



**SOUTHERN UTAH UNIVERSITY**  
**Policies and Procedures**

**Policy # 13.21**  
**Date Approved: 07/27/90**  
**Date Amended: 09/11/92**  
**Reviewed w/no Changes:**  
**Office of Responsibility: Pres**  
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**SUBJECT: THUNDERBIRD ATHLETIC CLUB**

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- I. **PURPOSE:** To govern its organization and operation, a constitution for the Thunderbird Athletic Club was developed and adopted in 1984.
  
- II. **POLICY:**
  - A. Any individual, agency, or organization promoting institutions intercollegiate athletic program is subject of provisions of the NCAA regarding Representatives of Athletics Interests (Bylaws 13.02.10 and 6.4).
  
  - B. The official, recognized organization representing the athletics interests of the University is the Thunderbird Athletic Club, and affiliate of the University Development Office.
  
  - C. All funding for the operation of the Club and for the advancement of the athletic program shall be collected, accounted for, and expended according to SUU investment and money management policies and procedures, and all accounts shall be audited periodically.
  
- III. **BYLAWS**

**ARTICLE ONE**

**NAME AND PURPOSE**

1. **NAME.** The name of this organization is the Thunderbird Athletic Club, hereinafter referred to as the "Club" or the "Athletic Club."
  
2. **PURPOSE.** The purposes of the club shall be, generally stated, to promote and develop support for the intercollegiate athletics at Southern Utah University under the direction and in cooperation with the University itself. In carrying out this purpose, the club shall solicit funds, and conduct such activities and promotions as it shall determine in order to promote the general purposes.
  
3. **OFFICES.** The organization shall have such offices as may be designated from time to time by the officers.
  
4. **COORDINATION WITH UNIVERSITY.** This Club operates under the control and direction of Southern Utah University. The purposes and authorities set forth in these Bylaws shall at all times be subject to direction received from the appropriate University officials.



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ARTICLE TWO

MEMBERSHIP

1. **QUALIFICATIONS AND ADMISSIONS.** Any person, firm or corporation may become a member of the Club, upon application and payment of the dues prescribed by the officers. Each person, firm or corporation seeking to be a member of the Club shall make application and payment of the dues shall be admitted to membership.
2. **MEMBERSHIP.** The officers shall be free to divide the membership into separate classes and divisions, based on any criteria into separate classes and divisions, based on any criteria which they determine to be appropriate and proper, provided that there shall be no division based upon race, sex, national origin, religious preference, or the like, and shall only be based upon criteria which promote the purposes of the club. The membership divisions shall be announced annually, so that each member joining the Club shall be free to choose which division to subscribe to. Notwithstanding any division which may be made for the purpose of membership benefits, any person who joins the Club shall be considered a full-fledged member in good standing, and the divisions made shall only be for the purposes of defining benefits or privileges accorded.
3. **RENEWAL.** Membership in the Club shall be from year to year. Each member shall be required to renew their membership at the beginning of each new fiscal year.
4. **RESIGNATION.** Any member may withdraw from membership of the Club by giving written notice of such intention to the Executive Committee. Upon said presentation, the resignation shall be effective, but shall not relieve the member of any financial obligations owing to the Club.

ARTICLE THREE

ORGANIZATION AND AUTHORITY

1. **GOVERNING BODY.** The governing body for the club shall be its Executive Committee. The Executive Committee shall be comprised of the Club's elected officers, the immediate past President and one person



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designated by the University. The President of the Club shall serve as Chairman of the Executive Committee.

2. **AUTHORITY.** The Executive Committee shall be responsible for the control and affairs of the Club, and in connection therewith shall have the following rights, authorities and responsibilities, together with any other such rights as are necessary in order to properly carry out the business and purposes of the Club:
  - (a) hold meetings at such times and in such places as it deems proper;
  - (b) appoint committees from time to time as it determines necessary or proper;
  - (c) manage and direct the business affairs, activities and property of the organization;
  - (d) collect and disburse funds, with proper financial accounting, consistent with the direction of Southern Utah University as received from time to time;
  - (e) carry on correspondence and communicate with other persons or entities interested in similar goals and directives;
  - (f) employ such agents as it determines appropriate; and
  - (g) devise and carry into executive such other measures as it deems proper and expedient to promote the objectives of the club and to protect the interests and welfare of the members.
3. **MEETING OF THE EXECUTIVE COMMITTEE.** Regular meetings of the Executive Committee shall be held from time to time, as the President determines necessary. Notice of the meeting shall be given in such form as the President shall prescribe, so long as personal notice is given (5) days prior to the time appointed for the meeting, unless waived.
4. **QUORUM.** The members in attendance at any duly called meeting of the Executive Committee shall constitute a quorum for the transaction of all business.



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5. **VACANCY.** Whenever any vacancy occurs in the Executive Committee by death, resignation, or otherwise, it shall be filled without undue delay by majority vote of the remaining members of the Executive Committee.

**ARTICLE FOUR**

**OFFICERS**

1. **NUMBER AND TITLE.** The officers of the Club shall be a President, a President Elect, a Past President, one or more Vice Presidents, a Secretary, a treasurer and, at the option of the Board of Directors, an Executive Secretary. These officers shall comprise the Executive Committee, as outlined above.
2. **TERM.** The officers shall be elected by the membership of the club, at its annual meeting, and the term shall be for one (1) year.
3. **DUTIES OF OFFICERS.** The duties and powers of the officers of the Club shall be as follows:
  - (a) **President.** The President shall be the chief executive officer of the Club. The President shall preside at all meetings of the club and of the Executive Committee, and shall be a member ex officio of all committees. The President shall retain the right to vote on all questions properly coming before the Executive Committee and the general membership. The President shall have general supervision of the affairs of the Club and shall perform such duties as are customarily incident to the office of President or are required by the Executive Committee or any committee.
  - (b) **President Elect.** The President-elect shall, in the absence or disability of the President, perform the duties of the President and act in the President's stead. The President-elect shall, on approval of the Executive Committee, succeed to the office of the President upon the expiration of the President's tenure.
  - (c) **Past President.** The Past President shall perform such duties as are required by the Executive Committee.



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- (d) Vice President. In the case of the death or absence of the President and President-Elect, or of their inability to act, the first Vice President shall perform the duties of the President. The Vice President, or any of them, shall perform such other duties as are required of them by the Executive Committee or by any committee. The Executive Committee may elect more than one Vice President and prescribe any specific duties.
  
- (e) Secretary. It shall be the duty of the Secretary to give notice of and attend all meetings of the Club and all committees and keep a record of their doings; to conduct all correspondence and to carry into execution all orders, votes and resolutions not otherwise committed; to keep a list of the members of the Club; to collect the fees, annual dues and subscriptions and pay them over to the Treasurer; to notify the officers and members of their elections; to notify members of their appointment on committees; to furnish the chairman of each committee with a copy of the action under which the committee is appointed, and at his/her request, give notice of the meeting of the committee; to prepare, under the direction of the Executive Committee, an annual report of the transaction and condition of the Club, and generally to devote his/her best efforts to forwarding the business and advancing the interests of the Club. In case of absence or disability of the Secretary, the Executive Committee may appoint a Secretary pro tem. The Secretary shall be the keeper of the Club's seal (if any), membership records and certificates and corporate matters. The Secretary shall also perform such to his/her duties as are required of him/her by the Executive Committee.
  
- (f) Treasurer. The Treasurer shall keep an account of all monies received and expended for the use of the Club and shall make disbursements only upon vouchers approved in writing by any member of the Executive Committee. He/She shall deposit all sums in an account designated by the University for receiving such deposits; or, shall deliver the funds directly to the designated University representative. Funds may be drawn only in the manner allowed by the University.

The funds, books and vouchers in the Treasurer's hands shall at all times be under the supervision of the Executive Committee and subject to its inspection and control. At the expiration of his/her term of office, the Treasurer shall deliver over to his/her successor all books, monies and other property, or, in the absence of a Treasurer-



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elect, to the President. In the case of the absence or disability of the Treasurer, the Executive Committee may appoint a Treasurer pro tem. The Treasurer shall perform such other functions as may be designated by the Executive Committee.

The office of Secretary and Treasurer may be held by the same person.

The Treasurer of the club shall automatically be a member or the chairman of the finance committee.

- (g) Executive Secretary. The Executive Committee may appoint, at its option, an Executive Secretary who shall supervise the day to day operations and activities of the Club, under the direction of the President, subject to the control of the Executive Committee and shall perform such other duties as are required of him/her by the President or the Executive Committee.
4. BOND OF TREASURER. The Treasurer need not post a bond to secure the faithful discharge of his or her duties, unless required to do so by the Executive Committee.
5. VACANCIES. All vacancies in any office shall be filled by majority vote of the remaining members of the Executive Committee, without undue delay.
6. REPEAT OF OFFICE. Any person may serve more than one term in the same office, but shall not serve more than two terms in the same office in any ten-year period; except that the number of terms served by a person as Secretary or Treasurer shall not be limited.

**ARTICLE FIVE**

**DUES AND FINANCES**

1. ANNUAL DUES. Each member of the Club shall pay annual dues. The amount of the dues shall be set on an annual basis by the Executive Committee, and may be broken down into various divisions for the purpose of raising funds, and providing benefits to the member.
2. PAYMENT OF DUES. Dues shall be payable in advance of the first day of the fiscal year of the Club. Dues shall be collected from time to time and in such manner as the Executive Committee shall direct.



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3. **DEFAULT AND TERMINATION OF MEMBERSHIP.** When any member shall be in default in the payment of dues for a year, his membership may not be renewed for the next year until the prior year's delinquency is paid.
4. **DISPOSITION OF FUNDS.** All funds collected by the Club shall be delivered to Southern Utah University, in such manner as shall be directed by the University from time to time. The Club expenses shall be paid by the University and not directly from funds collected from the membership.

**ARTICLE SIX**

**MEETINGS**

1. **ANNUAL MEETING.** There shall be an annual meeting of the Club in August of each year, at a specific date and time to be fixed by the Executive Committee. The annual meeting shall be for the election of the officers of the Club, for receiving the annual reports of officers and committees, and for the transaction of any and all other business to come before the general membership. Notice of the meeting shall not be required to each member from the prior year, but shall be given in such general manner as the Executive Committee may direct. All those in attendance at the annual meeting shall be entitled to vote if they first either join the Club or subscribe to membership for the coming year.
2. **SPECIAL MEETINGS.** Special meetings of the membership may be called by the Executive Committee in its discretion. Upon the request of twenty (20) members, the Executive Committee shall call a special meeting to consider any specific subject requested. Notice of any special meeting is to be given to each member by mailing at their last known address. No business other than that specified in the notice of meeting shall be transacted at any special meeting.
3. **BUSINESS MEETINGS, LUNCHEONS OR OTHER MEETINGS.** The Club may hold such business meetings, luncheons or other regular functions as the Executive Committee shall from time to time designate. Provided, however, that no officer shall be elected, nor shall any business be transacted at said meetings, unless notice thereof, including a designation of the matters to be considered, shall be given to each member in the manner set forth above.



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4. **VOTING.** Any member of the club shall be entitled to one vote in the affairs thereof. Unless otherwise designated herein, any matter of business shall be decided by majority vote of the members present.
5. **ORDER OF BUSINESS.** At each meeting of the Club, the Executive Committee shall designate the manner and order of the meeting, with the President of the Club presiding.

**ARTICLE SEVEN**

**MISCELLANEOUS**

1. **COMMITTEES.** The only standing committee shall be the Executive Committee, which shall govern the affairs of the Club, as set forth in the preceding Articles. The Executive Committee may, from time to time, establish such other committees as it determines to be necessary or convenient in carrying out the affairs of the Club. These may include, but are not limited to, finance committee, promotional committee, membership committee, luncheon committee, awards committee, or the like. The committees shall be comprised of members of the Club appointed by the Executive Committee for such terms as are necessary.
2. **ADOPTION AND AMENDMENTS.** A bylaw or routine method of procedure having been established, the Club shall function under it; such rules or procedures may be changed by a majority vote of officers at a duly-called meeting after a change has been proposed at a previous meeting.
3. **OBLIGATIONS.** No offer of the corporation, nor the Executive Committee, shall have authority to bind, or purport to bind, the Club for any debt or obligation of any kind, unless it is designated clearly in the name of the University, and has been previously approved by the University.
4. **FISCAL YEAR.** The fiscal year (and thus the membership year) for the Club shall be from September 1 to August 31.