

LADY DEER TIP-OFF CLUB BY-LAWS

ARTICLE I

NAME

The name of the organization shall be the LADY DEER TIP-OFF CLUB (LDTC).

ARTICLE II

PURPOSE

To further the education of players, managers, and trainers involved in Deer Park Independent School District (DPIISD) girls basketball athletics as well as perpetuate good sportsmanship and good citizenship by example, and through organized social, charitable, and fund raising activities. The LDTC shall be organized exclusively for educational and charitable purposes, and distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue code, or corresponding section of any future federal tax code.

ARTICLE III

JURISDICTION

The LDTC shall be conducted under the jurisdiction of the DPIISD guided by the district's athletic director. The DPIISD administration, i.e., athletic director, must approve all activities prior to implementation, which involve school personnel and/or students.

ARTICLE IV

COMPLIANCE

The LDTC shall operate in full and complete compliance with the University Interscholastic League (UIL) Booster Club Guidelines during the organization, planning, and execution of all LDTC activities. The LDTC shall conduct business as a non-profit, non-partisan, and non-political organization.

ARTICLE V

MEMBERSHIP

The membership shall consist of individuals at least 18 years of age who are interested in promoting and participating in the activities supporting the purpose of the LDTC as defined in Article II, and have paid membership dues as defined in Article VI. Membership is not open to students enrolled in the DPIISD.

ARTICLE VI

MEMBERSHIP DUES

The LDTC officers shall establish membership dues each LDTC year, i.e.,
July 1 - May 31.

ARTICLE VII

MEMBERSHIP BENEFITS

A. Benefits of membership shall include:

1. Participation in the planning, organization, and execution of LDTC activities
2. Nominating and voting privileges for the election of officers and team representatives, and determining the activities of the LDTC
3. Serving as a LDTC officer or team representative if desired, and if elected.

A. Benefits of membership do not include:

1. Payment of admission fees to attend the games or tournaments in which DPHS athletes participate
2. Payment of entry fees or charges that may be levied on all participants in a LDTC activity.

ARTICLE VIII

MEETINGS

A. Regular Meetings

The officers of the LDTC shall establish and convene regularly scheduled meetings of the membership each month in the LDTC year from September 1 through May 31. A regular meeting will not be scheduled in the month of June, July or August.

B. Special Meetings

The officers of the LDTC may call special meetings of the membership at any time deemed necessary to fulfill the purpose of the LDTC.

ARTICLE IX

NOTICE OF MEETINGS

A. Regular Meetings

Notice of regular meetings shall be posted on the official organization's webpage at least 10 days prior to the meeting date.

B. Special Meetings

Notice of a special meeting of the membership and the purpose for the meeting shall be posted on the official organization's webpage and at the DPISD Administration Building at least 10 days prior to the meeting date.

ARTICLE X

FINANCES

A. Expenses

LDTC expenses shall be defrayed through proceedings approved by the LDTC members, DPISD administration, and in compliance with UIL Booster Club Guidelines, e.g., collection of membership dues, donations and contributions, fundraisers, and other public activities. No part of the net earnings of the LDTC shall inure to the benefit of, or be distributed to its members, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation of services rendered, and make payments and distributions to further the purpose set forth in Article II. The organization shall not attempt to influence legislation or participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. The organization shall not conduct any other activities (a) by a corporation exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170 (c) (2) of the section of any future federal tax code.

B. Final Distribution of Assets

Upon the dissolution of the LDTC, 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. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of Harris County, exclusively for such purpose or to such organization or organizations as said Court shall determine which are organized and operated exclusively for such purposes.

ARTICLE XI

ORGANIZATIONAL STRUCTURE

A. Officers

1. The officers of the LDTC organization shall consist of a president, vice president, secretary, and treasurer.

2. Duties of the Officers

a. President

- 1) Preside at all regular and special meetings of the LDTC
- 2) Preside over and conduct all elections of officers and team representatives
- 3) Appoint the chairperson of all LDTC committees
- 4) Coordinate the activities between the officers and team representatives
- 5) Sign all written contracts and statements of financial obligations of the LDTC together with the treasurer
- 6) Counter-sign all checks or drafts drawn on the account of the LDTC with the treasurer
- 7) Serve as an ex-officio member of all committees
- 8) Coordinate the audit of the LDTC financial records by a source outside the membership or affiliation with the LDTC no later than April 30 of each year
- 9) The new president shall facilitate the receipt of, and the outgoing president shall facilitate the transfer of, documents related to the office of president in April of each year or when the office is vacated.

b. Vice President

- 1) Preside at all regular and special meetings of the LDTC in the absence or in the event of the resignation of the LDTC president
- 2) Counter-sign all checks or drafts drawn on the account of the LDTC with the treasurer in the absence or in the event of the resignation of the president
- 3) Serve as an ex-officio member of all committees and perform duties as assigned by the LDTC president
- 4) Maintain a current list of members complete names, their street addresses, electronic addresses (if available), and telephone numbers

5) The new vice president shall facilitate the receipt of, and the outgoing vice president shall facilitate the transfer of, documents related to the office of vice president in April of each year or when the office is vacated.

c. Secretary

1) Participate in all regular and special LDTC meetings, and record minutes of the meetings

2) Distribute the meeting minutes to the membership and the DPISD athletic director within 10 calendar days following each meeting

3) Maintain a file of the LDTC meeting minutes

4) The new secretary shall facilitate the receipt of, and the outgoing secretary shall facilitate the transfer of, documents related to the office of secretary in April of even numbered years or when the office is vacated.

d. Treasurer

1) Maintain records of the income and expenditures of the LDTC, and furnish a financial statement to the membership at each regular meeting

2) Allocate monies to individuals and organizations as designated and approved by the LDTC

3) Sign all written contracts and statements of financial obligations of the LDTC with the president

4) Co-sign all checks or drafts drawn on the account of the LDTC with the president, or in the president's absence, co-sign the documents with the vice president

5) Participate in an annual audit of the LDTC financial records as arranged by the LDTC president

6) Provide to the DPISD athletic director an overview of the LDTC's financial activities for the previous 12 months no later than May 1 of each year. Post the report in the DPISD Administration Building and provide to the members in attendance at the regular LDTC May meeting

7) The new treasurer shall facilitate the receipt of, and the outgoing treasurer shall facilitate the transfer of, documents related to the office of treasurer in June of odd numbered years or when the office is vacated.

3. Nominations and Election of Officers

a. Nominations for open officer positions shall be called for during the regularly scheduled March meeting.

b. Elections shall be held during the regularly scheduled April meeting.

c. Officers shall be elected by a simple majority of votes of members in attendance.

d. No proxy votes shall be allowed in the election of officers.

4. Terms of Office

a. The president shall be elected each year and serve a one-year term limited to two consecutive terms.

b. The vice president shall be elected each year and serve a one-year term limited to two consecutive terms.

c. The secretary shall be elected in even numbered years and serve a two-year term limited to two consecutive terms.

d. The treasurer shall be elected in odd numbered years and serve a two-year term limited to two consecutive terms. It is highly encouraged for the outgoing Treasurer hold a Co-Treasurer role with the incoming treasurer for mentoring purposes.

5. Vacancies

a. Members serving in vacated offices shall serve only to the end of the original term limit and will then be eligible for election to any LDTC office.

b. No proxy votes shall be allowed in filling the vacated offices.

c. If the office of president becomes vacant before the term has expired, the vice president shall fulfill the duties of the president until the end of the original term limit.

d. If the office of vice president, secretary, or treasurer becomes vacant before the term has expired, the team representatives shall fill the office by simple majority vote, or in the case of a tie, the membership shall determine the interim officer by simple majority vote.

B. Team Representatives

1. The team representatives shall consist of four LDTC members comprised of one representative for each girl's basketball team, i.e., freshman A, freshman B, junior varsity, and varsity.

2. Duties of the Team Representatives

Team representatives shall communicate and coordinate LDTC activities and events within their respective teams.

3. Nominations and Election of Team Representatives

a. Nominations shall be called for during the regularly scheduled October meeting.

b. Elections shall be held during the regularly scheduled November meeting.

- c. Team representatives shall be elected by a simple majority of votes of members in attendance.
- d. No proxy votes shall be allowed in the election of team representatives.

4. Team Representatives Terms of Service

Team representatives shall be elected each year and serve a one-year term limited to two consecutive terms.

5. Vacancies

- a. Team representatives serving in vacated positions shall serve only to the end of the original term limit.
- b. No proxy votes shall be allowed in filling the vacated offices.

ARTICLE XII

COMMITTEES

A. Standing Committee – Scholarship

Scholarships shall be awarded to eligible senior DPHS girls basketball team members, i.e., players, managers, and trainers for the purpose of continuing their education at an institution of higher learning, e.g., accredited college, university, technical, or vocational school.

1. Scholarship Funds

- a. The total amount awarded to scholarship recipients shall not exceed fifty percent of the balance of the LDTC funds available on the March bank statement of the school year in which the scholarships are awarded.
- b. The amount awarded to each recipient shall be based solely on the number of years they have participated in the DPHS girls basketball program, and their coach's recommendation. Other measurements, e.g., number of years on the varsity team, or participation in fundraising events, shall not be used to determine the amount an eligible team member may receive.

2. Committee Membership

- a. The LDTC scholarship committee members shall be appointed by the president and consist of at least one LDTC officer or LDTC team representative. Committee members will serve until all duties are fulfilled.

b. Membership on this committee shall not be open to the parents, guardians, or relatives of senior players, senior managers, or senior trainers.

3. Duties of the Scholarship Committee

- a. Create, distribute, receive, and review scholarship related documents, e.g., application forms, applicant essays, and coach's evaluation
- b. Report nominees to LDTC membership and appropriate DPHS counselor
- c. Notify the recipients' parents or guardians in writing
- d. Arrange for the preparation and presentation of documents and certificates verifying the recipients
- e. Ensure the presentation of the scholarship certificates to the recipients at the DPHS annual spring awards assembly
- f. Ensure the award of the scholarship funds to the recipients.

4. Scholarship Candidates

a. Criteria

Applicants must be seniors who are eligible for graduation from DPHS and members in good standing of the girls basketball team, i.e., player, manager, or trainer.

b. Requirements

Candidates must:

- 1) Be involved in the Lady Deer basketball program for four full years at DPHS to be considered for the maximum amount awarded. Senior team members with fewer years participation in the program shall be considered for lesser amounts.
- 2) Complete a LDTC scholarship application form
- 3) Create and develop an original essay titled: Why I Want to Continue My Education
- 4) Obtain a recommendation from their DPHS basketball coach
- 5) Submit the form, essay, and recommendation in one package postmarked no later than the due date established by the scholarship committee to an individual designated by the scholarship committee, e.g., LDTC president
- 6) If selected for a scholarship, submit college, university, technical, or vocational school registration form to the individual designated by scholarship committee, in order to receive the funds.

Recipients must:

1) Scholarship recipients must agree to use the monies during the school year following their graduation from DPHS, and submit copies of receipts for legitimate college, university, technical, or vocational school expenses, e.g., tuition, books, lab fees, room and board, no later than December 31 of the year the funds were received. Those not submitting the required receipts by December 31 of the applicable year will be requested in writing to forfeit LDTC scholarship monies.

B. Ad-hoc Committees

Ad-hoc committees may be appointed by the president for special activities and shall automatically disband when the activities are over.

ARTICLE XIII

AMENDMENT OF THE BY-LAWS

The LDTC by-laws may be amended in whole or in part in the following manner only. No proxy votes shall be allowed.

A. Amendment of the LDTC by-laws shall be considered at a regular meeting or at a special meeting as defined in Article VIII.

B. A copy of the exact proposed amendment(s) shall be posted on the organization's official webpage and at the DPISD Administration Building at least 10 days prior to the meeting date.

C. Time will be provided during the meeting for the membership to discuss the proposed amendment(s).

D. A two-thirds majority vote, by the members present in favor of amending the by-laws