

**NORTH ALLEGHENY  
UNIFIED BOOSTERS ORGANIZATION  
BY-LAWS**

**ARTICLE I – NAME**

The name of this organization shall be the NORTH ALLEGHENY UNIFIED BOOSTERS ORGANIZATION (sometimes hereinafter referred to as the “NAUBO”).

**ARTICLE II – PURPOSE/GOALS**

**Section 1.** The Purpose of the North Allegheny Unified Boosters Organization is:

- A. Promote school spirit and pride in the North Allegheny Community.
- B. Works to provide a means for better communication among all boosters, sport, school and community groups and to promote and encourage students and community support for all North Allegheny events, activities and sports.

**Section 2.** The Goals of the North Allegheny Unified Boosters Organization are:

- A. To promote and encourage school spirit and pride in all student activities.
- B. To provide communication to the representatives of NAUBO to be shared with all North Allegheny School District families.
- C. To serve the North Allegheny School District Community by providing funds for projects that promote the purpose and goals of the NAUBO

**Section 3.** The NAUBO shall operate in full support of the Athletic Director and his/her staff.

**ARTICLE III – MEMBERSHIP**

**Section 1.** North Allegheny Unified Boosters Organization membership consists of :

- A. One representative or alternate from each school activity booster organization sanctioned by any school within the North Allegheny School District.
- B. A parent or coach, or alternate parent for school activities lacking a booster organization,

C. Residents of the North Allegheny School District who desire to be active in the NAUBO.

**Section 2.** Each booster group and school activity as identified above shall advise the Secretary of the NAUBO as to its designated representative.

## **ARTICLE IV – ORGANIZATION**

### **Section 1. Executive Board**

A. NAUBO shall have an Executive Board which shall be responsible for carrying out the purposes and goals of the organization.

B. Nominations and appointments of officers will occur at the last regularly scheduled meeting of odd numbered years.”.

C. The Executive Board shall be made up of the officers of the NAUBO.

D. Executive Board has the right to approve projects, etc. monies up to \$1,500 without membership approval. (Added 9/11/13)

E. In the event of a vacancy in any office of the elected officers of the NAUBO the Executive Board shall have the power to appoint a successor for the unexpired term.

### **Section 2. Officers**

The officers of the NAUBO shall consist of President, Vice-President, Secretary, Treasurer and Past President.

### **Section 3. Term**

The term of officers shall be 2 years, with the term beginning on July 1<sup>st</sup> (odd numbered year) and ending on June 30<sup>th</sup> (even numbered year)

## **ARTICLE V – DUTIES OF OFFICERS**

### **Section 1. President**

It shall be the duty of the President to preside at all regular, executive board meetings, and special meetings of the NAUBO. The President shall perform all the duties of the office, shall act as Chairman of the Executive Board and shall appoint all committee chairpersons.

### **Section 2. Vice- President**

The Vice-President will assume the responsibilities of the President in his/her absence as long as necessary or until replaced by the Executive Board. The Vice-President will also be responsible for any NAUBO publicity. The President shall assign any other responsibilities deemed necessary.

### **Section 3. Secretary**

It shall be the duty of the secretary to keep minutes and records of all UBO meetings. This includes the meetings that are regularly scheduled, special meetings, and those of the Executive Board. The Secretary will maintain rosters and be the official recorder of UBO activities and its correspondence.

### **Section 4. Treasurer**

It shall be the duty of the Treasurer to receive all monies due to the NAUBO and deposit in an insured bank account approved by the Executive Board. The Treasurer shall disburse the funds of the NAUBO only for purposes approved by the NAUBO. The Treasurer shall present a statement of account at all regular meetings and at other times when requested to do so by the President. The Treasurer shall prepare a budget, which will be presented to the membership at the September meeting. The President shall assign any other responsibilities deemed necessary

### **Section 5. Past President**

The past president will serve on the board in an advisory capacity so that expertise gained through experience may be utilized. The past president shall have voting privileges. (Added 11/11/08)

## **ARTICLE VI – MEETINGS**

**Section 1.** The Executive Board shall meet prior to the General Meetings of the NAUBO.

**Section 2.** General meetings of the NAUBO will be held during the school year with dates established at the last meeting of the prior school year.

**Section 3.** Quorum

**A.** A quorum for meetings of the Executive Board shall be not less than three (3) members of the board who must be present in order to transact business.

**B.** Quorum for general meetings of the NAUBO must be the majority of representatives or their alternates in order to transact business.

**Section 4.** Sessions of the Executive Board and the General Meetings shall be presided over by the President or in the absence of the President, by the Vice-President.

**Section 5.** Each member of the NAUBO shall be entitled to one vote. Voting by proxy or by absentee ballot is prohibited. In the absence of the representative, the alternate for that Booster Organization/school activity is entitled to vote.

## **ARTICLE VII – ORGANIZATION COMMITTEES**

**Section 1.** The Executive Board may create such committees, as it may deem necessary to promote the objectives and carry on the work of the NAUBO. The term of each chairman shall be one (1) year.

**Section 2.** The Chairman of each Committee shall present a plan of work to the Executive Board for approval at the beginning of each school year. No committee work shall be undertaken without the consent of the Executive Board.

## **ARTICLE VIII – AMENDMENT**

**Section 1.** These By-Laws may be amended by a two-thirds vote of the members present at any general meeting. Such amendments will be shared with all members.

**Section 2.** The Executive Board and/or members of the NAUBO may propose amendments to the By-Laws.

## **ARTICLE IX – PROCEDURE**

Robert Rules of Order shall be used to determine any questions of procedure, which may arise at any meeting of the NAUBO or the Executive Board.

Revised and Approved 9/10/2025