

**Articles of Organization/By-Laws**  
**NBBBC**  
**Nazareth, Pennsylvania**

**Article I: Name**

The name of the organization is NBBBC. This unincorporated association is a booster club set up to support the Boys' High School and Middle School Basketball programs of the Nazareth Area School District, Nazareth, Pennsylvania. NBBBC was formed on September 1, 2010.

**Article II: Objective**

The objective of NBBBC is to enhance community involvement, support, and promote the boys' basketball teams within the Nazareth Area High School and Nazareth Area Middle School, as well as provide supplementary financial support. These objectives will be met through communications and education with the school athletic administration and all the coaching staffs.

**Article III: Membership**

Membership is open to all 18 years of age or older, who are interested in volunteering in support of the boys' basketball programs at the Nazareth Area Middle and High Schools.

Membership is as follows:

Officers: Members who have been elected by the membership to serve as an officer of this organization.

Active: Any member who attends more than 50% of the NBBBC meetings and actively participates in activities undertaken by the organization.

**Article IV: Dues**

Dues will be determined on an annual basis, based on budgetary needs.

**Article V: Meetings**

The meeting schedule is determined by the Executive Committee at the first meeting of the fiscal year, typically in September or October. The meetings are held at a predetermined location that can accommodate the membership.

The Executive Committee, within 24 hours' notice, may call special meetings on an as needed basis.

Officer nomination and election meetings:

January – Officers are nominated

February – Officers are elected

April – Officers are installed.

## **Article VI: Officers and their Election**

The officers of this organization shall be President, Vice President, Secretary, and Treasurer; the term for each office is one (1) year. Officers may be re-elected as determined by the membership.

Nominations for officers may be made by current officers and members who are present at the nominating meeting. To be eligible, a nominee must have attended a minimum of two (2) NBBBC meetings, prior to the election, during the current fiscal year.

A vacancy occurring during a term shall be filled by a nomination from an officer or the membership. If there is more than one nominee for an office, a vote shall occur among the membership. The term expiration remains the same as the vacancy filled.

## **Article VII: Duties of the Officers**

The President shall preside at all meetings of the NBBBC and shall perform all duties ordinarily pertaining to the office. If the President is unable to attend a meeting, the Vice-President will conduct the meeting. In the Vice-President's absence, one of the remaining officers will conduct the meeting.

The Vice-President shall act as an aide to the President and shall perform the duties of the President in his/her absence.

The Secretary shall keep a correct record of all meetings of the NBBBC and shall perform such other duties as may be designated to him/her.

The Treasurer shall receive all money due to the NBBBC and shall keep an accurate record of the receipts and expenditures and shall pay out funds only as authorized by the NBBBC. The Treasurer shall present a statement of account at every meeting.

There is no monetary compensation for any officer of the club.

## **Article VIII: Fiscal Matters**

NBBBC is a not-for-profit association. The fiscal year of NBBBC is September 1<sup>st</sup> through August 31<sup>st</sup>. The IRS Employer Identification Number (EIN) for NBBBC is 27-4043582.

A checking account in the name of NBBBC shall be maintained. All officers of NBBBC are authorized signers. Two (2) signatures are required on all checks or drafts issued. The checking account shall be reconciled upon receipt of each bank statement by the Treasurer of the NBBBC.

## **Article IX: Standing Committee and Executive Committee**

The Executive Committee may be required to create standing committees, to promote our objectives. The President shall appoint chairperson(s) of these committees to serve for a period of one year.

The Executive Committee shall consist of all the elected officers and the Chairperson of the Standing Committees. The duties of the Executive Board shall be to transact any necessary business between meetings and such other business, as may be referred to it.

The Executive Committee will appoint an active member to audit the books at the end of the month in May.

**Article X: Voting**

Voting will follow parliamentary procedure. A motion must have a second before a cast of votes. A "majority vote" on any legitimate motion up for adoption at any legal meeting would consist of more than one half of the votes cast. Only members present at a meeting may cast a vote. Absentee ballots are not permitted.

**Article XI: Amendments**

The By-Laws may be revised at any regular meeting of the organization. The revisions must be reviewed at the next meeting and be legally adopted by a two-thirds vote of the members present. To cast a vote on a By-Laws, change, a member must be in good standing and have attended the past three (3) consecutive meetings.

**Article XII: Dissolution of Organization**

In the event of the dissolution or termination on NBBBC, all outstanding creditors would be paid to the fullest extent possible. Any remaining cash would be donated to a community non-profit organization as voted upon by the membership.

IN WITNESS WHEREOF, the undersigned have executed these Articles of Organization / By-Laws on this \_\_\_\_\_ Day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Vice-President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Treasurer