

**Pilot Boosters Club
Bylaws
Thomasville, NC 27360**

**ARTICLE I
PRINCIPAL OFFICE**

1.1 LOCATION. The principal office of the club shall be located at 145 Pilot School Road, Thomasville, NC 27360, or such other location designated by the officers.

1.2 MAILING ADDRESS. The mailing address shall be P.O. Box 723 Thomasville, NC 27360, or such other mailing address designated by the officers. The President and Treasurer will have key(s) to the PO Box.

**ARTICLE II
MEMBERSHIP**

2.1 CONDITIONS. Any person of good character who shares the objectives of the Club is eligible for membership. Members shall be admitted upon written application. Membership fee shall be set by the officers. A membership list shall be kept with the minutes in a notebook and shall be updated upon the addition or deletion of members,

2.2 VOTING RIGHTS. To be eligible to vote, member must be over the age of eighteen (18), must have been a DUES PAYING MEMBER of the Club for a period of ninety (90) days prior to the election, and must have attended a minimum of three (3) monthly meetings of the prior fiscal year.

2.3 TERMINATION. Members may terminate their membership at any time upon written notification to the Secretary of the Club. Upon such termination, all future rights and obligations of the former member to the Club, and the Club's future rights and obligations to the former member, shall cease. The resignation of a member does not relieve the member from any obligations incurred or commitments made to the Club prior to resignation.

**ARTICLE III
DUES**

Dues shall be in the amount set forth by a vote of eligible Club members present at a regularly scheduled meeting. Dues will be collected annually, and on an individual basis, and are non-refundable upon termination of membership.

ARTICLE IV GRIEVANCE COMMITTEE

The Grievance Committee shall consist of the officers of the Club, and as many as three (3) not to exceed four (4) elected at-large members. The chairperson will be one of the at-large members. Grievances shall be given in writing to the chairperson who will then meet with committee members.

4.1 DUTIES. The Committee shall hear matters of special concern to the Club.

ARTICLE V OFFICERS

The officers of the club shall consist of a President, a Vice-President, a Secretary, and a Treasurer. No two people from one family can hold an Executive Office.

5.1 ELECTIONS TERM. The officers of the Club shall be elected by the members of the Club, and each officer shall hold office until his/her death, resignation, retirement, removal, or disqualification or until his/her successor shall have been elected and qualified.

5.2 BONDS. The members of the Club may by resolution require any officer, coach, or agent of the Club to give bond to the Club, with sufficient sureties conditioned on the faithful performance of the duties of his/her respective office or position.

5.3 PRESIDENT. The President shall be the chief officer of the Club and shall be primarily responsible for the implementation of policies set by the members of the Club. He/She shall have authority over the general management of the Club in accordance with these Bylaws. The President shall preside at all meetings and shall have the authority to establish such committees as he/she deems appropriate. He/She may appoint the members of each such committee, or may call for an election of said committee members by the Club membership. Committee members must be dues paying members. Committees such as the following but not limited to may be established: football, basketball, baseball, fundraising, special projects, nomination, parade, concessions, sign-ups/registration... any others committees as deemed necessary.

5.4 VICE-PRESIDENT. The Vice-President shall preside at Club meetings and perform other presidential duties in the absence of the President.

5.5 SECRETARY. The Secretary shall take minutes of all Club meetings, and these written reports shall become part of the Club's permanent records. He/She shall also be responsible for keeping and updating a membership list, including the mailing address and telephone number of each member. He/She shall see that all notices are duly given in accordance with the provisions of these Bylaws.

5.6 TREASURER. The Treasurer shall be the custodian of all funds of the Club, and shall keep accurate and complete records of all financial transactions. All financial accounts shall be set up in the name of the Pilot School Booster Club, with the name of the current President, Vice-President, Secretary and Treasurer on the signature card. The President and/or Treasurer's signature shall be required on all checks along with a signature of the Vice-President or Secretary. Therefore, two (2) signatures are required on all checks.

ARTICLE VI ELECTIONS

Election of the officers shall be held by secret ballot annually in December. The candidate receiving the majority of the ballots cast by eligible voters shall be declared the winner.

6.1 OPEN NOMINATIONS. Nominations shall be taken from the floor at the November meeting. Any voting member may nominate any eligible member for any office.

6.2 CANDIDATE REQUIREMENTS. Any candidate placed in nomination shall be a current, dues paying member, over the age of eighteen (18), and shall have attended a minimum of three (3) meetings in the prior fiscal year.

6.3 FISCAL YEAR. The fiscal year shall be fixed by the members of the club – January-December

6.4 BALLOTS. The President shall appoint three (3) Club members to count the ballots and declare a winner for each office.

6.5 TERM OF OFFICE. Newly elected officers shall begin serving their terms immediately upon election and shall so serve for one (1) fiscal year, until the next December election.

6.6 VACANCIES. Upon the vacation of an office, the President shall call for a special election to fill the vacancy. Nominations of any eligible member, by any voting member, shall be taken from the floor. The President shall appoint three (3) Club members to count the secret ballots and declare a winner by the majority. The newly elected officer shall begin serving immediately upon election, and his/her term will continue until the next regularly scheduled elections in December.

ARTICLE VII MEETINGS

7.1 Meetings. The club's meetings shall be held on the third Sunday of the month at 2:00 PM at Pilot School or a place designated and announced by the President, or at such other times as announced at the previous meeting. No other notice shall be required. When meetings are canceled, postponed or rescheduled the Secretary will notify each member.

7.2 SPECIAL. The President may call a Special meeting at any time, and appropriate notice of the date, time and location will be given.

ARTICLE VIII REPORTS

8.1 MINUTES. At each monthly meeting, the Secretary shall present to the Club the minutes of the preceding month's meeting, or the minutes from any special meeting not already reported, and the Club shall vote to amend, accept, or reject said minutes. The President and/or Vice-President and the Secretary shall sign the minutes upon acceptance.

8.2 FINANCIAL. At each monthly meeting the Treasurer shall present to the Club the most recent financial report, and the Club shall vote to amend, accept, or reject said report. The President and /or Vice-President and the Treasurer shall sign the report upon acceptance.

8.3 COMMITTEES. At each monthly meeting, any committee which has met subsequent to the prior monthly meeting shall present to the Club a report of its activities and findings.

ARTICLE IX FUNDRAISING

9.1 Projects. The Club shall engage in periodic fundraising projects as approved by a majority vote of the Club members present at a regular monthly meeting. All Fundraising ideas (such as but not limited to: selling catalog items, team sponsorships, camps, Concessions, gate sponsorship, apparel...) in the name of Pilot School Boosters Club shall be brought to the membership and approved. All sales must be accompanied by a financial report that will be given to the Treasurer and kept on file.

9.2 PROCEEDS. All proceeds of fundraising projects, as well as all fundraising materials belong solely to the Club. Proceeds shall be distributed as voted upon by a majority of the Club and in keeping with the Club's Bylaws. All proceeds shall be given to the Treasurer with a report of number of items sold as well as the profit margin.

ARTICLE X PURCHASES

10.1 EQUIPMENT/UNIFORMS. The Chairperson of each committee will be responsible for distribution, inventory, organization and collecting all equipment and uniforms.

ARTICLE XI COACHES

11.1 ELIGIBILITY. All coaches shall be club members. The officers shall approve the appointment of each coach. The head coach or an assistant coach for each team must be in attendance at monthly meetings. In case of an emergency, at the discretion of the coach/assistant coach, a team parent can be in attendance of a monthly meeting.

11.2 RESPONSIBILITIES. Each coach shall: (1) Act as appropriate representatives of the Pilot Boosters Club. This includes while at practices, games, public events and while on any technologies; (2) Provide sport participants with an opportunity to expand their knowledge and abilities; (3) Reward each participant with fairness and equality; (4) Support and announce any fundraising projects adopted by the Club; (5) Be responsible for any equipment assigned to his/her team, turning in said equipment; (6) Distribute or make available the rules/regulations to parents and (7) Ensure that all "fill-in" parent coaches have approval and appropriate paperwork.

11.3 DISCIPLINE. When a written complaint has been filed against a coach, that coach is entitled to be present for a hearing before the Grievance Committee. Oral complaints shall not be acted upon, unless deemed in the best interest and safety of the child participant. The President/Chairperson of Grievance Committee can then address such situation(s). Any suspension of a coach must be decided by a majority vote of the Grievance Committee, which shall also determine the length of the suspension. Willful failure of a coach to return equipment as required will result in that coach being unable to participate in any future sporting activity affiliated with the Club. FAILURE TO DO SO MAY ALSO RESULT IN A CIVIL COURT ACTION.

ARTICLE XII PARENTS AND PLAYERS

12-1 RESPONSIBILITIES. The willful failure by a player or parent to return equipment as requested by the coach or Equipment Committee shall result in that player not being able to participate in any future sporting activity affiliated with the Club. All expenses, court costs, and attorney fees incurred in the retrieval of said equipment shall be the responsibility of the parent and player.

ARTICLE XIII
AMENDMENTS

Except as otherwise provided by law, these Bylaws may be amended or repealed and new Bylaws may be adopted by the affirmative vote of two-thirds (2/3) of the members present at the monthly meeting with 30% of the Club members being present at said meeting. Suggested amendments should be brought to the April meeting with member voting for approval at the May meeting. Legal amendments will be approved and signatures of all attending will be collected at the May meeting and then notarized. Signature sheet should be attached.