

J. FRANK DOBIE FFA BOOSTER CLUB

POLICIES AND PROCEDURES

ARTICLE I NAME

This organization shall be known as the J. FRANK DOBIE FFA BOOSTER CLUB

ARTICLE II OBJECTIVE

1. To assist the Vocational Agriculture Instructor, when called on in matters pertaining to Vocational Agriculture.
2. To help promote the interest of the parents and guardians of the students in Vocational Agriculture at J. FRANK DOBIE HIGH SCHOOL and in the community.

ARTICLE III MEMBERSHIP

1. VOTING-Any parent or guardian of a student enrolled in vocational Agriculture in J. FRANK DOBIE HIGH SCHOOL, or parent or guardian of a student who at the discretion of the Vocational Agriculture Instructor, due to a schedule conflict may vote.
2. NON-VOTING-Any person, with the desire to participate, either singular or as a group, to support and promote goodwill for the J. FRANK DOBIE HIGH SCHOOL FFA after being accepted by the voting membership.

ARTICLE IV ORGANIZATIONAL STRUCTURE

Any voting member can become an officer and the term will be for 12 months. A meeting will be called once a year for election of officers. The officers of the organization shall be as follows: President, Vice-President, Secretary, and Treasurer, Barn Director, PR Director, Social, and Fundraising.

PRESIDENT-Shall preside at all meetings, maintain general supervision of the club, make suggestions to the membership as he/she may deem advisable. Work closely in providing assistance to the Ag Instructor. Assist the Ag Instructor and the officers in general supervision of the club.

VICE-PRESIDENT-Shall, in absence of the President, preside at all meetings. The VP shall succeed the office of President in the event of death, resignation, or removal of the President for cause.

SECRETARY-Shall keep an accurate account of the meeting, to be transferred into a ledger and read at the following meeting.

TREASURER-Shall be the custodian of the cash funds and shall deposit and disburse such funds as determined by the membership. The Treasurer shall sign all checks issued by the Club. The Treasurer shall keep accurate, up to date record of the organization's finances and be prepared to submit a financial report at any time necessary.

BARN DIRECTOR-Oversee facilities in order that work projects and other needs can be communicated to the Ag Instructor, Officers, and Parents. This committee will supply leadership on scheduled work days and the schedules for general upkeep as well.

PR DIRECTOR-Shall assist the President in gathering information for mailouts and handouts, maintain current addresses and phone number list, coordinate telephone communication with parents, and attempt to secure local business participation at the Pasadena Livestock Show & Rodeo Auction. Communicate with local newspapers (i.e. South Belt Leader, Pasadena Citizen, etc.) concerning Ag Student participation, awards, fund raisers and other activities that are newsworthy.

SOCIAL-Shall coordinate and provide assistance for dances and banquets including decorations, set up and clean up.

FUNDRAISING-Shall assist in the planning of all fund-raising events. After the membership has voted to approve a fund raising event, this committee will be responsible for coordinating and providing leadership.

ARTICLE V ORDER OF BUSINESS

1. The Club shall meet the third Thursday of the month. Meetings will be run by Roberts Rules of Order. Special meetings may be called at the President's discretion.
2. Amendments to the by-laws may be made by a 2/3 majority vote of the members present. The members present at a duly called meeting shall present a quorum. To be put to a vote, the amendment must have been presented to the general membership at the previous regularly scheduled meeting.

ARTICLE VI DEBT

No Officer or Member of the J. FRANK DOBIE BOOSTER CLUB shall incur any liabilities in the name of the J. FRANK DOBIE HIGH SCHOOL BOOSTER CLUB without the express authority of the voting membership or the Vocational Agriculture Teacher at J. FRANK DOBIE HIGH SCHOOL.

ARTICLE VII BUYING OR SELLING ITEMS

The Vocational Agriculture Teacher at J. FRANK DOBIE HIGH SCHOOL may buy or sell any items deemed necessary for, animals, barn, or programs at J. FRANK DOBIE HIGH SCHOOL.

ARTICLE VIII

Any programs adopted by the J. FRANK DOBIE FFA BOOSTER CLUB must be approved by the J. FRANK DOBIE HIGH SCHOOL Vocational Agriculture Teacher.