



NEWBURY PARK HIGH SCHOOL BOYS BASKETBALL BOOSTER ASSOCIATION BY-LAWS

ARTICLE 1: NAME

Newbury Park High School (NPHS) Boys Basketball Booster Association

ARTICLE 2: PURPOSE AND OBJECTIVES

The NPHS Boys Basketball Booster Association agrees to be governed by the Newbury Park High School Booster Club Constitution (revised May 2005).

The purpose of the NPHS Boys Basketball Booster Association is to induce and stimulate parent and student participation to provide assistance and ongoing support to NPHS, its Administration, the Athletics Department, the Coaches, and the overall basketball program at NPHS. This includes financial support to help purchase equipment, uniforms, and gym renovations.

The NPHS Boys Basketball Booster Association is non-profit, non-commercial, non-sectarian, and non-partisan.

Our efforts will be directed toward providing needed resources to aid the student athletes in their endeavors to excel in both basketball and in academics.

The NPHS Boys Basketball Booster Association will:

- help create and maintain an atmosphere in which the student can achieve a feeling of self-accomplishment and self-esteem,
- promote good sportsmanship, fair play and a team attitude that will encourage character building for the athletes,
- provide a conduit and a means of communication between NPHS and the families of our student athletes, and
- help instill a feeling of pride for each and every student athlete and a confidence that allow each play to the best of their ability for NPHS.

ARTICLE 3: MEMBERSHIP

Membership in the NPHS Boys Basketball Booster Association is open to any individual who is interested in supporting the NPHS Boys Basketball program and who has volunteered to participate in basketball booster events and fund raising activities.

Membership is subject to CIF rules and regulations and may be amended from time to time by majority vote of the current NPHS Boys Basketball Booster Association.

Active membership includes all parents and guardians of participating student athletes.

There are no required membership fees or dues. Membership is available throughout the year.



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ARTICLE 4: OFFICERS AND BOARD MEMBERS

Officers (Executive Board) shall be elected annually by the membership during the Award Banquet at the end of each season. Officers will serve for a term of one (1) year beginning on the first day of July and ending on the last day of June or until their successors are elected.

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The Executive board members include:

- President
- Vice-President
- Secretary
- Treasurer
- Auditor

The executive board shall act on behalf of the general board in all matters except changes to the Bylaws which require a vote of the entire Board.

Board Members

Board members are appointed by the executive and serve for a term of one (1) year beginning on the first day of July and ending on the last day of June or until their successors are appointed.

Board Members include:

- President
- Vice-President
- Secretary
- Treasurer
- Auditor
- Team Representatives (Varsity, Junior Varsity, Soph/Frosh, and Freshmen)
- Committee Chairpersons (Advertising, By-Laws, Panther Products, Program, Scholarship, Snack Shack, Website)

Each Board Member will have one vote at all meetings.

No more than one Board Member per household shall have check-signing authority.

If a Board Member fails to perform his/her duties, without adequate reason the remaining Board Members may remove that person and declare the position vacant.



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ARTICLE 5: DUTIES OF BOARD MEMBERS

President:

1. Works with Board Members to build and enhance membership in the NPHS Boys Basketball Booster Association
2. Oversees general administration and coordination
3. Presides over all meetings and social gatherings
4. Acts as liaison between NPHS Boys Basketball Booster Association and school officials
5. Acts as liaison between NPHS Boys Basketball Booster Association and coaching staff
6. Appoints Committee Chairpersons
7. Executes official documents
8. Oversees annual gymnasium nameplate replenishment
9. Coordinates and monitors the Athletic Scholarship Program
10. Sits on the board of the Umbrella Booster Club (or may designate another board member)
11. Assists other club officers in providing meetings for parents and other duties as required

Vice-President:

1. Assists President in all duties
2. Performs duties of the President in his/her absence
3. Succeeds President if position becomes vacant mid-term
4. Coordinates picture day
5. Initiates and coordinates fundraisers

Secretary:

1. Keeps detailed minutes of all meetings
2. In charge of all correspondence
3. Maintains copy of the Umbrella Constitution, the By-Laws, an up-to-date list of members and other permanent records
4. Coordinates annual year-end awards dinner

Treasurer:

1. Maintains a budgetary procedure for income and expenditures that meets all Conejo Valley Unified School District requirements
2. Collects all monies and make deposits as required by the Umbrella Booster Constitution
3. Maintains an accurate set of books including records for Auditor to review and approve
4. Prepares an annual budget of the organization to be approved by a majority vote of Board Members



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Auditor:

1. Provides periodic and annual review of financial records and reports
2. Prepares and submits the annual auditor's report to Umbrella Boosters.

Team Representatives (Varsity, Junior Varsity, Soph/Frosh, and Freshmen):

1. Establishes a team program to involve and encourage families with student athletes to participate in the NPHS Boys Basketball Booster Association
2. Coordinates communication between Coaches, Booster Association, and families with student athletes
3. Assists in staffing Panther Products booth and Snack Shack

Committee Chairpersons (Advertising, By-Laws, Panther Products, Program, Scholarship, Snack Shack, Website):

- Advertising Committee Chair is responsible for soliciting advertising f
- By-Laws Committee Chair is responsible for soliciting advertising for NPHS basketball program, keeping records of current and past advertisers, supplying advertisers with written receipts and copies of the printed program, and working with the Program Committee Chair in the production of the program.
- Panther Products Committee Chair is responsible for purchasing and coordination of items such as equipment, game-day shirts, sweatshirts, uniforms, etc. (with the assistance of the Booster Association President and Coaching Staff Representative) and initiates requests for quotes and/or proposals as needed
- Program Committee Chair is responsible for establishing the format for the NPHS Basketball program, assists in soliciting advertising, coordinates the layout, compiling and printing of the program and organizes the sale of the program
- Scholarship Committee Chair shall be responsible for reviewing all scholarship applications and awarding scholarship. The committee will include four (4) board members and/or committee members and persons serving on the committee must not be related to any scholarship applicant.
- Snack Shack Committee Chair is responsible for the snack bar at home games, personnel staffing, purchase and delivery of food for snack shack sales, inventory and securing and cleaning the snack bar after every game.
- Website Committee Chair is responsible for posting information, schedules, and other documents to the Basketball website as requested.

