

# **ROSE HILL GRIDIRON CLUB BYLAWS**

## **Article I - Name and Location**

**Section 1:** The name of this organization shall be The Rose Hill Gridiron Club (hereinafter referred to as the Gridiron).

**Section 2:** The official address of the Gridiron will be:  
P.O. Box 292  
Rose Hill, KS 67133

## **Article II - Purpose and Mission**

**Section 1:** The Mission of the Rose Hill Gridiron Club is to promote positive support for our high school football program, encourage positive community involvement, and recognize the achievements and endeavors of our team as well as individual athletes by contributing to the advancement and needs of the football athletic program.

## **Article III - Objectives**

**Section 1:** To promote students, athletes, parents, and community involvement in supporting a successful, cohesive, and sustainable football program.

## **Article IV - Membership**

**Section 1:** Membership into the Gridiron is open to parents/guardians of current high school football players as well as alumni and any community members wanting to support the Gridiron. However, only parents/guardians of current high school football players will have voting rights (assuming payment of Gridiron fees for player meals, etc.).

## **Article V - Meetings**

**Section 1:** Monthly General Meetings during the off-season shall be the second Tuesday of each month at a location and time to be determined by the President. Starting in August until the end of football season, these meetings will be convened every week unless deemed unnecessary by the officers and voting body.

**Section 2:** An annual General Membership meeting will be held at the business meeting in December to elect officers for the next term.

**Section 3:** The Executive Board will meet prior to each monthly meeting with the officers to set an agenda for the General Meeting. The President and the Executive Board will set the time and location. The coach or coach liaison and athletic director are encouraged to attend the Executive Board meeting monthly in order to obtain their input for items to be discussed at the general meeting.

## **Article VI - Management**

**Section 1:** The Officers and the Executive Board shall manage the affairs of the Gridiron.

**Section 2:** All subjects referred to the General Membership by the Executive Board shall be decided by a majority of those present at the meetings and in the case of an equal division of votes, the President, or in his/her absence, the ranking officer shall have the deciding vote.

**Section 3:** Emergency/special requests for purchase under \$150.00 may be approved by the President and two other Officers or from the Executive Board Members (for a total of three in agreement).

## **Article VII - Officers/Executive Board**

**Section 1:** The five offices of the Gridiron will be President, Vice-President, Secretary, Treasurer, and Co-Treasurer. All officers/executive board members shall be elected at the annual meeting held in December.

**A.** The President shall preside at membership meetings and at all meetings of the Executive Board. He/She shall perform such other duties as customarily pertain to the office of the President. The President's vote will only count when there is a tie at the Executive Board Meeting and during the general membership vote.

**B.** The Vice-President shall have and exercise all the powers, authority, and duties of the President during the absence of the President.

- C. The Secretary shall prepare and maintain full minutes of all meetings of the Executive Board Meeting and the general membership meeting, shall conduct all correspondence of the club and performance of the Gridiron and perform such other duties as customarily pertain to the office of the Secretary.
- D. The Treasurer shall receive, deposit, and account for the current assets of the Gridiron, have charge of all funds, securities and financial records of the Gridiron, maintain appropriate records and be responsible for the collection of dues and assessments, present bills to membership body and a statement to be presented to the membership of the Gridiron's assets at each meeting. The Treasurer shall take a copy of the December meeting minutes to the bank and update bank signatures allowed on said checking account of the Gridiron.

**Section 2:** The Executive Board will consist of a representative from the Senior Class, Junior Class, Sophomore Class, and Freshman Class.

**Section 3:** The term of each officer shall not be longer than a two-year consecutive term unless approved by a vote of two-thirds of the voting membership.

Resignation of any Officer or Executive Board Member will need to be submitted in writing to the President and Secretary for record. If any Officer resigns and is on the Gridiron checking account, then this must be taken to the bank to have them removed from the account within seven business days or at the earliest convenience. A meeting of the Officers and Executive Board will then appoint another to complete the term of the Office or Executive Board position that has been vacated.

Impeachment process can occur if the membership becomes aware of any officer or executive board member who is not fulfilling his/her duties of said position, found guilty of any crime, or does anything that is damaging to the Gridiron. Any member of the Gridiron is also held to the same standard as any officer or executive board member and will be subject to having membership from the Gridiron removed.

The impeachment process will require a two-thirds vote of the voting membership to pass.

## **Article VIII - Nominations and Elections**

- Section 1:** Nominations are to be determined by the Executive Board and presented at the Annual General Membership meeting. All nominees must be present at the time of the vote.
- Section 2:** Nominations may also be made from the floor prior to the elections, provided that the nominee is present and indicates that the nomination is made with his/her consent.
- Section 3:** Election of Officers will be determined by a majority vote of those present at the meeting, no proxies will be allowed for voting purposes. If more than one person is running for any office/board positions, a vote shall be conducted by paper ballot. The President will appoint two people from the membership to count the votes. The Secretary shall keep these votes for 30 days post election and then can be destroyed.

## **Article IX - Committees**

- Section 1:** There shall be standing committees as follows:
- A. Membership Committee
  - B. Auditing Committee (appointed by President, must consist of two voting members)
  - C. Fall Festival Float/Senior Night Committee
  - D. Merchandising Committee
  - E. SteakOut Committee
  - F. Photography/Scrapbooking Committee
  - G. Pre-Game Meals Committee
  - H. Awards Banquet Committee
  - I. Tail Gating/Parking Lot Committee
  - J. Concessions Committee
  - K. Fundraising Committee
  - L. Bylaws Committee (Chair assigned in November of 2018 for review of bylaws)
- Section 2:** March membership drive of the Gridiron gives the membership the opportunity to reach out to the 8th grade parents of incoming freshman players, new players, and all other parents/guardians of football players who have not been previously involved in the Gridiron and share opportunities to chair a committee and learn what the Gridiron mission statement supports.
- Section 3:** The President shall appoint and constitute other committees or positions, as he/she deems appropriate.

## **Article X - Financial**

- Section 1:** All funds of the Gridiron in possession by the treasurer and/or co-treasurer shall be deposited into the bank account promptly (defined as within five business days).
- Section 2:** All disbursements of funds shall be made by check and signed by two Officers, including President, Vice President, Secretary, and Treasurer. The Co-Treasurer will sign checks in the absence of the Treasurer.
- Section 3:** The Executive Board and the Officers will handle the Budget. Upon completion, it will be brought to the membership for discussion and to be voted on and accepted. The budget will be taken to the general membership meeting and completed by March 30th of the fiscal year.

## **Article XI - General Provisions**

- Section 1:** The Gridiron year shall begin its fiscal year on August 1 with the year ending the following year on July 31. The Auditing Committee shall meet and review the books in July prior to the Executive Board Meeting. The findings of the Auditing Committee's Report shall be presented at the next General Meeting of the membership.
- Section 2:** Requests or agenda items from the membership shall be channeled through that class's Executive Representative.
- Section 3:** The Secretary shall send a copy of the bylaws to the Athletic Director each December with a listing of New Officers and Executive Board Members with their contact information.

## **Article XII Amendments**

- Section 1:** The Mission Statement and Bylaws may be amended only by an affirmative vote of two-thirds of the membership present, provided that notice of such amendment has been provided to Officers and Executive Board in writing 30 days prior to an Executive Board Meeting and then must be presented to general membership at the next meeting for the two-thirds vote to be amended.

**Section 2:** The Mission Statement and Bylaws will be reviewed every five years to ensure they remain current with all laws, cost of doing business as a non-profit organization, and school district policies. A Chairman to serve on the Bylaw Committee will be appointed by the President of the Gridiron every five years.

**Section 3:** The next scheduled date for review of the Gridiron bylaws will be November, 2018.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Co-Treasurer

\_\_\_\_\_  
Date