

BY-LAWS
OF
LAMBERT HIGH SCHOOL
ACADEMIC BOOSTER CLUB

ARTICLE I
NAME AND PURPOSE

1.1

The name of this non-profit organization shall be Lambert High School Academic Booster Club. For purposes of this document such entity may be called Lambert High School Academic Booster Club or LHS-ABC.

The purpose of this non-profit, voluntary organization shall be to assist Lambert High School and its community by promoting, supporting and sustaining academic endeavors. The LHS-ABC shall not exist without authorization of the principal of Lambert High School and must utilize the following by-laws in order to continue as a recognized organization supporting Lambert High School. All modifications of this document must receive prior approval from the principal of Lambert High School. Failure to gain approval from said principal shall cause the modification to be invalid.

ARTICLE II
MEMBERSHIP AND DUES

2.1

Any parent, teacher or administrator at Lambert High School, any coach of any sport, any director of any activity, all students and any interested business entity shall be eligible for membership. An annual fee may be assessed by the members for membership privileges. After receipt of membership a member shall be considered in good standing for the term of the fee period. Members in good standing shall be eligible to vote on any matter.

2.2

The members of the LHS-ABC shall at all times have the full power and authority to expel from membership any entity, person or persons whose activities might be termed detrimental to, or inconsistent with, the by-laws or the basic principles of the LHS-ABC.

2.3

The LHS-ABC shall at all times observe all local, state and federal laws which apply to non-profit organizations as defined in Article 501(c)(3) of the Internal Revenue Code.

2.4

The members shall have the power and authority to create special classes of membership providing certain rights and privileges for any such special class of membership.

ARTICLE III
MEETINGS

3.1

An annual meeting for the purpose of the election of officers for the LHS-ABC shall be held. It is recommended that candidates for officers of the LHS-ABC must be parents of children attending Lambert High School.

3.2

A special meeting of the general membership may be called for any lawful purpose provided that ten (10) petitioning active members in good standing indicate their assent to such call or provided any two (2) or more officers call the meeting.

3.3

Notice of the time and place of regular and special meetings shall be given not less than seven (7) days prior to the date set for any such regular or special meeting.

3.4

At any regular or special meeting, business shall be conducted by majority vote cast by those present.

3.5

Regular meetings of the LHS-ABC shall occur at least once per year. The year will reflect the fiscal term July 1 through June 30.

3.6

Fifteen (15) voting LHS-ABC members shall constitute a quorum for the transaction of business at a meeting.

ARTICLE IV
GOVERNANCE

4.1

Five (5) members will be elected on an annual basis as officers of the LHS-ABC. Officers of the LHS-ABC shall consist of a president, two (2) vice presidents, secretary and treasurer.

An officer shall not serve more than two (2) consecutive terms in the same position.

4.2

Should an officer resign a position during the term without extenuating circumstances forcing such a decision, he/she may not be appointed or elected to an office for one (1) calendar year from that date. The principal may review matters to determine if such extenuating conditions existed.

4.3

The officers shall accept the responsibility for setting policies as they pertain to the direction of the LHS-ABC. The president, vice presidents, secretary and treasurer shall be vested with the responsibilities of the ongoing implementation of policies set forth by the members.

4.4

The principal shall:

- a. receive automatic membership in the LHS-ABC and become an ex-officio member of the committee established by the club.*
- b. provide leadership to the LHS-ABC. A designee, such as president of the booster club, may serve to facilitate the business of the LHS-ABC, although authority over the LHS-ABC resides with the principal.*

4.5

The president shall:

- a. be charged with the duty of supervising all LHS-ABC functions subject to policy direction from its members.*
- b. be responsible for the implementation of the total LHS-ABC program.*
- c. maintain that the policies set forth by its members be implemented by all participants.*
- d. have the power to appoint standing and special committees.*
- e. serve as an ex-officio member of all committees except the nominating committee.*
- f. report to the principal.*
- g. may provide a co-signature on all LHS-ABC checks.*

4.6

The vice-president shall:

- a. assume the duties of the president when conditions prevent him/her from the completion of said duties.*
- b. assist the president in the completion of his/her duties as required by the president.*
- c. provide a co-signature on all LHS-ABC checks.*

4.7

The secretary shall:

- a. be responsible for maintaining all books and records of the LHS-ABC including the minutes of the meetings of its members.*
- b. be responsible for coordinating the time and location of member meetings.*
- c. serve as a parliamentarian at these meetings or shall appoint another member to serve in this capacity.*
- d. provide such other assistance to the president and vice president(s) as deemed necessary.*

4.8

The treasurer shall:

- a. become the chief financial officer of the LHS-ABC.*
- b. maintain accurate financial records of disbursements and receipts of all money received by the LHS-ABC or its committees from all sources.*
- c. coordinate the receipt and deposit of all fund-raising money.*
- d. provide a co-signature on all checks.*
- e. submit an updated financial report to the LHS-ABC at least once per year.*
- f. coordinate an independent audit of the LHS-ABC books to be completed by September 15.*
- g. provide such assistance to the president, vice president(s) and secretary as deemed necessary.*

4.9

Nothing contained herein is intended to abrogate the powers of the principal of Lambert High School nor to set policy and make decisions for the Lambert High School community.

4.10

Members who have received or may receive direct financial benefits as a result of any decision of the membership shall not vote on such matters affecting said benefits.

4.11

The LHS-ABC shall indemnify each person who acts as an officer of the LHS-ABC against any judgment rendered in any action, suit or proceeding in which such officer is made party by virtue of service as such officer.

4.12

The members shall fill any vacancy of the officers by appointment at its next meeting or at a specially called meeting. The appointment shall stand until the next general election.

4.13

The executive committee shall prepare an annual budget for approval by the members and the principal of Lambert High School.

ARTICLE V
AMENDMENTS

The constitution and by-laws may be amended by a majority of the membership present at the annual meeting provided the proposed amendment was submitted in writing to the officers at least two (2) weeks prior to the meeting, and notice was provided to the general membership at least seven (7) days before the meeting.

ARTICLE VI

DISSOLUTION CLAUSE

In the event of dissolution of the LHS-ABC, all monies and property will be provided to Lambert High School to be used exclusively for the benefit of students of Lambert High School. The principal may dissolve the LHS-ABC at any time should he/she determine such action necessary for the benefit of Lambert High School.

ARTICLE VII MEMBER ATTENDANCE

Each officer is expected to be in regular attendance at all meetings. Officers who are unable to attend a meeting must inform the president or vice president of the absence from such meeting. Failure to inform of absence or failure to attend meetings without just cause may result in removal of an officer by virtue of an affirmative vote of the majority of the members of the LHS-ABC at any called meeting.

ARTICLE VIII COMPLIANCE

The LHS-ABC agrees to comply with all rules and regulations set forth by the Forsyth County Schools and the principal of Lambert High School.

ARTICLE IX ELECTION OF OFFICERS

The president will appoint a nominating committee consisting of members who will select a list of candidates for election as officers. These nominations will be submitted to the members for vote. The nominee receiving the greatest number of votes for each office shall be elected as an officer.

ARTICLE X WAIVER OF NOTICE

Attendance of a member at a meeting shall itself constitute waiver of notice and waiver of any and all objection to the time and location of the meeting or the manner in which the meeting was called or convened, except when a member attends a meeting solely for the purpose of stating at the beginning of the meeting such objection to the transaction of business.

ARTICLE XI OFFICER COMPENSATION

Each officer shall serve without compensation or financial remuneration of any kind. Each officer is prohibited specifically from profiting personally in any transaction with the LHS-ABC.

ARTICLE XII DISBURSEMENT OF FUNDS

Funds shall not be disbursed, except by a bank draft signed by at least two (2) authorized agents. The authorized agents may be the principal, president or vice president. The treasurer, another authorized agent, will be required to sign all bank drafts or disbursements.