Bylaws of Community Christian School Athletic Booster Club

Article One

Name and Location
Section 1. The name of the organization shall be "Community Christian School Athletic Booster Club". The address of the Booster Club is 5160 Packhouse Rd. Wilson, NC 27896.

Section 2. All club meetings may be held at such places within the boundaries of the Community Christian School District or chosen by club officers.

Article Two

Purpose and Structure
Section 1. Purpose. This Club is organized exclusively for charitable purposes as defined in Section 501(c)(3) of the Internal Revenue Code. Our purpose is to support our athletes and our athletic department by providing financial resources, volunteers and constant prayer.

This Club shall be self-supporting, non-commercial, nonprofit and nonpartisan, and shall seek neither to direct the administrative activities of Community Christian School nor to control its policies.

No part of the net earnings of the Club shall inure to the benefit of any director of the Club, officer of the Club, or any private individual. No director, officer or any private individual shall be entitled to share in the distribution of any of the assets on the dissolution of the Club. The Club shall not attempt to influence legislation, participate in, or intervene in (including the publication of statements) any political campaign on behalf of any candidate for public office.

The Club shall conduct activities allowed under Section 501(c)(3) of the Internal Revenue Code and Regulations as they now exist or as they may be amended.

The Club shall abide by and be held to regulations administered by the NCCAA Conference Guidelines, the Office of the Comptroller of North Carolina, the North Carolina Secretary of State and the Internal Revenue Service guidelines.

Upon dissolution of the Club or the winding up of its affairs, the assets of the Club shall be distributed exclusively to the program activity fund at the designated campus; which would be in line with the provisions of Section (c)(3) of the Internal Revenue Code.

Article Three

Membership
Section 1. Membership. Membership in this organization is open to any person who is a parent, guardian, or adult relative of a child or children who take part in the program supported by the Community Christian Athletic Booster Club, and who will uphold the policies of this organization and agree to its Bylaws. A maximum of one member shall be granted to each family unit, meaning a family unit is defined as one vote per household.

Section 2. Membership Drive. An annual membership drive shall be conducted as early in the school year as possible, with other members accepted at any time.

Article Four

Officers

Section 1. Qualification. Any member who is a member of the CCS Athletic Booster Club with a student athlete the current academic year, who is in good standing is eligible to serve as an Officer of the Club. No officer shall be a coach, assistant coach, or a spouse thereof. No officer shall be married to another officer. No officer may be a sibling of another officer. No officer shall be a signer for any checks that are payable to any of their family members or businesses owned by their family members.

Section 2. Powers. The Club Officers shall be the governing body of the organization and shall manage, control, and direct the affairs and property of the organization.

Section 3. Compensation. No Officer or member shall receive compensation for any service he or she may render to the organization.

Section 4. Officers. Officers shall be elected at the last general business meeting at the end of each school year in May. Officers will take office within 30 days of the election. The nominating committee will take nominations from the general members and will also take open nominations from the floor in a business meeting in April. Only those persons who have signified their consent to serve if elected shall be nominated for or elected to such office.

A simple majority of the members present will elect the Officers. Vacancies of offices of unexpired terms shall be filled at the discretion of the AD and Administration. Elected officers may be dismissed at the discretion of the AD and Administration with probable cause. The officers and their respective duties are as follows but not limited to:

The President shall:

Regularly meet with the AD about booster activities;
Preside at all meeting of the organization;
Resolve problems in the membership;
Direct and oversee all Booster Club functions and ensure there is a Booster Club representative at all sporting events.

The Past President shall:

Act as an advisor to the newly elected President and other officers regarding past practices and operations in accordance with the Athletic Booster Club Bylaws;
Past President will serve for a period of six months when there is a new President elected to office;
The Past President will not have voting privileges during Booster Club Officers meetings.

The Vice President Shall:
Preside at meetings in the absence or inability of the President to serve;
Perform administrative functions delegated by the President;
Maintain an inventory for stocking/restocking concession stand.

The Secretary shall:
Maintain the records of meetings, approved bylaws and any standing committee rules, current membership and committee listing;
Record all business transacted at each meeting of the association as well as meetings of any executive board meeting in a prescribed format;
Maintain records of attendance of each member;
Send donation thank you letters once they are made aware by the President, AD, or Administration;
Conduct and report on all correspondence on behalf of the organization.

The Treasurer shall:
Serve as the primary budget and finance committee member;
Issue a receipt for all monies received and deposit said amounts on a weekly basis (daily if receipts on hand exceed $500.00)
Present a current financial report to the Officers and general membership within thirty days of the previous month end;
Maintain an accurate and detailed account of all monies received and disbursed.

Section 5. Term. Each elected officer shall serve until re-elected or until a successor has been duly elected or appointed. (Vacated position will be appointed at the discretion of the AD/Administration)

Section 6. Meetings. The Board of Directors shall provide for by resolution the time and place for the holding of at least one annual meeting of the Board, and of the additional regular meetings of the Board, without other notice than such resolution.

Section 7. Notice. Notice of any special meeting of the Board of Directors shall be given at least two days previously to it by oral or written notice delivered personally or sent by mail or facsimile to each Director at his or her business address. Any Director may waive notice of any meeting, and the attendance of a Director at any meeting shall constitute a waiver or notice of such meeting.

Section 8. Quorum. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board; but if less than a quorum of the Directors is present at said meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

Section 9. Voting. Each qualified family unit, as described in Article 3, Section 2 of these bylaws, shall have the right to cast one vote at any matter at any particular meeting. The decision of a

majority of the voting members present at a meeting at which a quorum is established will be binding on the organization unless provisions of these Bylaws require a greater vote.

Article Five

General Provisions

Section 1. Fiscal Year. The fiscal year of this organization shall be July 1 through June 30 of the following calendar year.

Section 2. Operating Funds. Operating funds shall be maintained in a Community Christian school bank account, and an accounting of such funds shall be presented at all meetings.

Section 3. Annual Statement. The Directors shall present at each annual meeting, or when called by a vote of the members at any meeting, a full and clear statement of the condition of the organization.

Article Six

Standing Committees

Section 1. Nominating Committee. Meet to receive nominations for the elected offices of the organization and to prepare a slate of nominees and a ballot for the election of officers. The committee shall be made up of the President, the AD, and one at-large person appointed by the AD/Administration.

Section 2. Banquet Committee. Responsible for organizing and coordinating the planning and implementation of all activities associated with the annual awards banquet. The Vice President shall chair the committee and name its members as needed.

Section 3. Fundraising Committee. Responsible for developing and managing fundraising projects. The President will chair the committee and name its members as needed.

Article Seven

Amendments

Section 1. Amendments to Bylaws. These Bylaws may be altered, amended, or replaced and new Bylaws may be adopted as needed by AD and administration.