

# Waunakee Wrestlebackers Inc.

## Bylaws

August 23, 2017

### Article One

#### Objectives:

- A. To financially support and promote the wrestling programs of the Waunakee Community School District.
- B. To Develop and maintain lines of communication between athletes, managers, parents, coaches, school administration and the public concerning the wrestling programs of the Waunakee Community School District.

### Article Two

#### The Wrestlebackers consists of the following:

##### A. Executive Committee:

President – Active parent, Alumni or fan of Waunakee wrestling

Treasure – Active parent, Alumni or fan of Waunakee wrestling

Secretary - Active parent, Alumni or fan of Waunakee wrestling

##### B. Voting Members:

Each level of wrestling will have a voting member consisting of the head coach from High School, Middle School, and Club Level. With a 4<sup>th</sup> member, to be designated as the WWC/WWF Coordinator, or a member at large designated by the voting members and executive committee.

C. General Members are any parent, Alumni or fan of Waunakee Wrestling.

### Article Three

The Executive Committee shall be elected by the Voting Members and the general membership with a ballot system. Officers shall serve a 2 year term beginning on June 1 and ending on May 31. If an officer runs unopposed then, with his/her consent, he/she will remain in office for the upcoming term.

#### Officers Responsibilities:

##### A. President:

1. Scheduling and presiding over meetings
2. Developing an agenda for the monthly meetings.
3. Serving as liaison to the Athletic Director and Principal.

B. Treasurer:

1. Maintain, review and report on the monthly financial statements.
2. Disperse funds upon approval by the voting members of the Wrestlebackers. The President of the Wrestlebackers has complete and final control of the Wrestlebackers Fund Disbursements up to \$250.00 without a vote. If limit is to be exceeded and situation is time sensitive, a vote by email amongst executive committee and voting members shall suffice.

C. Secretary:

1. Taking and distributing minutes for all meetings of the Wrestlebackers.

D. Attendance at all meetings of the Wrestlebackers is a requirement of those people elected to the offices of President, Secretary, Treasure, and voting members. If any of these members need to be replaced at anytime, the remaining members may elect a suitable person to fill the position for the remainder of the term.

E. All officers will serve a maximum of 2 consecutive terms.

F. The offices of Treasurer and Secretary will be voted on opposite years of the office of President.

## **Article Four**

### Duties of the Executive Committee:

A. The Executive Committee shall meet with the Principal, the Athletic Director and any other school representative as deemed necessary by the school to discuss proposed fundraising efforts and any other projects necessary to support the approved Wrestlebackers budget. If a meeting is not called, then the Wrestlebackers will conform to any other alternate process established by Waunakee Community School District.

B. Proposals for Middle School/High School fundraisers will be submitted to the Athletic Director at least 72 hours prior to the next scheduled Wrestlebackers meeting and be discussed in Executive Session.

C. The Executive Committee and voting members shall meet on the second Wednesday of each month in open session starting in September and running to May 31.

D. The Executive Committee and voting members can at any time meet at an added date with notice given to the public.

E. Prepare annual budget and review future needs of the Waunakee Wrestling programs.

Duties of the General Members:

A. Attend and support all activities sponsored by the Wrestlebackers.

B. Vote for Executive Officers biannually.

**Article Five**

Process for request for funds proposal (Middle School/High School only):

A. A Request for Funds Form (provided by the Waunakee Community School District) should be completely filled out and submitted to the Athletic Director with a copy to the Wrestlebackers President at least 72 hours prior to the next scheduled Wrestlebackers meeting. The Team Representative should be prepared to present the proposal at the next scheduled meeting and answer any questions from the Officers, Voting Members, and General Members. A vote of recommendation for approval by the officers and voting members will then be taken and submitted to the Waunakee Community School District Athletic Director and Principal for approval. An answer will be provided by the following Wrestlebackers meeting if not before. The Athletic Director or Principal will then submit the request to the Waunakee Community District School Board for final approval. An answer will be provided by the following Wrestlebackers meeting if not before.

B. Financial Reports

1. The Treasurer will give summaries of approved requests for funds from the Wrestlebackers and Waunakee Community School District.

2. The Treasurer will give monthly financial reports to the Executive Committee, Voting Members, and General Members on a monthly basis.

3. Our fiscal year starts on August 1 and ends on July 31 of each calendar year.

**Article Six**

Rules and Regulations

A. All meetings shall have typed minutes. Previous meeting minutes will be reviewed and approved at the next meeting. The minutes will be available upon request.

B. The method used to vote on any motion will be the popular vote between the Executive and Voting Members. Members will raise their hands with total yes vs. no counted and recorded in the

meeting minutes. Before motions are voted upon, a general discussion amongst the Executive Committee, Voting Members, and general members will take place.

C. A minimum of four (4) affirmative votes is required to pass a motion.

D. None of the members, including the Executive Committee, Voting Members and/or General Members are eligible to be compensated by the organization for their work performed for the benefit of the organization. Everyone is working on a unpaid volunteer basis.

F. Upon the dissolution of the Waunakee Wrestlebackers Inc, all assets and funds will be distributed to the Waunakee Community School District Athletic Department for the benefit of the wrestling program so long as the Waunakee Community School District is a qualified 501(c)(3) recipient, otherwise they will be distributed based on Wisconsin state law.

The Waunakee Wrestlebackers Inc Executive Committee and Voting Members voted on and approved these bylaws on August 23, 2017. Two of the Executive Committee Members in attendance and approving of were:

*Jim Scott - President*  
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Jim Scott

President

*Daniel J. Olkowski - Treasurer*  
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Daniel J. Olkowski

Treasurer