



LEGACY GIRLS FASTPITCH SOFTBALL BYLAWS

ARTICLE I-NAME

Section 1.1 - The name of this organization shall be the Legacy Girls Fastpitch Softball Boosters (LGFSB).

ARTICLE II-PURPOSE

Section 2.1- Under the auspices of the Legacy High School, Bismarck Public School the mission of LGFSB is organized and shall be operated exclusively for charitable and educational purposes to promote and foster the development of Legacy High School, Bismarck ND and to encourage and support the development of Legacy High School student athletes' fastpitch softball skills in manners which foster respect for others, self-confidence, leadership and teamwork.

LGFSB will endeavor to produce the highest level of amateur fastpitch softball competition at the high school level while maintaining the highest degree of participation and sportsmanship.

Section 2.2 - LGFSB will pursue fundraising, fulfilling Legacy High School Girls Fastpitch Softball program needs and voluntary services.

Section 2.3 - No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for

services rendered and to make payments, distributions, and/or reimbursements in furtherance of the purposes set forth in the purpose clause hereof.

Section 2.4 - Upon dissolution of LGFSB, after paying or adequately providing for the debts and obligations of the corporation, assets shall be distributed to a similar entity or entities at Legacy High School as voted on by the LGFSB Board.

Section 2.5 - Objectives

- a. Develop an organization with an active and involved membership that is concerned with the Legacy Girls Fastpitch Softball Program and all of its participants regardless of sex, race or socio-economic status.
- b. Promote school spirit, positive sportsmanship and encourage attendance at LHS Softball games.
- c. Encourage and support the academic endeavors of LHS's student athletes.
- d. Provide supplementary financial support for the future of LHS Girl's Fastpitch Softball in the form of donations made to the team for equipment, food, camps and any other item that the team may need in accordance with the laws and policies of the North Dakota High School Activities Association.
- e. Aid the staff and coaches in promoting special events and projects.
- f. Aid and support the LHS school staff in the areas of Girl's Fastpitch Softball promotion, publicity and program development.

ARTICLE III-LOCATION

Section 3.1 - The registered office address of LGFSB shall be Legacy High School, attention Legacy High School Fast Pitch Softball Boosters. The LGFSB may have any number of offices at such places as the Board of Directors may determine.

ARTICLE IV-MEMBERSHIP

Section 4.1 - Membership. There shall be one class of membership to the Boosters; any adult member of any household who wishes to be a member of the boosters can be who has a student-athlete participating in the program.

Section 4.2 - Membership Fee. There may be a nominal membership fee charged to members of the LGFSB as proposed and approved by the Board.

Section 4.3 - Members Right to Privacy. Any personal information gathered or requested by the Boosters is for the sole use of the Boosters and shall not be made available to any other organization or entity without written consent of that member.

Section 4.4 - The voting members of the LGFSB shall not exceed seven members; voting members are President, Vice-President, Treasurer, Secretary, and up to three Members-at-Large with recommended representation of freshman/sophomore and middle school

players.

Section 4.5 – The general membership has the sole responsibility of electing the organization’s board members. They may also participate in discussion on motions and agenda topics. The Board will be voted in annually at the final board meeting of each season so the board and class representatives are established leading into the following season.

ARTICLE V-BOARD MEMBERS

Section 5.1 – The voting Board members are made up of officers that shall consist of the President, Vice-President, Secretary, Treasurer, and up to three Members-at-Large with recommended representation of freshman/sophomore and middle school players. The business of LGFSB shall be managed by a Board of Members (hereafter “the Board”)

The Board shall be responsible to act on behalf of the Boosters in the management of the business affairs of the organization except for the matters decided by a vote in the General Membership Meetings.

The Board shall:

1. Approve the expenditure of all general funds of \$1,500.00 or more with a voting majority of the Board present at a monthly meeting.
2. Approve the President’s creation and dissolution of all necessary committees.
3. Set and approve goals and budgets.
4. Review the annual budget and financial reports including bank statements if necessary.
5. The Board shall not be reimbursed or paid for their services and understand that it is strictly a volunteer position.

Election. The Board shall be elected by a majority of the voting membership present at the final booster meeting of the season. All elected officers must be current members of the boosters and have an athlete in the fastpitch softball program.

Nominations. The President with the concurrence of the board shall present a slate of nominees who have agreed to serve for the positions of officers and class representatives with reasonable notice prior to the last meeting of the year. Additional candidates may be nominated from the floor prior to voting. Nominees must receive at least 50% of the vote to be elected or a re-vote is necessary to achieve 50% or greater.

Terms of office. A term is from July 1st through June 30. An individual may serve in the same elective capacity for more than one consecutive term; however, this is determined by election.

Vacancy. The President, with the approval of the Board, shall appoint any officer vacancy, other than the Presidency which must be voted on by a consensus of booster members.

Section 5.2 - The Board is responsible for maintaining the overall policy and direction of LGFSB. The Board may delegate responsibility of day-to-day operations to officers of LGFSB and appropriate committees and members of LGFSB. Board members shall receive no compensation. Reimbursement of reasonable expenses incurred in the performance of duties and responsibilities for LGFSB may be granted by a majority vote of the board members for services that are specific to the duties of, and benefit of LGFSB with a valid receipt of said expenses after approval.

Section 5.3 - The Board shall meet at least four (4) times per year, at an agreed time and location as set by the Board.

Section 5.4 - Any board member may be removed from office with just cause by a two-thirds (2/3) vote of the Booster Club at a booster meeting.

Section 5.5 - Any board member may resign at any time by giving notice to LGFSB.

ARTICLE VI-THE BOARD

Section 6.1 -Members of the LGFSB Board shall be members of LGFSB.

Section 6.2 - The Board of LGFSB shall consist of President, Vice President, Secretary, ~~and~~ Treasurer, and up to three Members-at-Large with recommended representation of freshman/sophomore and middle school players. The Board of LGFSB shall be elected by a majority vote of the current members of LGFSB. The Board shall serve for such terms as are established by the bylaws.

A member of the Board may be removed from their position with a 2/3 majority vote of the attending Booster Club members at a booster meeting and a majority of the Board's vote.

An Officer may be dismissed for the following:

- (a) Mis-appropriation of club funds.
- (b) Mis-appropriation of donated funds.
- (c) Any felony conviction.
- (d) Any conduct that is detrimental to the successful operation of the LGFSB.

ARTICLE VII-DUTIES OF THE BOARD

Section 7.1 -

President. The President shall:

- a. Preside at all meetings.
- b. Appoint standing committee chairpersons with the concurrence of the Board.
- c. Appoint and or dissolve all other committees as required.
- d. Serve as ex-officio member of all committees.

Legacy Girls Fastpitch Softball Booster Bylaws

- e. Serve as primary spokesperson for the Boosters, except as otherwise specified.
- f. Direct goals and budget performance.
- g. May have an official signature card on file with the bank.
- h. The President must be a junior or senior or most senior class parent, unless no parent steps forward to serve.
- i. File the names of the board members with the BPS AD's office prior to the start of each season.
- j. File the tax ID # with the BPS AD's office prior to the start of the season.
- k. Serve as the primary liaison between the Board and the Head Coach.

Section 7.2 -

Vice President. The Vice President shall:

- a. Perform all the duties of the President in his/her absence.
- b. May have an official signature card on file with the bank.
- c. Make disbursements from the Boosters funds to cover expenses approved by the Board in the absence of the Treasurer.
- d. Serve as chairperson of Booster fundraising.

Section 7.3 -

Secretary. The Secretary shall:

- a. Keep a record of all the proceedings of the Booster Club Meetings and all minutes shall be kept electronically. A record of the decisions of the Board shall be also kept electronically. A summary of these minutes shall be approved by the President for distribution.
- b. Provide notice of meetings in accordance with these bylaws and the State of North Dakota and/or the direction of the Board.
- c. Maintain a current copy of LGFSB's bylaws.
- d. Maintain an up-to-date list of LGFSB's members.
- e. Serve as the Board representative for social media and website maintenance.
- f. Perform such other duties as may be assigned by the Board, President, or LGFSB.

Section 7.4 -

Treasurer. The Treasurer shall:

- a. Have custody of all funds of LGFSB.
- b. Maintain a complete set of books of account in accordance with generally accepted accounting principles and practices.
- c. Make disbursements from the Boosters funds to cover expenses approved by the Board.
- d. Report the amount of money available in the Booster accounts at each meeting. This report shall include an accurate representation of LHS Girl's Fastpitch Softball Booster funds, to include deposit and expense detail and change in balance. This detail is to be provided to the Secretary for inclusion in the Booster minutes.

- e. May have an official signature card on file with the bank to manage the funds of the organization and have electronic access to those accounts.
- f. When funds are raised, two members must tabulate the funds and validate the amount of funds prior to deposit. A deposit slip will verify the amount of funds raised and deposited.
- g. Have the accounts examined annually or upon change of officers by the Board, which shall affirm the sufficiency and accuracy of the Treasurer's annual report; assure that complete and appropriate annual financial reports and filings are provided to the Secretary of Legacy High School.

Section 7.5 -

Members-at-Large. The Members-at-Large shall:

- a. Chair committees as appointed by the President.
- b. Be responsible for activities as assigned.

ARTICLE VIII-COMMITTEES

Section 8.1 - The President, with Board agreement, may create or eliminate any standing or special committees as it may deem necessary to promote the purpose and mission of LGFSB and to conduct the business of the LGFSB. Standing Committees are those required to function throughout the year. Chairpersons shall be appointed by the President subject to the approval of the Board. The term of each chairperson of such a committee shall be the current fiscal year of the LGFSB.

Section 8.2 - No committee shall have any power to fill vacancies on the Board; adopt, amend, or repeal any resolution of the Board; adopt, amend or repeal LGFSB's bylaws; or act, or fail to act, in a manner prohibited by the Board or LGFSB's bylaws. No committee work shall be undertaken or conducted absent of the consent and direction of the Board.

Section 8.3 - The President shall be an ex officio member of all committees.

ARTICLE IX-MEETINGS

Section 9.1 - Regular meetings of LGFSB shall be held at least four times annually. Meeting dates, times, and locations will be determined by the board and published by the secretary or a member of the Board no later than two days prior to the booster meeting.

The Board meetings will also take place on an as needed basis to conduct club business. Additional meetings can also be called if needed.

Standing Committees will meet on an as needed basis in order for them to achieve their goals.

Section 9.2 - The majority of the Board of LGFSB shall constitute a quorum for the transaction of business at any regular or special meeting of LGFSB. However, for the Board to approve or authorize programs or expenditures which exceed \$1,500.00, a majority of the

full Board (not just a majority of a quorum) must approve such program or expenditure.

Section 9.3 - Members of LGFSB may attend all regular and special meetings of LGFSB.

ARTICLE X-FISCAL YEAR

Section 10.1 - The fiscal year of LGFSB shall coincide with that of Legacy High School.

ARTICLE XI-AMENDMENTS

Section 11.1 - These bylaws may be amended at any regular meeting of the LGFSB by a two-thirds (2/3) vote of the members present and voting, provided that: Notice of the proposed amendment has been given at the previous regular meeting of the LGFSB or in writing seven (7) days prior to the meeting at which the proposed amendment is moved.

Section 11.2 - A committee may be appointed by the President or by a majority vote of the Board to submit a revised set of bylaws as a substitute to the existing bylaws. The requirements for adoption of a revised set of bylaws shall be the same as for an amendment of the bylaws.

ARTICLE XII-CONFLICTS OF INTEREST

Section 12.1 - Being a Board member and receiving compensation from LGFSB for an outside duty will be seen as a conflict of interest and said member will need to choose between paid position and Board position. This will reduce conflict of interest issues.

ARTICLE XIII-FINANCES

Section 13.1 - All monies received by the boosters shall be deposited into a LGFSB account.

Section 13.2 - No funds can ever be spent that exceeds the amount in the LGFSB account.

Section 13.3 - Funds raised by any booster fundraising program may only be used directly with Legacy High School Girl's Fastpitch Softball to aid the team with equipment costs, training costs, and sponsoring team events or provided to a charity that is approved by the Board at a booster meeting. All requests to spend money elsewhere must be voted on by the Board.

Section 13.4 - Any interest earned in account shall be deposited and kept in the booster account and used in a general fund.

Section 13.5 - A balance of no less than \$3,500.00 will be maintained for the following year.

Certification of Legacy High School Fastpitch Softball Booster Club By-laws

These are the by-laws of the Legacy High School Fastpitch Softball Booster Club, as put forth herein, were ratified and accepted by the Board of Directors on the 13th day of November, 2023.


Bryan Jones (Nov 29, 2023 12:10 CST)

President


Jackie Freborg (Nov 29, 2023 12:18 CST)

Secretary

This document is a complete and accurate copy of the By-laws of Legacy High School Fastpitch Softball Booster Club.


Bryan Jones (Nov 29, 2023 12:10 CST)

President


Jackie Freborg (Nov 29, 2023 12:18 CST)

Secretary

The Legacy High School Fastpitch Softball Booster Club does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, age, or disability.

2023 Saber softball bylaws

Final Audit Report

2023-11-29

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