

# River Falls Wrestling Booster Club Bylaws

March 3, 2009

## ***ELECTION:***

Elections shall be held at the end of the season, The new officers will assume their leadership after the banquet at the end of the season. Anyone wishing to apply for a position should submit their request in writing to the President for review by the board.

## ***TERM OF OFFICE:***

Each office shall be represented for one year, year to year. The term may be renewable at the discretion and the willingness of an officer to serve multiple terms, or if the board feels that the position is not being represented according to the duties of the position.

## ***BOARD MEMBERS:***

PRESIDENT	YOUTH DIRECTOR(S)
VICE PRESIDENT	SECRETARY
TREASURER	HIGH SCHOOL COACH
MIDDLE SCHOOL COACH	HOSPITALITY COORDINATORS(S)

## **DUTIES OF THE BOARD MEMEBERS**

### ***PRESIDENT:***

The president will be in charge of scheduling and running all board meeting. The president will facilitate all membership meetings and get-togethers. The president will set the agenda for meetings, arrange for an emcee for the banquet, and contact board members between scheduled meetings if decisions need to be made. **This is a voting position.**

### ***VICE PRESIDENT:***

The vice president will be in charge of arranging for bus transportation, tickets to State, the room reservations for state (these need to be made in August or September) and take charge of clothing orders. The vice president will assume the leadership role in the absence of the president. **This is a voting position.**

### ***SECRETARY:***

The secretary will take and maintain a file of accurate minutes of the board meetings, notify board members of meetings, prepare the mailing list and handle all correspondence for the club. This includes sending the newsletter. **This is a voting position.**

### ***TREASURER:***

The treasurer will keep accurate records of all income and expenses and write checks. Prepare a spreadsheet of income/expenses at each meeting. Upon request, prepares cash boxes for the club events, including the Youth Tournaments and concessions. As needed will make deposits. **This is a voting position.**

### ***HOSPITALITY COORDINATORS: (2 OR 3 Members)***

The Hospitality Coordinators will organize the volunteers for the get-togethers, arrange for the room for the get-togethers with the high school activities office, help to organize the banquet as needed, and home meet socials, delegate items as needed: **This is one voting position.**

***YOUTH DIRECTORS: (2 or 3 Members)***

The task of this position will be to bring youth concerns to the board, recruit parents of youth to work at the Youth Tournaments and arrange for youth night. Youth directors will work in conjunction with the youth coach, the main objective will be to promote youth wrestling in the River falls community. Duties also include scheduling practices and ordering youth shirts. Technique, practice schedules, and proposed expenses are to be presented to the board by the first meeting of the wrestling season. (Typically in early October) **This is one voting position.**

***HIGH SCHOOL COACHES:***

The high school coaches will be expected to attend all board meetings for continuity of the board. In addition the coaches are to bring concerns of the high school team to the board, proposed expenses are to be brought to the board by the first meeting of the wrestling season. (Typically in early October) **This is one voting position.**

***MIDDLE SCHOOL COACHE(S):***

The middle school coaches will be expected to attend all board meetings for continuity of the board. In addition, the coaches are to bring concerns of the middle school team to the board, proposed expenses are to be brought to the board by the first meeting of the wrestling season. (Typically in early October) **This is one voting position.**

***ALL BOARD MEMBERS:***

It is the responsibility of all members to be present at the monthly meetings. In the event that member cannot attend, they need to have an informed representative bring their report to the board or have their report submitted in writing. Non-attendance of more than two meetings will constitute a re-evaluation of their position on the board by current officers of the board. It is the goal of the board to make informed decisions. As a board we are committed to representing the River Falls community, it is expected that all members make purchases for the club from local vendors when practical and as price appropriates. At least one coach from either the high school or middle school must be present when a motion is put to a vote.

***AMENDING THE BYLAWS:***

These bylaws may be amended by a fair representation of the current board.  
March 3<sup>rd</sup>, 2009