

CONSTITUTION OF THE ELIZABETHTOWN BOY'S CLUB

Adopted May 1978

Revised July 2007

Article I NAME

The name of the organization is the "Elizabethtown Boy's Club" can be referred to as the "E-town Boys Club".

Article II PURPOSE

The purpose of the organization is:

- A. to promote the health, social, education, vocational and character development of youth through various activities, which the Club promotes;
- B. To implant firmly through these activities the ideals of good sportsmanship, honesty, loyalty, and courage.
- C. To receive, invest and disburse funds;
- D. To uphold owned, leased, or managed property for the purpose of the Club;
- F. To cooperate with other organizations working with the same purposes.

Article III COLORS AND SYMBOLS

The Club colors are royal blue and white. The Club symbol is the bear. The Club mascot is the bear cub.

Article IV GEOGRAPHICAL AREA

The geographical area of the Club:

- A. The Elizabethtown Area School District
 1. The Elizabethtown Boy's Club will allow participants from adjoining school districts to participate in the Club activities providing there is no program for that participant in their present school district or via an authorized release from that program.

Article V MEMBERSHIP

Section 1. Type

A. Adult

1. Any adult who has an active interest in participating in the management of the Boys Club programs or the Club's activities can be considered a member.
2. Only those adults who have attended 4 of the 12 monthly meetings will qualify to vote at election meetings.

Section 2. Revocation

- A. Membership can be revoked only by action of the Board. Prior to any action on revocation by the Board, the subject member is entitled to a hearing at their request.
- B. Reason for revocation must be a substantiated violation of Article II.

Article VI ELECTED OFFICIERS AND THEIR DUTIES

Section 1.

The elected officers of the Club are the President, 1st and 2nd Vice President, Secretary, Treasurer, Athletic Director and Finance Director. There may be Co-officers. Each Co-officer has a Board vote.

Section 2. The PRESIDENT

- A. Presides at all meetings of the Club and the Board of Directors;
- B. Coordinates the work of all officers and committees, in order that the purpose may be promoted;
- C. Performs other duties given by the Constitution;
- D. Takes over in absence of the Treasurer.

Section 3. The VICE PRESIDENTS

- A. The 1st and 2nd Vice Presidents act as aides to the President and shall perform the duties of the President in the absence or inability of the officer to serve.

Section 4. The SECRETARY

- A. Records the minutes of Club meetings;
- B. Records the minutes of Board meetings and reports those minutes at the next club meeting;
- C. Organizes those records for future use;
- D. Performs all duties as a corresponding officer;
- F. Maintains voting record by attendance.

Section 5. The TREASURER

- A. Receives all moneys of the Club;
- B. Keeps an accurate record of receipts and expenditures;
- C. Pays out funds as authorized by the Club;
- D. Presents a financial statement at every meeting of the Club;
- F. Supervises and suggests all investments of the Club;
- F. Assists in building a budget for each of the programs.

Section 6. The ATHLETIC DIRECTOR (AD)

- A. Serves as Club director and liaison officer between the Club and all leagues, associations or other organizations directly relating to any of the Club's athletic programs;
- B. Provides written constitutions, by-laws, rules or regulations of the leagues, associations or other organizations, with the changes in these documents approved by the Club;
- C. Recommends to the Board for consideration/responsible and capable persons willing to serve as:
 - 1) commissioner of each sport offered by the Club;
 - 2) Head coaches and Assistant Coaches of the various squads and teams in each sport offered by the Club. The respective commissioner should provide initial input to the AD.
 - 3) Equipment Manager and Assistant Managers as deemed necessary to properly secure and maintain all equipment used by the Club.

- D. Presents to the Club when requested a complete itemized inventory of all equipment owned by the Club. This inventory should include the number of items, how many of each size and condition, and where it is being stored.

Section 7. The FINANCE DIRECTOR

- A. Submits for consideration all fund raising projects and a plan of work and persons whom wish to serve as Chairperson for the project.
- B. Records all money received, gives to the Treasurer along with the bills, and submits to the Club a general accounting of each project on completion.

Article VII ELECTION OF OFFICERS

Section 1.

The elected officers are those in Article VI Section 1.

Section 2. Qualifications

- A. Eligibility for election to the Board should be individuals who have been active members for at least one year prior to their nomination
- B. Exceptions may be granted based on majority approval of the Board.

Section 3. Term

- A. The term of office for all elected officers is two years;
- B. All officers are eligible for reelection without limitation;
- C. Officers assume their official duties at the close of the election meeting.
- D. The President, 2nd Vice President, Secretary and Finance Director will be elected in odd-numbered years. The 1st VP, Treasurer, and AD will be elected in even-numbered years. This will ensure continuity in leadership of the Club.

Section 4. Election of Officers

- A. The annual election of officers will be held at the regular Club meeting in October;
- B. Nominations will be accepted at the September meeting,
- C. Only those who have consented to serve and are eligible can be accepted as nominees;
- D. All officers must be elected by a majority of voting members that are present;
- E. If a majority is not reached on the first ballot, a second ballot is taken with the two Nominees receiving the most first ballot votes.

Section 5. Removal of an Officer

An officer can be removed by a two-thirds action by the Board. Prior to any action of the officer, they must be notified of that action and may request a hearing on all reasons for the action of the Board.

Section 6. Vacancy

A person elected will fill a vacancy occurring in any office for the unexpired term by a majority vote of the remaining members of the Board. In case a vacancy occurs in the office of the President, the 1st Vice President will serve notice of election.

Article VIII BOARD OF DIRECTORS

Section 1.

The Board of Directors, referred to as the Board, consists of the present elected officers of the Club.

Section 2. The Duties of the Board are:

- A. To transact necessary business in the intervals between Club meetings and such other Business as may be referred to it by the Club;
- B. To approve the plans of work of all committees;
- C. To present a report at the regular meetings of the Club;
- D. To approve budgets for each program;
- E. To approve routine bills within the limits of the budget;
- F. To perform other duties as specified in this constitution;
- G. To perform such other duties in order to maintain a vital, active interest by the members.

Section 3.

- A. Regular meetings of the Board are held monthly and are open meetings at which time members and other interested individuals may attend;
- B. A majority of the Board constitutes a quorum;
- C. Special meetings of the Board may be called by the President or by a majority of the Board;
- D. The President may declare closed a Board caucus meeting at his discretion;
- E. Each Board member has one vote, even if holding more than one office;
- F. All action taken at any Board meeting is subject to general membership approval.

Article IX COMMITTEES AND APPOINTED OFFICERS

Section 1. Program Committees

- A. Are appointed by the Commissioner of each respective activity. The Athletic Director approves members of the committee.
- B. Are on-going committees designed to improve the quality of the Club's programs.
- C. May hold meetings at any time and place prescribed by the Chairperson;
- D. The President is an ex-officio member

Section 2. Special Committees

- A. May be formed with Board approval. The Board approves members of such committees.
- B. Are created and appointed for a specific purpose and automatically goes out of existence when its work is done and its final report is received;
- C. May hold meetings at any time and place prescribed by the Chairperson;
- D. The President is an ex-officio member

Section 3. Appointed Officers

- A. Are named by the President with Board approval;
- B. Serve for one year, and may be reappointed.

Article X GENERAL MEMBERSHIP MEETINGS

Section 1.

Meetings by the Club may be held at a time and place designated by the Board or in conjunction with the monthly Board meeting. Any change to the regular time or place of the meeting will require advance notice of this change.

Section 2.

Special meetings may be called by a majority of the Board or by written petition of not less than twenty members.

Section 3.

The privilege of introducing motions, debating and serving on committees or any other capacity is limited to adult members.

Article XI PARLIAMENTARY AUTHORITY

“Roberts Rules of Order Revised” governs the Club in all cases to which they are applicable and in conflict with this constitution.

Article XII AMENDMENTS

Section 1.

This Constitution may be amended at any regular meeting of the Club by a two-thirds vote of the voting members present and voting, provided the proposed amendment is read at both present and previous meeting with all Board members notified.

Section 2.

After approval by a two-thirds vote at a meeting of the Club, at least one copy of the new amendments is made available to each member on request.

Article XIII BY-LAWS

Section 1.

A by-law is an interpretation and implementation of the Constitution.

Section 2.

By-laws may be adopted or amended at any Club meeting, by a majority vote of the eligible voting members at any regular meeting providing the intention to adopt or amend the by-laws have been communicated at a previous meeting.