

**Lake Belton Silver Spurs**  
**Articles of Organization and Bylaws**  
Amended 7/25/2023

Article One

Section 1. The name of this organization shall be Lake Belton Silver Spurs Boosters.

Article Two

Section 2-1. The Lake Belton Silver Spurs Boosters is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Section 2-2. The organization will not engage, otherwise than as an insubstantial part of its activities, in activities that in themselves are not in furtherance of one or more of the organization's exempt purposes. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Article Three

Section 3-1. No part of the organization's assets shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons. All of the organization's assets must and will be dedicated to the exempt purpose as stated in Article Two.

Section 3-2. Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local **government**, for a public purpose.

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Section 4-1. Membership shall consist of Silver Spurs Patents, Director and other interested persons.

Section 4-2. The Principal and Deputy Superintendent shall be Exofficio Members.

## **Article Five Officers**

Section 5-1. All officers shall be elected by the Membership from the General Membership each year. The term of office will run from June 1 to the following May 31. to coincide with the fiscal year. Officers may serve as many consecutive terms in any one office if so voted by the members. These elected officers comprise the Executive Committee.

Section 5-2. Officers shall be elected at a General Membership meeting, with new officers serving as non-voting board members to assist the outgoing officers through the last general meeting of the year.

Section 5-3. Amended July 25, 2023. The Executive Board may appoint a Booster member to fill and unexpectedly open seat on the board. The Executive Board will vote on an incoming seat and bring the vote to the entire Booster at the next full meeting.

## **Article Six Duties of Officers**

Section 6-1. The President shall preside at all general meetings of this organization and at all meetings of the executive committee and shall perform the duties usually assumed by the presiding officer. The President may call meetings, as he/she deems necessary.

Section 6-2. The Vice President shall assist the President in all activities and take over the duties of the President in his/her absence. In the absence of the President and the Vice President, those at the meeting shall elect a President Pro-Tern.

Section 6-3. The treasurer shall receive all funds of the organization and disburse those funds as needed by the organization with an accounting of receipts and disbursements at each monthly meeting. The treasurer shall be responsible for all federal, state, and local filings associated with his/her fiscal year in office, including but not limited to IRS Form 990, 990EZ or 990-N. The treasurer shall be responsible for ensuring that all sales and purchases follow the guidelines set out by the Texas Controller of Public Accounts in accordance with the Texas Tax Code. All funds disbursed shall be required to have a receipt or bill before payment is issued.

- A. Books can be subject to audit by the Executive Committee and General Membership as deemed necessary.

Section 6-4. The secretary shall keep an accurate record of all executive committee meetings, called meetings, and regular meetings, take care of correspondence, and attend to any duty prescribed by the President.

Section 6-f. The Secretary and Treasurer's books and all other pertinent data shall be turned over to the respective incoming officers at the last general meeting. The following records are considered permanent and will be transferred to the incoming executive board at the last general meeting: application for recognition of tax-exempt status, the determination letter recognizing tax-exempt status, and organizing documents, such as articles of incorporation and by-laws, with amendments, as well as board minutes. All other records are to be kept for a minimum of five (5) years.

## **Article Seven Meetings**

Section 7-1. The Executive Committee may conduct the ordinary business of the boosters as approved by vote of the General Membership and shall consist of the following: 1. Director of Silver Spurs 2. Elected Officers, 3. Exofficio Members.

Section 7-2. The Executive Committee shall meet prior to each General Membership meeting and at such times deemed necessary to determine and carry out, effectively, the purposes of this organization. Executive Meetings shall be comprised of the elected officers and any chairpersons of standing committees which have requested to be placed on the Executive Committee Agenda.

A. Requests for placement on the agenda must be received by the President to later than (1) week before the scheduled meeting.

Section 7-3. The President shall call an Executive Committee meeting at his/her discretion. Two (2) or more officers may call an Executive Committee meeting if Officers feel a need or if the President is unwilling to call said meeting.

Section 7-4. Standing Committees shall not meet more than once a month from June - May. The chairperson can call special meetings if deemed necessary to finalize plans for special events. If more than three (3) meetings, within a standing committee, in one calendar month are called it is the responsibility of the committee's chairperson to inform the President.

Section 7-5. A majority of the members of the Executive committee and other members present shall constitute a quorum of the General Membership.

Section 7-6. Students are not allowed to attend any Silver Spurs Booster Club meetings unless invited by the Executive Committee.

## **Article Eight**

### **Standing and Special Committees**

Section 8-1. The President shall appoint chairpersons of committees necessary to carry on the work of the Boosters. The President shall be considered a member Exofficio of all meetings.

Section 8-2. There shall be such standing committees created by the Executive Committee as may be required to promote the exempt purposes of the club. The chairperson of the standing committees shall be appointed or selected by the newly elected Executive Committee. Their term of office shall be one year. The suggested standing committees are as follows:

- Kid's Dance Clinics
- Spring Show
- Scholarship
- Fundraisers
- Contest Chair

## **Article Nine**

### **Bylaws**

Section 9-1. All policies relating to the Lake Belton Silver Spurs Boosters shall not conflict with the jurisdiction of the Director and School Administration in accordance with the UIL rules set for these organizations.

Section 9-2. All policies of the Lake Belton Silver Spurs Boosters shall be under the jurisdiction of the Silver Spurs Director and School Administration and must carry a General Membership majority vote.

## **Article Ten**

### **Amendments**

Section 10-1. These bylaws may be amended at any regular meeting of the General Membership by majority vote of the designated quorum, provided notice of the proposed amendment shall be given at the previous regular meeting.

## **Article Eleven**

### **Requirements**

Section 11-1. The school sponsor (director) is the initial school authority for the interpretation of the constitution and school policies; the chain of command will be followed at all times in all matters.

Section 11-2. The Booster organization shall not be used to attempt to influence the director's decisions or be a lobbying group concerning matters which are assigned to others, such as decisions regarding trips and schedules.

## **Article Twelve**

### **Fundraisers**

Sections 12-1 . All fundraiser requests must be presented to and approved by the Lake Belton Silver Spurs Boosters General Membership by majority vote of the designated quorum. The request should be submitted in writing and presented by the director or a booster club officer at the regular monthly meeting. All fundraiser requests must be submitted to LBHS Administration by August 15th for each calendar year.

Section 12-2. All fundraisers must follow procedures and guidelines set forth by the Belton Independent School District.

Section 12-3. All money raised by the Lake Belton Silver Spurs Boosters may only be used for the benefit of the entire team. It may not be spent for any purpose that is not available to the entire team. Any exception to this must be voted on by the General Membership. All funds raised must and will be dedicated to the organization's exempt purpose as stated in Article Two.

## **Article Thirteen**

Section 13-1. The boosted club will prepare a yearly budget which must be approved by the General Membership and then submitted to the principal.

Section 13-2a. All expenses must be pre-approved prior to purchase by the General Membership and valid sales receipts must be presented to the treasurer before reimbursements may be dispensed.

Section 13-2b. Amendment (7/25/2023) Executive Board may approve an expense up to \$1000.00 when the timing does not allow for a full Booster Membership vote. Expenses will be detailed in the Treasurer's Report and the following agenda.

Section 13-3. Payments to the Lake Belton Silver Spurs Boosters will be accepted by cash, check, or money order. If a check is returned NSF, the payer is responsible for the amount plus any fees incurred by the Lake Belton Silver Spurs Boosters. Future payments from that individual will only be accepted by cash or money order until the outstanding balance is resolved. The Treasurer may withhold scholarship payments to that Spur until all outstanding balances associated with the Spur's family have been cleared.

Section 13a. Scholarship amounts should be determined by Lake Belton Silver Spurs Boosters and specified in that year's budget. The Lake Belton Silver Spurs Boosters can disburse scholarship amounts as voted by the General Membership. Any unclaimed

scholarship monies shall revert to the Lake Belton Silver Spurs Boosters general funds one month after the designated deadline.

These Articles of Organization and Bylaws have been amended by the Lake Belton Silver Spurs Boosters Executive Board and General Membership on July, 25, 2023.