LIVERPOOL STUDENT ATHLETIC BOOSTERS (LSAB)
BY-LAWS

ARTICLE I – OFFICES

The principle office of the LSAB shall be in the Liverpool Central School District and in the Town of Clay or Salina, County of Onondaga, State of New York. The LSAB may also have offices at such other places within or without this state as the board may from time to time determine or the business of the LSAB may require.

ARTICLE II - PURPOSES

The purposes for which this LSAB has been organized are as follows:

1. Promote interest and attendance at all Liverpool Central School District (District) interscholastic athletic events.
2. Develop and aid recognition programs for individual interscholastic athletes and athletic teams.
3. Development and assistance for projects necessary for better interscholastic athletic programs in the District.

ARTICLE III - MEMBERSHIP

1. QUALIFICATION FOR MEMBERSHIP

   A. Any person 19 years of age or older, interested in promoting the LSAB and willing to uphold its policies and subscribe to its By-Laws may become a member.

   B. An annual enrollment of members shall be conducted. Additional members may be accepted at any time upon majority vote of a quorum of members.

2. MEMBERSHIP MEETINGS

   A. Regular meetings of the LSAB will be held at Liverpool High School at 7:00pm on the first Sunday or each month during the school year unless otherwise provided by the LSAB.

   B. The members present shall constitute a quorum for the transaction of business in any meeting of the LSAB.

3. SPECIAL MEETINGS

   A. Special meetings of this LSAB may be called by the President, who shall notify the President/Representative of each Satellite Club who will in turn notify all active members by telephone or email at least 24 hours in advance.
4. ORDER OF BUSINESS

A. Sign-in roster
B. Recommend roll call of each Satellite Club.
C. Reading and approval of the minutes of the preceding meeting.
D. Report of Committees
F. Old and unfinished business.
G. New business.
H. Adjournments

ARTICLE IV – BOARD OF DIRECTORS

The affairs of the club shall be managed by the Board of Directors who shall comply with the By-Laws of the Liverpool Student Athletic Booster Club. The Athletic Director shall represent the administration of Liverpool Central School District and shall serve as the ex-officio member of the Board of Directors. A representative of the coaching staff, to be determined by the coaching staff may also serve as an ex-officio member of the Board of Directors.

ARTICLE V - OFFICERS

1. ELECTING OFFICERS

A. At the May meeting, the slate of officers shall be presented and elections held.

2. INSTALLATION OF OFFICERS

A. Installation of new officers shall be at the June/Annual meeting.

B. Term of office will be for two consecutive years. The term of office will run from July 1 of the 1st year to June 30 of the 2nd year.

3. OFFICERS

A. The Officers of the LSAB shall consist of a President, Vice-President, Secretary and a Treasurer.

B. A vacancy occurring in an office shall be filled by a majority vote of the remaining members due notice of such election having been given. In case of a vacancy occurring in the office of President, the Vice-President will automatically assume office of the President.

4. DUTIES OF OFFICERS

A. The President shall:
   ⇒ preside at all meetings of the LSAB and of the Board of Directors,
   ⇒ personally represent the club or appoint a delegate where representation is deemed advisable,
⇒ appoint committees and committee chairmen,
⇒ effect compliance with the rules, regulations and policies of the Board of Education and the Liverpool Central School District Athletic Department.

B. The Vice-President shall act as aide to the President, and shall perform the duties of President in the absence of that officer. The Vice-President will assume office of the President when the President can no longer perform his/her duties.

C. The Secretary shall record the minutes of all meetings of the LSAB and of the Executive Committee, and shall perform such other duties as may be delegated to him/her. The Secretary shall conduct all correspondence for the association under the direction of the President.

D. The Treasurer shall be bonded whenever the balance in the treasury reaches $25,000. The Treasurer shall receive all monies of the LSAB, shall keep an accurate record of receipts and expenditures, and shall pay out local funds only as authorized by the LSAB. The Treasurer shall present a statement of account at every meeting of the LSAB and other times when requested by the Board of Directors and shall make a full report at the 1st meeting of each new academic year.

ARTICLE VI – LIAISON COMMITTEE

A Liaison Committee consisting of no more than four (4) LSAB members may be appointed by the LSAB President. This committee, after consultation with the Athletic Director, will recommend and prioritize the athletic projects for LSAB consideration, action and/or funding.

ARTICLE VII – FINANCES

A. The LSAB will maintain a checking and savings account.

B. All checks will require signatures of either the President and/or Treasurer.

C. An Auditing Committee may be appointed by the President to audit the Treasurer’s financial records annually.

D. Any motion authorizing expenditures of more than $1,000 will be automatically tabled until the next regularly scheduled meeting, at which succeeding meeting it may be acted upon. A proposal must be submitted with the request.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

Roberts Rules of Order Revised shall govern the LSAB in all cases in which they are applicable and when they are not in conflict with these By-Laws.
ARTICLE IX – ARTICLES OF ORGANIZATION

The By-Laws of this LSAB shall be known as its articles of organization.

ARTICLE X – AMENDMENTS

These By-Laws may be amended at the Annual Meeting in June of the association by the affirmative vote of two-thirds (2/3) of the members, provided that any proposed change shall be presented for discussion and debate no later than the May meeting and that it be listed on the agenda for the Annual Meeting in June.

ARTICLE XI – SATELLITE CLUBS

A “Satellite Booster Club” (Satellite or Satellite Club) is an organization of members from within the LSAB promoting and supporting their respective interscholastic sports teams.

1. The Satellite’s purpose will be to seek and provide supplemental funding to augment the school or school district budget provided for the operation of the school sports program.

2. Satellites should develop and assist any projects necessary for the purpose of enhancing their own interscholastic athletes and/or sport, based on the recommendation of the Head Coach. No individual fundraising activities are to be undertaken without notice to and approval by the District’s Athletic Director.

3. The Satellite Club shall also assist the LSAB in organizing and implementing its fundraising for the overall interscholastic athletic programs in the District. Failure to do so will result in the dissolution of the respective Club for one entire academic year (thus eliminating the Satellite from ALL and ANY fundraising for said academic year. After the one year hiatus, the Satellite may then apply for reinstatement for the following academic year.

4. To gain Satellite Club status, each respective Satellite must present the Athletic Director and the LSAB with a written proposal of organization.

5. Once Satellite approval has been met, the Satellite Club must elect officers and annually submit their roster of officers to the LSAB and contact information by the first meeting of each academic year. If the slate of officers should change at any time during the year, the LSAB must be notified.

6. The Satellite may request fundraising activities. These requests must be submitted to the Athletic Director by June 1 of the previous year. All five percent (5%) Satellite Club contributions must be submitted by the last meeting of each respective academic year or the Satellite will be abolished for one year, at which time they may request to be reinstated. Satellite contributions, for each year beginning July 1 and ending June 30, shall be limited to the lesser of 5% or $500.
NOTE: The only exception of the submission of net profits to the LSAB is when an approved fundraiser is for the express purpose of financing a team’s trip provided said trip has been approved by the District’s Board of Education.

7. To continue Satellite Club eligibility, each Satellite must attend at least 6 meetings per academic year. Failure to meet this obligation will result in the Satellite’s charter suspension for one year. After one year, the Satellite will come before the Main Booster members for consideration of re-instatement.

8. The financial statement of all activities and proceeds will be made to the LSAB at the end of each Quarter of the calendar year. i.e., March, June, September and December.

9. In the event of an austerity budget, all projects will be re-evaluated.

10. All Satellite Club checks will require approval of disbursing order signed by Head Coach and President or Treasurer.

11. All Satellite checks will require two (2) signatures.

ARTICLE XII – DISSOLUTION

In the event that the LSAB should be dissolved (due to failure to comply with LSAB By-Laws, including falsified financial records), any cash balance, equipment or money derived from the sale of equipment shall be turned over as a donation to the District’s Athletic Department for use for the Liverpool Central School District Athletics.