



BROKEN ARROW TIGER SPORTS MEDICINE PROGRAM BOOSTER CLUB BY-LAWS

Article I

The name of this organization shall be the Broken Arrow Sports Medicine Booster Club.

Article II

The objective of the Broken Arrow Sports Medicine Club:

Section 1: To help promote participation and maintain an enthusiastic interest in the Broken Arrow Sports Medicine Program.

Section 2: To provide or lend at all possible financial support to the Broken Arrow Sports Medicine Program. The main objectives being:

- The purchase of Sports Medicine equipment for Broken Arrow
- The purchase of Sports Medicine clothing gear for the students.
- The purchases of items needed for maintenance/repair of the training room and equipment.
- Monetary support for the associated activities.
- Support for clinics or camps for the students.
- Support in travel expense for the students when traveling with teams.

Section 3: To cooperate with the Certified Athletic Trainers' on staff and the Board of Education that the Sports Medicine Program be kept to the highest possible standards.

Section 4: To operate and be responsible for all fundraiser events for the Broken Arrow Sports Medicine Program.

Article III

Membership: The membership of the club shall not be limited. Anyone interested in the progress and development of the Sports Medicine Program of the Broken Arrow School System is eligible for membership. The Booster Club shall solicit an annual membership fee. Dues for family member's whose child(ren) currently participates in the program will be \$10/parent; alumni students or family of alumni will be \$20/person; and anyone outside the program will be \$50/person per year. These dues will be in addition to a clothing fee of \$200/student. All persons who have current with their annual membership dues to the Broken Arrow Sports Medicine Program are to be considered active members, with the automatic inclusion of the Broken Arrow Certified Athletic Trainers (ATCs). All active members are entitled to vote. Members, however, can be voted out if rules are being broken, by causing multiple disruptions in meetings, anything that could be considered detrimental towards the club as a whole.

Article IV

The officers of this club shall be President and President-Elect, until such a time that additional positions are needed. To be eligible for an officers position, an active booster member's child(ren) must be a participating part of the sports medicine program as a sports medicine aide. The positions shall be nominated by any active member. An application will need to be filled out and placed on file. Both the nomination and the application will be due to the ATC office no later than two weeks prior to the voting Booster meeting. With the approval of the certified athletic trainers, they will then be added to a ballot. The certified athletic trainers will have the final say on who is placed on the ballot. The nominees will then be voted on by the active and present members of the booster club. The term for all positions shall be one year and will be voted on in the last meeting of the current school term. Vacancies shall be filled by appointment by the President for the remainder of the school term.

Duties of the President

The President shall:

1. Preside at all meetings of the club.
2. Appoint all committees
3. Shall be ex officio, a member of all committees.
4. Keep accurate record of all receipts & disbursements, showing each activity separately as well as a complete record of all funds.
5. Receive all funds due the club and deposit all in the account of the Broken Arrow Sports Medicine Booster Club.

Duties of the President-Elect

1. The President-Elect shall assume all duties of the President in his/her absences and any other duties as assigned by the President.
2. Keep records and minutes of all meetings, and attend to correspondences
3. Make arrangements of meeting places.

Article V

Fund Raising Activities (an example of, but not limited to):

1. Athletic Physicals
2. T-shirt/Apparel sales
3. Wristbands
4. BOK concessions
5. Kettle corn/Candy Sales
6. Car washes
7. Restaurants

Article VI

Method of disbursement of funds to comply with school requirements:

- The Broken Arrow Sports Medicine Program Booster Club fund shall be used for the purpose of purchasing gear for the students and staff; purchasing of equipment for sports medicine; helping with clinics or camps; helping with any additional travel costs, additional activities for the students, banquets, awards, senior gifts.

- Activity fund accounting and expenditure procedures, defined by Oklahoma State School Law and the Broken Arrow Board of Education, shall be observed. Those requirements include observance of competitive bidding requirements and advance approval of purchase orders prior to obligation of funds.
- All purchase requisitions shall be submitted to the high school activity fund.
- Purchase requisitions for anything other than operating funds shall require the approval of the President and Vice President prior to submitting a purchase requisition. Purchases totaling \$500 or more shall require approval of the certified athletic trainers and by the officers by a majority vote prior to submitting the purchase requisition.

Article VII

Meetings

Section 1: A minimum of three meetings per school semester must be called for the purpose of electing officers, reviewing funds reports and conducting any other business as required to fulfill the objective of the Booster Club. Special meetings may be called by the President or other elected officials with a written notice to other members. The required three meetings per school semester shall be called by the elected officers at a date, time and location agreed to by them and the active members.

Section 2: The last scheduled meeting shall be called upon to elect the officials for the following school year.

*2022-2023 Broken Arrow Sports Medicine Booster Club
Officer List*

President:

Abbie Conkling
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Vice President:

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Secretary:

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