

Article 1: Name

The name of this organization shall be the Georgia School for the Deaf Athletic Booster Club, Cave Spring, GA.

Article 2: Purposes

Section 1: The purposes of the GSD Athletic Booster Club are as follows:

- a. Provide funding to pay for extracurricular activities that state funds do not cover including Football, Basketball, Track, Volleyball, Special Olympics, Weightlifting, Soccer, Cheerleading, and/or any other sport or afternoon recreational activity.
- b. Provide each coach with supplemental pay for their time and dedication to coaching the sport for which they are assigned.
- c. Promote staff, parental, and community involvement in athletics.

Section 2: The purposes of the GSD Athletic Booster Club will be promoted in the following ways depending on the nature of the event and/or the level of promotion involved:

- a. Public relations efforts through face to face solicitation of businesses and individuals
- b. Mailings via either email or US Postal Service
- c. Informational section in the GSD School Helper
- d. GSD Fund Raising Website
- e. GSD Events such as registration day, Family Learning Weekend, Homecoming, and Community Days
- f. Sporting events

Article 3: Basic Policies

- a. The organization shall be noncommercial, nonsectarian, and nonpartisan.
- b. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, officers or other persons except that the organization shall be authorized to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in Article 2.
- c. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried out (k) by an organization exempt from federal income tax under Section 501 © (3) of the Internal Revenue Code or (ii) by an organization, contributions to which are deductible under Section 17-© (2) of the Internal Revenue Code.
- d. Upon dissolution of the organization, after paying adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to the Georgia School for the Deaf.

- e. The organization or members in their official capacities shall not, directly or indirectly, participate or intervene in any way, including the publishing or distribution of statements, in any political campaign on behalf of, or in opposition to, any candidate for public office; or devote more than a insubstantial part of its activities to attempting to influence legislation by propagandas or otherwise.
- f. This organization shall adopt bylaws for the government of the organizations.
- g. Each officer or board member of this organization shall be a member of this organization, renewable on an annual basis, at one of the five levels as outlined the Article 4.
- h. This organization shall keep such permanent books of account and records as shall be sufficient to establish the items of gross income, receipts, and disbursements of the organization. Such books of account and records shall at all reasonable times be open to inspection by any member of the organization.
- i. All monies collected and paid out shall be handled through the treasurer of the GSD PTDA until the GSD Athletic Booster Club obtains their own 501(c) status and banking accounts. At that time an election of a treasurer will be held and the GSD Athletic Booster Club will become independent from the GSD PTDA.

Article 4: Membership and Dues

Section 1: Membership in this organization shall be made available without regard to race, color, national origin, sex, or disability.

Section 2: Membership in this organization is open to any person and/or business that would like to join with emphasizes placed on parents, guardians of students at GSD, to current teachers, administrators, staff, former staff, and alumni of GSD. Upon renewal of membership dues each Athletic Booster Club member shall be allowed to change their level of sponsorship based on the renewal packages at the time of renewal.

Section 3: Each member of this organization shall pay annual dues as may be determined by the organization. Membership may be established at anytime. There shall be five levels of membership based on financial contribution as outlined below.

- a. Tremendous Tigers Level -\$1000.00 Donation or higher.
- b. Champions Club - \$500.00 to \$1000.00
- c. Terrific Tigers - \$250.00 to \$500.00
- d. Cubs Club - \$50.00 to \$250.00
- e. Team Tigers - \$25.00 to \$50.00

Section 4: Each level of sponsorship shall include incentives to the member based on the level of sponsorship. Each package's contents shall be disclosed at the time of renewal of membership.

Article 5: Officers and Their Election

Section 1: There shall be 7 officers in the GSD Athletic Booster Club; one president, one vice president, one secretary, one treasurer, 2 public relations liaisons and 1 afternoon activities consultant.

Section 2: Each officer shall have a vote in the election.

Section 3: Officers shall be elected in the month of May and will serve a two year term. **The inaugural election shall take place in the month of December 2008. The officers elected for the first term of office shall take office in December and serve until May of 2010. Beginning in May of 2010 the elections will be held every two years in the month of May and the officers will take office in the Month of June.**

Section 4: The following provisions shall govern the qualifications and eligibility of individuals to be officers of this Athletic Booster Club.

- a. Each officer shall be a member of this Athletic Booster Club.
- b. No officer may be eligible to serve more than **two** consecutive terms in the same office (totaling 4 years in consecutive office).
- c. A person who has served in an office for more than one half of a full term shall be deemed to have served a full term in that office.

Section 5: Officers shall assume their duties at the beginning of June in the year of the election with exception made in the inaugural election whereas the officers will take their office in the month of December.

Section 6: A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the board of directors, notice of such election having been given.

Article 6: Duties of Officers (elected positions)

Section 1: The President shall: (elected office)

1. Preside at all meetings of this Athletic Booster Club
2. Serve as an ex officio member of all committees
3. Coordinate the work of the officers and committees of this Athletic Booster Club
4. Provide the final signature on purchase requests made by the Athletic Booster Club. Approval may be in the form of written email stating the approval or via fax if the president is unavailable for a live signature.
5. Once 501 (c) status is obtained and a bank account is established the GSD Athletic Booster Club vice-president will provide their signature to the bank as an authorized signator on the financial accounts of this GSD Athletic Booster Club.

6. Perform such other duties as may be provided for by these bylaws or directed by the executive committee.
7. With the help of the other officers provide input and help to execute the annual membership drive and/or any other fund raiser in the attempt to obtain additional needed funds throughout their term.

Section 2: The secretary shall: (elected office)

1. In the inaugural term the secretary shall be responsible for establishing the bylaws of this Athletic Booster club and keeping copies of the bylaws available for each member.
2. Attend all meetings
3. With the help of the other officers provide input and help to execute the annual membership drive and/or any other fund raiser in the attempt to obtain additional needed funds throughout their term.
4. Design promotional materials, letters to members and prospective members, season tickets, and any other printed material for distribution.
5. Provide upcoming information, events, or news to the webmasters of the GSD staff intranet, the GSD Public Site, and the GSD Fund Raising site.
6. Maintain a bulletin board on campus promoting the GSD Athletic Booster Club with the help of the public relations liaisons.
7. Record the minutes of each meeting held by this Athletic Booster Club.
8. Read or distribute printed copies of the minutes of the previous meeting.
9. Distribute copy of minutes to all members within seven days of the conclusion of the meeting.
10. Distribute meeting agenda to all members at the beginning of the next meeting.
11. Maintain an accurate membership list and all purchase requests and contributions made to this Athletic Booster Club.
12. Provide receipts to contributors in a timely manner and pass any collections onto the treasurer for deposit.
13. Once 501 (c) status is obtained and a bank account is established the GSD Athletic Booster Club secretary will provide their signature to the bank as an emergency signature.
14. Perform such other duties as may be provided by these bylaws or directed by the president or the executive committee.

Section 4: The treasurer shall: (elected office)

1. In the inaugural term or until 501 (c) status and a bank account is established the **acting treasurer will be that of the GSD PTDA.**
2. The GSD PTDA treasurer shall maintain a full account of the funds deposited and spent for the GSD Athletic Booster Club.
3. The GSD PTDA treasurer shall provide a written financial statement to the GSD Athletic Booster Club secretary for review at meetings and/or at any other reasonable time at the request of an officer in this Athletic Booster Club.

4. Once 501 (c) status is obtained and a bank account is established the GSD Athletic Booster Club treasurer shall take over the responsibilities of the GSD PTDA treasurer at which time the GSD PTDA treasurer will be relieved of their duties and in addition take on the responsibilities outlined in Section 4: no. 5, 6, and 7.
5. Attend all meetings
6. With the help of the other officers provide input and help to execute the annual membership drive and/or any other fund raiser in the attempt to obtain additional needed funds throughout their term.
7. Perform such other duties as may be provided by these bylaws or directed by the president or the executive committee.

Article 7: Duties of Appointed Positions (non-elected positions)

Section 1: The School's current Athletic Director will always be appointed as the "vice-president." (Non-elected position)

1. Act as aide to the president.
2. Perform the duties of the president in the president's absence or inability to serve.
3. Attend all meetings.
4. Be a signator on purchase requests made by the Athletic Booster Club and obtain the final approved signature of the GSD Athletic Booster Club president prior to proceeding with spending any funds. Approval may be in the form of written email stating the approval or via fax if the president is unavailable for a live signature.
5. With the help of the other officers provide input and help to execute the annual membership drive and/or any other fund raiser in the attempt to obtain additional needed funds throughout their term.
6. Until the GSD Athletic Booster Club establishes their own bank account and 501 (c) status, the vice-president shall take all approved purchase requests and deposits to the elected treasurer of the GSD PTDA for payment and deposit.
7. Once 501 (c) status is obtained and a bank account is established the GSD Athletic Booster Club vice-president will provide their signature to the bank as an authorized signator on the financial accounts of this GSD Athletic Booster Club.

Section 2: The public relations liaisons shall: (appointed by the elected officers)

1. Attend all meetings
2. With the help of the other officers provide input and help to execute the annual membership drive and/or any other fund raiser in the attempt to obtain additional needed funds throughout their term.

3. Distribute promotional materials and/or any written materials including mail outs to the member of this Athletic Booster Club and/or potential future members.
4. Recruit new members to the Athletic Booster Club as outlined in Article 2: Section 2 of these bylaws.

Section 3: The afternoon activities consultant shall: (appointed by the elected officers)

1. Attend all meetings.
2. With the help of the other officers provide input and help to execute the annual membership drive and/or any other fund raiser in the attempt to obtain additional needed funds throughout their term.
3. Provide information on afternoon activities and/or events for those students that do not or whom are unable to participate in more complex sports in an effort to provide equal opportunity for all students regardless of their age, sex, race, or disability.

Article 7: Executive Committee

Section 1: The affairs of this GSD Athletic Booster Club shall be managed by the executive committee in the intervals between general membership meetings.

Section 2: Each executive committee member shall be a member of this Athletic Booster Club.

Section 3: The members of the executive committee shall be:

1. All elected officials and appointed positions.
2. The school director or a representative appointed by the school director.

Section 4: Special meetings of the executive committee may be called by the president or upon written request of a majority of the executive committee members within seven days notice to each member of the executive committee.

Section 5: Duties of the executive committee shall be to:

1. Transact business as may be referred to it by the general membership or committees of the Athletic Booster Club.
2. Appoint standing committee chairs and members
3. Appoint special committee chairs and members
4. Approve the work of the committees
5. Present a report at the regular general membership meeting of the Athletic Booster Club.
6. Approve payment of bills and approve projects

The executive committee shall take no action in conflict with any action taken by the general membership.

Article 8: Removal from Office

Section 1: Request for removal

1. Any member of this Athletic Booster Club can request that an elected officer be removed from office. A request must be sent in writing to the executive committee. A request must state reasons for the officer's removal.
2. Within seven days of receiving the written request for removal from office, the members of the executive committee shall meet to determine by 2/3 vote whether or not to hold a hearing based solely on the information presented in the written request.
3. The executive committee shall communicate its decision in writing within seven days to the member who submitted the request.

Article 9: Standing and Special Committees

Section 1: Only members of this Athletic Booster Club shall be eligible to serve in any elective or appointed positions.

Section 2: The executive committee may create or dissolve standing committees as it may deem necessary to promote the purposes of the Athletic Booster Club. The term of a standing committee shall be one year.

Section 3: The executive committee may create or dissolve such special committees as it may deem necessary to promote the purposes of the Athletic Booster Club. The term of a special committee shall be decided by the executive committee.

Article 10: General Membership Meetings

Section 1: At least 2 general membership meetings of this Athletic Booster Club shall be held during the school year. Dates and times of meetings shall be determined by the executive committee. Meeting dates are to be printed in the school calendar. Seven days notice shall be given of a cancellation or change of date or time unless emergency conditions prevent such notice being given.

Section 2: Special meetings of the Athletic Booster Club may be called by the president or a majority of the executive committee with seven days notice having been given.

Section 3: The electing meeting shall be held in May each year with the exception of the inaugural year which will be held in December.

Section 4: The privilege of making motions, debating, and voting shall be limited to members of this Athletic Booster Club who have paid their membership fees for the current membership year.

Section 5: Seven members shall constitute a quorum for the transaction of business in any general membership meeting of the Athletic Booster Club.

Article 11: Fiscal Year

Section 1: The fiscal year of this Athletic Booster Club shall begin July 1, 2008 and end on the following June 30.

Section 2: The GSD PTDA will handle filing the IRS form 990 if the annual gross receipts are more than \$25,000 during the fiscal year. Form 990 is due the fifteenth day of the fifth month after the close of the GSD PTDA's fiscal year. Once the GSD Athletic Booster Club is independent from the GSD PTDA the GSD Athletic Booster Club will take over this responsibility.

Article 12: Parliamentary Authority

Section 1: The rules contained in the current edition of Robert's Rules of Order shall govern this GSD Athletic Booster Club in all cases in which they are applicable and in which they are not in conflict with these bylaws.

Article 13: Amendments

Section 1: These bylaws may be amended at any regular general membership meeting of this Athletic Booster Club by a two-thirds vote of those members present and voting, a quorum being present.

Section 2: A committee may be appointed by the president to submit a revised set of bylaws as a substitute for the existing bylaws only by a two-thirds vote at a general meeting of this Athletic Booster Club or by two-thirds vote of the executive committee. The requirements for a revised set of bylaws shall be the same as in the case of an amendment.