

**CONSTITUTION AND BYLAWS
OF
HAVERFORD ROBOTICS BOOSTER CLUB**

PREAMBLE

We the members of Haverford Robotics Booster Club, subscribing to the regulations and policies of Haverford Township and the Commonwealth of Pennsylvania, establish this Constitution to govern the matters within our organization.

ARTICLE I- IDENTIFICATION

Section 1 Name

The name of this organization shall be “ *Haverford Robotics Booster Club*”. Versions will include “*HRBC*”.

Section 2 Affiliations

Haverford Robotics Booster Club is affiliated with Haverford High School’s Robotics club and the School District of Haverford Township, Havertown PA 19083.

ARTICLE II- PURPOSE

Section 1 Purpose

Haverford Robotics Booster Club will provide financial assistance to the Haverford High School Robotics Club and conduct outreach in Haverford Township and within the Commonwealth of Pennsylvania.

ARTICLE III- MEMBERSHIP

Section 1 Membership

Voting membership should be defined as limited to current mentors and parents of current student members of the Haverford High School Robotics Club. Members will be eligible to vote after participating in at least (but not limited to) two robotics club meetings or events in consecutive months.

Section 2 Removal of Membership

A member or board member can resign by emailing any of the officers. It will then be officially announced at the next monthly meetings.

A member will be terminated for disobeying any of our policies listed here on a repeat basis. The termination process will consist of first, having a meeting with one of the officers as a warning, there will be a follow up meeting two weeks later to establish whether there have been behavioral improvements or infractions. There will then be a final meeting with the President and Vice President

to discuss the proper course of action. If the member feels they are being wrongly terminated they may appeal at the next club meeting.

Section 3 Non Discrimination

The PA Human Relations Commission promotes equal opportunity for all and enforces Pennsylvania's civil rights laws that protect people from unlawful discrimination. As a Pennsylvania's civil rights leader, it is our vision that all people in Pennsylvania will live, work, and learn free from unlawful discrimination.

ARTICLE IV- MEMBERSHIP FEES

Section 1 Dues

Dues will not be required for club membership.

Section 2 Categories of Membership

Voting membership should be defined as limited to active board members. Members will be eligible to vote after participating in at least (but not limited to) two consecutive Haverford Robotics Club meeting. Meetings will be considered events, competitions and outreach activities. Others such as faculty, alumni, professionals, parents, etc. are encouraged to become members but as non-voting associates or honorary members.

ARTICLE V- OFFICERS

Section 1 Officer Eligibility, Roles, Responsibilities

– President: The role of the President shall be decided by a general membership vote on a predetermined election date. The President's primary roles shall include being responsible for presiding over meetings, engaging with Haverford High School Robotics Club, School District of Haverford Township and other entities that provide support for the Haverford High School Robotics Club in all of their endeavors. The President's term length shall be one academic year.

– Vice President: The role of the Vice President shall be decided by a general membership vote on a predetermined election date. The Vice President shall be responsible for taking minutes during general meetings, managing communications between HRBC and outside organizations, to relate information regarding meetings, elections and votes and presiding over elections. The Vice President's term length shall be one academic year.

- Treasurer: The role of the treasurer shall be decided by a general membership vote on a predetermined election date. The Treasurer shall be responsible for budget planning, financial reporting, record-keeping and managing incoming and outgoing funds.

– Officers: Officer positions shall be defined and appointed by the President. There must be at least 2 officers on the council.

Section 2 Officer Term Limits

The term for the president, vice president, treasurer and an officer shall be one academic year.

Section 3 Officer Removal

If a board member does not abide by any of the bylaws stated in this document. They may be terminated after first having a meeting regarding the behavior after two weeks if behavior doesn't then there will be a second meeting.

ARTICLE VI- ELECTIONS

Section 1

Election of the President, Vice President and officers shall be held every academic year, no later than May 31, this election will be for the following academic year. Any member who has attended at least one meeting a month for the last two months consecutively may run for office. The vote will be conducted by hand and the person in charge of taking the vote will be an officer or member who is not currently up for election.

Section 2

If there is an unexpected vacancy there will be an emergency election held at the next bi monthly meeting. This vote will be conducted by the most senior board member by time served.

Article VII – MEETINGS

Section 1

Meetings of Haverford Robotics Booster Club shall be held, monthly. The President shall alert members of meeting times.

Section 2

When making decisions as a group in our meetings, a quorum shall consist of 51% of voting members present at any given meeting.

Article VIII – DISBURSEMENT OF FUNDS

Section 1

All disbursements of funds must be approved by the Treasurer .

Section 2

Reimbursement of expenditures will only be accepted for members who have retained an original, itemized receipt and a description of the expenses incurred.

Section 3

Any expenditure in excess of \$20.00 must be approved by a majority of the organization officers.

Section 4

All financial transactions of the organization will be managed through a Haverford Robotics Booster Club account.

Section 5

Dissolution of the the Haverford Robotics Booster Club requires all Officers to vote unanimously for Dissolution. Upon Dissolution any remaining funds must be used exclusively for exempt purposes related to the Haverford High School Robotics Club.

Article IX - CONFLICT OF INTEREST

Section 1

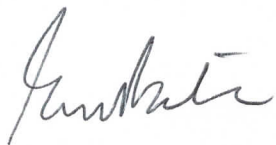
The Treasurer of HRBC shall not be an officer in another organization other than Haverford Robotics Booster Club or Haverford High School Robotics Club

Article X – AMENDMENTS

Section 1

Any elected board member can make an amendment to the constitution. They will need over 51% of votes from all present club members, the vote will be conducted at a bi-weekly meeting with at least two weeks notice.

Gianine Breslin, President, Signature, Date

 2/9/23

Cassandra Pezza, Vice President, Signature, Date

 2/9/23

Kevin Connell

2/9/2023

Kevin Connell, Treasurer, Signature, Date