

MADISON ATHLETIC BOOSTERS BY-LAWS

Anyone interested in supporting the Sports Program at Madison Schools can be member/volunteer of the Madison Athletic Boosters Club (MAB).

Meetings of the MAB will be held monthly from August through June at a time and date established at the annual May meeting. All meetings are open to the public. All members in good standing shall be eligible to vote on issues that come before the MAB.

Special meetings will be announced in advance by the MAB secretary.

Officers shall serve a two-year term. An officer vacancy may be filled by a majority vote of the remaining officers. The newly appointed officer would serve the remainder of the term.

The following officers will be elected at the annual May meeting:

President

- The President will preside over all meetings.
- Appoint committees as deemed appropriate.

Vice President

- Vice President will perform the duties of the President when absent.

Secretary

- The Secretary will keep minutes of meetings and will handle all correspondence for the MAB.
- Send flowers or sympathy cards as appropriate to students, MAB members, school staff, and members of Madison School community.
- Thank you cards will also be sent out for all donations made to the Madison Athletic Boosters.
- Post any special MAB meetings.

Treasurer

- Shall be responsible for all financial records.
- Shall provide a report of monthly income and expenses at monthly meetings and a year-end financial report of all revenue, expenses, and fund balance.
- Shall insure that all receipts are transferred to the Central Office as soon as possible following an activity for deposit in the MAB account.

- Shall request in writing Madison School District Activities account checks from the Central Office for all expenditures, reimbursement for purchases of \$100.00 or less (with receipt), and any other expenses approved by the MAB Board. The MAB account will be audited annually as part of the School Districts yearly audit
- Requests for disbursement of funds greater than \$500.00 will be presented to the MAB Officers at the next regular meeting for a vote; an emergency meeting may be requested, if needed.

Quorum

Members present at the monthly meeting shall constitute a Quorum.

Other

The Athletic Director shall serve in an advisory capacity to the MAB. The Athletic Director and MAB President or Vice President shall act as a liaison for the MAB and Madison School Board of Education and Superintendent.

In the event of the dissolution of the MAB, all assets shall be disbursed to the School District's Athletic Department with the Superintendent, High School Principal, Athletic Director and members of the MAB consulting to develop a recommendation, to be approved by the Madison Board of Education, as to the allocation of funds for specific athletic activities.

Revised October 21, 2014