**DUNWOODY VOLLEYBALL, INC**

**CONSTITUTION AND BY-LAWS**

**ARTICLE I – OFFICIAL NAME AND OFFICES**

**Section 1:** The name of this organization shall be the Dunwoody Volleyball, Inc. (a Georgia nonprofit corporation); a 501(c)(3) organization, herein referred to as the “Booster Club” or “Club”.

**Section 2:** The Booster Club has no physical offices but will use Dunwoody High School located at 5035 Vermack Road, Dunwoody, GA 30338 in DeKalb County, State of Georgia, as the principal mailing address.

**ARTICLE II – NON PROFIT PURPOSE**

The purpose of the Booster Club shall be to provide support to the volleyball programs operated at Dunwoody High School, DeKalb County, Georgia.

**ARTICLE III – MEMBERSHIP**

The membership shall consist of parents and/or guardians of volleyball players and interested supporters of Dunwoody High School volleyball. The family or families of the player are considered to be one membership and therefore count as one vote.

**ARTICLE IV – OFFICERS AND BOOSTER CLUB EXECUTIVE BOARD**

**Section 1:** The officers of the Booster Club shall consist of the President and Treasurer of the Club. The Club President and Treasurer will be bonded by the Club as officers of the Club to meet school and county requirements.

**Section 2:** The member-elected Board Members of the Booster Club shall consist of the Club President, 1st VP/Treasurer, 2nd VP/Fundraising Chair and 3rd VP/Secretary & Communications Chair.

The President, Treasurer, Fundraising, and Secretary/Communications positions shall be elected by the general membership at the last regular meeting during each volleyball season and shall serve for one (1) year or until their successors have been elected. Prior to each annual election, the Booster Club President shall appoint a Nominating Committee of three (3) members who will prepare and submit to the general Club membership, at the election meeting, a list of nominees to serve during the following year. Any additional nominations should be submitted for inclusion to the Nominating committee 14 days prior to the election meeting. A majority vote by members of the Club shall constitute an election.

**Section 3:** The Appointed Board Members shall consist of the Varsity, Junior Varsity, Freshman Team and Program Advisory Chairs.

The Varsity, Junior Varsity and Freshman Team Chairs with be voted on and appointed by the board, from a list of nominees, once teams are selected. The appointed positions will have full board voting rights and shall serve for one (1) year or until their successors have been appointed.

The Program Advisory Chair is a board appointed position. This is an optional position that was created for Steve Goldin based on his long-term dedication to the program. Should Mr. Goldin no longer wish to be involved with the program, this position will be eliminated. The Program Advisory position has one notable limitation. Since, when full, there will be an even number of voting members on the board, the Program Advisory position must abstain from voting when their vote would result in a tie vote.

In the event the position of any officer or board member shall become vacant, a majority of the remaining Board shall choose a successor from the Club membership to serve until the next annual election.

**Section 4:** The duties of the Board Members are:

1. The President shall preside at all meetings of the general membership and of theofficers; call special meetings of the general membership or the Board as he/shedeems necessary; serve as the chief officer of the Booster Club with general management of itsaffairs; and see that orders of the general membership and the Board are carried into effect. The President has check writing authority along with the treasurer.
2. The Treasurer, 1st back up to the President, shall receive all monies of the Club and disburse the same upon proper authorization; maintain a bank account for funds of the Club; keep accounting records, and prepare and present a detailed budget and financial reports showing receipts and disbursements for the current fiscal year and have custody and keep all permanent Club records;

**Section 5:** The duties of the Chair positions are:

1. Fund Raising Chair, 2nd back up to the President, shall organize and execute all community fundraising programs and initiatives authorized by the Executive Board.
2. The Secretary/Communications Chair, 3rd back up to the President, shall coordinate activities to ensure that all Team and Club information and activities are current and available via the website, [www.Dunwoodyvolleyball.weebly.com](http://www.Dunwoodyvolleyball.weebly.com) and other communication methods; keep the minutes of all meetings of the general membership and the Executive Board; attend to all correspondence of the Club; communicate volleyball event/match information to Dunwoody High School email weekly newsletter and all other task detailed Club organization chart.
3. The Varsity Chair shall be the primary liaison with the Varsity parents and responsible for the task, or coordinating the task detailed in Club organization chart.
4. The Junior Varsity Chair shall be the primary liaison with the Jr. Varsity parents and responsible for the task, or coordinating the task detailed in Club organization chart.
5. The Freshman Chair shall be the primary liaison with the freshman parents and responsible for the task, or coordinating the task detailed in Club organization chart.
6. Program Advisory Chair (optional) will be filled by Steve Goldin to help provide continuity and to advise the board on volleyball and Club matters.

**Section 6:** The Board shall consist of the officers and chairpersons of the Booster Club. The Board shall make plans for and submit to the general membership for approval at the first regular meeting of each volleyball season, projects for the support of the Volleyball program, fund raising programs, and a general financial budget for the current fiscal year. The Board shall meet on a regular schedule to authorize actions necessary to implement projects and programs as so approved. At least three (3) board members must be present in order to constitute a quorum at any meeting and a majority of the board members present may approve any proposition properly before the meeting.

**Section 7:** Should it be deemed necessary by The Board, any officer or board member can be removed from their position by a vote of all the current board members, this will be defined as follows:

* If there are 7 or 8 voting members, 5 votes are required to remove the board member
* If there are 6 voting members, 4 votes are required
* If there are 4 or 5 voting members, 3 votes are required
* If there are 3 voting members, 2 votes are required
* If there are less than 3 voting board members, a vote of a majority of the membership will be required.

In a vote to remove an officer or board member, ever effort possible should be made to have every board members cast a vote. Should a board member abstain from voting in any way, their “no-vote” will not count in the total voting member count as defined in this section. As an example, if there are 8 members and 2 abstain, then the vote will consider there to be 6 voting members, requiring a vote of 4 members to remove a board member.

**ARTICLE V – MEETINGS**

Two (2) regular meetings of the Club shall be scheduled at the beginning and end of each volleyball season. Special meetings may be called by the President of the Club in which case written notice of the time, place and purpose of the meeting shall be distributed to the membership at least seven (7) days prior to such meeting.

**ARTICLE VI – VOTING RIGHTS**

Only dues paying members (and not deemed by the Executive Board to be delinquent) of the Club will be eligible to vote on issues calling for a vote of the general membership. Each parent of a player shall be considered as members, but each family will have 1 vote per child in the program. A quorum of at least ten (10) percent of the membership must be at any meeting in order to transact business. An affirmative vote of a majority of members present at any meeting having a quorum shall be sufficient to carry any proposition submitted to the membership at such meeting.

**ARTICLE VII – ANNUAL DUES**

The current Board shall determine annual dues for each fiscal year of the Club. Dues will be payable at the first regular meeting of the volleyball season. Members of the Club may receive, as determined by the Board, supplementary items not provided by the county.

**ARTICLE VIII – FISCAL YEAR**

The fiscal year of the Club shall be the calendar year.

**ARTICLE IX – TAX EXEMPT PROVISIONS**

**Section 1: Limitations on Activities:**

All revenues of the Club shall be used exclusively for the purposes set forth in Article II.

The officers and chair persons of the Club will serve without compensation.

No substantial part of the activities of this Club shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and this Club shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

No part of the net earnings of the Club shall inure to the benefit of, or be distributable to its members, Officers, or other private persons, except that the Club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II.

Notwithstanding any other provisions of these bylaws, this Club shall not carry on any activities not permitted to be carried on by:

* A corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or
* A corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

**Section 2: Distribution of Assets**

Any funds remaining in the Club account at the end of a given season or school year will remain in the Club bank account for the continued future support of the Club.

If for any reason this organization does not continue or is not authorized to continue in the future, upon dissolution of the Club, any remaining funds or assets after payment of any outstanding debts and liabilities, will be disbursed to the Dunwoody High School Wildcat Bank Account with the designation that these funds or assets be allocated for non-profit purposes of the Dunwoody High School athletic program. Such distribution shall be made in accordance with all applicable provisions of the laws of the State of Georgia and the Federal Government.

**ARTICLE X – AMENDMENTS**

These by-laws may be amended at any regular or special meeting of the general membership where a quorum is present and a majority of those present vote in favor of such amendment; provided however, notice of the proposed amendment and the date, time and place of voting thereon, must have been announced at the preceding meeting of the general membership or included in a written notice to the general membership distributed at least ten (7) days prior to the date of the vote.

**ARTICLE XI – ADOPTION AND APPROVAL OF THE BY-LAWS**

The By-Laws, including any changes, shall be presented annually to the general membership at a General Meeting for approval by quorum vote. Approved By-Laws will be maintained by the Club Secretary. A copy of the approved By-Laws will be sent to the Dunwoody High School Athletic Director annually.

We, the undersigned, are all of the Officers of the Dunwoody Volleyball, Inc., and we consent to, and hereby do, adopt the forgoing by-laws, consisting of the 4 preceding pages, as the by-laws of the Dunwoody Volleyball, Inc.

APPROVED THIS 4th DAY OF August, 2017 BY VOTE OF THE MEMBERSHIP.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OFFICER - President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OFFICER – Treasurer/1st VP \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fund Raising Chair/2nd VP \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary & Communications/3rd VP \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_