

CONSTITUTION AND BY-LAWS
of the
Centennial High School Caddy Club

CONSTITUTION

Article I
NAME AND LOCATION

This organization shall be known as the Centennial High School Caddy Club. Its headquarters shall be in the City of Frisco, in the State of Texas.

Article II
OBJECTIVES

- a.) To function as a non-profit organization, organized to aid, encourage, and support the Golf program at Centennial High School.
- b.) To encourage a high level of achievement for the Team and its members without losing focus that the development of the youth is the primary goal of any educational and athletic program.
- c.) To promote a closer relationship between the parents, students, and staff, in an atmosphere of mutual cooperation, support, and respect.
- d.) To provide support to the school and its staff so they will have the greatest opportunity to help our youth achieve their academic and physical goals.
- e.) To promote and recognize the Team and the students' accomplishments.
- f.) To provide resources, both human and financial, to Team activities.
- g.) The club shall not be conducted or operated for profit and no part of any profits or remainder or residuals from dues or donations to the Club shall incur to the benefit of any member or individual.
- h.) Activities of the Club shall not conflict with University Interscholastic League (UIL) rules.

BY-LAWS

Article III
MEMBERSHIP

Section 1: Any person of moral character who is interested in aiding, promoting, and supporting athletics at Centennial High School shall be eligible for membership in the Centennial High School Caddy Club.

Section 2: Membership is per family regardless of the number of golfers per family.

Section 3: Membership shall be subject to the \$25.00 annual dues as well as the rules and regulations as prescribed by the Club in its Constitution and/or By-laws. Payment of the dues entitles the member to one vote.

Section 4: Violation of any provision of this Constitution or By-laws shall subject such member to be expelled from the Club. Expulsions are initiated by written letter to be received by the President no less than 10 days prior to a regularly

scheduled board meeting. The expulsion must be confirmed by 2/3 of the voting board.

Article IV DIRECTORS and OFFICERS

Section 1: The Officers of the Board of Directors consists of the following:

- President
- Vice-President
- Secretary
- Treasurer

Section 2: The officers of the club shall be elected at the first meeting of the new school year and shall serve in the following capacities:

- a.) **President:** The President shall be the Chief Executive Officer of the club and Chairman of the Board of Directors. The President shall preside over all Club events and shall perform such other duties as required under this constitution and the by-laws.
- b.) **Vice-President:** The Vice-President shall act as President in the absence or incapacity of the President. The Vice-President shall also be the Tournament Director for the Club, which will be the main fund raiser for the club each year.
- c.) **Secretary:** The Secretary shall conduct the general correspondence of the Club, keep a record of the proceedings of the meetings of the Club, keep a roster of the membership and committees of the Club, and maintain and preserve the archives of the Club; other than the original draft of the constitution and by-laws, which shall be deposited for safekeeping with the office of the principal of Centennial High School, Frisco, TX.
- d.) **Treasurer:** The Treasurer shall be custodian of all funds, shall keep a detailed record of all income and expenditures and shall report to the Club at all regularly scheduled Board and General Meetings. At called meetings, the Treasurer will report if desired by the President. Monthly reports are to be filed with the District Athletic Director.
- e.) **Terms:** Each officer on the Board will be elected for one academic school year.

Section 3: **Vacancies in Office:** In case of resignation, removal or death of the President, the Vice-President shall succeed to office. In case of resignation, removal or death of the Secretary or the Treasurer, the President, with the approval of the Board shall fill the vacancy.

Section 4: **Removal from Office:** An officer may be removed from office for delinquency, inefficiency, neglect of duty, or for other cause in the same manner as prescribed in Article III, Section 3 for the expulsion of a member.

Section 5: All officers shall conduct themselves morally and ethically at all times.

Section 6: Outgoing Board members should serve as mentors to the incoming Board Members.

Article V MEETINGS and VOTING

Section 1: Regular (general) meetings of the Club shall be as necessary. The meetings are scheduled at 6:30 PM in the CHS Library, unless otherwise determined and specified by the Board or Coaching Staff.

Section 2: The President or members of the Board may call special meetings, as necessary, provided all Board members are properly notified. Proper Notification may be done via phone or e-mail.

Section 3: The Annual meeting shall be held in April/May at which time final reports of the current Golf season are shared.

Section 4: **Voting at any regular (general) meeting or special meeting will be decided by a 2/3 vote of eligible members present.**

Article VI BUDGETING and EXPENDITURE AUTHORITY

Section 1: The Board shall have authority to allocate assets of the organization in support of the stated objectives.

Section 2: **Scholarships** should be the primary focus for fundraising objectives. The fundraiser voted on each year will determine the number of scholarships given, keeping in mind, at minimum, one scholarship for a boy and one for a girl. The scholarships given will be in the amount of at least \$500.00. Awarding of the scholarships will keep in line with the Frisco Education Foundation requirements along with the following additional requirements/criteria of the Centennial High School Caddy Club:

- Minimum GPA of 2.50
- Centennial High School Varsity Letterman of at least 2 years
- Written Essay submitted to the Centennial High School Caddy Club as to why the senior feels they should be awarded the scholarship
- Extra curricular activities and service hours during the high school years (including golf related and non-golf related)

The Caddy Club membership will vote by secret ballot; turned into the Caddy Club President each year and tallied by the Caddy Club board. The results will be announced each year at the Centennial High School Caddy Club Banquet.

Section 3: The Treasurer shall maintain a budget, accounting for all revenues and expenditures throughout the year.

Section 4: No monies shall be expended by the Club except by check or draft on its account in a local depository. All checks shall be drawn from the Club account and shall be signed by the President, Vice-President, or the Treasurer.

Section 4: Fiscal year of the club, beginning in 2003, shall begin the 1st of August, and end at midnight on the 31st of July.

**Article VII
SPECIAL COMMITTEES**

Section 1: Special committees shall be created by the Board as may be deemed necessary to promote the objectives and carry on the work of the Club. All committee work shall be undertaken with the consent of the Board of Directors.

**Article VIII
AMENDMENTS**

Section 1: The Board, annually prior to the end of the school year, shall review these by-laws. The new incoming Board will adopt or amend them during their first meeting or as soon as practical; however, no later than October 31 of each school year.

Section 2: These amendments will be adopted as part of the by-laws when passed by a majority vote at any General business meeting.

**Article IX
ADOPTION**

A 2/3 majority of members present and eligible to vote is required in order to adopt the by-laws.

Signatures:

President

Vice-President

Secretary

Treasurer