

**C. W. STANFORD ATHLETIC BOOSTER'S CLUB
CONSTITUTION AND BYLAWS**

ARTICLE I- NAME

- Section 1: The name of the organization in the C. W. Stanford Athletic Boosters Club.
- Section 2: The Principal Office of this organization is located in Hillsborough, North Carolina.

ARTICLE II- PURPOSE

- Section 1: The purpose of this organization is to promote, encourage, and support all phases of athletics at C. W. Stanford Middle School, consistent with the expressed policies and wishes of the Orange County School Board and C. W. Stanford Middle School authorities.
- Section 2: Said organization is organized exclusively for charitable or educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

ARTICLE III- MEMBERSHIP

- Section 1: Any man or woman of good character, who is eleven (11) years of age or older, is eligible for active membership in this organization, with full privileges thereof.
- Section 2: Privileges of holding office, introducing motions, debating motions, and vetoing shall be limited to persons whose membership dues are paid at the time of business.
- Section 3: The dues for members of this organization are per year, or for any portions of a year. Dues are delinquent after November 1st of each year.
- Section 4: All persons joining the organization during the '70-'71 school years are Charter Members of the organization.

ARTICLE IV- GOVERNMENT

- Section 1: The government of this organization is vested in a President, a Vice-President, a Secretary, a Treasurer, and the school Athletic Director.
- Section 2: An officer can succeed him/herself, but not for more than two (2) years in the same office.
- Section 3: The general membership controls the organization, administers its activities, and manages all property belonging to the organization. Responsibility for management of property purchased for the use of C. W. Stanford Middle School will pass to C. W. Stanford Middle School at the moment of presentation. Funds belonging to the organization may be withdrawn from the bank or banks with which they are on deposit by the signature of the President, the Treasurer, and/or the Athletic Department Director.

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Section 4: Vacancies among officers shall be filled by the existing Board Members, as directed by the President.

ARTICLE V- AMENDMENTS

Section 1: This Constitution may be amended by a two-thirds vote of the members present at a duly called meeting, provided that written notice of the proposed amendment or amendments has been filed with the Secretary and read at the meeting prior to the meeting at which the vote will be taken on such amendment or amendments.

ARTICLE VI- FISCAL YEAR

Section 1: The fiscal year of the organization begins on June 1st, and ends on May 31st of each year.

ARTICLE VII- ELECTIONS

Section 1: At the regular January meeting of each year, the President requests nominations for all Board Positions for the upcoming school year. This request will be documented in the January Booster Meeting minutes, and subsequently advertised on the Stanford Athletic Booster website and sent, via email, to all current Athletic Booster members. Names of interested candidates shall be collected and reported throughout the months of February and March. At the last regular meeting in April of each year, annual elections are held. All nominees must give consent to be placed on the ballot. Nominations for any Board Member position may be made from the floor prior to the annual elections.

Section 2: Voting is to be secret ballot, and proxies are not recognized. In the event a member cannot be present at the April meeting, but wishes to cast their vote, they can submit their vote, in writing, via email, in person, or by phone to the Athletic Department Director, prior to the April meeting. The Athletic Director will then provide that ballot to the Nominating Committee.

Section 3: Officers take office at the first regular meeting in May of each year, or until their successors are elected and duly qualified.

ARTICLE VIII- MEETINGS

Section 1: Regular meetings shall be held monthly unless scheduled differently by the members at the previous meeting.

Section 2: Meetings are held upon the call of the President.

ARTICLE IX- DUTIES OF OFFICERS

Section 1: The President, as Chief Executive Officer of the organization, supervises the organization's affairs and activities and makes an annual report thereon to the members. The President will act as a

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co-signer to the organization's bank account. The President determines committees deemed proper and necessary to fulfill the objectives and purposes of the organization. The President appoints all Committee Chairpersons and other members of the committee. The President is an ex-officio member of all committees.

- Section 2: The Vice-President assumes all powers of the President in the absence of the President. S/he will assist the President, as directed by the President. The Vice-President is an ex-officio member of all committees.
- Section 3: The Secretary gives notice of all regular and special meetings, keeps a permanent record of the minutes of such meetings, and maintains all official records of the organization.
- Section 4: The Treasurer issues notices of dues payable and collects same. S/he keeps the financial records of the organization, disburses funds, and reports, in detail, the financial condition of the organization at the annual meeting and as such times as directed by the President.
- Section 5: The Committee Chairperson(s) are appointed to oversee specific areas of focus, such as fundraising, concessions, membership drives, and sportswear and merchandise sales, ect. The Committee Chairperson(s) will report the progress of their committees to the members when called on to do so by the President or the membership. Committee Chairperson(s) organize their committees as they see fit.
- Section 6: The Athletic Department Director acts as the school liaison to the organization. All major decisions regarding purchases for the specific purpose of supporting the C. W. Stanford Middle School Athletic Department and its athletic teams, coaches, and athletes must be vetted through the Athletic Department Director. The Athletic Department Director, or designee, shall attend all regular monthly and special meetings. The Athletic Department Director will make the organization aware of any specific needs of the Athletic Department and provide feedback of progress on any Booster supported projects for the Athletic Department. The Athletic Department Director will act as a co-signer to the organization's bank account, but shall not be in charge of disbursing or collecting funds unless the Treasurer position is unfilled, or unable to perform the duty, and the President or Vice-President are unable to do so.

ARTICLE X- RULES OF ORDER

- Section 1: The principles of self-determination, free veto, and majority rule will guide the proceedings of all meetings of the organization and its constituent parts except as otherwise provided in this constitution.

ARTICLE XI- SPECIAL FUNDS

- Section 1: Requests for special funds will be reviewed and voted on by the membership during regular monthly meetings, and on an as-needed basis by Board Members.

ARTICLE XII- DISSOLUTION

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Section 1: Upon dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

February 20, 2017

Callie McBroom, President

Date

Cassie Summers, Vice-President

Date