

Tamaqua Area Booster Board (TABB)

By-Laws

ARTICLE I. NAME

The name of this organization shall be known as the: TAMAQUA AREA BOOSTER BOARD (TABB).

ARTICLE II. OBJECTIVE

To obtain a Small Games of Chance License (SGOC) for the Tamaqua Area School District (TASD) and to document, manage and report all monies collected by all organizations approved by the Tamaqua Area School Board (TASB) under this license.

ARTICLE III. NATURE

SECTION 1. The TASB will approve the formation of the TABB and have the option to terminate the TABB at anytime. The Tamaqua Area Athletic Director will act as liaison between TASB and TABB.

SECTION 2. The TABB will have membership open to all organizations approved by the TASB or Superintendent for the purpose of supporting school related activities. Approved organizations to be named on the annual SGOC license application.

SECTION 3. The TABB will be responsible for ensuring that all Pennsylvania SGOC requirements are met for TASD's SGOC license.

SECTION 4. The TABB will define the documentation and data requirements for each TASB approved organization utilizing the SGOC license. The information will be consistent with PA Department of Revenue reporting requirements for SGOC.

ARTICLE IV. MEETINGS

SECTION 1. Robert's Rules of Order will govern all meetings and election of officers.

SECTION 2. A Quorum is necessary to conduct business. A quorum is composed of at least one (1) officer and two (2) members.

SECTION 3. Regular meetings will be held quarterly. The date, time and location of each meeting will be published.

Original: August 13, 2012

Amendment (Article III, Section 2): July 29, 2019

ARTICLE V. OFFICERS

SECTION 1. The officers shall consist of President, Vice-President, Secretary and Treasurer.

SECTION 2. All officers shall be elected annually during the summer meeting. Voting shall be conducted by voice vote.

ARTICLE VI. POWERS

SECTION 1. The President shall preside at the meeting and is responsible for the distribution of the SGOC tickets, recording ticket numbers, and receives unused tickets.

SECTION 2. The Vice-President will serve in the absence of the President.

SECTION 3. The Secretary will record and maintain the minutes of each meeting.

SECTION 4. The Treasurer will maintain all financial records, collect monies, manage the TABB financial account, pay TABB bills and file the annual report as required by the PA Department of Revenue.

SECTION 5. All requests for disbursement of TABB funds shall be in writing or email to the Treasurer.

ARTICLE VII. USE OF LICENSE

SECTION 1. The primary use of the license will be authorized to the booster/organization directly supporting the scheduled event/activity. The booster club/organization must be a current member of the TABB in good standing.

1a. Any or all organizations in good standing may request the use of the license at an event in which they are not the primary sponsor of the event; provided any primary user forfeits use.

SECTION 2. All TASB approved organizations shall notify the TABB Secretary in writing or email before they utilize the TASD's SGOC license for their fundraiser.

SECTION 3. The TABB will provide each member organization a summary of operation, reporting and recordkeeping requirements as defined by the PA SGOC law.

SECTION 4. All TASB approved organizations shall keep required documentation as defined by the TABB for fundraisers utilizing the SGOC license. This information shall be submitted to the TABB Treasurer after the fundraiser. This information is required by the Treasurer to submit the SGOC Annual Report to the PA Department of Revenue.

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