

**BY-LAWS  
OF  
THE MEDOMAK VALLEY ALL SPORTS BOOSTERS CLUB**

**ARTICLE I**

SECTION I. The Medomak Valley All Sports Boosters Club is committed to the financial support of the student athletes and athletic programs in MSAD # 40 on an equitable (defined as impartially just, fair, reasonable) basis, with primary consideration given to MVHS sports program.

SECTION II. Membership is open to anyone who is at least 18 years of age, current students being excluded. Membership will be renewed each year prior to the elections of new officers.

SECTION III. A member may vote after having attended one meeting and paid one dollar. Five members of the club constitute a quorum. In the event of absence of quorum, or in an emergency, money amounts of \$250 or less may be granted at the agreement of four officers.

SECTION IV. Funds requested from Boosters accounts shall be handled as follows:

1. General Fund: Any coach, student, or the Athletic Director may request funds from this account. All requests must be submitted in writing using the "Fund's Request Form". All submissions shall be voted on at a regular meeting of the Medomak Valley All Sports Boosters Club. Coach's requests must have the Athletic Director's recommendation prior to vote.
2. Individual Team Accounts: Varsity Coaches may withdraw funds from individual team accounts at any time without approval. However, Varsity Coach's shall provide the Treasurer with the payee, amount desired and reason for withdrawal for accounting purposes. Notification shall be in writing. (E-mail is sufficient).
3. Youth Accounts: The following titled personnel will have control over individual youth accounts. The same rules apply as Individual Team Accounts:
  - a. Youth Soccer (Director, Medomak River Youth Soccer)
  - b. Mid-Coast Basketball League (Director, MCBL – Athletic Director, MVHS)
  - c. ASA Softball – Head Coach of team.

(this is not an all-inclusive group)

**ARTICLE II**

SECTION I. The officers shall be a President, Vice-President, Secretary and Treasurer, to be elected by members of the club at an annual meeting. They shall hold office for the term of one year or until their successors are elected.

SECTION II. The President, or in his/her absence, the Vice President, shall preside at all meetings of the Medomak Valley All Sports Boosters Club.

SECTION III. The Secretary shall keep a true record of all meetings of the Medomak Valley All Sports Boosters Club. He/she shall notify members of all regular and special meetings.

SECTION IV. The Treasurer shall be bonded if the voting members see fit, with the bond to be paid by the club. He/She shall receive all monies and pay all bills and make annual report to voting members. He/She may appoint an assistant Treasurer who make take over any and all of his/her duties but the Treasurer will be responsible for all actions of the assistant Treasurer.

SECTION V. The annual meeting of the Medomak Valley All Sports Boosters Club shall be at the last meeting in June with duties to be assumed by the new officers on July 1st.

### **ARTICLE III**

#### **Investment Policy**

SECTION I. The purpose of this statement is to provide a clear understanding between the Medomak Valley Sports Boosters Club (“MVSBC”) and its Officers, investment managers, donors, and other interested parties concerning MVSBC’s objectives and policies for the investment of its assets. This statement outlines an overall philosophy that is specific, but flexible enough to allow for changes in the economy and securities market.

SECTION II. Delineation of Responsibilities. All parties are subject to the Prudent Man Rule which states: Assets shall be invested with the care, skill, prudence, and diligence under the circumstances prevailing from time to time that a prudent man acting in a like capacity and familiar with such matters would use in the investment of a fund of like character and aims.

SECTION III. MVSBC Officers. The purpose of the Investment Policy and is to set forth and detail the authority, discretion and responsibilities for the effective investment management, distribution and preservation of the Fund assets. The MVSBC Officers are responsible for all investments, but as a practical matter, may choose to delegate day-to-day management of the assets to the Finance Committee or to investment managers and/or consultants hired for that purpose.

SECTION IV. Consultants The Officers may designate a bank, trust company, investment broker or financial planner to act as consultant to the MVSBC Officers regarding the investment of MVSBC’s funds. Their duties are, but not limited to, advice on asset allocation, screening and monitoring of investments, independent reporting of investment results, custodianship of the MVSBC assets, and any other duties the Board or the Committee deems appropriate.

SECTION V. Objectives. In support of the mission of the Medomak Valley Sports Boosters Club, the Fund’s assets should be (fully) invested to provide sufficient proceeds in the form of a total return from all dividends, interest income, earnings and appreciation to meet MVSBC’s current budgetary requirements and to maintain the principal for future operational needs.

SECTION VI. Permitted Investments: Certificates of Deposit in FDIC insured institutions, money market accounts and savings accounts would be permitted investment instruments as deemed in the Prudent Man rule. Investments not specifically addressed by this statement are forbidden without MVSBC’S written consent.

SECTION VII. Amendments. The MVSBC Officers shall periodically review this Investment Policy to determine if modifications are appropriate. The Policy may be amended by the Finance Committee, subject to approval of the Board.

### **ARTICLE IV**

SECTION I. The President shall establish an agenda at the beginning of each meeting, ensuring that all business be finished within a 90 minute period. A member may motion for extra time if deemed necessary. The President should not hesitate to suggest a departure from the regular order when circumstances warrant. Any business left unfinished at the end of the meeting can usually wait for consideration at the next meeting. The President shall follow Rules of Order as follows:

1. President brings meeting to order
2. Secretary's report is read
3. Treasurer's report is read
4. Committee reports
5. Old Business
6. New Business
7. Adjourn

The President should not hesitate to suggest a departure from the regular order when circumstances warrant. Any business left unfinished at the end of the meeting can usually wait for consideration at the next meeting.

SECTION II. It is the responsibility of the President to ensure that discussion remains orderly and relevant. In order to attain that goal, he/she should:

1. Ensure that a proper amount of discussion take place before an issue is brought to a vote.
2. Ensure that any voting member who wishes to be recognized be given that opportunity without interruption.
3. Ensure that members be restricted to a reasonable amount of time to make their remarks or presentation in order to avoid undue delay.
4. Ensure that a member who has spoken should not speak again in the same discussion if there are others who wish to be heard.
5. Ensure that a small but determined minority not be allowed to cause deviation or undue delay.

SECTION III. A motion must be made and seconded before the President may bring it to a vote. Any member who feels that adequate discussion has not taken place may make a motion to table, and upon majority vote of the members present; the discussion will be tabled until a subsequent meeting.

SECTION IV. Special meetings may be called at the direction of three officers or at the request of five voting members.

## **ARTICLE V**

SECTION I. Medomak Valley All Sports Boosters Club shall abide by the attached code of ethics.

## **ARTICLE VI**

SECTION I. Recommended changes to these by-laws may be requested by any member of the club to be voted on at a subsequent meeting and passed by a 2/3 majority of the members present.

Originally presented 6-21-1993

Amended 12-9-1997	Attest	_____ Kyle Santheson, President
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Amended 5-13-2002	Attest	_____ Liz Chase, Vice President
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Amended 10-26-2005	Attest	_____ Pam Blackman, Treasurer
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	Attest	_____ Margaret Hunt, Secretary
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# Medomak Valley All All Sports Boosters Club

## Code of Ethics

The Medomak Valley All Sports Boosters Club is committed to maintaining a supportive and orderly environment. These expectations are based on the values identified as essential to ethical and responsible behavior. The club believes that each member should take responsibility for his/her own behavior. The Code applies to members who are on school property, who are in attendance at any school-sponsored activity, or whose conduct at any time or place directly interferes with the operations, discipline, or general welfare of the school. With rights come responsibilities. Members are expected to demonstrate ethical and responsible behavior consistent with the school community's values. Such conduct is fundamental to a supportive, safe, and orderly school environment and a civil society. It is important to recognize at the outset that none of these values stands alone above the others. Each is one of eight, identified by the community, which serve together as pillars of ethical behavior in our community.

### FREEDOM

An ethical member of the MSAD #40 Community: recognizes the rights and protects the liberty of others; honors freedom of expression; allows for and participates in the free discussion of ideas; respects the choices others make; tempers free will with responsibility; participates in the functions of a democratic society; and makes allowances for differing viewpoints and learning styles.

### CURIOSITY

An ethical member of the MSAD #40 Community: listens to all information objectively; values new ideas; rises to challenges; asks questions; takes risks and explores opportunities; learns from the questions and answers of others; and recognizes the joy that comes from learning.

### RESPECT

An ethical member of the MSAD #40 Community: appreciates the differences and worth of all individuals; values traditions while being open to new ideas; honors family, community, and school; recognizes the value of all creatures; values him/herself; and works with others in ways which serve the entire community.

### HONESTY

An ethical member of the MSAD #40 Community: is truthful in word, in action and in self representation; takes responsibility for wrong-doing; honors those who admit transgression; allows for open discussion; recognizes that none of us is perfect; and speaks truth to power.

### RESPONSIBILITY

An ethical member of the MSAD #40 Community: honors commitments to society; cares for him/herself and others; keeps promises; works to maintain freedom; helps all members of the community achieve their aspirations; and considers the consequences of actions.

### COMPASSION

An ethical member of the MSAD #40 Community: accepts the worth and contributions of all members of the community; is patient with others; honors differences in learning style; listens; has a sense of humor; and identifies with and understands the situations, feelings, and motives of others.

### INTEGRITY

An ethical member of the MSAD #40 Community: adapts to change; fulfills his or her commitments; makes choices, which create positive change; seeks balance and wholeness; and acts with humility.

### TOLERANCE

An ethical member of the MSAD #40 Community: listens to ideas with an open mind; welcomes diversity; adapts to the needs of others; recognizes the rights of others; learns from that which he/she does not yet know; seeks peaceful ways to express dissent; and attempts to understand other points of view.