



Committee Operating Bylaws
MSHS Committee for High School Soccer
(Revised and Approved 5/8/2018)

ARTICLE I—NAME

Section 1: The name of the non-profit shall be the MSHS Committee for High School Soccer (CFHSS).

ARTICLE II—OBJECTIVE & MISSION

Section 1: The mission of the CFHSS is to encourage the instruction, practice, and advancement of the high school soccer program soccer programs in a manner that coincides with the objectives and mission of the MSHS Athletics Department; to encourage and cultivate a spirit of unity among the MSHS soccer players; and to promote and assist the funding of a comprehensive soccer program at Marquette Senior High School.

ARTICLE III—MEMBERSHIP

Section 1: Membership is open to anyone interested in promoting participation in the MSHS boys and girls soccer programs and who is willing to work collectively with other membership in achieving the objectives and purpose of the CFHSS.

Section 2: The annual meeting of the membership of the CFHSS shall be held in June of each year, at such time and place shall be organized by the Board of Directors and/or CFHSS President. The annual meeting will include elections for vacancies on the Board of Directors and will also include the appointment of committee officers (Board of Directors and officer composition included in Article IV).

ARTICLE IV—BOARD OF DIRECTORS AND COMMITTEES

Section 1: The governing (voting) body of the CFHSS shall be a Board of Directors consisting of nine members serving. As elected during the CFHSS annual meeting, members of the Board of Directors will serve terms that are two (2) years in length. Board members may resign at any time, following which a special election to replace Board member(s) will take place at the next regularly scheduled CFHSS meeting. In addition, Board members may be replaced for non-attendance (three unexcused absences annually as voted on by the Board of Directors).

Section 2: The Board of Directors may appoint standing committees as necessary. One such committee is the Nomination Committee, which shall present candidates for consideration to the Board of Directors at the May meeting. Those candidates will be voted on for approval at the annual meeting in June.

Section 3: The Board of Directors shall have regular meetings (recommended one meeting per month) that will include an official agenda as well as an open forum for members of the public to comment. Special meetings may be called and may be accomplished by a telephone conference call or via e-mail. Should committee business be conducted via telephone or e-mail, documentation must be properly filed within meeting minutes.

Section 5: A quorum shall consist of at least five (5) Board members, with decisions valid with a majority vote. Robert's Rules of Order shall be used to conduct meetings. A formal motion and support for that motion shall be made for decisions pertaining to, but not limited to, purchases of equipment, scholarship requests, and any other soccer-related decisions within the CFHSS' realm of responsibility.

Section 6: The Board of Directors shall hold its annual meeting in June unless changed by the Board of Directors. Following the approval of new Board members, the Board of Directors will then hold necessary officer elections.

Section 7: The Board shall establish other committees as it deems necessary in the ordinary course of business.

ARTICLE V—OFFICERS

Section 1: The officers of the CFHSS shall be the President, Vice President, Treasurer, and Secretary. All officers shall be elected to serve terms two (2) years at the CFHSS annual meeting in June. Officers may resign at any time and remain on the Board of Directors if they chose to. Should this occur, special elections to fill vacancies will be carried out at the next regular CFHSS meeting.

*Section 2: President—*The President shall preside at all meetings of the membership and at all meetings of the Board of Directors. He/she shall appoint all committee chairpersons and transact such other business as may have right appertained to the office. The President shall be the liaison between the CFHSS and the MSHS Athletic Director. The President shall have check writing authority in the absence of the Treasurer.

*Section 3: Vice President—*The Vice President shall perform such duties as may be assigned by the President and may serve as a chairperson of standing special committees. The Vice President shall perform the duties of the President in cases of the absence of that officer.

*Section 4: Secretary—*The Secretary shall produce the Agenda under the direction of the President and shall keep a correct record of the proceedings of all meetings of the membership and Board of Directors. The Secretary will also maintain a complete list of Board of Directors and officer term length and shall perform such other duties as assigned.

*Section 5: Treasurer—*The Treasurer shall receive all monies, pay bills duly authorized by the Board of Directors, and deposit any funds in a bank account in the name of the CFHSS. The Treasurer shall provide a written report on the condition of the treasury for the CFHSS to the Board of Directors at the regularly scheduled meetings and the annual meeting. For duties performed pertaining to the position, the Treasurer shall receive a stipend of \$50 per month (*established 2011; increased from \$40 to \$50 on 5/8/18*).

ARTICLE VI—DISSOLUTION & PROHIBITED ACTIVITIES

Section 1: The CFHSS shall use its funds only to accomplish the objectives and mission specified in these by-laws, and no part of said funds shall inure or be distributed to any Board member, unless specified herein as amended by a majority vote of the Board. In the event of dissolution of the CFHSS, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific or philanthropic organization to be selected by the Board of Directors.

ARTICLE VII—AMENDMENTS

Proposal to amend or repeal these by-Laws must be made by motion at any meeting of the Board of Directors which motion shall be tabled at such meeting. At the next scheduled meeting, the tabled proposal to amend or repeal may then be considered for a vote. In order to be adopted, the proposal shall receive the affirmation vote of at least two-thirds of the Board members present.

CERTIFICATION

The undersigned, being the MSHS Athletic Director, hereby certifies that these by-laws are established in accordance with mission and objectives of the MSHS Athletics Department and also coincide with the educational mission of Marquette Senior High School.

Alex Tiseo, MSHS Athletic Director

Date