying the prescribed membership dues per family per school year. Upon payment of such dues, a member shall be considered in good standing and be entitled to any and all rights and privileges of membership.

Section 3. Membership Drive. An annual membership drive shall begin as early in the calendar year as possible, but after the end of the fiscal year, with additional members being accepted at any time.

Section 4. Dues. Annual dues shall be assessed in such amounts as determined by the Board of Directors. Annual dues shall be payable upon submission of a completed membership form.

**Article Five**

**Directors**

Section 1. Qualification. Any member in good standing is eligible to serve on the Board of Directors.

Section 2. Powers. The Board shall be the governing body of the organization and shall manage, control, and direct the affairs and property of the organization. The Board shall consist of the Officers, Caney Creek High School Principal and Head Football Coach.

Section 3. Compensation. No Director shall receive compensation for any services he or she may render to the organization. Board members may be reimbursed for actual expenses incurred in the performance of their duties.

Section 4. Officers. Officers shall be elected at the last general business meeting no later than March 1 and take office March 1 or as voted in after March 1. The nominating committee will name a slate of officers and the floor will also be open for nominations. The officers will be elected by simple majority of the membership present. Vacancies of offices of unexpired terms shall be filled by appointment by a majority of the remaining officers. The Officers of the club shall be: President, Vice President, Secretary and Treasurer. Their respective duties are as follows:

1. The President shall:
2. Preside at all meetings of the Directors;
3. Coordinate the work of the Directors and/or committees in order that the

objectives may be promoted;

1. Coordinate the work so that the necessary reports are timely made to the

appropriate State and Federal agencies;

1. Perform such other duties as deemed necessary by the Directors.
2. The Vice President shall:
 1. Assume the duties of the President in the event of the President’s inability

to serve or resignation;

 2. Organize various fundraising activities;

 3. Perform such other duties as deemed necessary by the President;

 4. Oversee the activities of all committees.

1. The Secretary shall:

1. Record the minutes of all meetings of the Directors, and furnish a copy

 of such minutes to the President within one (1) week following the meeting;

 2. Coordinate all correspondence relating to the Corporation;

 3. Publish all notices of meetings or other matters, as required by the

 provision in these Bylaws.

 4. Perform such other duties as deemed necessary by the President

1. The Treasurer shall:

 1. Be the financial officer of the Corporation;

 2. Prepare the budget and provide financial reports as requested;

 3. Keep an accurate record of receipts and expenditures;

 4. Perform such other duties as deemed necessary by the President

Section 5. Term. Each elected officer shall serve a term of one (1) year or until a successor has been duly elected or appointed. An elected officer will spend more than two (2) years in the same position.

Section 6. Nominating Committee. Meet to receive nominations for the elected offices of the organization and to prepare a slate of nominees and a ballot for the election of the officers. The committee shall be made up of the President, the head coach and one at large person appointed by the President.

Section 7. Meetings. The Board of Directors shall provide the holding of at least one annual meeting of the Board, and of the additional regular meetings of the Board, as necessary. Notice of any Board meeting shall be given at least two days prior by oral or written notice or e-mail delivered to each Director. Any Director may waive notice of any meeting, and the attendance of a Director at any meeting shall constitute a waiver or notice of such meeting. Board meetings may be held by telephone conference. The President may take a vote by telephone or via email when a decision is needed before the next scheduled meeting. Except where determined as appropriate by the Board, all Board meetings will be open to all membership. Only Board members can participate in any voting that occurs during a Board meeting.

Section 8. Quorum. A majority of the voting Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board; but if less than a quorum of the Directors is present at said meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

**Article Six**

**General Meetings**

Section 1. Meetings. General meetings are to be scheduled according to the various football activities of the school and specific dates of all meetings shall be determined by the Board of Directors. It is the intent and purpose of this Section that the general meeting of the organization shall be for the purpose of promoting objectives of the Corporation.

Section 2. Agenda. At all General meetings the agenda shall be determined by the President. New ideas, suggestions or programs to be inaugurated will have been first presented to the President at least 24 hours in advance so that they may be included in the agenda. At any meeting of the membership where ideas contrary to the General Membership Agenda are brought up, the President shall have the right to declare such matters as being out of order.

Section 3. Voting. Each member, as described in Article Four of these Bylaws shall have the right to cast one vote in any matter at particular meeting. The decision of the majority of the voting members at a meeting will be binding on the organization. The President may take a vote by telephone or e-mail when a decision is needed before the next regularly scheduled meeting.

Section 4. Proxy. No voting by proxy will be allowed.

**Article Seven**

**General Provisions**

Section 1. Fiscal Year. The fiscal year of this organization shall be March 1 through February 28/29 (last day of February) of the following calendar year.

Section 2. Audit. There shall be an annual audit to be completed 30 days after the end of the fiscal year.

Section 3. Operating Funds. Operating funds shall be maintained in a general fund, and an accounting of such funds shall be presented at all Board meetings.

Section 4. Fiscal Responsibility. All Officers having a fiscal responsibility shall be bonded.

Section 5. Annual Statement. The Directors shall present at each annual meeting, or when called by vote of the members at any meeting, a full and clear statement of the condition of the organization.

**Article Eight**

**Amendments**

Section 1. Amendments to Bylaws. These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a majority of the Directors, provided that such alterations, amendments, or proposed substitute Bylaws have been read or distributed to all Directors present at the previous regular meeting or such action may be made at a special meeting held at least ten days after the regular meeting at which the reading or distribution was made.

Section 2. Amendments to the Articles of Incorporation. The Directors shall adopt a resolution setting forth any proposed amendment to the Articles of Incorporation, which, if approved by the majority of the Directors, shall be again submitted for a vote at the next regular meeting of the Directors.

**CERTIFICATE OF SECRETARY**

I certify that I am the duly elected and acting Secretary of Caney Creek Football Booster Club and that these Bylaws constitute the corporation’s Bylaws. The Bylaws were duly adopted at a meeting of the Board of Directors held on \_\_\_\_\_\_\_\_\_\_\_ 2021.

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Secretary of the Corporation