

BY-LAWS OF THE PARKLAND TROJAN ALUMNI VARSITY CLUB

I. MISSION STATEMENT

The Parkland Trojan Alumni Varsity Club is an organization formed for the purpose of promoting and encouraging participation in and support of extracurricular athletic activities for boys and girls in the Parkland School District. The Parkland Trojan Alumni Varsity Club establishes and provides educational scholarships for student athletes, advances the social and physical improvement of all students, provides support for various school related activities, and promotes camaraderie for all Parkland School District athletes and friends.

NAME

The name of this organization shall be the Parkland Trojan Alumni Varsity Club hereafter referred to as PTAVC.

II. MEMBERSHIP

Section 1. Each Parkland High School or South Whitehall High School winner of a varsity sport letter shall be eligible for membership to PTAVC.

Section 2. Any sports enthusiast, whether or not associated with Parkland High School or South Whitehall High School is eligible for associate membership in PTAVC upon application and acceptance by members voting at a regular membership meeting.

Section 3. Every member holding either regular or associate membership in PTAVC is obligated to adhere to and follow the terms of these By-laws with respect to any rights, duties, privileges, and amenities herein conferred.

III. OFFICERS

Section 1. The officers of the organization shall be the President, ~~First Vice President, Second Vice President,~~ Treasurer, Secretary, and the ~~twelve (12)~~ **five (5)** at-large members of the Board of Directors.

Section 2. The officers shall be nominated and elected at the first regular monthly meeting after September 30 of each year or at a special meeting called by the President. If the first regular monthly meeting is in October in which case the nomination and elections shall be the second regular monthly meeting. Newly elected officers shall be installed immediately after the election and their term of office shall begin at that time. The term of office for the President, Vice-President, Treasurer and Secretary of PTAVC shall be one (1) year. ~~At least three (3)~~ **The five (5)** members of the Board of Directors shall be elected each year ~~and shall serve three (3) terms.~~ **The term of office shall be one year.** To be eligible for nomination or election as an officer or director each member or associate member must be in continuous good standing in this organization for at least thirty (30) days immediately preceding the nomination and has during that time paid the full dues required for organization members.

- a. All nominations for officers of this organization shall be made in open meeting and membership vote count shall determine results of the election. Each election shall be decided in favor of the candidate who receives the most votes. Write-in candidates and proxy voting shall not be permitted.
- b. Any person seeking a position as officer must accept the nomination prior to the election.
- c. Members may be nominated or elected to more than one office.
- d. In event of vacancy of any office by reason of death, resignation, or otherwise, the President of the PTAVC shall appoint a successor to fill that position for the remainder of the term.
- e. The Board of Directors (hereafter referred to as Board) shall consist of all officers and the **five (5)** ~~at-large~~ members of the Board.

IV. DUTIES OF THE OFFICERS OF THE ORGANIZATION

Section 1. The President shall be the highest ranking officer of the organization and will act as spokesperson of the Board of this organization.

- a. He/**she** shall carry out the day to day administration of the organization in accordance with the policies set forth by the Board.

- b. The President shall be responsible for making policy decisions when lacking specific policy guidelines, and for presenting those decisions to the Board at the next meeting.
- c. The President shall have general supervision and direction over the affairs of the PTAVC.
- d. The President shall be authorized to call and make arrangements for meetings as he deems appropriate.
- e. The President shall preside at all organizational meetings and all Board of Directors meetings plus any special conferences or meetings.
- f. The President shall be a voting member of PTAVC and the Board and, in case of a tie affecting the outcome of the issue in question, shall cast the deciding vote.
- g. The President shall appoint all committees with the approval of the Board of Directors and shall be an ex officio member of all committees.
- h. As subject to approval of the Board, the President shall be empowered to employ counsel, accountants, or other personnel as may be required to assist in the duties of the office.
- i. The President, when authorized by the Board of Directors, shall have full power and authority to sign all contracts and arrangements and any other document for or on behalf of the PTAVC; all documents regarding funds, financial contracts and agreements must be countersigned by the Treasurer.

Section 2. The Vice President shall:

- a Assist the President in the operation of the affairs of the organization.
- b Perform the duties of the President for the remainder of that term in the event of a vacancy in the office of President for any unforeseen reason.
- c Preside at meetings when called upon by the President and at times when the President may be temporarily unable to discharge duties of the office.
- d Be a voting member of the organization and the Board of Directors.

~~Section 3 The Second Vice President shall:~~ **Remove**

- ~~a. Assist the First Vice President.~~
- ~~b. Be a voting member of the organization and the Board of Directors.~~

Section 4 It shall be the duty of the Treasurer to receive all monies paid to the organization, giving receipts for same and reporting the receipts and disbursements at each Board of Directors meeting.

- a. He shall deposit all monies in a financial institution recommended by the Board, keeping a correct record of all dues payments and all other monies received and expended. All funds shall be deposited in the name of the organization subject to an order signed by the President and the Treasurer.
- b. The Treasurer shall be responsible for all financial records and transactions of this organization and shall submit the ~~books~~ **financial records** and receipts to the Board of Directors for audit upon request.
- c. At the expiration of the term he/**she** shall turn over to the successor all monies and property of the organization that may be in his possession.
- d. ~~He~~ **The Treasurer** shall be one of two (2) persons to counter sign all funds, financial contracts and agreements concerning the PTAVC, the other being the President.
- e. The Treasurer shall keep all membership records and application cards and a record of all members admitted as well as any rejections or suspensions.
- f. ~~He shall prepare an annual budget and supply to the Board such financial information as the Board may require in order to evaluate the budget.~~ **Remove?**
- g. The Treasurer is a voting member of the Board of Directors and this organization.

Section 5. The Secretary shall:

- ~~a. It shall be the duty of the Secretary to~~ Keep an accurate and impartial account of the proceedings of each meeting of the PTAVC and the Board of Directors.
- b. Furnish the chairman of each committee a copy of any resolutions adopted by the organization or the Board which are applicable to each chairman's duties.

- c. On behalf of the organization, receive all communications and correspondence except those addressed to the Treasurer.
- d. Be a voting member of the organization and the Board of Directors.

Section 6. The Board of Directors members shall adhere to the following guidelines:

- a. The general policy making body of the PTAVC shall be the Board and have the authority and duties as set forth in these By-laws. The affairs of the organization shall be conducted through the authority invested in the Board.
- b. The Board shall meet at least ~~six~~ **four (4)** times a year; however, the President shall have the power to call Board meetings at times and places which in his/**her** judgment best serves the needs of the organization and at times convenient for the attendance of interested members.
- c. Whenever the majority of the members of the board of Directors request a President to call a meeting of the Board, it shall be mandatory upon the President to do so within fifteen (15) days.
- d. A quorum of the Board of Directors shall consist of ~~five (5)~~ **three (3)** members provided that in determining whether a quorum is present no more than ~~three~~ **two (2)** members who are officers may be counted.
- e. Any motion may be passed by a majority of voting members present.
- f. The Board of Directors shall counsel the President on all matters and may overturn the policy initiative of the President through the passage of a policy superseding the action of the President.
- g. The Board shall establish or approve such committees as designated by the President in accordance with these By-laws. Such committees shall be responsible for the development and implementation of policy on such subjects to whatever degree they are so delegated by the Board.
- h. ~~The Board shall approve the yearly budget of the PTAVC.~~ **Remove?**
- i. The Board shall have the power to hear and receive complaints filed against any member or members and act as a trial body, pursuant to procedures hereinafter contained and to subject to the membership its findings and recommendations after the trial.

V. DUES AND ASSESSMENTS

The revenues of this organization shall be derived from its dues and assessments and such other sources as approved by the Board of Directors.

- Any member failing to pay dues of the organization before the last day of the year in which the same are due shall automatically be suspended from membership.
- Any suspended member may be readmitted to membership after suspension upon payment of back and current dues.
- Any increase in the rate of dues or the levying of assessments shall be made by the Board of Directors at any regularly scheduled meeting or specially called meeting so long as such specially called meeting is designated for that purpose.
- Membership in the organization shall be offered to new graduates free for the first five (5) years after graduation.
- The minimum amount of dues shall be twelve (12) dollars annually.
- Lifetime memberships shall be offered to members at the following rates:
 - Age 65-70.....\$75
 - Age 71-75.....\$60
 - Age 75 or older.....\$50

VI. SCHOLARSHIPS

The organization shall establish and pay a scholarship to any Parkland School District Varsity Letter winning athlete who shall meet the qualifications determined by the Board of Directors. The qualifications and method of choosing scholarship winners, as well as the number of scholarships, the dollar amount of each, and the method of payment shall be determined by the Board.

VII. MEETINGS

This organization shall hold a general membership meeting at least six (6) times per year at a time, date, and place as the Board shall determine. A special meeting of the organization may be called by the President or by a majority vote of the Board of Directors upon reasonable notice to the membership which notice shall specify the business to be brought before such meeting, and only the business so specified shall be considered at that meeting.

VIII. QUORUM

A quorum shall consist of ~~five (5)~~ **three (3)** Board members at a regular or special meeting called in accordance with these By-laws, provided that in validating the presence of a quorum, no more than ~~three (3)~~ **two (2)** members who are officers shall be counted, and they shall be qualified to transact business as may be properly considered at same meeting.

IX. PROPERTY RIGHTS

The title to all property, funds, and other assets of PTAVC shall at all times be vested in the Board for the joint use of the membership of the organization and no member shall have any severable proprietary right, title, or interest therein. Membership in this organization shall not vest any member with any right, title or interest in any PTAVC property, including its funds.

X. AMENDMENTS

A proposal to amend PTAVC by-laws must be submitted in writing and read aloud to the membership attending at one regular meeting preceding the regular meeting at which a vote will be taken. Passing and implementation of the proposed amendment requires a two-thirds majority vote by the members present; a defeated amendment may not be re-submitted for change for one (1) calendar year from the time it was defeated.

XI. PROCEDURE AND DEBATE

The meetings of this organization shall be governed by Roberts Rules of Order.

XII. DISSOLUTION

If the PTAVC is dissolved for any reason it is prohibited to use any funds for the personal gain of its members or officers. ~~After all debts are satisfied the excess funds will be dispersed by the remaining Board members and officers to other nonprofit organizations.~~ After all debts are satisfied if it is the wish of the remaining membership to continue issuing scholarships as long as funds are available the President of the PTAVC shall appoint three (3) Trustees to administer funds annually. The Trustees shall be selected from the roster of current members in good standing of the club at the time of dissolution. The Trustees shall be named as perpetual Trustees and the functions of the Trustees are to oversee the distribution of funds to scholarship recipients and ongoing maintenance of the PTAVC Athletic Memorial Monument located on the grounds of the Parkland High School. Scholarship recipients will be decided by and in accordance with the policy of the Guidance Office at Parkland High School.

I hereby certify that these By-laws have been duly adopted on this _____ day of _____, _____.

By: _____

Revised: 4/4/2009

Revised: 4/12/2009

Revised: 09/15/2012

Revised: 12/16/2016

Revised : 10/1/2019