

Vernon Township Public Schools
Vernon, NJ

Constitution and By-Laws of the Vernon Viking Club

Mission Statement

The mission of the VTHS Viking Club is to bring parents of athletes together in fundraising efforts to support the athletes by awarding scholarships as well as funding unbudgeted expenses to benefit the athletic teams.

Objectives and Purpose:

- I. To give a better understanding of the operations, programs, and activities of the Vernon Township High School Athletic Program, and in turn, to assist in informing and communicating this information to the general public.
- II. To assist in meeting the challenges associated with the rapid growth of the Vernon Township High School Athletic Program.
- III. To unite coaches, athletes, faculty and the public in the common goals of athletic competition.

Basic Policies:

- I. The association shall cooperate with the high school to support and promote athletic participation and scholastic achievement among the students at Vernon Township High School (VTHS) and to encourage community interest in the athletic programs of VTHS.
- II. The association shall exist to support and promote all athletic programs sponsored by VTHS, and in no manner or means will support or endorse any group division according to individual athletic program. The association is the sole support of all athletic programs, and must therefore remain unified in its role.
- III. Criticism of any coach, individual players, or team shall not be voiced in an open meeting.
- IV. The association shall not, directly or indirectly, participate or intervene in any way, including the publishing or distributing of statements, in any political campaign on behalf of, or in opposition to, any candidate for public office.

Membership:

- I. Membership in the VTHS Viking Club shall consist of interested adult citizens of the community, coaches, athletic administrators and the Principal or the Vice Principal of the VTHS. *A Member in good standing shall be a paid member and one who has attended at least three (3) general meetings in the previous twelve (12) months prior to any vote.*
 - a. Dues shall be \$5.00 per year for general membership.
 - b. Fan Club membership due of \$15.00 will be accepted until one week prior to the first home game.

Meetings:

- I. Meetings of the general membership will be the second Monday of each month during the school year.
- II. VTHS shall be the meeting place unless a 2/3 majority of the Executive Board shall otherwise designate or if said meeting were to interfere with the functioning of the school activities.
- III. A special meeting may be called at the request of two or more executive board members.

Officers:

- I. Elected officers of the Viking Club shall be:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Volunteer Chairperson
- II. Elected officers and the Board of Trustees shall be known as the Executive Board.
- III. The term of elected office shall be one year, commencing on July 1 and ending on June 30.
 - a. The President may declare any elective office of this club vacant when the member holding such office shall have been absent for three (3) or more meetings for reasons not acceptable to the Executive Board
 - b. When a vacancy occurs on the Executive Board, notification shall be given to the general membership and opportunity shall be provided for interested members in good standing to apply.
- IV. Parents who no longer have children attending Vernon Township High School may not hold elective office in the Viking Club.
- V. The Executive Officer of the Viking Club shall be the Principal, Assistant Principal or Athletic Director.

The Board of Trustees shall consist of the Executive Office and two appointees.

- Trustee.
 - a. Term shall be two (2) years for appointed member of the Board of
 - b. Shall maintain general supervision over the activities and financial affairs of the Viking Club.
 - c. Shall act as advisors to the elected officers.
- VI. Any member seeking an elective office must be a member in good standing of the Viking Club.

Resignation and Special Appointments:

- I. Notification of resignations shall be given one month prior to its acceptance except in the case of emergency.
- II. Resignation should be submitted in writing to the Executive Board and read to the membership by the secretary at the general meeting immediately following the receipt of the letter.
- III. Voting by the Executive Board members on candidates for special appointment shall be by secret ballot unless a 2/3 majority of the Executive Board members present desire a voice vote.

Nominations and Elections:

- I. The President shall appoint a nominating committee at the April general meeting.
 - a. The nominating committee shall submit eligible names for each elective office at the May general meeting.
Nominations of parents shall take into consideration but not to be limited by diversity of grade levels and athletic team representation.
 - b. Following the reading of the nominating committee's list of candidates, the President shall then ask for nominations from the floor by members in good standing.
 - c. After all members have had sufficient time to make desired nominations; such nominations shall be closed by proper motion and vote of the club.

Duties of Officers:

- I. President
 - a. Shall preside over all meetings.
 - b. Shall uphold and enforce the constitution and bylaws of this club, and declare as out of order and suppress all acts and motions not in harmony with the objectives and basic policies of the club.
 - c. Shall approve all vouchers and disbursements as directed by the club.
 - d. Shall appoint trustees with assistance of Executive Officer.
 - e. It is advisable that the President attends all Viking Club events.
- II. Vice President

- a. In the absence of the President, the Vice President serves in his/her place and assumes all Presidential duties.
- b. Shall assist the President at all times in the proper conduct of the club.
- c. It is advisable that the Vice President attends all Viking Club events.

III. Secretary

- a. Shall issue notices at all meetings of the club
- b. Shall conduct the correspondences.
- c. Shall record the minutes of all regular meetings.
- d. Shall keep attendance records for all general meetings.
- e. Shall keep on file all records of the club and shall be prepared to produce them whenever called upon.
- f. Shall read and write all reports and correspondence as the club may direct him/her.
- g. It is advisable that the Secretary attend all Viking Club events.

IV. Treasurer

- a. Shall receive all monies and place them in an account as directed by the Executive Board.
- b. In the absence of the President and the Vice President shall assume the duties of the presiding officer.
- c. Shall pay all monies as approved by the President or Executive Officer.
- d. Shall issue a statement of the finances of the club at each meeting.
- e. He/she shall at the expiration of his, her term of office, deliver to his/her successor or other designated person by the elected officers all records.
- f. It is advisable that the Treasurer attends all Viking Club events.

V. Volunteer Chairperson

- a. Shall keep a current list of all members.
- b. Shall coordinate all volunteers as needed for Viking Club activities.
- c. It is advisable that the Volunteer Chairperson attends all Viking Club events.

Scholarships:

- I. Scholarships shall be given to qualified, college bound, student-athletes, when the club is financially able, with the amount and quantity of scholarships to be determined each year by the scholarship committee.
- II. The Gary Sparta Scholarships shall be given annually to one male and one female in an amount that is greater than standard scholarships to qualified, college bound, student athletes.

Committees:

- I. All committee chairpersons shall submit a written report of their records to the President by the May meeting.

Amendments:

- I. The Constitution and By-Laws of the Vernon Viking Club can be amended or repealed upon two (2) readings of suggested amendment or repeal at consecutive regular meetings with a vote to take place at a second meeting.
- II. The amendment or repeal must be approved by two-thirds (2/3) of the voting membership.

Rules of Order:

- I. Robert's Rules of Order shall govern all meetings.

Dissolution:

- I. The dissolution of the Vernon Viking Club shall be by a majority vote of the Executive Board and then be brought to the floor of the general membership. It shall further be decided by said members that the net assets of the Club should be donated to the Viking Club Scholarship Committee for the specific use to be distributed to deserving college bound student athletes.

These By-Laws were unanimously approved by the voting membership of the Vernon Viking Club.